GRiffith University

Educational Excellence Committee

Action Sheet

A meeting of the Educational Excellence Committee was held at 2.00pm on Wednesday 14 February at Room 2.01, Bray Centre (N54), Nathan campus

Present:
Associate Professor Keithia Wilson
Professor Sue Spence
Mr Kevin Ashford-Rowe
Dr Janis Bailey
Ms Heather Cameron
Professor Joy Cumming
Sam Di Mauro
Ms Christine Grimmer
Dr Jock Macleod
Dr Ann McDonnell
Dr Ricardo Simeoni

Secretary: Rae-Anne Locke
Present by invitation: Dr Heather Alexander

Apoologies:
Professor Graham Cuskelly
Ms Hilarie Dunn

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The Chair welcomed Dr Janis Bailey and Dr Jock Macleod as new members to the Committee and Dr Heather Alexander as an invited speaker for agenda item 5.0.

The Chair congratulated Ms Heather Cameron on winning the Equal Opportunity for Women in the Workplace Agency Award for Diversity Leader for the Advancement of Women.

The Chair also congratulated Dr Ann McDonnell for winning a Carrick Award for Australian University Teaching, while members congratulated Associate Professor Keithia Wilson for winning a Carrick Award for Australian University Teaching and going on to win the Carrick Australian University Teacher of the Year Award.

In his absence, the Chair thanked the retiring chair of the Sports excellence Sub-Committee, Professor Graham Cuskelly, for his valuable contribution to the Sub-Committee and EEC.

Item No. 2.0  Confirmation of Action Sheet

Action
Action sheet accepted as a true and accurate record of the Committee’s 9/2007 meeting.
Moved: Heather Cameron, Seconded: Ann McDonnell
<table>
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<tr>
<th>Item No. 3.0</th>
<th>CHAIRS REPORT</th>
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| **Description** | 3.2 The Chair advised that Learning and Teaching Committee had endorsed the conclusions of the Pathways to Indigenous Inclusive Learning and Teaching Practice report and had resolved to recommend to Academic Committee the establishment of an Indigenous Inclusive Learning and Teaching Working Party. The Chair of Learning and Teaching Committee has asked Associate Professor Keithia Wilson to chair this working party and was seeking further recommendations for membership at the 1/2008 meeting of Learning and Teaching Committee. The Chair also advised that Professor Geoff Scott, the PVC (Quality) from the University of Western Sydney was interested in a joint benchmarking exercise with Griffith.  

3.3. The Chair advised that the broadcast email from the DVC (Academic) announcing the outcomes of the Griffith Grants for Learning and Teaching 2007 was delayed due to three applications being asked to rework and resubmit by the end of February. The Chair also congratulated Dr Jock Macleod on his successful application for a level 2 grant.  

3.4 The Chair advised that Griffith had submitted three applications for Carrick Fellowships – one for a senior fellowship and two for Associate Fellowships. The Chair advised that Griffith had received an additional $36,404 on top of the original $220,000 under the Carrick Promoting Excellence Initiative and was commended for its application. Part of this money would fund two additional fixed-term positions to assist with the development of scholarly networks and resources to support engagement in grants, fellowships and awards. |

**Actions** | 3.2 Secretary to email Pathways to Indigenous Inclusive Learning and Teaching Practice report to new members. |

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<th>Item No. 4.0</th>
<th>REPORTS FROM SUB-COMMITTEES</th>
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| **Description** | 4.1 The minutes of the 31 July 2007 meeting of the Sports Excellence Committee was distributed and discussed. Members expressed concern about the poor academic performance of some scholarship holders and resolved to invite the yet to be appointed chair of this sub-Committee to talk at an upcoming EEC meeting about: selection and recruitment criteria, progression rules, level and type of support offered to candidates, how other universities support their candidates and how well the candidates perform.  

4.2 The Chair of the Excellence Expo Committee reported that the Health4Life Challenge will be held on Saturday 23 August 2008 at Logan campus. |

**Action** | Secretary to invite new Chair of Sports Excellence Committee to EEC meeting. |

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<tr>
<th>Item No. 5.0</th>
<th>REVIEW OF THE GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING</th>
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| **Description** | The Committee reviewed the Griffith Awards for Excellence in Teaching Guidelines and endorsed several changes including:  

1. The establishment of a strategic priority award, which would be work-integrated learning for 2008 and 2009.  
2. The establishment of a cultural diversity award.  
3. Abolishing the need for a teaching portfolio.  
4. Attaching 2 years SET and SEC results as an appendix. |
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<th>Description</th>
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<td>6.0</td>
<td>REVIEW OF THE FACULTY LEARNING AND TEACHING CITATIONS&lt;br&gt;&lt;br&gt;The Committee reviewed the Faculty Learning and Teaching Citations Guidelines and endorsed several changes.</td>
<td>Secretary to make discussed changes and circulate to members for final comment prior to forwarding to Learning and Teaching Committee for endorsement.</td>
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<td>7.0</td>
<td>EDUCATIONAL EXCELLENCE COMMITTEE CONSTITUTION&lt;br&gt;&lt;br&gt;This item was deferred to the next meeting.</td>
<td>Secretary to place item on agenda for 2/2008 EEC meeting.</td>
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<td>8.0</td>
<td>PROMOTING EXCELLENCE INITIATIVE STANDING ITEM&lt;br&gt;&lt;br&gt;The Chair requested that Ms Christine Grimmer, who is co-ordinating the Promoting Excellence Initiative project, provide a regular report as a standing agenda item.</td>
<td>Secretary to provide copy of final Promoting Excellence Initiative paper to members at next meeting.</td>
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<td>9.0</td>
<td>STRATEGIC DISCUSSION STANDING ITEM&lt;br&gt;&lt;br&gt;No discussion recorded under this item.</td>
<td></td>
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<tr>
<td>10.0</td>
<td>Other Business&lt;br&gt;&lt;br&gt;Nil</td>
<td></td>
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<td>11.0</td>
<td>NEXT MEETING&lt;br&gt;&lt;br&gt;The Secretary advised that the venue for the next meeting had been changed so videoconferencing would not be available.</td>
<td>Secretary to investigate mobile videoconferencing facility for next meeting.</td>
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Confirmation of minutes: ____________________________ Date: ________________