A meeting of the Arts, Education and Law Group Board was held at 11.30am on Thursday 24 November in the AEL Boardroom, Education building (M06), Mt Gravatt campus.

MINUTES

PRESENT:
Associate Professor Glenn Finger (Acting Chair)
Professor Huib Schippers
Professor Richard Bagnall
Professor William MacNeil
Professor Donna Pendergast
Professor Herman Van Eyken
Associate Professor Janet Ransley
Mr David Lloyd (for Professor Paul Cleveland)
Ms Sue Smith
Invited
Dr Oliver Vodeb (for agenda item 6.0)
Jill Misson (Secretary)

APOLOGIES:
Professor Claire Wyatt-Smith (Chair)
Professor Paul Mazerolle
Associate Professor Jock MacLeod
Professor Paul Cleveland

1.0 CONFIRMATION OF MINUTES
The minutes of the 3/2011 meeting of the Arts, Education and Law Group Board were taken as read and confirmed.

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

2.0 COURSE MARKING AND GRADING MODERATION REPORT

2.1 In its September 2008 Griffith University Audit Report AUQA recommended that: “More attention be paid by Griffith University to quality control aspects (such as moderation policy and procedures and the calibration of standards for the awarding of grades).”

2.2 To implement this recommendation the University has included a section on Moderation Processes within the Assessment Policy and within the Curriculum Initiatives Tracking section of the Course Profile System for implementation in semester 1, 2012.

2.3 To further facilitate implementation of the AUQA recommendation on moderation and cognisant of TEQSA’s future focus on externally referenced learning standards, the University Assessment Committee has been working on the development of a university wide template, Course Marking and Grading Moderation Report for use by School Assessment Boards to document the moderation processes in each course. An example of the report which is to be integrated with the Course MESS Report was provided for comment.

2.4 In discussing the report the following comments were noted:
- The proposed process would have significant workload implications for course convenors
• Checklist with the course profiles needs to align with this process
• Sessional staff cannot be a moderator even though some do convene courses
• The report in its current form is far too long
• Timeline for this process is very short
• Elements within the AEL Group already have moderation systems in place which have proven to be satisfactory

2.5 The Board discussed the draft Course Marking and Grading Moderation Report and agreed that it was an extra piece of documentation surplus to requirements and suggested to satisfy requirements a tick box should be included on the MESS Report for the Chair of Assessment Board to check that it has been appropriately moderated.

Resolution

2.6 The Group Board resolved to provide its feedback to Assessment Committee on the Course Marking and Grading Moderation Report Form.

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forward Group Board’s feedback to Assessment Committee</td>
<td>Committee Secretary (action taken)</td>
</tr>
</tbody>
</table>

3.0 QCA MAJOR CHANGE SUBMISSION 2011/0003359

BACHELOR OF DESIGN

3.1 The Arts, Education and Law Group Board on the recommendation of the Queensland College of Arts, considered a major change submission proposing major changes to the Bachelor of Design program as detailed in the submission 2011/0003359 for implementation in semester 1 2013.

3.2 A Committee for the review of the Bachelor of Design was established in early 2010 to review the program focusing on the following terms of reference:
- Review the quality, structure and delivery of the Bachelor of Design against international best practice at other universities that are recognised leaders in design education;
- Review the nexus and balance between theory and practice in the Bachelor of Design with specific regard to the suitability of the level and nature of theory courses offered within the Bachelor of Design;
- Review the external environment in which students will be seeking employment and career success and assess the Bachelor of Design's suitability in preparing graduates for entry into employment and future success;
- Review the internationalisation of the program in respect to curriculum, partnerships, off shore delivery, agreements and credit transfers.

3.3 The recommendations from the Bachelor of Design review stated that the program should produce graduates who would be leaders in design, with the ability to define and solve design problems of the present while being oriented to those of the future. The Committee agreed on the following points:
- A four year program would better provide the level of education necessary to prepare design students to be leading practitioners.
- The four majors would comprise at least 80 credit points of core courses.
- The program should contain sufficient elective space.

3.4 The Review Committee also noted the recommendations as a result of the Art Theory review, specifically, that theory should be setup in two parts: in the studio and in a general theory program and must be a mix of the two. This is an area where staff renewal and reinvigoration of the content area will be critical. Theory must be incorporated back into the core of the QCA rather than being represented as an add-on and should be strategically grown from the disciplines.
3.5 The new Bachelor of Design program takes note of all these recommendations and establishes a benchmark in Design education which is equal to the international leaders in Design education.

3.6 The new four year program replaces the existing three year program to meet the needs of existing market while providing all students a ‘value added’ design futures capability whereby they are equipped with knowledge and methodologies that can help the organisations who employ them respond to emergent social and environmental challenges.

The program embraces sustainable design practices but goes well beyond token gestures towards sustainability and political ‘green’ rhetoric. Design Futures philosophy allows all students to understand the importance and nature of unsustainability; rather than that of sustainability which tries to maintain the status quo. Across the three design majors of Visual Communication Design, Interior Environments and Product Design the concept of futuring is introduced as a design practice. All design students will learn to understand, how to analyse problems and how to design solutions in the existing and emergent reality.

3.7 The underlying intent of the new program is to be proactive, preparing emerging designers for the uncertainty and opportunities that lay ahead. All designers regardless of discipline have to be able to think critically as well as creatively, to understand the world in which they will practice. To possess the necessary skill base to practice professionally and effectively. The new program underpinned by design futures philosophy has been created to stimulate young designers and provide them with the capability to become ‘pathfinders’ to seize control of their own design future.

3.8 The program will consist of the following cluster of courses:

- Studio Foundation (60 CP)
- Core Theory (60 CP)
- Studio Major (80CP)
- Research Projects (60CP)
- Electives (60CP)

3.9 Dr Oliver Vodeb from QCA gave members an overview of the changes in the Bachelor of Design advising that the restructured program is a reaction to changing marketing conditions and will distinguish it from traditional Design degrees offered at other tertiary institutions.

3.10 In discussing the changes to the program the following points were noted:
- The program will promote Designers as industry leaders.
- Students will attain a solid base of skills however knowledge in design will go beyond this concept.
- The four majors will all contain defuturing and sustainability studies.
- Should be wary of introducing a strong intellectual base to the detriment of the technical base as this may adversely affect the student market.
- Offering an option of a exit point at the conclusion of 3 years should be considered
- The Design program is currently the largest enrolling program at QCA –a thorough market analysis should be undertaken on the effects on introducing such distinctive changes to the program.
- If changes are approved a very strong effective marketing particularly targeting the actual content of the program would be required.

3.11 Members agreed that while the program changes were bold and innovative a business plan and a comprehensive market analysis would need to be undertaken and brought back to the Board for consideration before recommending the changes as detailed in the submission to Programs Committee. It was also noted that the program’s Honours component would need to be clarified for AQF compliance.
3.12 It was agreed that a special meeting of the Board would be convened in late January 2012 to reconsider the submission with additional information as requested by the Board members.

Resolution

3.13 The Arts, Education and Law Group Board resolved to defer any recommendation on the Major Change submission, as detailed in 2011/0003359 proposing major changes to the Bachelor of Design, until the requested additional information was supplied for further consideration.

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. A business plan to be prepared in consultation with the Group’s Planning and Resource Manager.</td>
<td>Program Convenor and Group PRM</td>
</tr>
<tr>
<td>2. A thorough market analysis to be prepared in consultation with the External Relations.</td>
<td>Program Convenor and Deputy Director, Digital Strategy</td>
</tr>
<tr>
<td>3. Honours component to comply with AQF requirements.</td>
<td>DD (L&amp;T) QCA</td>
</tr>
<tr>
<td>4. Submission to be revised with particular reference to formatting, contradicting statements and course coding and descriptors</td>
<td>Program Convenor</td>
</tr>
</tbody>
</table>

SECTION B: ACTION UNDER DELEGATED AUTHORITY OR EXECUTIVE ACTION

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

4.0 GLS MAJOR CHANGE SUBMISSION 2011/0002468
UNDERGRADUATE LAW PROGRAMS

4.1 Major Change submission 2011/0002468 proposing changes to the Law double degrees, Bachelor of Laws - Graduate Entry (1137/1141) and Bachelor of Laws (1365/1366, effective Semester 1, 2012.

4.2 The Griffith Law School is proposing to raise the GPA requirement (from 5.0 to 5.25) for students wishing to complete the Interdisciplinary Research Project (5000LAW).

4.3 This 5000LAW course is compulsory for Honours students and the increased GPA requirement is proposed to potentially lift the classification of Honours for the School’s Law students.

5.0 QCGU MINOR CHANGE SUBMISSION 2011/0003327
2051 BACHELOR OF MUSIC WITH HONOURS

5.1 Minor Change submission 2011/0003327 proposing to align the recent changes made to the Bachelor of Music embedded Honours program with the add-on offering (2051), effective semester 1, 2012.

6.0 EDN MAJOR CHANGE PROPOSALS 2011/0003330 and 2011/0003329
1049/1050/1060 BACHELOR OF EDUCATION - PRIMARY
1051 BACHELOR OF EDUCATION - SECONDARY
1052 BACHELOR OF EDUCATION - SPECIAL EDUCATION
1065 BACHELOR OF ADULT AND VOCATIONAL EDUCATION
6.1 Major Change submissions 2011/0003329 and 2011/0003330 proposing to change the English language entry requirements to all initial teacher education programs as recommended by the Australian Institute for Teaching and School Leadership (AITSL) and endorsed by the Queensland College of Teachers (QCT) effective Semester 1, 2012.

6.2 The proposed amended English language entry requirements to all initial teacher education programs are as follows:
• an IELTS (Academic) average band score of 7.5 with a score of at least 8.0 for Listening and Speaking and a score of at least 7.0 for Reading and Writing
• OR an ISLPR score of at least 4 in each area of Speaking, Listening, Reading and Writing (only if administered by Migrant Projects, TESOL Unit, Queensland University of Technology or ISLPR Language Services, Eight Mile Plains, Queensland).

7.0 CCJ MINOR CHANGE SUBMISSION 2011/0003332 UNDERGRADUATE CRIMINOLOGY PROGRAMS

7.1 Minor Change submission 2011/0003332 proposing the following changes effective semester 2, 2012:
• Addition of a second year elective 2014CCJ Victimology
• Addition of a third year elective 3018CCJ International Comparative Criminology and Criminal Justice
• Move the core course 3012CCJ Social Science Research Methods from year 2 to year 3.

8.0 LAL MINOR CHANGE SUBMISSION 2011/0003334
1116 BACHELOR OF ARTS IN LANGUAGES AND APPLIED LINGUISTICS

8.1 Minor Change submission 2011/0003334 proposing to update the education teaching areas in the program, effective semester 1, 2012.

9.0 CCJ MINOR CHANGE SUBMISSION 2011/0003336
2022 BACHELOR OF CRIMINOLOGY & CRIMINAL JUSTICE WITH HONOURS

9.1 Minor Change submission 2011/0003336 proposing the addition of the course 6008CCJ Research Management and reduce the CP in the course 6005CCJ Perspectives on Crime from 20CP to 10CP (new code 6009CCJ), effective semester 1, 2012.

10.0 EDN MINOR CHANGE SUBMISSION 2011/0003337
4153/4154 GRADUATE DIPLOMA OF EARLY CHILDHOOD EDUCATION

10.1 Minor Change submission 2011/0003337 proposing to align the part-time and full-time offering of the program, effective semester 1, 2012.

11.0 QCA MINOR CHANGE SUBMISSION 2011/0003338 UNDERGRADUATE QCA PROGRAMS

11.1 Minor Change submission 2011/0003338 proposing to delete the elective major/specialisation Text Journalism from offer, effective semester 1, 2012.

12.0 EDN MINOR CHANGE SUBMISSION 2011/0003339
3016 GRADUATE CERTIFICATE IN TESOL
12.1 Minor Change submission 2011/0003339 proposing to correct the semester offering of two courses in the program, effective semester 1, 2012.

13.0 QCA MINOR CHANGE SUBMISSION 2011/0003340
1189 BACHELOR OF DESIGN

13.1 Minor Change submission 2011/0003340 proposing the following changes, effective semester 1, 2012:
- Replace 2578QCA Digital Graphic Design with the new course Digital Design Graphics
- Change the title of 2509QCA from ‘Design in Advertising’ to ‘Socially Responsive Communication’
- Remove 3548QCA ‘Branding’ from the Creative Communication elective specialisation.

14.0 HUM MAJOR CHANGE SUBMISSION 2011/0002466
2085/2086 SCHOOL OF HUMANITIES HONOURS PROGRAM

14.1 Major Change submission 2011/0002466 proposing to change the add-on Bachelor of Arts with Honours program (2005/2007) to the School of Humanities Honours Program (2085/2086) to also encourage students in the Communication and Journalism degrees to continue on to Honours, effective semester 1, 2012.

15.0 HUM MAJOR CHANGE PROPOSAL 2011/0003341
5395 MASTER OF ARTS AND MEDIA

15.1 Major Change submission proposing changes to the degree requirements for the Master of Arts and Media program, to clarify the coursework and research options that are available, effective semester 1, 2012.

16.0 QCA MINOR CHANGE SUBMISSION 2011/0003345
1181 BACHELOR OF FINE ART
1186 BACHELOR OF PHOTOGRAPHY
1187 BACHELOR OF CONTEMPORARY AUSTRALIAN INDIGENOUS ART
1189 BACHELOR OF DESIGN
1302 BACHELOR OF DIGITAL MEDIA
1380 BACHELOR OF BUSINESS / BACHELOR OF DIGITAL MEDIA
1179 BACHELOR OF ANIMATION
3181 GRADUATE CERTIFICATE IN VISUAL ARTS
5283 MASTER OF ARTS IN VISUAL ARTS

16.1 Minor Change submission 2011/0003345 proposing the following changes effective semester 1, 2012:
- Change the title of 1208QCA/7010QCA Modernism and Post Modernism to Mapping the Modern
- Change the title of 1209QCA/7012QCA Reading the Visual to Mapping the Postmodern.
- Change the title of 3404QCA The International Avant-Garde to Contemporary Global Art
- Change code of course Photo Discourse from 2410QCA to 3422QCA
- Addition of a new course 2431QCA Think Tank to the Art Theory elective list
- Delete 2428QCA Genre and the Moving Image and 2434QCA 20th Century American Art from the Art Theory elective list.
17.0 EDN MAJOR CHANGE PROPOSAL 2011/0003346
4137/4138 GRADUATE DIPLOMA OF EDUCATION - SECONDARY
5564/5565 MASTER OF TEACHING (PROFESSIONAL STUDIES) - SECONDARY

17.1 Major Change submission 2011/0003346 proposing to separate the History and Geography teaching areas from the Social Science: History or Geography teaching area in both the Graduate Diploma and Masters program, effective semester 1, 2012.

17.2 The School of EPS is also proposing to withdraw the Legal Studies teaching area from both the Graduate Diploma and Masters program due to low enrolments. Students currently enrolled in this teaching area will complete their studies in 2011.

18.0 EDN MAJOR CHANGE PROPOSAL 2011/0003347
5462 MASTER OF DRAMA EDUCATION
5403 MASTER OF DRAMA EDUCATION WITH HONOURS
5463 MASTER OF DRAMA EDUCATION (HONG KONG)
5362 MASTER OF DRAMA EDUCATION WITH HONOURS (HONG KONG)

18.1 Major Change submission 2011/0003347, proposing to raise the profile of the postgraduate drama education programs both domestically and in Hong Kong by changing the program title to “Applied Theatre and Drama Education” and the subsequent course title changes that are required to reflect the new program title. Changes are effective semester 2, 2012.

19.0 GLS MINOR CHANGE SUBMISSION 2011/0003348
UNDERGRADUATE LAW PROGRAMS

19.1 Minor Change submission 2011/0003348 proposing course changes in the Law elective lists offered in the program, effective semester 1, 2012.

20.0 EDN MINOR CHANGE SUBMISSION 2011/0003349
1060 BACHELOR OF EDUCATION - PRIMARY

20.1 Minor Change submission 2011/0003349 updating elective lists in the program, effective semester 1, 2012.

21.0 EDN MINOR CHANGE SUBMISSION 2011/0003351
5117/5129 MASTER OF EDUCATION

21.1 Major Change submission 2011/0003351 proposing the following changes to the program, effective semester 1, 2012:
- Addition of two elective courses, 7223EDN Sports Coaching Pedagogy and 7222EDN Leadership for Sports Coaches
- Change of title for the course 7132EDN The World Wide Web for Education to Digital Culture, Games and Education.

22.0 EDN MINOR CHANGE SUBMISSION 2011/0003352
3020 GRADUATE CERTIFICATE IN SPECIAL EDUCATION
5114 MASTER OF SPECIAL EDUCATION

22.1 Minor Change submission 2011/0003352 proposing the following changes to the program, effective semester 1, 2012:
- Delete the course 7195EDN
- The addition of the course 7094EDN in the Positive Behavioural Support strand
23.0 HUM ADVICE OF PROGRAM WITHDRAWAL SUBMISSION 2011/0003352
2005/2007 BACHELOR OF ARTS WITH HONOURS

23.1 Advice of Program Withdrawal 2011/0003352 proposing to withdraw the Bachelor of Arts program as it has now been replaced with the program School of Humanities Honours program, effective semester 1, 2012.

24.0 EDN MAJOR CHANGE SUBMISSION 2011/0003357
4138 GRADUATE DIPLOMA OF EDUCATION – SECONDARY
5435 MASTER OF TEACHING - SECONDARY

24.1 Major Change submission 2011/0003357, proposing to withdraw the Drama teaching area in both the GC offerings of these programs due to continuing low numbers, effective semester 1, 2012.

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

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

25.1 The PVC (Arts, Education and Law) had forwarded his apologies to the Board.

26.0 DEAN (ACADEMIC) REPORT - CHAIR

26.1 The Chair had forwarded her apologies to the Board.

27.0 NEW SERVICE LEARNING COURSE PROFILE

27.1 The Group Board noted the availability of a new service learning course 5902GIH Community Internship to students which can be undertaken as a free choice elective.

28.0 RECIPIENT OF THE VICE CHANCELLOR’S AWARD FOR GRIFFITH UNIVERSITY 2011 TEACHER OF THE YEAR

28.1 The Group Board noted the recipients of the Vice Chancellor’s Award for the Griffith University Teacher of the Year one of which was Dr Paula Jervis-Tracey from the School of Education and Professional Studies,

29.0 ARC GRANTS

29.1 The Group Board noted advice from the Vice Chancellor and the Deputy Vice Chancellor (Research) on the successful applicants from the AEL Group for ARC grants for projects commencing in 2012.

30.0 2011 GRIFFITH GRANTS AND FELLOWSHIPS FOR LEARNING AND TEACHING

30.1 The Group Board noted that the DVC (A) had recently announced the recipients of the 2011 Griffith Grants and Fellowships for Learning and Teaching. The scheme supports innovative learning and teaching projects consistent with the strategic priorities outlined in the University's Academic Plan 2011-2013. Up to $200,000 is available at the university level and between $5,000 and $50,000 may be awarded at the academic group level.
31.0 OTHER BUSINESS

Nil

32.0 NEXT MEETING

32.1 The Board noted the confirmed 2012 dates for the AEL Group Board meetings will be held at 11.30am on the following dates:

<table>
<thead>
<tr>
<th>Date</th>
<th>Campus</th>
<th>Preferred Venues</th>
</tr>
</thead>
<tbody>
<tr>
<td>22 March</td>
<td>MG</td>
<td>M06_3.21</td>
</tr>
<tr>
<td>10 May</td>
<td>MG</td>
<td>M06_3.21</td>
</tr>
<tr>
<td>21 June</td>
<td>MG</td>
<td>M06_3.21</td>
</tr>
<tr>
<td>16 August</td>
<td>MG</td>
<td>M06_3.21</td>
</tr>
<tr>
<td>18 October</td>
<td>MG</td>
<td>M06_3.21</td>
</tr>
<tr>
<td>22 November*</td>
<td>MG</td>
<td>M06_3.21</td>
</tr>
</tbody>
</table>

*Will only proceed if business warrants

The Budget Advisory Group (BAG) meetings will begin at the conclusion of the Board meetings.

Confirmed: __________________________

(Chair)

Date: __________________________