A meeting of the Educational Excellence Committee will be held at 10:00am -12:30pm on Monday 16 August 2010 via videoconference in Meeting Room -1.18, Business 2 (N72), Nathan campus and Meeting Room 1.04, The Chancellery (G34), Gold Coast campus.

Apologies may be recorded by telephoning Donna Kalaentzis on extension 57879, or by emailing D.Kalaentzis@griffith.edu.au.

DISTRIBUTION LIST

Committee Members

The Chair of the Committee who shall be nominated by the Deputy Vice Chancellor (Academic)
Professor Keithia Wilson Until December 31st 2010

Chair, Excellence Expo Committee
Mr Sam Di Mauro ex officio

Dean, Griffith Graduate Research School
Professor Parlo Singh ex officio

Senior Academic Staff (two from each Group appointed by the Group Pro-Vice Chancellor)
Associate Professor Jock Macleod (Arts, Education and Law) Until December 31st 2011
Associate Professor Janis Bailey (Business) Until December 31st 2011
Associate Professor Rod Barrett (Health) Until December 31st 2011
Dr Steve Drew (Science, Environment, Engineering and Technology) Until December 31st 2011

Mr Sam Di Mauro (Arts, Education and Law) Until December 31st 2010
Dr Peter Woods (Business) Until December 31st 2010
Associate Professor Saras Henderson (Health) Until December 31st 2010
Dr Ann McDonnell (Science, Environment, Engineering and Technology) Until December 31st 2010

Director, Griffith Institute for Higher Education or Nominee
Ms Christine Grimmer Until December 31st 2010

Director, Information Services, Learning and Teaching or Nominee
Ms Di Selzer Until December 31st 2010

Director, Office for Human Resource Management or Nominee
Ms Heather Cameron Until December 31st 2010

Undergraduate Student
Ms Chloe Maher Until December 31st 2010

Postgraduate Student
Vacant Until December 31st 2010

Secretary: Ms Kathy Watson (extension 57945)
Other Copies
Binding CARMS copy (with attachments)
Spare copy (with attachments)

<table>
<thead>
<tr>
<th>Events</th>
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<tbody>
<tr>
<td><strong>ALTC Citations for Outstanding Contributions to Student Learning – 8 successful applicants</strong></td>
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<tr>
<td><strong>ALTC Grants -</strong></td>
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<tr>
<td><strong>Successful Priority Project Grant, round 1 applicants:</strong></td>
</tr>
<tr>
<td>• Dr. Liz Van Acker and Dr. Janis Bailey</td>
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<tr>
<td>• Dr. Cheryl Sim, Dr. Jill Freiberg, and A/P Andrea Allard, A/P Simone White, Deakin University and A/P Rosie LeCornu and Ms Briony Carter University of South Australia</td>
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<thead>
<tr>
<th>Committee QuickPlace Web Address</th>
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<tr>
<td>• <a href="https://qplace02.domino.griffith.edu.au/QuickPlace/sec-university-committees/Main.nsf/">https://qplace02.domino.griffith.edu.au/QuickPlace/sec-university-committees/Main.nsf/</a></td>
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<tr>
<td>• 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 Secretariat on 57879 for advice or if experiencing difficulties.</td>
</tr>
</tbody>
</table>
AGENDA

A meeting of the Educational Excellence Committee will be held at 10:00am -12:30pm on Monday 16 August 2010 via videoconference in Meeting Room -1.18, Business 2 (N72), Nathan campus and Meeting Room 1.04, The Chancellery (G34), Gold Coast campus.

Kathy Watson
Secretary

1.0 WELCOME/ACKNOWLEDGMENT TO COUNTRY

2.0 APOLOGIES

The Chair will advise apologies received for the 3/2010 meeting of the Educational Excellence Committee.

3.0 CONFIRMATION OF ACTION SHEET

The 31st May meeting, a quorum of the committee was not present, therefore no decisions were made and only informal notes were recorded (Attachment 3.0). The action sheet for the 1/2010 meeting of the Educational Excellence Committee was circulated.

To be taken as read and confirmed.

4.0 CHAIRPERSON'S REPORT

The Chair will report on items of interest that have arisen since the previous meeting, including the items below:

4.1 ALTC Update
Griffith received 8 - ALTC Citations for Outstanding Contributions to Student Learning. The 2010 recipients of Individual Citations are:

- Associate Professor Janis Bailey
  For creating a highly engaging capstone course in Employment Relations that synthesises and applies students’ previous learning providing an effective bridge to their working futures

- Dr Merrelyn Bates
  For long-term, student-focused leadership that develops individual strengths, fosters independent learning, self-efficacy and professional capacity for future work in Criminology and Criminal Justice
• Professor Vladimir Estivill-Castro  
  For leadership and innovation in postgraduate supervision that supports, engages,  
  and inspires computer science research students to succeed in a highly competitive  
  research environment

• Associate Professor Hong Guan  
  For nurturing responsible structural engineering professionals in developing skill sets  
  and expertise in planning, analysing, designing, and constructing safe, effective and  
  economical structures

• Dr Yuping Wang  
  For innovation in curriculum and resource development, through the creative  
  integration of information and communication technologies (ICTs), to meet the needs  
  of language learners

The 2010 recipients of Citations for Programs that enhance Learning are:  
• Ms Judy Hartley, Suzanne Wilkinson, Jo Merley, Martina Donaghy and Trish O’Keeffe  
  Student Services  
  For sustained commitment to the development and delivery of high quality equity  
  programs that support the aspirations and capabilities of students from diverse  
  backgrounds

• Ms Karen van Haeringen and Jennifer Martin, Secretariat  
  For the strategic development and implementation of institutional policy, systems and  
  services that support a sustainable and holistic approach to promoting academic  
  integrity among students

• Griffith Work-integrated Learning Network  
  For being an ‘agent-of-change’, over more than a decade, institutionally and nationally  
  through practitioner-driven contributions to work-integrated learning scholarship

2010 ALTC Priority Project Grants funded in round 1 are:  
• Dr. Liz Van Acker and Dr. Janis Bailey  
• Dr. Cheryl Sim, Dr. Jill Freiberg, and A/P Andrea Allard, A/P Simone White, Deakin  
  University and A/P Rosie LeCornu and Ms Briony Carter University of South Australia

ALTC Grants changes for 2011  
  Summary from ALTC website (Attachment 4.1)

4.2 ABORIGINAL AND TORRES STRAIT ISLANDER CURRICULUM DEVELOPMENT &  
  IMPLEMENTATION WORKING PARTY AND REFERENCE GROUP UPDATE

4.3 OTHER BUSINESS

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 STRATEGIC LEADERSHIP – CONTRIBUTING TO TEACHING EXCELLENCE - STANDING ITEM – UPDATE

5.1 DVC(A) has suggested that Griffith investigate the possibility of establishing a reward process for high performing courses based on CEQ data. Kerri-Lee Krause will speak to this item.

6.0 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING STANDING ITEM – UPDATE

6.1 Research Supervision Award – The guidelines for the Vice Chancellor’s Research Awards is tabled to indicate a pathway for experienced supervisors to be identified for possible ALTC Citations in the future. This concludes the EEC discussion of the GAET revisions for 2011 concerning the Research Supervision Award category.

6.2 Faculty Learning and Teaching Citations – 11 Successful FLTC, 1 Deans Commendation.

See Summary Table below:

<table>
<thead>
<tr>
<th>Academic Group</th>
<th>Name of successful applicants for Faculty Learning and Teaching Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>AEL</td>
<td>Dr Judith Kearney&lt;br&gt;School of Education and Professional Studies (Brisbane, Logan)</td>
</tr>
<tr>
<td></td>
<td>Dr. Margaret Marshman&lt;br&gt;School of Education and Professional Studies (Gold Coast)</td>
</tr>
<tr>
<td></td>
<td>Ms Tiziana Miceli&lt;br&gt;School of Languages and Linguistics</td>
</tr>
<tr>
<td></td>
<td>Dr Bruce Buchan&lt;br&gt;School of Humanities</td>
</tr>
<tr>
<td>GBS</td>
<td>Dr. Mirela Malin&lt;br&gt;Department of Accounting, Finance and Economics</td>
</tr>
<tr>
<td></td>
<td>Dr. Shane Barry&lt;br&gt;Department of Tourism, Leisure, Hotel &amp; Sport Mgt.</td>
</tr>
<tr>
<td></td>
<td>Dr. Kanchana Kariyawasam&lt;br&gt;Department of Accounting, Finance and Economics</td>
</tr>
<tr>
<td>HEALTH</td>
<td>Ms Nicola Shapland,&lt;br&gt;School of Pharmacy</td>
</tr>
<tr>
<td></td>
<td>Dr. Karen Murphy&lt;br&gt;School of Psychology</td>
</tr>
<tr>
<td></td>
<td>Dr. Niru Nirthanan&lt;br&gt;School of Medical Science</td>
</tr>
<tr>
<td></td>
<td><strong>Dean Learning and Teaching Commendation</strong>&lt;br&gt;Dr. Jing Sun, School of Public Health</td>
</tr>
<tr>
<td>SEET</td>
<td>Ms Sarah Jane Gregory&lt;br&gt;School of Biomolecular and Physical Sciences</td>
</tr>
</tbody>
</table>

For noting and discussion
6.3 Funding of shared GAET awards – An EEC member has raised a query regarding the sharing of prize money for multiple GAET award winners in a single category. The Chair has checked with the D(SO) and the DVC(A) and will provide an update.

7.0 GRIFFITH GRANTS FOR LEARNING AND TEACHING GUIDELINES STANDING ITEM – UPDATE

7.1 Eligibility requirements - The current round of the Griffith Grants for Learning and Teaching (GGLT) has revealed a concern with eligibility requirements identified by the Secretary of EEC. The Committee is asked to consider the need for revision of the current eligibility requirements for 2011.

7.2 Structure and Dissemination of final reports - The DVC(A) has made some suggestions concerning the dissemination of final reports for level 1 and 2 grants which have implications for revisions of the GGLT Guidelines for 2011. These suggestions include:
- A requirement to publish all final reports on the Griffith website;
- The structure of final reports to enable effective publication and dissemination; and
- A requirement for all Level 1-2 recipients to provide a presentation to the Griffith community of the outcomes of their funded project.

This necessitates a review of the current template for Final Reports to maximise effective dissemination of learning to the rest of the University.

Final report template (Attachment 7.2)
Example only - Final report for Griffith Website (Attachment 7.2)

7.3 Reporting system - Given the absence of Progress Reports for many current Level 1 and 2 grants, EEC is asked to consider the current reporting system.

8.0 ALTC STANDING ITEM – UPDATE

For noting

8.1 ALTC Award applications submitted by Griffith:

<table>
<thead>
<tr>
<th>Category</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teaching Excellence</td>
<td></td>
</tr>
<tr>
<td>1. Law, Economics, Business &amp; Related Studies</td>
<td>A/P Mary Keyes</td>
</tr>
<tr>
<td>2. Humanities and the Arts</td>
<td>Dr. Scott Harrison</td>
</tr>
<tr>
<td>3. Internationalisation</td>
<td>Dr. Peter Woods</td>
</tr>
<tr>
<td>Programs that Enhance Learning</td>
<td></td>
</tr>
<tr>
<td>1. Academic Integrity Framework</td>
<td>A/P Anna Stewart, Karen van Haeringen, Jennifer Martin</td>
</tr>
</tbody>
</table>
8.2 ALTC Grant applications submitted by Griffith as lead and partner – (Attachment 8.2):

For noting and discussion.

Griffith staff involvement in all ALTC funded projects - EEC is asked to consider endorsement of promoting Griffith staff involvement in all ALTC funded projects whether Griffith is lead or partner by listing on the Griffith website.

8.3 ALTC Citation and Awards identification and development process - EEC has been asked by the D(SO) to review a number of issues in relation to the current processes, viz.

- The transparency of the current identification process by ensuring that lists of potential applicants are noted by EEC/LTC for final approval of applicants by the DVC(A) and D(SO) prior to the development of applications;
- The tabling of draft Citation and Award applications at EEC/LTC for feedback to assist further application development;
- The timing of application development, especially ALTC Citations, with the suggestion by GIHE of a first round of applicants to be initiated in August 2010 for the 2011 round. Citations are due in early May, and Awards are due in early July. Ms Christine Grimmer has suggested two waves of application development for Citation development beginning in early August and November;
- The Chair EEC and the GIHE representative have some specific suggestions for a first wave of Citation development for 2011 for EEC feedback.

For consideration and discussion.

9.0 PROMOTING EXCELLENCE INITIATIVE STANDING ITEM

Ms Christine Grimmer will provide an update in relation to the embedding of Scholarly networks currently being established in Groups. The views of EEC members are sought in relation to the following items:

- Extending through Deans L&T, the list of group champions;
- The role of critical friends and mentors; and
- The role of the Academy in relation to the Scholarly networks.

For consideration and discussion

10.0 PRINCIPLES TO PROMOTE EXCELLENCE IN LEARNING AND TEACHING AT GRIFFITH: IMPLEMENTATION PLAN STANDING ITEM

Ms Christine Grimmer will provide an update.

For consideration

11.0 THE REVIEW OF ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES – SELF REVIEW OF EDUCATIONAL EXCELLENCE COMMITTEE

For noting

The final Academic Review submission from EEC is tabled for noting by EEC members and the Chair will provide an update.
12.0 OTHER BUSINESS

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

Nil

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

13.0 NEXT MEETING

Members are asked to note the remaining 2010 schedule of meetings. Meetings are held on Mondays from 10:00am to 12.30pm.

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Venue Allocated</th>
</tr>
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<tbody>
<tr>
<td>16 August</td>
<td>Nathan / Gold Coast</td>
<td>N72_-1.18 / G34_1.04</td>
</tr>
<tr>
<td>4 October</td>
<td>Nathan / Gold Coast</td>
<td>N54_2.06 / G23_3.01</td>
</tr>
<tr>
<td>22 November</td>
<td>Nathan / Gold Coast</td>
<td>N54_2.06 / G34_1.04</td>
</tr>
</tbody>
</table>

Chair: Professor Keithia Wilson  
School of Psychology, Mt Gravatt campus  
Ext: 373 53389  Email: k.l.wilson@griffith.edu.au

Secretary: Ms Kathy Watson  
Secretariat, Nathan campus  
Ext: 373 57945  Email: K.Watson@griffith.edu.au