GRiffith University
Arts, Education and Law Group Faculty Board Agenda

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**Significant Committee Events**

- The next meeting of the Arts, Education and Law Group Faculty Board will be held at 9.30am on Thursday 25 March and videoconferenced from N54_2.06 and G34_1.04 in Room 2.02, The Chancellery (G34), Gold Coast campus.

**Committee TeamPlace Web Address**

- [https://qplace01.domino.griffith.edu.au/quickplace/sec-university-committees/Main.nsf/h_Toc/dae1a0bae5d205c34a2576cc0000d2b7/?OpenDocument](https://qplace01.domino.griffith.edu.au/quickplace/sec-university-committees/Main.nsf/h_Toc/dae1a0bae5d205c34a2576cc0000d2b7/?OpenDocument)

- Use the left navigation bar to select the relevant committee site. Username is your staff number and password is the same as your Novell login. Call the Secretary on 55497 for advice or if experiencing difficulties.
# Arts, Education and Law Group Faculty Board

## Distribution List

### AEL Group Faculty Board Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
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| Professor Claire Wyatt-Smith  
Dean of Education | *ex officio* (Chair) |
| Professor Paul Mazerolle  
Pro-Vice Chancellor (Arts, Education and Law) | *ex officio* |
| Professor Paula Baron  
Dean of Law | *ex officio* |
| Professor Patrick Buckridge  
Dean of Humanities and Social Sciences | *ex officio* |
| Professor Huib Schippers  
Director, Queensland Conservatorium | *ex officio* |
| Professor Paul Cleveland  
Director, Queensland College of Arts | *ex officio* |
| Prof Herman Van Eyken  
Head, Griffith Film School | *ex-officio* |
| Associate Professor Penny Bundy  
Head, School of Education and Professional Studies, Brisbane/Logan | *ex officio* |
| Associate Professor Donna Pendergast  
Head, School of Education and Professional Studies, Gold Coast | *ex officio* |
| Associate Professor Jock MacLeod  
Head, School of Humanities | *ex officio* |
| Professor Mike Levy  
Head, School of Languages and Linguistics | *ex officio* |
| Associate Professor Anna Stewart  
Head, School of Criminology and Criminal Justice | *ex officio* |
| Dr Lillian Corbin  
Acting Head, Griffith Law School | *ex officio* |
| Professor Huib Schippers  
Director, Research Centre  
Queensland Conservatorium | *ex officio* |
| Professor Richard Wortley  
Director, Key Centre for Ethics, Law, Justice and Governance | *ex officio* |
| Ms Alison Harris  
Group Resource Manager, AEL | invited |
| Ms Elizabeth Ellis  
Executive Officer, PVC (AEL) | invited |

### Information Copies

- Deputy Heads of School
- Blended Learning Advisor (AEL)
- Deputy Deans/Directors Learning and Teaching
- Manager, Academic Credit Transfer, Admissions
- Deputy Deans/Directors Research
- Client Admin Officers, Student Administration
- School Administrative Officers
- Staff, Office of Student Recruitment
- Marketing Manager (AEL)
- Communications Officer (AEL)
- Senior Manager, International Office

### Other Copies

- Corporate Archives & Records Management copy (attachments)
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AGENDA

1.0 APOLOGIES

Apologies may be recorded by telephoning Jill Misson on extension 55497 or via email to J.Misson@griffith.edu.au.

2.0 CONFIRMATION OF MINUTES

The minutes of the 4/2009 meeting of the Arts, Education and Law Group Board are attached.

To be taken as read and confirmed

3.0 PRESENTATION ON ALUMNI AND DEVELOPMENT

3.1 Fiona Mac Anally from the Office of Development & Alumni, will cover the following points in her presentation to members:
   - Brief overview of the Office of Development & Alumni
   - Fiona's role as Acting Development & Alumni co-ordinator for the Group
   - Two brief examples of projects to date - Education Centre for Professional Learning and funding application for the Film School
   - Role in developing Group wide alumni network
   - Type of assistance available

4.0 PRESENTATION ON THEY NEW E-RECRUITMENT SYSTEM

4.1 The University will be implementing a new E-recruitment system in March 2010. This will mean moving from paper-based forms and lengthy manual distribution of paperwork across campuses to an E-recruitment system.

4.2 Shane Pitman, Manager Human Resource Services and Alarna Finucan, Human Resource manager, AEL Group, will explain the new E-recruitment system and how electronic requests can be flowed through the system.

5.0 PRO-VICE CHANCELLOR (ARTS, EDUCATION and LAW) REPORT

The PVC (AEL) Professor Paul Mazerolle will present a verbal report.

ORDERING OF THE AGENDA

At this point in the agenda, members may propose that any matter on the agenda, not included in Section I, be so included.
SECTION I: MATTERS FOR DEBATE AND DECISION

6.0 ERA CREATIVE WORKS CATEGORIES

6.1 The Office for Research proposes the creative and performing arts categories in ‘My Research Publications’ be changed to reflect the Excellence in Research for Australia (ERA) creative works categories. Such changes should reduce the work required of academic colleagues in preparation for future ERA evaluations and allow for easier differentiation between creative research outputs and professional practice. A short discussion paper is attached.

6.2 Tony Sheil, Stewart Whiteside and Freya Mearns from the Office of Research will speak to this item.

For discussion

7.0 REPORTS ON THE APPLICATION OF STAIRCASE DATA

7.1 A representative from each Faculty will give a report on working with the Staircase data, with a particular focus on the opportunities and challenges it presents and their current and planned actions.

For discussion

SECTION II: MATTERS REQUIRING RATIFICATION OF EXECUTIVE ACTION

8.0 QCGU MINOR CHANGE SUBMISSION 2009/0003140
1268 BACHELOR OF MUSIC, 1266 BACHELOR OF MUSIC STUDIES, 1195 BACHELOR OF MUSIC TECHNOLOGY

8.1 On the recommendation of the Director, QCGU, the Chair has executively approved the Major Change Submission 2009/0003140, proposing to withdraw 1521 QCM Music Theory 1A in 1268, 1266, and 1195 from semester 1, 2010.

For ratification

9.0 LAL MINOR CHANGE SUBMISSION 2009/0003134
1116 BACHELOR OF ARTS IN LANGUAGES AND APPLIED LINGUISTICS

9.1 On the recommendation of the School of LAL, the Chair has executively approved the Major Change Submission 20090003134, proposing to add 2202LAL 'Beyond What is Said: The Pragmatics of English' to the program from semester 1, 2010.

For ratification

10.0 EPS MAJOR CHANGE SUBMISSION 2009/0003121
5115 MASTER OF ARTS IN APPLIED LINGUISTICS

10.1 On the recommendation of the School of EPS (B,L) the Chair had executively approved the Major Change Submission 2009/0003121, proposing to rename the program 5115 Master of Arts in Applied Linguistics to the Master of Arts in TESOL; and to introduce a new research-focused Master of Arts in Applied Linguistics from semester 1, 2010.

10.2 Members should note that at the request of Programs Committee the submission was revised to include the Master of Arts in TESOL as an award title in the Master of Arts in Applied Linguistics program. Students wishing to undertake a research-focused pathway
will take out the Master of Arts in Applied Linguistics award and students undertaking the coursework pathway will take out the Master of Arts in TESOL.

For ratification

11.0 QCA MINOR CHANGE SUBMISSION 2009/0003135
1189 BACHELOR OF DESIGN

11.1 On the recommendation of the Director, QCA, the Chair has executively approved the Minor Change Submission 2009/0003135, proposing various minor changes to the Bachelor of Design from semester 1, 2010.

For ratification

12.0 QCA MINOR CHANGE SUBMISSION 2009/0003136
2018 BACHELOR OF DIGITAL MEDIA WITH HONOURS

12.1 On the recommendation of the Director, QCA, the Chair has executively approved the Minor Change Submission 2009/0003136, proposing to change the semester offerings of 6013QCA and 6011QCA from semester 1, 2010.

For ratification

13.0 HUM ELEC SPECIAL PURPOSE SUBMISSION 2009/0003116
1294/1229 BACHELOR OF ARTS/BACHELOR OF COMMERCE

13.1 On the recommendation of the School of Humanities, the Chair has executively approved the Special Purpose Submission 20090003116, proposing to include the English Language Enhancement course within 1294/1229 from semester 1, 2010.

For ratification

14.0 HUM ELEC SPECIAL PURPOSE SUBMISSION 2009/0003115
1230/1293 BACHELOR OF ARTS/BACHELOR OF BUSINESS

14.1 On the recommendation of the School of Humanities, the Chair has executively approved the Special Purpose Submission 2009/0003115, proposing to include the English Language Enhancement course within 1230/1293 from semester 1, 2010.

For ratification

15.0 LAL ELEC SPECIAL PURPOSE SUBMISSION 2009/0003080
1116 BACHELOR OF ARTS IN LANGUAGES AND APPLIED LINGUISTICS

15.1 On the recommendation of the School of Languages, the Chair has executively approved the Special Purpose Submission 2009/0003080, proposing to include the English Language Enhancement course within 1116 from semester 1, 2010.

For ratification

16.0 QCA SPECIAL PURPOSE SUBMISSION 2009/0003123
5052 MASTER OF VISUAL ARTS

16.1 On the recommendation of the Queensland College of Art, the Chair has executively approved the Special Purpose Submission 2009/0003123, proposing to increase the word count from 1000 to 5000 for the documentation that accompanies the creative work submitted as part of 5052 from semester 1, 2010.
For ratification

17.0 GLS SPECIAL PURPOSE SUBMISSION 2009/0003128
1137, 1141 GRADUATE ENTRY LAW PROGRAM

17.1 On the recommendation of the Griffith Law School, the Chair has executively approved the Special Purpose Submission 2009/0003128, proposing to make minor changes to the admission requirements, particularly to reduce the GPA entry from 5.0 to 4.0 of 1137 and 1141 from semester 1, 2010.

For ratification

18.0 QCA SPECIAL PURPOSE SUBMISSION 2009/0003132
1186 BACHELOR OF PHOTOGRAPHY

18.1 On the recommendation of the Queensland College of Art, the Chair has executively approved the Special Purpose Submission 2009/0003132, proposing to add a new 30CP Professional Practice (Internship) in 1186 from semester 1, 2010.

For ratification

19.0 QCA SPECIAL PURPOSE SUBMISSION 2009/0003133
1189 BACHELOR OF DESIGN

19.1 On the recommendation of the Queensland College of Art, the Chair has executively approved the Special Purpose Submission 2009/0003133, proposing to add a new 30CP Professional Practice (Internship) in 1189 from semester 1, 2010.

For ratification

20.0 EPS MINOR CHANGE SUBMISSION 2009/0003108
4030 GRADUATE DIPLOMA OF EDUCATION (PRIMARY)
5121 MASTER OF TEACHING (PRIMARY)

20.1 On the recommendation of the School of EPS (GC), the Chair has executively approved the Minor Change Submission 2009/0003108, proposing to re-introduce the mid-year entry for the Master of Teaching (Primary) and align the structure of the Graduate Diploma of Education (Primary), GC offering with the structure of the Graduate Diploma of Education (Primary) offered at the MG campus, from semester 1, 2010.

For ratification

21.0 EPS MINOR CHANGE SUBMISSION 2009/0003109
5114 MASTER OF SPECIAL EDUCATION

21.1 On the recommendation of the School of EPS (B,L) the Chair has executively approved the Minor Change Submission 2009/0003109, proposing to include the requirement that student complete two research methods courses (7267EBL and 7015EBL) in 5114 from semester 1, 2010.

For ratification

22.0 QCGU MINOR CHANGE SUBMISSION 2009/0003111
3091 GRADUATE CERTIFICATE IN MUSIC STUDIES
4117 GRADUATE DIPLOMA OF MUSIC STUDIES
5298 MASTER OF MUSIC STUDIES
22.1 On the recommendation of the QCGU, the Chair has executively approved the Minor Change Submission 2009/0003111, proposing to offer 2169QCM Music: Sound and Idea in a postgraduate form (as7169QCM) in 3091, 4117, and 5298 from semester 1, 2010.

For ratification

23.0 HUM MINOR CHANGE SUBMISSION 2009/0003110
1016, 1021, 1022 BACHELOR OF ARTS
1017 1088 BACHELOR OF COMMUNICATION
1253, 1254 BACHELOR OF JOURNALISM

23.1 On the recommendation of the School of HUM, the Chair has executively approved the Minor Change Submission 2009/0003110, proposing to change the semester of offer for a range of courses in 1016, 1021; 1017, 1088; and 1253, 1254 from semester 1, 2010.

For ratification

24.0 GLS MINOR CHANGE SUBMISSION 2009/0003106
3160 GRADUATE CERTIFICATION IN NEGOTIATION AND DISPUTE RESOLUTION

24.1 On the recommendation of the Griffith Law School, the Chair has executively approved the Minor Change Submission 2009/0003106, proposing to withdraw 7007IRL Negotiation and dispute Resolution from on campus offering to online with OUA in 3160 from semester 1, 2010.

For ratification

25.0 EPS MINOR CHANGE SUBMISSION 2009/0003112
3020 GRADUATE CERTIFICATE IN SPECIAL EDUCATION
5114 MASTER OF SPECIAL EDUCATION

25.1 On the recommendation of the School of EPS (B,L), the Chair has executively approved the Minor Change Submission 2009/0003112, proposing to change the title of 7195EBL from Effective Practices for Young Children with Autism Spectrum Disorders to Reasonable Adjustment to Curriculum in 3020 and 5114 from semester 1, 2010.

For ratification

26.0 EPS MINOR CHANGE SUBMISSION 2009/0003119
1049 BACHELOR OF EDUCATION (PRIMARY)

26.1 On the recommendation of the School of EPS (GC), the Chair has executively approved the Minor Change Submission 2009/0003119, proposing to include a new course, 3841EPS Literature Review in 1049 from semester 1, 2010.

For ratification

27.0 CCJ MINOR CHANGE SUBMISSION 2009/0003129
1112 BACHELOR OF CRIMINOLOGY

27.1 On the recommendation of the School of CCJ, the Chair has executively approved the Minor Change Submission 2009/0003129, proposing to the change of semester of offer and name of the elective courses 2008CCJ and 3001CCJ in 1112 from semester 1, 2010.

For ratification
28.0 QCA MINOR CHANGE SUBMISSION 2009/0003131
1186 BACHELOR OF PHOTOGRAPHY

28.1 On the recommendation of the Queensland College of Art, the Chair has executively approved the Minor Change Submission 2009/0003131, proposing to add 2420QCA as a studio foundation course in second year and re-order some second semester, second year course in 1186 from semester 1, 2010.

For ratification

29.0 EPS MINOR CHANGE SUBMISSION 2009/0003130
1050, 1060 BACHELOR OF EDUCATION (PRIMARY)

29.1 On the recommendation of the School of EPS (B,L), the Chair has executively approved the Minor Change Submission 2009/0003130, proposing to add 2082EBL to the HPE specialisation, and withdraw 120EBL in 1050 from semester 1, 2010.

For ratification

30.0 HUM MINOR CHANGE SUBMISSION 2009/0003122
1016 BACHELOR OF ARTS (GC)
1017 BACHELOR OF COMMUNICATION (GC)

30.1 On the recommendation of the School of HUM, the Chair has executively approved the Minor Change Submission 2009/0003122, proposing to include the Chinese language major at the Gold Coast offerings of the Bachelor of Arts and Bachelor of Communication (1016 and 1017) from semester 1, 2010.

For ratification

31.0 QCGU MINOR CHANGE SUBMISSION 2009/0003118
1268 BACHELOR OF MUSIC

31.1 On the recommendation of the QCGU, the Chair has executively approved the Minor Change Submission 2009/0003118, proposing to change the year of offer fro Guitar Skills 1 from year 1 to year 2 the Advanced Guitar Skills from year 2 to year 3 in the Classical Guitar Performance Major in1268 from semester 1, 2010.

For ratification

32.0 QCA MINOR SUBMISSION 2009/0003114
2043 BACHELOR OF DESIGN WITH HONOURS

32.1 On the recommendation of the QCA, the Chair has executively approved the Minor Change Submission 2009/0003114, proposing to introduce a minor change to the admission requirements of the program from semester 1, 2010.

For ratification

33.0 EPS MINOR CHANGE SUBMISSION 2009/0003137
4153 GRADUATE DIPLOMA OF EARLY CHILDHOOD EDUCATION

33.1 On the recommendation of the School of EPS (B,L), the Chair has executively approved the Minor Change Submission 2009/0003137, proposing to add the course 7779EBL/EPS Early Childhood Wider Professional Experience from semester 1, 2010

For ratification
34.0 HUM MINOR CHANGE SUBMISSION 2009/0003138
1016/1021/1022 BACHELOR OF ARTS

34.1 On the recommendation of the School of HUM, the Chair has executively approved the Minor Change Submission 2009/0003138 proposing various minor changes to the Bachelor of Arts program.

For ratification

35.0 QCA SPECIAL PURPOSE SUBMISSION 2010/007501
1186 BACHELOR OF PHOTOGRAPHY

35.1 On the recommendation of the QCA, the Chair has executively approved the Special Purpose Submission 2010/007501, proposing to clearly define in the degree requirements the options students have in selecting elective majors or specialisations within the Bachelor of Photography program.

For ratification

36.0 HUM MINOR CHANGE SUBMISSION 2010/007502
1017, 1088 BACHELOR OF COMMUNICATION
1253, 1254 BACHELOR OF JOURNALISM

36.1 On the recommendation of the School of HUM, the Chair has executively approved the Minor Change Submission 2010/007502 proposing various minor changes to the Bachelor of Communication and Bachelor of Journalism programs.

For ratification

37.0 QCA MINOR CHANGE SUBMISSION 2010/007503
1189 BACHELOR OF DESIGN

37.1 On the recommendation of the QCA, the Chair has executively approved the Minor Change Submission 2010/007503, proposing various minor changes to the Bachelor of Design program from semester 1, 2010.

For ratification

38.0 EPS MINOR CHANGE SUBMISSION 2010/007505
1066 BACHELOR OF ARTS IN EDUCATION (CANANDIAN COLLEGE)

38.1 On the recommendation of the School of EPS (B,L), the Chair has executively approved the Minor Change Submission 2010/007503, proposing to add 2 elective courses to the program from semester 1, 2010.

For ratification

39.0 LAL MINOR CHANGE SUBMISSION 2010/007506
2023 BACHELOR OF ARTS WITH HONOURS IN LANGUAGES AND APPLIED LINGUISTICS

39.1 On the recommendation of the School of LAL, the Chair has executively approved the Minor Change Submission 2010/007506 withdrawing all Indonesian and Korean language courses from the program structure. These languages are now offered via cross institutional enrolment at the University of Queensland.

For ratification
40.0 HUM MINOR CHANGE SUBMISSION 2009/0003113
3144/5395/5396 GRADUATE CERTIFICATE IN ARTS AND MEDIA, MASTER OF ARTS AND MEDIA, MASTER OF ARTS AND MEDIA WITH HONOURS

40.1 On the recommendation of the School of HUM, the Chair has executively approved the Minor Change Submission 2009/0003113 proposing the addition of several elective courses in the postgraduate Arts and Media programs from semester 1, 2010.

For ratification

41.0 COURSE OUTLINE APPROVALS

41.1 The following course outlines for new courses and courses with major changes have been executively approved by the relevant Deans, Deputy Deans (L & T) and Directors of each element:

5049LAW Chinese Law & Legal Tradition
5126LAW Domestic Violence
5061LAW Advanced Family Law – Clinic
1011LAW Law and the Modern State
7131LAW Australian Migration Law & MARA
7132LAW Australia’s Visa system
7133LAW Visa Compliance, Cancellation and Review
7134LAW Applied Migration Law & Practice
5041LAW International Commercial Law
5056LAW Vis International Commercial Arbitration Moot (Written Competition)
4064LAW Law and Psychology
5058LAW European Union Law & Integration
5062LAW Equal Opportunity and Discrimination Law
3700HUM Social Enterprise Placement
5176LAW Street Law - Community Legal Education Clinic.
7095EBL Perspectives on Child Development and Learning
7224EPS Leadership for Sports Coaches
7803EPS Assessing Student Learning
7099EPS Curriculum in the Early Years
7003EPS Learning and Teaching Mathematics Curriculum
7095EPS Perspectives on Child Development & Learning
7143EBL Vocational Assessment
1139EBL Introduction to Applied Theatre
7145EBL Advanced Technical Studies
8240EBL Initial Research Planning
7099EBL Curriculum in the Early Years
8270EBL Research Proposal
7617EBL Middle Years Graphics Curriculum
7779EBL Early Childhood Wider Professional Experience
7771EBL Professional Experience and Practice ECE 1
7224EBL Reasonable Adjustments to Curriculum
7615EBL Middle Years Industrial Technology Curriculum
3016EBL Teaching Strategies, Class Management and Communication
7771EBL Professional Experience and Practice ECE 1
7099EBL Curriculum in the Early Years
7097EPS Language & Literacy in the Early Years
7099EPS Curriculum in the Early Years
7095EPS Perspectives on Child Development & Learning
1139EBL Introduction to Applied Theatre
7097EBL Language and Literacy in the Early Years
4236EBL Early Phase Professional Studies Placement
7703GFS Digital Production 1
7112GFS Character Animation
For ratification

SECTION III: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS

42.0 EVALUATIONS AT GRIFFITH

42.1 Evaluations at Griffith was successfully loaded into production on Friday 15 January. SECs were initiated for Summer Semester part 2 on Monday 18 January. Automated emails were sent to Convenors on Tuesday 19 January to review the 74 SECs and add SETs. The system has been stable and performing well.

42.2 Academics and SAOs were advised via email regarding courses that are to be evaluated on the new system for the second half of Summer Semester. Academics and SAOs involved with Summer Semester Part 1 courses were advised to use the existing Evaluations at Griffith.

42.3 Emma Liversidge has been appointed by FBS to the Coordinator role to train and support academics in the Evaluations process. Information sessions have been conducted at all campuses for academics who will be using the new system for the second half of Summer Semester.

42.4 Training tools and aids have been developed to assist academics. Training artefacts are available on the website https://intranet.secure.griffith.edu.au/projects/course-evaluations

For noting

43.0 OTHER BUSINESS

44.0 2010 MEETINGS

Following, are the confirmed dates and venues for the AEL Group Faculty Board meetings for 2010. All meetings will begin at 9.30am and video conferenced between Nathan and Gold Coast campuses. Please note that the Budget Advisory Group (BAG) meetings will begin at the conclusion of the Board meetings:

7062QCA_P3 Dissertation Project
7062QCA_P2 Dissertation Project
2361QCA Spatial Practices
7062QCA_P1 Dissertation Project
7062QCA_P4 Dissertation Project
3838QCA Documentary In-field Project
3419QCA Animation, Auteurs & Digital Environments
2344QCA Interdisciplinary Painting 1
2504QCA Introduction to CAD
3557QCA Freeform Computer Modelling
2829QCA News Photography 2
2805HUM Digital Writing
7408HUM Dynamics of Cultural Change
7500HUM Communication Project
7101HUM Sites and Situations
7509HUM On-line News Production
3052HUM Creative Histories
3602HUM Islam and the Making of Europe
7002CCJ The Criminal Justice System
7169QCM Music: Sound and Idea

For ratification
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For noting