AGENDA

1.0 APOLOGIES

Apologies may be recorded by contacting the Secretary on extension 28696, or by emailing r.beauchamp@griffith.edu.au.

2.0 CONFIRMATION OF MINUTES

The minutes of the 1/2014 English Language Advisory Committee meeting have been circulated.

To be taken as read and confirmed

3.0 DECLARATION OF INTERESTS

1.1 Members are required to identify any conflict of interest, including family or other personal relationship/s as outlined in the University policies on Conflict of Interest and Personal Relationships in the Workplace, which may exist in respect of any of the items on the agenda.

1.2 When an interest has been declared, the Chair may resolve that the member:

- Leaves the meeting while the item of business is discussed; or
- Participates in the discussion, but withdraw from the meeting before the vote and/or decision is taken; or
- Stays, but does not participate in either the debate or vote/decision; or
- Stays with full debating and voting/decision rights.

1.3 All declarations of interest will be recorded in the minutes, together with any ensuing action.

4.0 CHAIR'S REPORT

The Pro Vice Chancellor (International) will provide a report to the Committee.

For information and discussion
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

5.0 GELES RESEARCH REPORT

5.1 This report will provide a brief outline of three nationally competitive grant applications and one book proposal that have been developed in recent months by GELES team members. This information is tabled to advise the committee on new directions in GELES research.

Ben Fenton-Smith will speak to this item.
For discussion and comment

6.0 POSTGRADUATE ENGLISH LANGUAGE ENHANCEMENT (PELE) UPDATE

6.1 An update on the Postgraduate English Language Enhancement (PELE) pilot program will be provided to the committee. The report provides a preliminary evaluation of the first pilot adjunct English and Academic Skills tutorial, conducted in semester 2, 2014 as an adjunct to 7159AFE, Principles of Business and Corporations Law.

Ms Pamela Humphreys and Dr John McAndrew will speak to this item.
For discussion and debate

7.0 GRIFFITH UNIVERSITY INTERNATIONALISATION STRATEGY

7.1 At the 4/2014 Internationalisation Advisory Committee (IAC) meeting members agreed to recommend the Griffith University Internationalisation Strategy 2014-2017, as described in document 2014/0005770, to the Academic Committee for immediate implementation. The strategy will be presented to Academic Committee on the 27 November 2014. A copy of the strategy is attached.

The Chair will speak to this item.
For noting

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION
NIL

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

8.0 GRIFFITH ENGLISH LANGUAGE STRATEGY (GELES) UPDATE REPORTS

8.1 EnglishHELP – End of Year Report 2014

8.2 IELTS4grads

For noting
9.0 OTHER BUSINESS

9.1 Updated GELES Diagram (including PELE)

   For noting/circulation

10.0 MEETING DATES FOR 2015

Meetings will be held from 10:00am to 11:30am on the following dates:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Venues</th>
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<tbody>
<tr>
<td>10 March</td>
<td>Nathan / Gold Coast</td>
<td>N53_1.71 / G33_2.27</td>
</tr>
<tr>
<td>14 July</td>
<td>Nathan / Gold Coast</td>
<td>N53_1.71 / G33_2.27</td>
</tr>
<tr>
<td>20 October</td>
<td>Nathan / Gold Coast</td>
<td>N53_1.71 / G33_2.27</td>
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DISTRIBUTION LIST

CHAIRPERSON OF THE COMMITTEE  
Professor Sarah Todd, Pro Vice Chancellor (International)  

HEAD OF SCHOOL, SCHOOL OF LANGUAGES AND LINGUISTICS OR NOMINEE  
Professor Andy Kirkpatrick (nominee)  

TESOL SPECIALIST  
Dr Ben Fenton-Smith  

DIRECTOR, GELI OR NOMINEE  
Ms Kerry Sutcliffe  

DEPUTY DIRECTOR, GELI OR NOMINEE  
Ms Pamela Humphreys  

DIRECTOR INTERNATIONAL, GRIFFITH INTERNATIONAL OR NOMINEE  
Ms Heidi Piper  

DEPUTY CHAIR, ACADEMIC COMMITTEE  
Associate Professor Wendy Loughlin  

DEAN ACADEMIC, GRIFFITH SCIENCES  
Professor Sushila Chang  

MANAGER, ACADEMIC PROGRAM SERVICES, ACADEMIC SERVICES  
Ms Sharon Clifford  

COOPTED MEMBERS – ANY MEMBER OF THE UNIVERSITY COMMUNITY OR AN EXTERNAL EXPERT WHERE PARTICULAR EXPERTISE OR INSIGHTS ARE REQUIRED  
Dr Vanessa Reher, Lecturer, School of Dentistry and Oral Health  

A/Secretary: Ms Renee Beauchamp (ext 28696)  

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