GRiffith University

Educational Excellence Committee

Notice of Meeting

A meeting of the Educational Excellence Committee will be held at 10.00am on Monday 18 August at Room 4.08, Hub Link Building (L07), Logan campus.

Apologies may be recorded by telephoning Rae-Anne Locke on extension 57945, or by emailing R.Locke@griffith.edu.au.

Distribution List

Committee Members

The Chair of the Committee who shall be nominated by the Deputy Vice Chancellor (Academic)
Associate Professor Keithia Wilson Until December 31st 2008

Pro Vice Chancellor (Learning and Student Outcomes)
Professor Susan Spence ex officio

Senior Academic Staff (one from each Group appointed by the Group Pro-Vice Chancellor)
Dr Jock Macleod (Arts, Education and Law) Until December 31st 2009
Dr Janis Bailey (Business) Until December 31st 2009
Dr Ricardo Simeoni (Health) Until December 31st 2008
Dr Ann McDonnell (Science and Technology) Until December 31st 2008

Chair, Sport Scholarships Committee
Professor Dan Funk ex officio

Chair, Excellence Expo Committee
Mr Sam Di Mauro ex officio

Dean, Griffith Graduate Research School
Professor Joy Cumming ex officio

Director, Griffith Institute for Higher Education or Nominee
Ms Christine Grimmer Until December 31st 2008

Acting Director, Flexible Learning and Access Services or Nominee
Ms Dianne Selzer Until December 31st 2008

Director, Office for Human Resource Management or Nominee
Ms Heather Cameron Until December 31st 2008

Director, External Relations or Nominee
Ms Hilarie Dunn Until December 31st 2008

Undergraduate Student
Vacant Until December 31st 2008

Postgraduate Student
Vacant Until December 31st 2008
Secretary: Ms Rae-Anne Locke (extension 57945)

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### Events

**Griffith Awards for Excellence in Teaching**

**Faculty Learning and Teaching Citations**
- Applications close August 18th

**Griffith Learning and Teaching Grants**
- Expressions of Interest close August 18th
- Full proposals close October 27th

**ALTC**
- AAUT Canberra ceremony November 25th

### Committee QuickPlace Web Address

- [https://qplace02.domino.griffith.edu.au/QuickPlace/sec-university-committees/Main.nsf/](https://qplace02.domino.griffith.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 COMMITTEE

AGENDA

A meeting of the Educational Excellence Committee will be held at 10.00am on Monday 18 August at Room 4.08, Hub Link Building (L07), Logan campus.

Rae-Anne Locke
Secretary

1.0 APOLOGIES

The Chair will advise apologies received for the 6/2008 meeting of the Educational Excellence Committee.

2.0 CONFIRMATION OF ACTION SHEET

Having been circulated, the Committee is asked to accept the Action Sheet of the Educational Excellence Committee’s 5/2008 meeting as a true and accurate record of that meeting.

3.0 CHAIRPERSON’S REPORT

3.1 REPORT FROM LEARNING AND TEACHING COMMITTEE

3.1.1 ATSI INCLUSIVE CURRICULUM DEVELOPMENT AND IMPLEMENTATION WORKING PARTY

3.1.2 GRADUATE ATTRIBUTES WORKING PARTY

Professor Joy Cumming to report

4.0 REPORTS FROM SUB-COMMITTEES OF THE EDUCATIONAL EXCELLENCE COMMITTEE

4.1 SPORTS SCHOLARSHIP COMMITTEE

4.2 EXCELLENCE EXPO COMMITTEE

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 SPORTS EXCELLENCE SCHOLARSHIP POLICY AND CONDITIONS

5.1 The Sports Excellence Committee recommends that Sports Development Scholarships be discontinued and the funds absorbed into Sports Excellence Scholarships. This would allow for more Sports scholarships paid at a higher rate. Existing Sports development recipients will continue to be paid under the existing policy until their Scholarship entitlements are fulfilled. Pro-rata ruling discontinued. Existing sports scholarship recipients will be paid based on their academic work load. Full time load will receive full payment. Part time load will receive half payment, no longer paid on a credit point enrolled basis. Consideration will be given to a Postgraduate Sports applicant. Allocation of budget would allow for the additional Scholarship focussing on an athlete undertaking a postgraduate program. Cash benefit option to be discontinued and replaced by HECS waiver, up to the value of $2,500 per semester (total value of Scholarships $20,000 each).

5.2 The above changes have been included in the revised Sports Excellence Scholarship Policy (Document number 2008/0022020 – Attachments 5.1 and 5.2) and proposed Sports Excellence Scholarship Conditions for 2009 (Document Number 2008/0022021 – Attachments 5.3. and 5.4).

Professor Dan Funk will speak to this item

For approval

6.0 PROMOTING EXCELLENCE INITIATIVE STANDING ITEM

6.1 The ALTC (formerly Carrick) Promoting Excellence Initiative provided one-off funding to build and strengthen the capacity of institutions to respond to the programs of the Australian Learning and Teaching Council (ALTC).

6.2 Ms Christine Grimmer is managing this project and will provide a regular update to the Committee.

Ms Christine Grimmer to report

For consideration

7.0 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING STANDING ITEM

7.1 As most Educational Excellence Committee members are on GAET selection panels, the Chair asks the Committee to consider their role as EEC representatives.

7.2 The Chair will also provide an update on GAET.

For consideration

8.0 ALTC STANDING ITEM
8.1 The Chair will provide an update on the ALTC Awards and Grants and the University’s proposed support arrangements for the 2009 round of ALTC Citations and Awards.

For consideration

9.0 STRATEGIC USE OF AWARD WINNERS

9.1 At the 4/2008 and 5/2008 meetings, the Educational Excellence Committee discussed ways that recipients of teaching awards could disseminate their best practice while building leadership capacity. Suggestions included:

- Contributing to the Graduate Certificate in Higher Education or the intensive Foundations of University Teaching programs run by GIHE
- Peer review of teachers, either by having an award winner sit in on a person’s teaching or having the person sit in on an award winner’s teaching
- Filming or podcasting award winner’s teaching sessions
- Participation in GAET selection panels
- Celebrating Teaching seminar series
- Communities of Practice

9.2 This item remains on the agenda for further discussion.

For consideration

10.0 STRATEGIC LEADERSHIP – IDENTIFYING TEACHING EXCELLENCE

10.1 At the previous meeting, the Educational Excellence Committee agreed the issue of identifying and rewarding excellence in teaching was a strategic priority for this Committee in 2008. The Committee believes that it is well placed to assist the University to develop resources that can both assist staff to demonstrate excellence and assist panels and academic managers to recognise and verify claims of excellence.

10.2 Professor Sue Spence has agreed for the Educational Excellence Committee to work on operationalising learning and teaching effectiveness and excellence in the Griffith context.

10.3 At its 5/2008 meeting, the Committee discussed the Promotion of Academic Staff Policy and Procedures (Document number 2007/0007681) and the Griffith curriculum vitae template and recommended the indicators of teaching success in both be expanded and updated to mirror the research indicators as appropriate. The Committee agreed that recommendations for changes to these documents be incorporated into the broader agenda of identifying teaching excellence.

10.4 At this meeting, it was suggested that Ms Heather Cameron brief the Committee about academic promotion policies and practices at the 6/2008 meeting.

Ms Heather Cameron to report.

For consideration

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

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

11.0 OTHER BUSINESS

12.0 NEXT MEETINGS: Remaining 2008 Meeting Schedule (All meetings 10.00-12.30)

* Meetings Videoconferenced

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<tr>
<th>Meeting Date</th>
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