GRIFFITH UNIVERSITY

EDUCATIONAL EXCELLENCE COMMITTEE

NOTICE OF MEETING

A meeting of the Educational Excellence Committee will be held on Monday 24 April 2006 from 2.30 – 4.30 in room N54_2.06, Bray Centre, Nathan Campus

Apologies may be recorded by telephoning Ms Trish Mac Elroy on extension 57884, or by emailing t.macelroy@griffith.edu.au.

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### Significant Committee Events

- Celebrating Teaching Seminar Wednesday 10 May  
  Theme Engaging Students and Staff – *Peer, Self and Group Assessment*  
  **Professor David Boud, Faculty of Adult Education UTS**  
  Venue – Eco Centre Nathan Campus

- Celebrating Teaching Seminar Tuesday 20 June  
  Theme – Engaging Students – *Learning Design in E-Learning*  
  **Professor Diana Laurillard, Department of Education and Skills, UK**  
  Venue – Eco Centre, Nathan Campus

- Celebrating Teaching Seminar Tuesday 11 July  
  Theme – Engaging Community – *Employability and Academic Values* -  
  **Professor Mantz Yorke, Dept of Educational Research, Lancaster University**  
  Venue – Roundhouse, Mt Gravatt Campus

### Deadlines

- Carrick Citation nominations due – May 15
- Carrick Awards nominations due – July 14

### Committee QuickPlace Web Address

- [https://qplace02.domino.gu.edu.au/QuickPlace/sec-university-committees/Main.nsf/](https://qplace02.domino.gu.edu.au/QuickPlace/sec-university-committees/Main.nsf/)  
  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 57945 for advice or if experiencing difficulties.
GRiffith University

EduCational Excellence COnmittee

AGENDA

Distribution List

Committee Members

The Chair of the Committee who shall be nominated by the Deputy Vice Chancellor (Teaching and Learning)
Professor Michelle Barker Until February 2007

Senior Academic Staff (one from each Group appointed by the Group Pro-Vice Chancellor)
Dr Cristina Poyatos-Matas (Arts, Education and Law) Until February 2008
Dr Cameron Allan (Business) Until February 2008
Associate Professor Margaret McAllister (Health) Until February 2007
Dr Ann McDonnell (Science and Technology) Until February 2007

Chair, Academic Scholarships Committee
Chair, Sport Scholarships Committee
Professor Alan Knight ex officio

Chair, Excellence Expo Committee
Mr Sam Di Mauro ex officio

Director, Griffith Institute for Higher Education or Nominee
Dr Duncan Nulty Until February 2007

Director, Flexible Learning and Access Services or Nominee
Mr Kevin Ashford-Rowe Until February 2008

Director, Office for Human Resource Management or Nominee
Ms Heather Cameron Until February 2007

Director, External Relations or Nominee
Ms Margaret Fairman Until February 2008

Undergraduate Student
vacant Until February 2007

Postgraduate Student
Ms Angela Bowles Until February 2007

Secretary: Ms Christine Grimmer (extension 57945)

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GRiffith University

EducatIonal excellence Committee

A meeting of the Educational Excellence Committee will be held on Monday 29 May 2006 from 2.30 – 4.30 in room N54_2.01, Bray Centre, Nathan Campus

Apologies may be recorded by telephoning Ms Trish Mac Elroy on extension 57884, or by emailing t.macelroy@griffith.edu.au.

Christine Grimmer
Secretary

1.0 APOLOGIES

Apologies may be recorded by contacting Trish Mac Elroy on extension 57884 or by emailing t.macelroy@griffith.edu.au.

2.0 CONFIRMATION OF MINUTES

The minutes of the 1/2006 meeting have been circulated.

3.0 CHAIR’S 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

4.0 STUDENT SUCCESS IN EXTERNAL SCHOLARSHIPS AND AWARDS

4.1 At its 1/2006 meeting, the Educational Excellence Committee noted a request from the Deputy Vice Chancellor (Teaching and Learning) that the Committee monitor the progress of the University and the Groups towards the strategic goal of improving the quality of the student body, specifically progress on the indicator: Student success as evidenced by significant external scholarships or awards.

The Educational Excellence Committee was requested to:

(1) Make a recommendation to the Deputy Vice Chancellor (Teaching and Learning) on the set of significant external scholarships or awards which should be the subject of the KPI, together with the targets for each scholarship.

(2) Provide advice on and monitor the strategies which are put in place at University level and Group level to achieve the targets.
Educational Excellence Committee Agenda 3/2006
24 April 2006

(3) Put in place a process to monitor progress towards the targets, specifically to collect data on numbers of applicants and winners for each of the designated scholarships, and report on progress towards the KPI targets to the Learning and Teaching Committee.

4.2 The Deputy Vice Chancellor (Teaching and Learning) wrote to the Group Pro Vice Chancellors (2006/0007001) asking them to nominate the scholarships and awards relevant to their areas for the information of the Educational Excellence Committee by March 1, 2006. The communication included the attached schedule for monitoring success in the KPI (2006/0007008). The Committee will consider responses from the Group Pro Vice Chancellors, along with a discussion paper outlining strategies put in place at University level and Group level to achieve the targets.

4.3 Reports have not been received from all Group Pro Vice Chancellors. Reports have been received from Arts, Education and Law Group, and Science Group.

4.4 At the 1/2006 meeting of the Committee, members suggested that the issues of diversity and equal opportunity might be an additional consideration in the development of targets. Responding to this suggestion, the Deputy Vice Chancellor noted that the Strategic KPI in relation to student success in external scholarships was set specifically to encourage academic excellence. Further, he noted that there was concern expressed that in the past, the University had not given sufficient emphasis to encouraging high achieving students to achieve academic excellence and related awards and scholarships. Clearly, the university needs to maintain its strong commitment to and focus on equity and diversity. However, the strategic KPI for student success in external scholarships was developed specifically to address any deficit in the area of encouragement for students who achieve academic excellence.

4.5 Documents outlining Griffith’s KPIs pertaining to diversity will be circulated for the information of the Committee at the meeting on March 13.

Recommendation

4.6 The Educational Excellence Committee is asked to discuss any attached schedules by way of developing advice to the Deputy Vice Chancellor as outlined in Item 4.1(3) above.

5.0 FACULTY/ SCHOOL COHORTS IN THE GCHE

5.1 At its 2/005 meeting the Committee discussed the process of granting and monitoring Vice Chancellor’s Bursaries which may be awarded to academic staff (maximum amount of $2,000 per semester) for undertaking the Graduate Certificate in Higher Education or the Master of Higher Education.

5.2 Members commented that the Educational Excellence Committee might take a more proactive role in promoting and monitoring the scheme. Dr Duncan Nulty noted that Griffith Institute for Higher Education had proposed in 2004, to the Deputy Vice Chancellor (Teaching and Learning), a scheme whereby cohorts of staff from a school or faculty might be encouraged to undertake the Certificate as a group and would then represent a stronger force for change within their Faculty on completion. The paper A Proposal to Support Faculty/School Cohorts in the GCHE (2006/0007013) was discussed. Ms Margaret Buckridge attended the meeting to talk to the paper.
5.3 The Educational Excellence Committee suggested a number of revisions to the proposal and requested that it be presented in a revised form to the March meeting of the Committee.

Recommendation

5.4 The Educational Excellence Committee is asked to discuss the revised paper Proposal to Support Faculty/School Cohorts in the GCHE (2006/0007023) and to recommend a final version to the Learning and Teaching Committee.

6.0 PROPOSED STUDENT EVALUATION OF POSTGRADUATE SUPERVISION

6.1 At its 2/2005 meeting the Educational Excellence Committee discussed the decision of the selection sub-panel evaluating applications in the category of Higher Degree Research Supervision of the Griffith Awards for Excellence in Teaching not to make an award. A number of recommendations were made to improve the quantity and quality of applications including:

- Ensure that all RHD students and their supervisors are aware of the scheme
- Review the criteria to ensure that they are appropriate for RHD Supervision
- Provide clear models of what good supervision entails
- Include a question on the SET and SEC regarding student experience of RHD supervision

6.2 In relation to the last item, Dr Duncan Nulty prepared a draft Proposed Student Evaluation of Postgraduate Supervision Questionnaire – SEPS (2006/0007016) for the consideration of the Committee. The Deputy Vice Chancellor, in a communication with Dr Nulty declined to include the proposal as an item for the agenda of the 2/2006 meeting of the Learning and Teaching Committee, due to more pressing items and priorities, but indicated that the proposal had the interest of the Deputy Vice Chancellor Research. Dr Duncan Nulty’s forwarded to Professor Joy Cumming and Professor Lesley Johnson for their formal response.

Recommendation

6.3 The Educational Excellence Committee is asked to give consideration to any response to the Proposed Student Evaluation of Postgraduate Supervision Questionnaire – SEPS (2006/0007016) by Professor Joy Cumming and Professor Lesley Johnson for their formal response.

7.0 CELEBRATING TEACHING PROGRAM FOR 2006

A draft Celebrating Teaching program below is offered for the consideration of the Educational Excellence Committee.

<table>
<thead>
<tr>
<th>Date</th>
<th>Signature Experience</th>
<th>Presenter</th>
<th>Topic</th>
</tr>
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<tbody>
<tr>
<td>March</td>
<td>Students</td>
<td>Paul Meyers, University of Tasmania (Science) Dianne Dredge &amp; Eddo Caiocetto</td>
<td>Developing a learning environment that encourages deep learning outcomes.,</td>
</tr>
<tr>
<td>April</td>
<td>Students &amp; Staff</td>
<td>David Boud, Mark Freakley, Don</td>
<td>Peer and Self Assessment</td>
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SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

8.0 VICE CHANCELLOR’S BURSARIES

8.1 The Educational Excellence Committee is responsible for the monitoring of Vice Chancellor’s bursaries which may be awarded to academic staff (maximum amount of $2,000 per semester) for undertaking the Graduate Certificate in Higher Education or the Master of Higher Education. The Chair of the Educational Excellence Committee has executively approved applications from Dr. Zoe Wong and Dr Evelin Tiralongo to undertake the Graduate certificate in Higher Education in Semester 1 2006.

Recommendation

8.2 The Committee is asked to ratify the decision of the Chair to approve the applications of Dr. Zoe Wong and Dr Evelin Tiralongo to undertake the Graduate Certificate in Higher Education.

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

9.0 GRIFFITH GRANTS FOR LEARNING AND TEACHING

9.1 A “Griffith Grants for Learning and Teaching” scheme for 2006 designed, primarily to support innovative approaches to learning and teaching consistent with the Griffith Academic Plan 2 and also to identify candidates for the Carrick Institute’s proposed Grants scheme was established and promoted to university staff in November 2005.
9.2 The \textit{Griffith Grants for Learning and Teaching Scheme (2005/0035269)} has three foci:
- Institutional Grants – Strategic School/Program Grants (Four grants at $100,000 each)
- Interdisciplinary/Disciplinary Grants – Prototype Grants (Four grants at $50,000 each)
- Individual Grants – Innovation Grants (Eight grants at $10,000 each)

9.3 Applications for the grants scheme closed on Friday 24 February. Faculty Boards will, at their March/April meetings, rank applications in order of merit and submit their lists to the Learning and Teaching Committee for its May meeting.

9.4 The response has been pleasing with the number of applications received by Group as follows:

<table>
<thead>
<tr>
<th>Grant Type</th>
<th>Health Group</th>
<th>Griffith Business School</th>
<th>Arts Education</th>
<th>Science</th>
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</table>

Recommendation

9.5 The committee is asked to note the response to the Griffith Grants for Learning and Teaching Scheme.

10.0 \textbf{NEXT MEETING}

The next meeting of the Educational Excellence Committee will be held at 2:30pm on Monday 29 May 2006 in N54_2.01, Bray Centre, Nathan campus.