GRiffith University

Educational Excellence Committee

Notice of Meeting

A meeting of the Educational Excellence Committee will be held at 10:00am - 12:30pm on Monday 21 March 2011 via videoconference in room 2.06, Bray Centre (N54), Nathan campus and room 1.04, The Chancellery (G34), Gold Coast campus.

Apologies may be recorded by telephoning Donna Kalaentzis on extension 57879, or by emailing D.Kalaentzis@griffith.edu.au.

Distribution List

Committee Members

The Chair of the Committee who shall be nominated by the Deputy Vice Chancellor (Academic)
Professor Keithia Wilson Until December 31st 2012

Two Academic Staff (two from each Group appointed by the Group Pro-Vice Chancellor)
Associate Professor Jock Macleod (Arts, Education & Law) Until December 31st 2011
Associate Professor Janis Bailey (Business) Until December 31st 2011
Associate Professor Rod Barrett (Health) Until December 31st 2011
Dr Catherine Howlett (Science, Environment, Engineering & Technology) Until December 31st 2011

Dr Afshin Akhtarkhavari (Arts, Education and Law) Until December 31st 2012
Dr Peter Woods (Business) Until December 31st 2012
Dr Niru Nirthanan (Health) Until December 31st 2012
Dr Ann McDonnell (Science, Environment, Engineering & Technology) Until December 31st 2012

Director, Griffith Institute for Higher Education or Nominee
Ms Christine Grimmer Until December 31st 2011

Academic Registrar or Nominee
Ms Karen van Haeringen Until December 31st 2012

Undergraduate Student
Mr Roger Allingham Until December 31st 2011

Postgraduate Student
Vacant Until December 31st 2011

Secretary: Rosemary Marson

Other Copies
Binding CARMS copy (attachments)
Spare copy (attachments)

Committee Team Place Web Address


www.griffith.edu.au/committees
Use the left navigation bar to select the relevant committee site. Username is your staff number and password is the same as your Griffith Portal login. Call the Secretariat on 57879 for advice or if experiencing difficulties.
GRiffith University

Educational Excellence Committee

Agenda

A meeting of the Educational Excellence Committee will be held at 10:00am - 12:30pm on Monday 21 March 2011 via videoconference in Room 2.06, Bray Centre (N54), Nathan campus and Room 1.04, The Chancellery (G34), Gold Coast campus.

Rosemary Marson
Secretary

1.0 Acknowledgment to Country

2.0 Welcome

The Committee will welcome Dr Catherine Howlett, SEET representative and Mr Roger Allingham, undergraduate student representative.

3.0 Apologies

4.0 Confirmation of Minutes

The Minutes for the 1/2011 meeting of the Educational Excellence Committee have been circulated.

To be taken as read and confirmed.

5.0 Chairperson’s Report

The Chair will report on items of interest that have arisen since the previous meeting, including the items below.

5.1 Griffith Learning and Teaching Committee update of meeting times

5.2 Update on the Australian Learning and Teaching Council

5.3 The Griffith Academy of Learning and Teaching Scholars

5.4 Aboriginal and Torres Strait Islander Curriculum Development and Implementation Working Party and Reference Group Update

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

6.0 Griffith Grants for Learning and Teaching Guidelines Standing Item – Update

6.1 Attached for members’ consideration is a paper prepared by the Chair, EEC and endorsed by the Learning and Teaching Committee at its March meeting.
6.2 A set of revised Guidelines for the Griffith Fellowships and Grants will be developed and presented to a subsequent meeting of the EEC.

For discussion

7.0 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING (GAET) AND GROUP LEARNING AND TEACHING CITATIONS STANDING ITEM - UPDATE

7.1 The Educational Excellence Committee recommended some minor revisions to the GAET awards at its first meeting for 2011 which take account of the VC’s and DVC (A)’s feedback and align with the ALTC revisions for the 2011 round. These were subsequently approved by the Griffith Learning and Teaching Committee at its March meeting – see the attached summary prepared by the Chair, EEC.

7.2 The Secretariat is proposing some additional changes to both the GAET and the GLTC schemes, which are outlined in the attached Issues Paper.

7.3 Members are asked to consider the issue of ALTC applications not being re-cycled in the GAET or GLTC schemes.

7.4 Members are also asked to provide feedback on the description of the Programs and Teams that Enhance Learning award category in the current Guidelines, in light of the feedback from the 2010 Selection Panel.

Recommendation

7.5 The Educational Excellence Committee is asked to consider the proposed revisions to the Griffith Awards for Excellence in Teaching from the Secretariat and Selection Panels, and offer suggestions for improving the process and Guidelines.

For discussion

8.0 ALTC STANDING ITEM – UPDATE

8.1 Attached for members’ consideration is a table of 2010 comparative data from the ALTC (excel spreadsheet format).

8.2 Attached for members’ consideration are two media releases from the ALTC – Green Light for 2011 grants, awards and citations and ALTC Board dismayed by Government decision.

8.3 In relation to Griffith’s current response to the 2011 ALTC round, a confidential list will be presented to the EEC of the 2011 ALTC Fellowship, Citation, and Award applications. The Secretariat will overview the selection process and support offered to applicants for the attention of new EEC members.

For discussion

9.0 STRATEGIC ISSUES IN LEARNING AND TEACHING – STANDING ITEM

9.1 A subcommittee of the EEC met to provide feedback on progress and final reports for the Griffith learning and teaching grants. In considering these, the subcommittee noted the importance of ensuring a wide range of strategies for the dissemination of the key outcomes of the Griffith and ALTC Learning and Teaching Grants and Fellowships. EEC is asked to consider this issue and table its suggestions.

The Chair will lead discussion on this item.

For discussion
10.0 PROMOTING EXCELLENCE INITIATIVE STANDING ITEM

10.1 The final report of the Promoting Excellence Initiative that has now been submitted. Ms Christine Grimmer, Griffith’s PEI Coordinator, will speak to this report.

For discussion

11.0 PRINCIPLES TO PROMOTE EXCELLENCE IN LEARNING AND TEACHING AT GRIFFITH: IMPLEMENTATION PLAN STANDING ITEM

11.1 Ms Christine Grimmer will provide an update.

For discussion

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

Nil

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

12.0 GRIFFITH GRANTS FOR LEARNING AND TEACHING – INTERIM AND FINAL REPORTS

12.1 In accordance with the Griffith Grants for Learning and Teaching Guidelines, the Educational Excellence Committee is asked to review the interim and final reports and of all successful Level 1 and 2 learning and teaching grant recipients and provide feedback to project teams.

12.2 Members may recall that discussion of this item was deferred at the 1/2011 meeting, and that a sub-group, comprising, Keithia Wilson, Janis Bailey, Chris Grimmer and Rosemary Marson would meet to consider the reports. This meeting took place on Tuesday 15 March and the notes will be prepared for distribution to project leaders.

12.3 The following grant reports were considered:

<table>
<thead>
<tr>
<th>Name</th>
<th>Project Title</th>
<th>Project Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Michael Balfour</td>
<td>Theatre Scope: Attainment, Access and Engagement Developing sustainable responses to inclusion, diversity and student success through innovative and creative work-based learning initiatives</td>
<td>Interim Report</td>
</tr>
<tr>
<td>Assoc Professor Jayne Clapton</td>
<td>Engaging with the Moral Obligations of Social inclusion in Higher Education: Leading Griffith University’s Agenda for Excellence from Logan</td>
<td>Interim Report</td>
</tr>
<tr>
<td>Dr Steve Drew</td>
<td>Putting the “Principles” to work in SEET: developing capability and practice for teaching excellence using peer review</td>
<td>Interim Report</td>
</tr>
<tr>
<td>Janine Chipperfield</td>
<td>Implementing Peer Assisted Study Sessions (PASS) in the Griffith Health and Business Groups</td>
<td>Interim Report</td>
</tr>
<tr>
<td>Dr Marion Mitchell</td>
<td>The development of efficient and effective objective simulated clinical evaluations (OSCE) in the Health Group to support clinical competence of graduates</td>
<td>Final Report</td>
</tr>
<tr>
<td>Dr Duncan Nulty</td>
<td>Promoting good practices in assessment</td>
<td>Interim Report</td>
</tr>
<tr>
<td>Dr Calvin Smith</td>
<td>Staff Development: WIL</td>
<td>Final Report</td>
</tr>
<tr>
<td>Roslyn Franklin</td>
<td>Virtual Internship - bridging the local, rural, remote and international boundaries through a collaborative communication environment using Horizon Wimba</td>
<td>Final Report</td>
</tr>
</tbody>
</table>
For noting.

13.0 **2011 MEETING SCHEDULE**

13.1 The Educational Excellence Committee is scheduled to be held on the following dates in 2011:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Confirmed Venues</th>
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<tbody>
<tr>
<td></td>
<td><strong>Nathan campus</strong></td>
</tr>
<tr>
<td>14 February</td>
<td>Room 2.06,</td>
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<tr>
<td></td>
<td>Bray Centre (N54)</td>
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<tr>
<td>21 March</td>
<td>Room 2.06,</td>
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<td></td>
<td>Bray Centre (N54)</td>
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<tr>
<td>18 April</td>
<td>Room 2.06,</td>
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<td></td>
<td>Bray Centre (N54)</td>
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<tr>
<td>6 June</td>
<td>Room -1.18,</td>
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<tr>
<td></td>
<td>Glyn Davis (N72)</td>
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<tr>
<td>1 August</td>
<td>To be advised</td>
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<td>(to be rescheduled</td>
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<td>to week beg 22</td>
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<tr>
<td>August)</td>
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<tr>
<td>3 October</td>
<td>Room -1.18,</td>
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<tr>
<td></td>
<td>Glyn Davis (N72)</td>
</tr>
<tr>
<td>28 November</td>
<td>Room 2.06,</td>
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<tr>
<td></td>
<td>Bray Centre (N54)</td>
</tr>
</tbody>
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For noting

14.0 **OTHER BUSINESS**