### ACTION SHEET – EDUCATIONAL EXCELLENCE COMMITTEE

**Present**  
Professor Michelle Barker (Chair)  
Dr Cameron Allan  
Associate Professor Margaret MsAllister  
Dr Ann McDowell  
Mr Sam di Mauro  
Mr Kevin-Ashford Rowe  
Dr Duncan Nulty

**Apologies**  
Dr Cristina Poyatas-Matas  
Professor Alan Knight  
Ms Margaret Fairman  
Ms Heather Cameron

Secretary: Christine Grimmer

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<th>Brief Description</th>
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| Griffith Awards for Excellence in Teaching - Review of Guidelines | A number of recommendations for streamlining the Awards process were discussed. | 1. The Committee recommended that both qualitative data (achievements) and quantitative data (outcomes) be considered when evaluating applications.  
2. The Committee recommends that the provision of feedback be improved by:  
  - Including standard responses that reflect the criteria  
  - Omitting negative responses  
  - Providing models of good applications.  
3. The Committee recommends that the Guidelines be amended to reflect:  
  - Clearer alignment with broad GU learning and teaching objectives;  
  - Clearer alignment with Carrick Institute objectives/criteria.  
4. The Committee recommends that applicants be required to strictly adhere to application guidelines, e.g. font size, maximum number of pages, etc. | Griffith Awards for Excellence in Teaching Guidelines (2005/0025007) |
| Griffith Awards for Excellence in Teaching – Number and Quality of Applications | The Committee noted that while the number of nominations progressing to applications had doubled, the number and quality of applications in the category of Higher Degree Research Supervision was disappointing. | The Committee recommends action on the following suggestions:  
- Ensure that all RHD 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 |
|---|---|---|
| Griffith Awards for Excellence in Teaching – Certificates and Commendations | The Educational Excellence Committee has, as one of its responsibilities, oversight of the annual Celebrating Teaching program of seminars. | Suggested speakers for the 2006 seminar series include:  
- Professor Diana Laurillard – learning technologies and online learning  
- Professor David Boud – peer and self assessment  
- Associate Professor Mary Stuart – student life cycle  
- Circles of Change – work integrated learning  
- Sally Kift – Griffith Law  
- Noel Meyer – Tasmania  
- Dr Linda Conrad - postgraduate supervision |
| Vice Chancellor’s Bursaries | Bursaries 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 Educational Excellence Committee is required to ratify the Chair’s executive action in approving the payment of funds on the basis of satisfactory progress reports received from GIHE. | GIHE has put forward a proposal for the Graduate Certificate in Higher Education is offered on a cohort basis which should increase the interest in participation.  
The Secretary will investigate the status of the GIHE proposal.  
Educational Excellence Committee to have a more operational role in the approval of bursaries. |
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<th>Student success in gaining external scholarships or awards.</th>
<th>Dr Lyn Holman has flagged student success in gaining external scholarships and awards as a matter for the committee for future business</th>
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<tbody>
<tr>
<td>Next Meeting</td>
<td>Monday, 13 February 2006 at 10 a.m.</td>
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