A meeting of the Educational Excellence Committee was held at 10.00am on Wednesday 13 June 2007 in Room L08_1.07, Logan Campus

PRESENT:

Associate Professor Keithia Wilson
Mr Kevin Ashford-Rowe
Professor Graham Cuskelly
Dr Ann McDonnell
Sam Di Mauro
Mr Ricardo Simeoni

APOLOGIES:

Ms Hilarie dunne
Ms Heather Cameron
Dr Cameron Allan
Dr Cristina Poyatos-Matas
Dr Duncan Nulty
Professor Joy Cumming

Secretary: Christine Grimmer

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Item 2.0 CONFIRMATION OF MINUTES
Description
Action Moved – Ann McDonnell, Seconded – Sam Di Mauro

Item 3.0 CHAIRS REPORT
The chair reported on feedback from the Learning and Teaching Committee on the draft revised structure of Griffith Grants for Learning and Teaching. Members of Learning and Teaching Committee expressed a preference for Option three – a two tier scheme comprised of University wide strategic grants and Group/Faculty/Discipline level grants focusing on innovation and best practice. The latter are to be assessed and awarded by Faculty Learning and Teaching Committees. The Chair agreed to redraft, with the assistance of the Secretary, a set of revised Guidelines for approval at the 5/2007 meeting of the Learning and Teaching Committee.

Description

Item 4.0 REPORTS FROM SUB-COMMITTEES
Mr Sam Di mauro reported on the outcomes of the 2007 Excellence Expo and noted a number of points for further discussion by the Committee
1. A need to seek sponsorship
2. Further investigations into stronger links with Griffith Connect
3. Seeking more support and input for Excellence Expo

5.0 REVISED CONSTITUTION OF THE EXCELLENCE EXPO COMMITTEE
At the 8/2006 meeting of the Excellence Expo Committee, members discussed the theme for Excellence Expo 2007 as well as strategies for attracting more applicants. It was noted that there were fewer entries in 2006 than in previous years – possibly due to a shorter lead-time. The theme for 2007 was determined to be “Health for
At the 2/2007 meeting of the Excellence Expo Committee held on Tuesday 3 April, members resolved to change the name of the Expo from Excellence Expo to the *Health 4 Life Challenge*, but reference to the Excellence Expo would remain. Confirmation for the change would be sought from Professor Max Standage.

Members approved the following activities to execute the Expo for 2007:

- Preparation of presentation tips
- Preparation and distribution of poster with cover letter to schools
- Inclusion of an item on the Health 4 Life Challenge in a letter sent from the Deputy Vice Chancellor (Academic) to schools

The Excellence Expo Committee discussed changes to the constitution of the Educational Excellence Committee to reflect the change in name of the Expo competition to the *Health 4 Life Challenge* and to amend the membership to include a Secretary appointed by the Academic Registrar, an Academic Staff member from Human Services, and an Academic Staff member from Public Health.

The Educational Excellence Committee agreed to recommend the changes as outlined in the revised *Constitution of the Educational Excellence Committee (2007/0002268)* to Learning and Teaching Committee for forwarding to Academic Committee for approval at its 5/2006 meeting.

**Item 5.0 STRATEGY FOR APPLICATIONS FOR CARRICK GRANTS AND AWARDS**

The Chair of the Educational Excellence Committee met with the Director of GIHE and the Head of the Secretariat regarding the current process for identifying and preparing applications for Carrick Grants and Awards. It was agreed that the Educational Excellence Committee would develop a Strategic Plan for a whole of university integrated approach to all Learning and Teaching grants and awards including Carrick Awards and Grants Schemes and the Griffith Awards and Grants Schemes.

Further, at the 2/2007 meeting of the Committee, the Chair tabled a message from the Deputy Vice Chancellor (Academic) requesting the Educational Excellence Committee to give consideration to three issues in relation to The Griffith Grants for Learning and Teaching Scheme, and make recommendations accordingly. These issues are:

1. The extent to which the reporting and reference group requirements of our existing policy have been met;
2. Whether the EEC thinks there should be any changes to those aspects of our policy; and
3. Whether any other changes to our policy are desirable, especially in the light of the results for the scheme in 2006, which saw not all of the grant monies being allocated.

In respect of these issues, the Sub-Committee which considered applications for funding in the 2006 round of Griffith Grants for Learning and Teaching provided the following notes for the consideration of the Deputy Vice Chancellor (Academic):

“The Sub-Committee also recommended that the current grant process be reviewed,
as currently there is a significant amount of time and effort spent in submitting/assessing applications that may not warrant funding under the guidelines, for example, applications that are seeking funding for course development, purchase of equipment or research oriented projects. The Sub-Committee recommended that the following new process be considered and trialled:

- Applicants to be asked to submit a one page Expression of Interest document to be considered by the Learning and Teaching Committee or an appointed Sub-Committee;
- Applicants would be asked to confer with their Dean (Learning and Teaching) prior to submitting an Expression of Interest. Groups may wish to consider running a workshop to facilitate this process;
- Applicants may then be invited to make a presentation to the Learning and Teaching Committee or Sub-Committee, and to address any questions that may be asked.
- The Sub-Committee also recommended that the categories be revised to link more closely with the Carrick Grants Scheme.

The Chair developed, for the consideration of the Educational Excellence Committee, a draft strategy for a whole of university integrated approach to all Learning and Teaching grants and awards including Carrick Awards and Grants Schemes and the Griffith Awards and Grants Schemes and which takes into consideration issues noted in Items 6.3, 6.4 and 6.5 above.

The Committee approved the strategy for forwarding to Learning and Teaching Committee for endorsement at its 5/2007 meeting and forwarding to Academic Committee.

Item 10.0 MEETING DATES FOR 2007

Meeting Day: Wednesdays 10.00am – 12.30pm Confirmed

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OTHER BUSINESS

NEXT MEETING
A meeting of the Educational Excellence Committee will be held at 10.00am on Wednesday 18 July
Room N54_2.01, Bray Centre, Nathan campus