GRiffith University

Educational Excellence Committee

A meeting of the Educational Excellence Committee was held on 24 October at 10.00am in Room N54 2.02, Bray Centre Nathan Campus.

MINUTES

PRESENT: APOLOGIES:

Professor Michelle Barker Dr Duncan Nulty
Dr Cristina Poyatas-Matas Professor Alan Knight
Dr Cameron Allan Ms Margaret Fairman
Associate Professor Margaret MsAllister
Dr Ann McDowell
Mr Sam di Mauro
Mr Kevin-Ashford Rowe
Ms Heather Cameron

Professor John Dewar (Deputy Vice Chancellor)at the commencement of the meeting to inaugurate the Committee

Secretary: Christine Grimmer

SECTION A: RECOMMENDATIONS AND REPORTS TO ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES

nil

SECTION B: ACTION UNDER DELEGATED AUTHORITY

1.0 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING

1.1 The Educational Excellence Committee has, as one of its primary functions, the oversight of the Griffith Awards for Excellence in Teaching.

1.2 The Chair is pleased to report that the 2005 response to the GAET was a considerable improvement on the number of nominations converting to applications in 2004 and previous years (2005/0035276) and, along with the excellent response to the Faculty Learning and Teaching Citations, signals a pleasing commitment to the recognition and rewarding of good teaching at Griffith University.
1.3 The Deputy Vice Chancellor (Teaching and Learning) noted that the 2005 response to the GAET is very pleasing with there being 102 nominations and 57 applications in total. The number of applications in each category is as follows:

- Individual Teacher Award: 22
- Teaching Team Award: 3
- Early Career Award: 6
- Sessional Teacher Award: 7
- Honours and Post Graduate Supervisor Award: 9
- Higher Degree Research Supervision Award: 4
- Innovation Across the Institution Award: 6

1.4 The Griffith Awards for Excellence in Teaching comprise two award categories:

- Excellence in Teaching category; and
- Innovation Across the Institution category.

1.5 Within the Excellence in Teaching category there are six areas across which the Awards are made available on an annual basis. For each of the Excellence in Teaching Award areas, TLEC may grant:

- one award;
- more than one award where a number of applicants have demonstrated teaching excellence; or
- no award where there are no applicants who, in the opinion of the Selection Panel, meet the criteria for the particular award.

1.6 Sub-panels, as required under the GAET guidelines, developed recommendations for the committee, and the Chairs of the sub-panels spoke to those recommendations. A list of the sub-panels’ recommendations and a summary of feedback for each applicant was provided to the Committee for its consideration and endorsement.

1.7 The six categories are as follows:

- Individual Teacher Award: open to all academic staff of the University on a 50% or more basis, with the following exceptions:
- Teaching Team Award: open to groups (comprising two or more members) of academic staff with complementary skills teaching collaboratively into a particular course or set of courses for at least two years;
- Early Career Award: open to all academic staff within the first five years of their commencement as university teacher, who do not have prior experience as a teacher in the TAFE and schooling sectors;
- Sessional Teacher Award: open to all academic staff who are employed on a casual basis, with at least 12 months accumulated teaching experience at Griffith;
- Honours and Postgraduate Coursework Supervision Award: open to all academic staff supervisors who have supervised at least one honours or postgraduate student, who has completed a research component of at least 30CP, to graduation; and
- Higher Degree Research Supervision Award: open to all academic staff who have supervised at least one Higher Degree Research candidate to graduation.

1.8 The award for Innovation across the Institution Category may be granted across the following areas:

- Innovative and practical approach to the provision of support services (on and/or off campus) that assists the learning of students;
- Innovative and practical approach to the provision of educational services to the local and/or regional community;
- Innovative and practical approach to the enhancement of the quality of teaching and
learning in the University;
• Innovative and practical approach to teaching in large, first-year classes;
• Innovative and practical approach to improving/enhancing assessment;
• Innovative and practical approach to the provision of postgraduate research supervision in the University; and
• Innovative and practical approach to the support of teaching and learning in the University.

1.9 On an annual basis, the Selection Panel may grant:
• one award;
• more than one award where a number of submissions demonstrate outstanding innovation across the institution; or
• no award where there are no submissions which, in the opinion of the Selection Panel, meet the criteria for the particular award.

1.10 Sub-panels, as required under the GAET guidelines, developed recommendations for the committee and the Chairs of the sub-panel spoke to those recommendations. A list of the sub-panel’s recommendations and a summary of feedback for each applicant was provided to the Committee for its consideration and endorsement.

Resolution

1.11 The Educational Excellence Committee resolved to grant the following awards:

<table>
<thead>
<tr>
<th>Individual Teacher Award</th>
<th>Dr Keithia Wilson</th>
<th>School of Psychology, Mt Gravatt</th>
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<tr>
<td></td>
<td><strong>Highly Commended</strong></td>
<td>Lillian Corbin</td>
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<td>Teaching Team Award</td>
<td>Bridget Cullen-Mandikos &amp; Heather Douglas</td>
<td>Griffith Law School</td>
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<td><strong>Highly Commended</strong></td>
<td>Dr Susanna Eisenchlas &amp; Dr Sue Trevaskes</td>
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<td>Sessional Teacher Award</td>
<td>Elaine Pidgeon</td>
<td>Australian School of Environmental Studies</td>
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<td><strong>Highly Commended</strong></td>
<td>Daniel Ringuet</td>
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<td>Humphrey Roel</td>
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<tr>
<td>Early Career Award</td>
<td>Phillip Falk</td>
<td>Griffith Law School</td>
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<td></td>
<td><strong>Highly Commended</strong></td>
<td>Naveen Sharma</td>
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<td>Linda Kochanski</td>
<td>Griffith Law School</td>
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<td>Matt Hitchcock</td>
<td>QCGU</td>
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<td>Honours and Postgraduate Coursework Supervision Award</td>
<td>Patrick West</td>
<td>School of Arts</td>
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<td><strong>Highly Commended</strong></td>
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**Recommendation**

1.12 The Educational Excellence Committee extends a vote of thanks to the administrative staff who assisted with the process and to the panel members and their Chairs for recommending the final list of applicants for awards.

**SECTION C: OTHER RECOMMENDATIONS AND REPORTS**

(TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEE(S))

nil

**SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION**

2.0 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING GUIDELINES

2.1 The Educational Excellence Committee discussed the Griffith Awards for Excellence in Teaching process and made the following observations:

About the applications -

- The current criteria for teaching excellence awards do not suit the category of Teaching Team and this may be a reason for the weaker field in this category
- That evidence of a substantial nature against the criteria is lacking in applications across most categories
- Applicants have not provided good evidence of student outcomes
• Applicants should be strictly advised to follow the guidelines in terms of font size, margins etc

• There is concern that there were no applicants of a sufficient standard to grant a Higher Degree Research Supervision Award

About the process –

• The processes for the Griffith Awards for Excellence in Teaching, the Faculty Learning and Teaching Citations and the Carrick Australian Awards for University Teaching should be articulated with clear pathways and connections evident between the three

• The award process and guidelines need to be closely aligned with learning and teaching strategies at Griffith

• All three awards should have a higher profile in the university

• The awards processes at Griffith should have a higher profile at Faculty Board level

• The Head of School could have a more substantial role in promoting and supporting the awards

• There should be substantial feedback to applicants, both as advice with an option to re-submit and by providing examples and models of good applications

• There could be several optional workshops for applicants especially with sessions on providing evidence

• GIHE could be involved in this process

• There should be recognition through presentation of a certificate to those applicants who were not successful as considerable effort and enthusiasm goes into the preparation of an application. This should be rewarded in some non-monetary way

• There could be a series of presentations of nominated programs at the school level to share expertise that has been identified

2.2 A member suggested that there could be encouragement to apply in the form of financial support as there is for grant applications in research.

2.3 The Educational Excellence Committee has requested that a report of award programs from other universities be compiled for a future agenda.

Recommendation

2.4 The Educational Excellence Committee recommends that the Griffith Awards for Excellence in Teaching be revised at its November meeting and that a series of recommendations be drafted for forwarding to the Learning and Teaching Committee.
3.0 UNDERGRADUATE SCHOLARSHIPS

3.1 Griffith offers a significant number of undergraduate scholarships for domestic undergraduate students, representing an annual recurrent financial commitment by University and its benefactors of $4.2 million (2004). The scholarships are of four broad types:

- University funded academic and sporting excellence scholarships
- Faculty-specific scholarships funded either by the Faculty or by an external body
- University and externally funded accommodation scholarships
- University and externally funded equity and accommodation scholarships

3.2 The discussion paper, A New Approach to Undergraduate Scholarships for Domestic Students (2005/0035268), proposes a new model for rethinking Griffith’s approach to the packaging and presentation of academic excellence scholarships for high achieving students. The primary target group is high achieving students in High School, but could be extended to include any high achieving student irrespective of pathway into the University. It does not deal with sporting, equity and accommodation scholarships.

3.3 The proposed revised scholarships scheme is designed around the following criteria:

- It should be attractive, distinctive and affordable to the University.
- It should be capable of supporting the University’s recruitment and marketing strategies.
- It should be consistent with our ethos as a learning institution.

4.4 It is proposed that the university should aim to offer scholarship packages comprised of the following benefits in any one year

- Financial assistance of an annual amount (currently $5 000 pa per student for existing University Academic Excellence scholarships);
- A laptop supported and insured by the University for the duration of the undergraduate program;
- A guarantee of at least two of
  (a) a work integrated learning placement relevant to the student’s degree;
  (b) a guaranteed opportunity to study abroad at a top 100 University (as ranked by Shanghai Jiao Tong) with whom we have an existing exchange agreement, with financial support; and
  (c) a guaranteed opportunity to enjoy a mentoring relationship with one of Griffith’s leading researchers throughout their undergraduate degree; and
- Guaranteed early entry of a place to successful scholarship students.

Recommendation

4.5 The Educational Excellence Committee is noted the attached discussion paper, A New Approach to Undergraduate Scholarships for Domestic Students (2005/0035268) and the invitation by the Deputy Vice Chancellor (teaching and Learning to forward comments on the proposal.

5.0 CELEBRATING TEACHING PROGRAM FOR 2006

5.1 The Educational Excellence Committee has, as one of its responsibilities, oversight of the annual Celebrating Teaching program of seminars. The Celebrating Teaching Program is a series of seminars held annually on themes of strategic importance to the
University. All staff are invited to these seminars, which bring teachers together in a formal way to showcase best practice and demonstrate the richness and diversity of approaches to teaching. Seminars are held on each of Griffith’s campuses from April to November.

5.2 The committee was asked to consider the following aspects of the Celebrating Teaching Seminar Series 2006:

- priorities for topics
- suggestions for presenters
- structure, time and duration

Recommendation

5.3 The Educational Excellence Committee recommended that a draft Celebrating Teaching program for 2006 be compiled at its November meeting.

6.0 CHAIR’S REPORT

6.1 WELCOME TO COMMITTEE MEMBERS

The Chair thanked the Deputy Vice Chancellor for his introductory remarks and good wishes and welcomed all members to the first meeting of the Educational Excellence Committee, and particularly those who were not previously members of the recently disestablished Excellence Awards Committee. And explained the function of the Committee as follows:

6.2 The Educational Excellence Committee is a sub-Committee of the Learning and Teaching Committee. Its work includes: provision of advice to the Learning and Teaching Committee on policies, strategies, and budgets for recognizing and rewarding excellence in learning and teaching and the management of a range of recognition and reward schemes. To this end the Educational Excellence Committee will provide advice on a range of policies and projects promoting quality teaching including the Australian Awards for University Teaching and the Griffith Awards for Excellence in Teaching, and a range of schemes to recognize and reward student excellence including the Griffith University Awards for Excellence in Teaching.

6.3 The Committee has three sub-committees to operate the set of scholarships and awards known as the Griffith University Excellence Awards with duties as follows:

- **The Sports Scholarship Committee**
  The Sports Scholarships Committee shall select applicants to whom the Sports Scholarships are awarded; review the progress of Scholarship holders and terminate the Scholarships if conditions set out in the Scholarship policy are not met; perform other functions appropriate to the effective operation of the Sports Scholarships Scheme; provide advice to the Educational Excellence Committee.

- **The Academic Scholarship Committee**
  Academic Scholarships Committee shall select applicants to whom the Academic Scholarships are awarded; review the progress of Scholarship holders and terminate the Scholarship if conditions set out in the Scholarship policy are not met; perform other functions appropriate to the effective operation of the Academic Scholarships Scheme; provide advice to the Educational Excellence Committee.

- **The Excellence Expo Committee**
The Excellence Expo Committee shall oversee the running of the Excellence Expo and shall provide advice to the Educational Excellence Committee.

6.2 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING

6.2.2 The Chair noted that the 2005 response to the GAET was very pleasing with there being 102 nominations and 57 applications in total. The number of applications in each category was as follows:

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6.3 AUSTRALIAN AWARDS FOR UNIVERSITY TEACHING

6.3.1 The Chair noted that Secretariat had received advice from the Carrick Institute on October 11 that all four nominees from Griffith University have been selected as finalists for the 2005 Australian Awards for University Teaching. Griffith was congratulated on the standard and quality of the nominations. The Deputy Vice Chancellor (Teaching and Learning) noted that this was an excellent result for the University and congratulated both the finalists and the staff from Secretariat and FLAS who contributed to the applications.

6.3.2 Griffith’s nominees for the 2005 AAUT are as follows:

- Professor Michelle Barker – Teaching Award: Law Economics, Business and related studies
- Sam di Mauro - Teaching Award: Humanities and the Arts
- U3A: Three Eras of Cooperation - Institutional Award: Provision of educational services to the community
- Group Assessment in the Arts and Education Group - Institutional Award: Approaches to improving/enhancing assessment

7.0 NEXT MEETING

The next meeting of the Educational Excellence Committee is to be advised

Confirmed: ........................................

(Chair)

Date: ........................................
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