GRiffith University

EduCATIONAL Excellence Committee

NOTICE OF MEETING

A meeting of the Educational Excellence Committee will be held at 10.00am on Monday 17 March at Room 2.01, Bray Centre (N54), Nathan campus.

Apologies may be recorded by telephoning Rae-Anne Locke on extension 57945, or by emailing R.Locke@griffith.edu.au.

Distribution List

Committee Members

The Chair of the Committee who shall be nominated by the Deputy Vice Chancellor (Teaching and Learning)
Associate Professor Keithia Wilson Until December 31st 2008

Pro Vice Chancellor (Learning and Student Outcomes)
Professor Susan Spence ex officio

Senior Academic Staff (one from each Group appointed by the Group Pro-Vice Chancellor)
Dr Jock Macleod (Arts, Education and Law) Until December 31st 2009
Dr Janis Bailey (Business) Until December 31st 2009
Dr Ricardo Simeoni (Health) Until December 31st 2008
Dr Ann McDonnell (Science and Technology) Until December 31st 2008

Chair, Sport Scholarships Committee
Vacant ex officio

Chair, Excellence Expo Committee
Mr Sam Di Mauro ex officio

Dean, Graduate Research School
Professor Joy Cumming ex officio

Director, Griffith Institute for Higher Education or Nominee
Ms Christine Grimmer Until December 31st 2008

Director, Flexible Learning and Access Services or Nominee
Mr Kevin Ashford-Rowe Until December 31st 2008

Director, Office for Human Resource Management or Nominee
Ms Heather Cameron Until December 31st 2008

Director, External Relations or Nominee
Ms Hilarie Dunn Until December 31st 2008

Undergraduate Student
Vacant Until December 31st 2008

Postgraduate Student
Vacant

Secretary: Ms Rae-Anne Locke (extension 57945)

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Events

Griffith Awards for Excellence in Teaching
- Celebrating Teaching Gala Evenings (March 18 South Bank, March 19 Gold Coast)

Griffith Learning and Teaching Grants
- DVC (Academic) announces successful applicants to university community by end February

Carrick
- Applications for Competitive Grants close March 27th
- Applications for Leadership for Excellence in Learning and Teaching close April 10th
- Applications for Priority projects close April 23rd
- Applications for Citations for Outstanding Contributions to Student Learning close May 9th
- Applications for Awards for Teaching Excellence and Programs that Enhance Learning close July 11th
- Citations Brisbane ceremony August 4th
- CAAUT Canberra ceremony November 25th

Committee QuickPlace Web Address

- [https://qplace02.domino.griffith.edu.au/QuickPlace/sec-university-committees/Main.nsf/](https://qplace02.domino.griffith.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.
GRiffith University

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Rae-Anne Locke
Secretary

1.0 APOLOGIES

The Chair will advise apologies received for the 2/2008 meeting of the Educational Excellence Committee.

2.0 CONFIRMATION OF ACTION SHEET

Having been circulated, the Committee is asked to accept the Action Sheet of the Educational Excellence Committee's 1/2008 meeting as a true and accurate record of that meeting.

3.0 CHAIRPERSON'S REPORT

3.1 INDIGENOUS INCLUSIVE LEARNING AND TEACHING PRACTICES UPDATE

3.2 CARRICK INSTITUTE UPDATE

4.0 REPORTS FROM SUB-COMMITTEES OF THE EDUCATIONAL EXCELLENCE COMMITTEE

4.1 SPORTS SCHOLARSHIP COMMITTEE
No meeting to report.

4.2 EXCELLENCE EXPO COMMITTEE
No meeting to report.

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 GRADUATE CERTIFICATE IN HIGHER EDUCATION

5.1 The Committee is also asked to consider the possibility of award recipients contributing to the Graduate Certificate in Higher Education, hosted by the Griffith Institute for Higher Education.

For consideration

6.0 GRIFFITH GRANTS FOR LEARNING AND TEACHING

6.1 In 2007, the University instituted a new two-stage process of submitting an expression of interest for a Griffith Grant for Learning and Teaching, which if successful, would be invited to submit a full application.

6.2 The Committee is asked to review the 2007 process and the revised Griffith Grants for Learning and Teaching Guidelines (Attachments 6.1 and 6.2 Document Number: 2008/0022006).

6.3 Attached for the Committee’s consideration are the proposed 2008 timelines (Attachment 6.3).

6.4 For noting by the Committee is a list of the recipients of the 2007 Griffith Grants for Learning and Teaching (Attachment 6.4).

Recommendation

6.5 The Committee is requested to recommend to Learning and Teaching Committee at its March meeting the endorsement of the revised Griffith Grants for Learning and Teaching Guidelines (Document Number: 2008/0022006).

For consideration

7.0 LEARNING AND TEACHING AND THE STUDENT EXPERIENCE (VC’S REPORT)

7.1 The Vice Chancellor Professor Ian O’Connor presented an update on Griffith 2015 at the Senior Management Development Program, Crowne Plaza, 19/20 February 2008. The section of this presentation that relates to the student experience has been captured as Attachment 7.0.

7.2 At the 2/2008 meeting of the Learning and Teaching Committee, the Chairperson, Professor Sue Spence requested members of the Learning and Teaching Committee consider how these actions might be progressed.

7.3 The Chair of the Educational Excellence Committee brings this item to the Educational Excellence Committee agenda for members to consider

For consideration

8.0 COMMUNITIES OF PRACTICE

8.1 The Deputy Vice Chancellor (Academic) requests Learning and Teaching Committee
review the Guidelines for Establishing Communities of Practice with a view to refining the policy, the definition of a Griffith University Community of Practice, and the resourcing issue thereof.

8.2 At the 2/2008 meeting of the Learning and Teaching Committee, the Chairperson, Professor Sue Spence requested members of the Learning and Teaching Committee consider how these actions might be progressed.

8.3 The Chair of the Educational Excellence Committee brings this item to the Educational Excellence Committee agenda for members to consider.

For consideration

9.0 PROMOTING EXCELLENCE INITIATIVE STANDING ITEM

9.1 The Carrick Promoting Excellence Initiative provided one-off funding to build and strengthen the capacity of institutions to respond to the programmes of Carrick Institute. Griffith received the maximum available funding.

9.2 Ms Christine Grimmer, from GIHE is managing the implementation of these funds.

Ms Christine Grimmer to report on this item

10.0 STRATEGIC LEADERSHIP DISCUSSION STANDING ITEM

10.1 EEC Priorities for 2008

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

Nil

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

11.0 OTHER BUSINESS

12.0 NEXT MEETINGS: 2008 Meeting Schedule (All meetings 10.00-12.30 except 11 February)

* Meetings Videoconferenced

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