GRiffith University

english Language Advisory Committee

A meeting of the English Language Advisory Committee was held on Thursday, 24th November 2014, from 10:00am – 11:30am via videoconference in Room 1.71, Willett Centre Building (N53) and Room 2.27, Student Centre Building (G33).

Minutes

present:

Professor Sarah Todd
Dr Ben Fenton-Smith
Ms Pamela Humphreys
Professor Sushila Chang
Ms Sharon Clifford
Dr Vanessa Reher
Mr John McAndrew, English Language Enhancement Officer
(by invitation)
Ms Renee Beauchamp (Secretary)

APOlogies:

Professor Andy Kirkpatrick
Ms Heidi Piper
Associate Professor Wendy Loughlin
Ms Kerry Sutcliffe

1.0 Confirmation of Minutes

The minutes of the 1/2014 meeting of the English Language Advisory Committee (ELAC), having been circulated, were taken as read and confirmed.

2.0 Declaration of Interest

No members identified any conflict of interest, as outlined in the University policy Conflict of Interest and Personal Relationships in the Workplace, which exists in respect of any of the items on the agenda.

3.0 Chair’s Report

3.1 The Chair welcomed Dr Vanessa Reher as a co-opted member of the English Language Advisory Committee (ELAC).

3.2 The Chair congratulated the Griffith English Language Enhancement Strategy (GELES) team, implemented by Ms Pamela Humphreys, Dr Ben Fenton-Smith, Dr Ian Walkinshaw, Dr Rowan Michael, Dr Ana Lobo, Mr John Smith and the Student Linx team who will receive an Award for Programs that Enhance Student Learning at the Australian Awards for University Teaching ceremony to be held at Parliament House Canberra on the 9 December 2014.

3.3 The Chair advised members that a Student Experience unit will be established within GI to bring together both the International Student Advisory and Student Linx teams to further enhance the international student experience. A Student Experience Manager position has been created and the recruitment for this position has been finalised with the appointee to commence in early January 2015. This position will oversee the Student Linx strand of the GELES strategy. Members agreed to co-opt the new Manager, Student Experience as a member of the committee.
SECTION A: RECOMMENDATIONS AND REPORTS TO INTERNATIONALISATION COMMITTEE, ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES

4.0 GELES RESEARCH REPORT

4.1 The TESOL Specialist introduced the GELES Research report which provided a brief outline of the three nationally competitive grant applications and one book proposal that has been developed in the recent months by GELES team members:

- Optimising linguistic, intercultural and education expertise of international and domestic students.
- Disciplined communications: Developing English Language Proficient learning outcomes across academic and professional domains.
- English as a medium of instruction in Asian universities: Implications for local staff and local languages.
- English as a medium of instruction in higher education in Asia-Pacific (edited book proposal)

The report was tabled to advise members of the new directions in GELES research.

5.0 POSTGRADUATE ENGLISH LANGUAGE ENHANCEMENT (PELE) UPDATE

5.1 The Deputy Director GELI and the English Language Enhancement Officer provided a report on the Postgraduate English Language Enhancement (PELE) project. The report provided an initial evaluation of the first pilot adjunct English and Academic Skills tutorial, conducted in Semester 2/2014 as an adjunct tutorial to 7159AFE, Principles of Business Corporations Law. The English Language Enhancement Officer presented to members preliminary feedback received from students attending the adjunct tutorial.

5.2 Members were advised that the Postgraduate English Language Enhancement (PELE) pilot will continue to increase in scope by delivering adjunct tutorials in three courses in S1/2015: 7303AFE Economics, 7343HSL Contemporary Sport and Event Management and 7159AFE Principles of Business and Corporations Law. Post-entry Language Assessment will also be trialled Semester 1/2015 in all three courses and extra credit for the PELE tutorial will also be piloted.

6.0 GRIFFITH UNIVERSITY INTERNATIONALISATION STRATEGY

6.1 The Chair presented to members the Griffith University Internationalisation Strategy 2014-2017. The Chair advised that 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.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

NIL
SECTION C: OTHER RECOMMENDATIONS AND REPORTS
(TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEE(S))

NIL

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

7.0  GRiffith English Language Enhancement Strategy (GELES) Update Reports

7.1  The Deputy Director GELI presented the EnglishHELP – End of Year Report 2014 and the IELTS4grads progress report. The Deputy Director GELI advised members that preliminary scoping work has commenced for an agreed systematic and documented approach to academic language and learning support for Higher Degree by Research (HDR) students with English as an additional language (EAL). As a result, GGRS are investigating the viability of a compulsory unit of academic language and learning for all HDR students. The strategy will commence with the delivery of a series of professional development (PD) workshops for EH tutors in December 2014, delivered by Griffith English Language Institute (GELI) and Griffith Graduate Research School (GGRS), in conjunction with input from HDR supervisors and HDR EAL students.

7.2  The Deputy Director GELI also advised members that EnglishHELP has commenced a project to improve its online self-study resources. The project will be multi-phased, with the first phase being an investigation of quality online free interactive academic language and learning material internationally. This material will then be matched against the identified academic language and learning needs of Griffith international EAL students. The subsequent phases will determine the best methods for the presentation of this material as well as the creation of material to ensure coverage of a wide scope of EAL student needs.

7.3  It was also noted that an online payment method for IELTS4grads applicants was implemented in early November 2014. It is expected that the more streamlined application and payment process will positively impact applications going forward.

8.0  UPDATED GELES Diagram

8.1  Members agreed that the updated GELES diagram should include the following wording under the Postgraduate English Language Enhancement (PELE) strand “in pilot 2014-2016”. Once this change has been made the diagram should then be circulated and used to promote GELES in all materials.

9.0  NEXT MEETING

The meeting dates of the English Language Advisory Committee for 2015 are yet to be confirmed.

Confirmed:  ……………………………….  
(Chair)

Date:  ……………………………….  

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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  

Secretary: Ms Renee Beauchamp (ext 28696)  

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