GRiffith University

Educational Excellence Committee

Action Sheet

A meeting of the Educational Excellence Committee was held at 10.00am on Tuesday 23 October at Room 2.01, Bray Centre, Nathan campus

Present: APOLOGIES:

Associate Professor Keithia Wilson
Dr Cameron Allan
Mr Kevin Ashford-Rowe
Ms Heather Cameron
Professor Joy Cumming
Professor Graham Cuskelley
Dr Ann McDonnell
Dr Cristina Poyatos-Matas
Dr Ricardo Simeoni

Secretary: Rae-Anne Locke

Apologies:

Sam Di Mauro
Ms Hilarie Dunn
Dr Duncan Nulty

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Item No. 2.0 Confirmation of Action Sheet

Description Action sheet accepted as a true and accurate record of the Committee’s last meeting.

Item No. 3.0 Chairs Report

Description 3.1 Members briefly discussed the Griffith Grants for Learning and Teaching process and results of the Expression of Interests (EOI’s) round. The Chair noted the quality of the ideas was generally disappointing and the need for staff training and development around grants and awards. Members agreed the submission of preliminary EOI’s prior to invitation to full application and the review of level 3 and 4 EOI’s by Faculty/Group Learning and Teaching Committees with local knowledge were valuable.

The Chair note that EOI’s regarding RHD supervision training were not considered in the grants as the Grants Sub-Committee felt that this was the domain of the research centres. The Dean of Graduate Studies advised a Supervisor Accreditation Policy was to go to Academic Committee which will provide the framework for professional support and training. The Chair requested the Dean of Graduate Studies take this policy to Learning and Teaching Committee so it can then be considered in the revision of the Griffith Grants for Learning and Teaching Guidelines.

3.2 The Chair noted Griffith’s outstanding success with Carrick Citations, Awards and...
The Chair congratulated Dr Ann McDonnell on her Carrick Award for Australian University Teaching and Committee members in turn congratulated the Chair, Associate Professor Keithia Wilson on her own Carrick Award for Australian University Teaching.

3.3 The Chair reported on an IRUA Leadership in Learning and Teaching event held in July.

3.4 The Chair advised that the University had received four high quality applications for Rhodes Scholarships.

The Chair also reported that there would be a review of the Program Convenor role to be undertaken by GIHE and that EEC would have a role in this. The Chair would liaise with GIHE.

| Actions | 3.1 (a) Secretary to reschedule Griffith Grants for Learning and Teaching to 9/2007 EEC meeting agenda. |
|         | 3.1 (b) The Dean of Griffith Graduate Research School to bring Supervisor Accreditation Policy to Learning and Teaching Committee after its approval by Academic Committee. |
|         | 3.2 The Chair to send a thank you email to the Secretariat for their role in the success of the Carrick awards. |

| Item No. 4.0 | REPORTS FROM SUB-COMMITTEES |
|             | The Chair of the Sports Excellence Committee will report on the mid-year meeting at the next EEC meeting. |
|             | No meeting of the Excellence Expo Committee to report. |

| Action | Secretary to locate the action sheet from mid-year meeting of the Sports Excellence Committee. |

| Item No. 5.0 | FINAL REPORT FROM SIGNATURE EXPERIENCE GRANT |
|             | Description The Chair noted changes to the EEC Working Party’s report, which is a response to Phillip Rodgers-Falk’s report (The Pathways Model - Pathways to Indigenous Inclusive Teaching and Learning Practices (2007/0002252)) and his presentation at the 7/2007 EEC meeting. |
|             | The Chair reported on a Carrick supported project by the School of Psychology at the University of South Australia, which has resulted in a whole of university approach to indigenous education by 2010. The Chair questioned whether the Pathways project might be suitable for a Carrick grant, one that might seek to take the work on indigenising the curriculum by Law and generalise it across the University. It was suggested that the project leaders might include the new indigenous centre director, Deans (Learning and Teaching), Phillip Rodger-Falk and that it might be a collaborative project with another university. The University of Newcastle was suggested as it is an IRUA partner, and has the highest number of indigenous staff nationally, while Griffith has the second highest. |

| Action | 1. The Chair to progress the Working Party report to the PVC (Learning and Student Outcomes) and then Griffith Learning and Teaching Committee. |
|        | 2. The Chair to arrange meeting with Director, GIHE regarding the Committee’s |
3. The Chair to approach Carrick regarding feasibility of progressing this as a Carrick grant proposal.
4. The Secretary to provide copies Appendix 5 (Policy on definition of Aboriginal and Torres Strait Islander Course Content) and Appendix 8 (Indigenous Australian Employment Strategy) to Chair.

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<th>Item No. 6.0</th>
<th>REVIEW OF GAET 2007</th>
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<td>Description</td>
<td><em>The Committee congratulated Dr Ricardo Simeoni on his award of a Commendation in the GAETs.</em></td>
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The Chair reported that she had been canvassing key staff to identify and recruit potential Citation and Award applicants for 2008 and beyond. Strategies that were discussed for recruiting applicants included Heads of Schools, Deans and Deputy-deans, GIHE, Secretariat, Communities of Practice, Griffith News Online, building this discussion into the academic review process and a broadcast email from the DVC (Academic).

The Committee also discussed the need for a shared understanding on what constitutes scholarship and excellence in teaching so promotion panels are able to recognise this.

The Secretary reported she had received a request from GIHE to attend the next EEC meeting to provide GIHE feedback on the GAETs. Members agreed to this request.

Members discussed selected aspects of the GAET’s including:
- The suggestion to weight the postgraduate coursework/ Honours and RHD supervision criteria, with 50% for outcomes was not supported as this might disadvantage staff who don’t have high-level students entering their programs and noted that successful student outcomes did not equal good supervision.
- The suggestion to split the postgraduate coursework/ Honours and RHD supervision into two separate categories was not supported as the difficulty applicants had in focussing on one area could be overcome by providing more and clearer guidance in the guidelines.
- The need to define standards so panels can recognise and articulate teaching excellence.
- The need to retain the Individual Teacher Carrick categories and review again after the 2008 GAETs.
- The removal of the qualifier that states only academics that do not have prior experience as a teacher in the TAFE and schooling sectors are eligible to apply in the early career category.
- The teaching portfolio was identified as a key issue that would be discussed more fully at the next meeting. Preliminary discussion included the need for an evidence portfolio similar to the research one, which might include SEC and SET data, student outcomes, publications, awards and nominations, qualitative evidence and evidence of reflective development and continuous improvement.
- The need to clarify evidence in the revision of the guidelines.

The Committee agreed the GAET Guidelines should be redrafted for consideration at the March 2008 meeting before progressing to Learning and Teaching Committee.

The Committee recommended that due to insufficient time, this item be adjourned for
## Actions

1. Dean of Griffith Graduate Research School to draft brief standards to serve as a guide for applicants and panels for the postgraduate coursework/Honours and RHD supervision category.
2. EEC to define standards for other categories.
3. Secretary to reschedule to 8/2007 EEC meeting agenda.
4. Secretary to invite Ms Chris Grimmer and Dr Heather Alexander to next EEC meeting to provide GIHE feedback on GAETs.

## Item No. 7.0 CARRICK ASSOCIATE FELLOWSHIPS FOR 2008

**Description**

The Committee identified potential applicants for Associate Fellows for 2008 including Michelle Barker, Sam Di Mauro, Bruce Burton, Cristina Poyatos-Matas in conjunction with Parlo Singh and Phillip Rodger-Falk. The Chair noted that she was holding discussions with several key staff to identify potential applicants for future development. The Chair raised the need to determine support for Fellowship applicants, including the development of resources, internal and external mentoring and critiquing of applications.

**Action**

Secretary to draft broadcast email for John Dewar inviting University staff to express interest in applying for Carrick Fellowships.

## Item No. 8.0 STRATEGIC DISCUSSION STANDING ITEM

No discussion recorded under this item.

## Item No. 9.0 CARRICK UPDATE

**Description**

The Chair advised that due to insufficient time, this item will be adjourned for discussion at meeting 9/2007.

**Action**


## Other Business


### NEXT MEETING

The next meeting of the Educational Excellence Committee is to be held on Wednesday 14 November in Room 2.06, Bray Centre, (N54) Nathan campus.

Confirmation of minutes ___________________________ Date: ________________