GRiffith University

ARTS, EDUCATION AND LAW GROUP FACULTY BOARD

A meeting of the Arts, Education and Law Group Faculty Board was held on Thursday, 25 February 2010 via videoconference from 9.30am in room 2.06, Bray Centre (N54), Nathan campus and room 1.04, The Chancellery (G34), Gold Coast campus.

MINUTES

PRESENT:

Professor Claire Wyatt-Smith (Chair)
Professor Paul Mazerolle
Professor Claire Wyatt Smith
Professor Patrick Buckridge
Professor Paul Cleveland
Associate Professor Penny Bundy
Associate Professor Donna Pendergast
Associate Professor Jock MacLeod
Associate Professor Anna Stewart
Professor Richard Wortley
Professor Herman Van Eyken
Professor Paul Draper (attending on behalf of Huib Schippers)
Jill Misson (Secretary)

Invited:

Ms Alison Harris
Ms Elizabeth Ellis
Ms Rosemary Marson

Present by Invitation for specific Agenda Items

Ms Alarna Finucan (for item 3.0)
Ms Fiona Mac Anully (for item 4.0)
Dr Freya Mearns and Mr Tony Sheil, (for item 6.0)

APOlogies:

Professor Huib Schippers
Professor Paula Baron
Dr Lillian Corbin
Professor Mike Levy

1.0 CONFIRMATION OF MINUTES

1.1 The minutes of the 4/2009 meeting of the Arts, Education and Law Group Faculty Board were taken as read and confirmed.

SECTION A: RECOMMENDATIONS AND REPORTS TO ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES

Nil

SECTION B: ACTION UNDER DELEGATED AUTHORITY OR EXECUTIVE ACTION

The Arts, Education and Law Board resolved to ratify the following executive approvals:

2.0 QCGU MINOR CHANGE SUBMISSION 2009/0003140

1268 BACHELOR OF MUSIC, 1266 BACHELOR OF MUSIC STUDIES, 1195 BACHELOR OF MUSIC TECHNOLOGY

2.1 Major Change submission proposing to withdraw 1521 QCM Music Theory 1A in the
Bachelor of Music, Bachelor of Music Studies and Bachelor of Music Technology from semester 1, 2010.

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

3.1 Major Change Submission proposing to add 2202LAL 'Beyond What is Said: The Pragmatics of English' to the program from semester 1, 2010.

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

4.1 Major Change Submission, proposing to rename the program 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.

4.2 Members noted 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.

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

5.1 Minor Change Submission, proposing various minor changes to the Bachelor of Design from semester 1, 2010.

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

6.1 Minor Change Submission, proposing to change the semester offerings of 6013QCA and 6011QCA in the Bachelor of Digital Media with Honours from semester 1, 2010.

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

7.1 Special Purpose Submission, proposing to include the English Language Enhancement course within the Bachelor of Arts / Bachelor of Commerce from semester 1, 2010.

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

8.1 Special Purpose Submission, proposing to include the English Language Enhancement course within the Bachelor of Arts / Bachelor of Business from semester 1, 2010.

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

9.1 Special Purpose Submission, proposing to include the English Language Enhancement course within the Bachelor Arts in Languages and Applied Linguistics from semester 1, 2010.

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

10.1 Special Purpose Submission, proposing to increase the word count from 1000 to 5000 for the documentation that accompanies the creative work submitted as part of the Master of Visual Arts from semester 1, 2010.
11.0 GLS SPECIAL PURPOSE SUBMISSION 2009/0003128

1137, 1141 GRADUATE ENTRY LAW PROGRAM

11.1 Special Purpose Submission, proposing to make minor changes to the admission requirements, particularly to reduce the GPA entry from 5.0 to 4.0 in the Bachelor of Laws (Graduate Entry) from semester 1, 2010.

12.0 QCA SPECIAL PURPOSE SUBMISSION 2009/0003132

1186 BACHELOR OF PHOTOGRAPHY

12.1 Special Purpose Submission, proposing to add a new 30CP Professional Practice (Internship) in the Bachelor of Photography from semester 1, 2010.

13.0 QCA SPECIAL PURPOSE SUBMISSION 2009/0003133

1189 BACHELOR OF DESIGN

13.1 Special Purpose Submission, proposing to add a new 30CP Professional Practice (Internship) in the Bachelor of Design from semester 1, 2010.

14.0 EPS MINOR CHANGE SUBMISSION 2009/0003108

4030 GRADUATE DIPLOMA OF EDUCATION (PRIMARY)
5121 MASTER OF TEACHING (PRIMARY)

14.1 Minor Change Submission, 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.

15.0 EPS MINOR CHANGE SUBMISSION 2009/0003109

5114 MASTER OF SPECIAL EDUCATION

15.1 Minor Change Submission, proposing to include the requirement that student complete two research methods courses (7267EBL and 7015EBL) in the Master of Special Education from semester 1, 2010.

16.0 QCGU MINOR CHANGE SUBMISSION 2009/0003111

3091 GRADUATE CERTIFICATE IN MUSIC STUDIES
4117 GRADUATE DIPLOMA OF MUSIC STUDIES
5298 MASTER OF MUSIC STUDIES

16.1 Minor Change Submission, proposing to offer 2169QCM Music: Sound and Idea in a postgraduate form (as2169QCM) in the Graduate Certificate in Music Studies, Graduate Diploma of Music Studies and the Master of Music Studies from semester 1, 2010.

17.0 HUM MINOR CHANGE SUBMISSION 2009/0003110

1016, 1021, 1022 BACHELOR OF ARTS
1017 1088 BACHELOR OF COMMUNICATION
1253, 1254 BACHELOR OF JOURNALISM

17.1 Minor Change Submission, proposing to change the semester of offer for a range of courses in the Bachelor of Arts, Bachelor of Communication and the Bachelor Journalism from semester 1, 2010.

18.0 GLS MINOR CHANGE SUBMISSION 2009/0003106

3160 GRADUATE CERTIFICATE IN NEGOITIATION AND DISPUTE RESOLUTION

18.1 Minor Change Submission, proposing to withdraw 7007IRL Negotiation and dispute Resolution from on campus offering to online with OUA in the Graduate Certificate in Negotiation and Dispute Resolution from semester 1, 2010.
19.0 EPS MINOR CHANGE SUBMISSION 2009/0003112
3020 GRADUATE CERTIFICATE IN SPECIAL EDUCATION
5114 MASTER OF SPECIAL EDUCATION

19.1 Minor Change Submission, proposing to change the title of 7195EBL from Effective Practices for Young Children with Autism Spectrum Disorders to Reasonable Adjustment to Curriculum in Graduate Certificate in Special Education and Master of Special Education from semester 1, 2010.

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

20.1 On the recommendation of the School of EPS (GC), the Chair has executively approved the Minor Change Submission, proposing to include a new course, 3841EPS Literature Review in the Bachelor of Education Primary, Gold Coast from semester 1, 2010.

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

21.1 Minor Change Submission, proposing to change the semester of offer and name of the elective courses 2008CCJ and 3001CCJ in the Bachelor of Criminology from semester 1, 2010.

22.0 QCA MINOR CHANGE SUBMISSION 2009/0003131
1186 BACHELOR OF PHOTOGRAPHY

22.1 Minor Change Submission, proposing to add 2420QCA as a studio foundation course in second year and re-order some second semester, second year course in the Bachelor of Photography from semester 1, 2010.

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

23.1 Minor Change Submission, proposing to add 2082EBL to the HPE specialisation, and withdraw 120EBL in the Bachelor of Education Primary at Mt Gravatt and Logan from semester 1, 2010.

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

24.1 Minor Change Submission, proposing to include the Chinese language major at the Gold Coast offerings of the Bachelor of Arts and Bachelor of Communication from semester 1, 2010.

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

25.1 Minor Change Submission, proposing to change the year of offer from 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 in the Bachelor of Music from semester 1, 2010.

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

26.1 Minor Change Submission, proposing to introduce a minor change to the admission requirements of the Bachelor of Design with Honours from semester 1, 2010.
27.0 EPS MINOR CHANGE SUBMISSION 2009/0003137
4153 GRADUATE DIPLOMA OF EARLY CHILDHOOD EDUCATION

27.1 Minor Change Submission, proposing to add the course 7779EBL/EPS Early Childhood Wider Professional Experience in the Graduate Diploma of Early Childhood Education from semester 1, 2010

28.0 HUM MINOR CHANGE SUBMISSION 2009/0003138
1016/1021/1022 BACHELOR OF ARTS

28.1 Minor Change Submission proposing various minor changes to the Bachelor of Arts program from semester 1, 2010.

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

29.1 Special Purpose Submission, proposing to clearly define in the degree requirements the options students have in selecting elective majors or specialisations within the Bachelor of Photography program.

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

30.1 On the recommendation of the School of HUM, the Chair has executively approved the Minor Change Submission proposing various minor changes to the Bachelor of Communication and Bachelor of Journalism programs from semester 1, 2010.

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

31.1 Minor Change Submission, proposing various minor changes to the Bachelor of Design program from semester 1, 2010.

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

32.1 Minor Change Submission, proposing to add 2 elective courses to the Bachelor of Arts in Education for the cohort of students from the Canadian College from semester 1, 2010.

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

33.1 Minor Change Submission withdrawing all Indonesian and Korean language courses from the program structure of the Bachelor of Arts with Honours in Languages and Applied Linguistics. These languages are now offered via cross institutional enrolment at the University of Queensland.

34.0 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

34.1 Minor Change Submission 2009/0003113 proposing the addition of several elective courses in the postgraduate Arts and Media programs from semester 1, 2010.

35.0 COURSE OUTLINE APPROVALS

35.1 Course outlines for new courses and courses with major changes to be effective from semester 1, 2010.
SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES
[TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEE(S)]

Nil

SECTION D: MATTERS NOTED, CONSIDERED, OR REMAINING UNDER DISCUSSION

36.0 PRESENTATION ON ALUMNI AND DEVELOPMENT

36.1 Ms Fiona Mac Anally, the Acting co-ordinator of Development & Alumni for the AEL Group, attended the meeting to provide an overview of her role, specifically in developing a Group wide alumni network.

36.2 Members were advised to contact Fiona for further information on the Alumni network.

37.0 PRESENTATION ON THE NEW E-RECRUITMENT SYSTEM

37.1 The Human Resource Manager for the AEL Group, Ms Alarna Finucan advised members that the University will be implementing a new E-Recruitment system in March 2010.

37.2 An explanation on how the system will function was provided. Information on training sessions in the new system will be sent out shortly.

38.0 PRO-VICE CHANCELLOR (ARTS, EDUCATION AND LAW) REPORT

38.1 The PVC (Arts, Education & Law), reported on the following matters:

- Space Issues
- Blended Learning Advisor
- Young scholar mentoring program
- Meetings to be organised to discuss the proposed restructure

39.0 ERA CREATIVE WORKS CATEGORIES

39.1 Mr Tony Sheil and Dr Freya Mearns from the Office of Research attended the meeting to discuss the proposal to change the creative and performing arts categories in “My Research Publication” to reflect the Excellence in Research for Australia (ERA) creative works categories.

39.2 In discussing the proposal the following points were noted:

- Whilst creative works resulting from research have been collected since 1995 they have not been eligible for inclusion in the HERDC returns. This proposal will allow them to be eligible for inclusion in the ERA evaluations and Staircase;
- Creative Works – Music from QCGU will be submitted to ERA in the Original Creative Works – Other category;
- Changing the “My Research Publications” creative and performing arts categories to those proposed by OR will decrease the work required of academics for the next round of ERA;
- Research statements would become an optional field in the new ‘My Research Publication’ creative works records rather that mandatory;
- Currently, it is not always possible to differentiate between research and professional practice;
- The proposed change would allow collection of information about staff members’ creative works that are professional practice rather than research;
- In the current process there is a lot of double handling. The change would significantly simplify the process.
39.3 Members agreed to the proposed changes and thanked Freya and Tony for their work in simplifying the process which would lead to reduced work required of academics in preparation for future ERA evaluations and allow for easier differentiation between creative research outputs and professional practice.

40.0 REPORTS ON THE APPLICATION OF STAIRCASE DATA

40.1 Members were introduced to the item by the Chair and were then provided with an update on the current status of Staircase by the AEL Group Resource Manager, Ms Alison Harris. Members from each Faculty then gave a brief report on working with the Staircase data within their own areas.

40.2 The PVC commended members on their engagement with the Staircase process.

41.0 EVALUATIONS AT GRIFFITH

The Board noted advice on Evaluations at Griffith.

42.0 2010 MEETINGS

The Board noted advice on the confirmed dates and venues for the AEL Group Faculty Board meetings in 2010.

43.0 OTHER BUSINESS

44.0 NEXT MEETING

The next meeting of the Arts, Education and Law Group Board will be held on Thursday 25 March at 9.30am via video-conference between room 2.06, Bray Centre (N54) Nathan campus and room 1.04, The Chancellery (G34), Gold Coast campus.

The remaining meetings of the AEL Group Faculty Board are as follows:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>25 March</td>
<td>Nathan/Gold Coast</td>
<td>N54_2.06</td>
</tr>
<tr>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>13 May</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>G23_3.01</td>
</tr>
<tr>
<td>29 July</td>
<td>Nathan/Gold Coast</td>
<td>N54_2.06</td>
</tr>
<tr>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>16 September</td>
<td>Nathan/Gold Coast</td>
<td>N54_2.06</td>
</tr>
<tr>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>14 October</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
</tbody>
</table>

Confirmed: __________________________

(Chair)

Date: __________________________

www.griffith.edu.au/committees