GRiffith University

Educational Excellence Committee

Notice of Meeting

A meeting of the Educational Excellence Committee will be held on Monday 17 July 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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nil

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7.0 Student Success in External Scholarships and Awards
### Significant Committee Events

- Celebrating Teaching Seminar Tuesday 22 August July
  Theme – Engaging Disciplines – *STEM initiatives in the UK*
  Professor Mary Stuart, Deputy Vice Chancellor, Kingston University, UK.
  Venue – Multi Faith Centre, Nathan Campus

### Deadlines

- Faculty Learning and Teaching citations due
- Griffith Awards for Excellence applications due Week 9 Semester 2, September 22.

### 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.
EDUCATIONAL EXCELLENCE COMMITTEE

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
Vacant Until February 2007

Secretary: Ms Christine Grimmer (extension 57945)

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Christine Grimmer
Secretary

1.0 APOLOGIES

2.0 CONFIRMATION OF MINUTES

The action sheet of the 4/2006 meeting has been circulated.

3.0 CHAIR’S REPORT

3.1 REPORT ON CARRICK INSTITUTE GRANTS AND AWARDS

3.2 BUSINESS FROM LEARNING AND TEACHING 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

4.0 CELEBRATING TEACHING PROGRAM FOR 2006

4.1 The Educational Excellence Committee is asked to consider a revised Celebrating Teaching program for 2006. At the request of the Deputy Vice Chancellor (Academic), an additional Celebrating Teaching Event has been scheduled for September – a session with Professor Michael Gibbons entitled "Old Wine in New Wineskins" about trying to develop a Mode 2 curriculum for undergraduates.

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<th>Date</th>
<th>Signature Experience</th>
<th>Presenter</th>
<th>Topic</th>
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<tr>
<td>March</td>
<td>Students</td>
<td>Noel Meyers, University of Tasmania &amp; Dianne Dredge &amp; Eddo Caiocetto</td>
<td>Developing a learning environment that encourages deep learning outcomes.</td>
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<tr>
<td>May</td>
<td>Students &amp; Staff</td>
<td>David Boud, Mark Freakley, Don Lebler, Matt Hitchcock Bruce Burton</td>
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<td>June</td>
<td>Students</td>
<td>Dianna Laurillard</td>
<td>Students and Technology.</td>
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<td>July</td>
<td>Disciplines and</td>
<td>Mantz Yorke</td>
<td>Employability and Academic values</td>
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5.0 FACULTY LEARNING AND TEACHING CITATIONS

5.1 At its 6/2005 meeting held on 11 July 2005, the Teaching and Learning Excellence Committee endorsed in principle the introduction of a new Group/Faculty citation process, in addition to the existing GAET, recommending that guidelines for the new process be developed for consideration at a future meeting.

5.2 A discussion paper, Griffith Faculty Learning and Teaching Citation Process (2005/0035251) was placed before TLEC for discussion at its 7/2005 meeting.

5.3 It was recommended that the discussion paper (2005/0035251) be revised in accordance with the Committee's discussion and then be developed into a set of procedures for administering the Citation Process. It was agreed the procedure be circulated via the Committee's Quickplace for comment by members and the revised procedure be used to notify the university community of the new Faculty Learning and Teaching Citation Process.

5.4 The Learning and Teaching Committee ratified the Chair’s executive action in recommending to the Academic Committee the attached revised paper Faculty Learning and Teaching Citation Process (2005/0025008), which is a set of procedures for administration of the Citation Process.

5.5 Feedback from the faculty Learning and Teaching Citation process in 2005 indicates that Faculty Boards may require some additional Guidelines to ensure smooth implementation of the scheme. Guidelines should include:

- Clear instructions that Faculty Boards are responsible for preparing 100 word citations for those applications chosen for citations or Dean’s certificates of Commendation
- Reminder advice that applications are to be forwarded to Faculty Board Secretaries
- That constructive feedback be recorded at the time of ranking for communication to applicants who are not successful

5.6 Further, the Educational Excellence committee is requested to review the Guidelines for 2007 to consider closer alignment with the guidelines for Carrick citation for outstanding contributions to Student learning including the addition of a category for general staff.

Recommendation

5.7 The Educational Excellence Committee is requested to prepare a communication to confirm the above advice with Faculty Boards and to consider revised guidelines to come into alignment with Carrick Citations for 2007.
6.0  GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING - SELECTION PANELS

6.1 From 2006, the AAUT have been enhanced to heighten the status of teaching and support the centrality of teaching in institutional missions. The awards are now called the CAAUTs (Carrick Awards for Australian University Teaching) and are managed by the Carrick Institute.

6.2 The number of rewards to teachers who demonstrate excellence in teaching is to be increased, at a cost of $2.7 million per year from 2006. The new annual awards will include:

- 210 awards (Citations) valued at $10,000 each;
- 40 awards (Teaching and Program Excellence Awards) valued at $25,000 each;
- The Prime Minister’s award for ‘Teacher of the Year’ valued at $50,000.

6.3 The Griffith Awards for Excellence in Teaching are designed to facilitate the University’s processes for recognising and rewarding excellent teaching and to identify potential applicants for national teaching and program excellence awards.

6.4 At it’s 2/2005 meeting the Educational Excellence Committee resolved to revise the Guidelines for the Griffith Awards for Excellence in Teaching to provide closer alignment with new guidelines for national teaching awards released by the Carrick Institute.

6.5 At its 5/2006 meeting the Learning and Teaching Committee approved the revised Griffith Awards for Excellence in Teaching Guidelines (2006/0002793).

6.6 The Educational Excellence Committee is required to determine selection panels for ranking applications for Griffith Awards for Excellence in Teaching in each award category including:

- Individual Teacher Award;
- Teaching Team Award;
- Early Career Award;
- Sessional Teacher Award;
- Honours and Postgraduate Coursework Supervision Award;
- Higher Degree Research Supervision Award;
- and Innovation across the Institution Award.

6.7 The Committee is asked to convene selection panels comprised of four academic members (one representative for each of the four Academic Groups), a GIHE representative and a FLAS representative. A member of the Educational Excellence Committee shall Chair each panel.

6.8 It is recommended that past winners of national and University teaching awards be invited to be members of the panels.

Recommendation:

6.9 The Educational Excellence Committee is requested to recommend members of selection panels for ranking GAET applications as per items 6.7 and 6.8.
SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

nil

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

nil

10.0  NEXT MEETING

The next meeting of the Educational Excellence Committee will be held at 2:30pm on Monday 21 August N54_2.06_Nathan Campus