A meeting of the Programs Committee was held on Thursday, 2 April 2015 at 9.30am via videoconference in the Bray Centre (N54) Nathan campus, Room 2.06 and the Chancellery (G34), Gold Coast campus, Room 1.04.

**Present:**
- Prof Wendy Loughlin (Chair)
- Prof Nick Buys
- Prof Richard John
- Prof Ross Guest
- Professor Glenn Finger
- Assoc Prof Halim Rane
- Dr Anita Love
- Dr Judith Williams
- Dr Rene Hexel
- Ms Sharon Clifford (Secretary)

**Apologies:**
- Ms Louise Howard
- Ms Kathy Grgic

**Present by Invitation:**
- Ms Rosemary Marson

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**MINUTES**

1.0 **CONFIRMATION OF MINUTES**

The minutes of the 2/2015 (March) meeting were taken as read and confirmed.

2.0 **DECLARATION OF INTERESTS**

NIL

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

3.0 **AEL MAJOR CHANGE PROPOSAL (2015/6001037) 1393 BACHELOR OF DESIGN FUTURES WITH HONOURS**

3.1 Programs Committee, on the executive approval of the Dean (Learning and Teaching), Arts, Education and Law Group (20 March 2015), considered the proposal for changes to the Bachelor of Design Futures with Honours (1393), as described in document 2015/6001037, for implementation in Semester 1, 2016.

3.2 The Queensland College of Art (QCA) proposes that a minimum GPA of 5.0 (calculated over the first three years of the program) be added as a requirement for students moving into the fourth year (honours). It is proposed this change be introduced only for students commencing in 2016.

3.3 The QCA further proposes that students enrolled in the Bachelor of Design Futures with Honours (1393) who choose to exit at the end of Year 3 with the Bachelor of Design (1189) be required to complete 4520QCA Design Business Practice and Marketing, instead of
3510QCA Design Research Methods. These students can complete both 3510QCA and 4520QCA, but 3510QCA will be counted as an elective rather than a core course.

3.4 In considering this item, Programs Committee sought clarification on the following points:
- the honours classification schema needs to be included in the relevant section of the degree requirements;
- relevant information on the second year courses for students undertaking the Design Futures major needs to be included in the course list section;
- the Queensland College of Art is to provide advice regarding course requirements for students who do not achieve the required GPA to progress to complete the fourth year honours qualification, who are required to exit with the Bachelor of Design, when these students may have completed 3510QCA Design Research Methods course but not 4520QCA Design Business Practice and Marketing.

Resolution

3.5 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law Group (20 March 2015), resolved to recommend to Academic Committee the proposal for changes to the Bachelor of Design Futures with Honours (1193), subject to amendments as outlined above (revised document number 2015/6009035), for implementation in Semester 1 2016.

4.0 AEL MAJOR CHANGE PROPOSAL (2015/6001042)
1186 BACHELOR OF PHOTOGRAPHY

4.1 Programs Committee, on the executive approval of the Dean (Learning and Teaching), Arts, Education and Law Group (20 March 2015), considered the proposal for changes to the Bachelor of Photography (1186), as described in document 2015/6001042, for implementation for students admitted in 2014.

4.2 The Queensland College of Art (QCA) proposes to add a 40CP minor in Creative Advertising to the suite of minors available within the Bachelor of Photography.

4.3 Programs Committee noted that the QCA proposes that the Creative Advertising minor be made available to students admitted in 2014 who are now in the second year of the program.

Resolution

4.4 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law Group (20 March 2015), resolved to recommend to Academic Committee the proposal for changes to the Bachelor of Photography (1186), as described in 2015/6001042, for implementation for students admitted in 2014.

5.0 GBS MAJOR CHANGE PROPOSAL (2015/6002022)
5591/5579 MASTER OF FINANCE AND INVESTMENTS

5.1 Programs Committee, on the executive approval of the Dean (Learning and Teaching), Griffith Business School (23 March 2015) considered the proposal for changes to the admission requirements for the Master of Finance and Investments (5591/5579), as described in document 2015/6002022, for implementation in Semester 2, 2015.

5.2 The Dean (Learning and Teaching) introduced this item and reminded members that at its 2/2015 (March) meeting members considered the approved admission criteria for the Master of Finance and Investments, in which applicants are required to provide a 500 word State of Purpose addressing the following:
- Motivation for the study in the Master of Finance and Investments;
- Expected learning outcomes from the program;
- Individual career expectations upon graduation; and
- Outline activities or achievements that can enhance their application.
5.3 At that meeting, the Programs Committee agreed that this requirement creates an unnecessary hurdle for applicants and suggested that the Dean (Learning and Teaching) consider the removal of this requirement, in consultation with relevant staff from the Griffith Business School.

5.4 Programs Committee considered the revised admission requirements, as proposed in 2015/6002022 and included here, in which the requirement to submit a 500 word Statement of Purpose has been removed.

To be eligible for admission to the Master of Finance and Investments, a student must:
- hold a Bachelor degree in finance or closely related discipline (such as banking) from a recognised University (or another tertiary education institution of equivalent standing) with a minimum GPA of 5.0 (using a 7.0 scale)
- OR hold a Graduate Diploma of Finance or closely related discipline (with substantial finance component) from a recognised University (or another tertiary education institution of equivalent standing) with a minimum GPA of 5.0 (using a 7.0 scale),
- OR holders of a Graduate Certificate in Finance may be considered for admission on a case-by-case basis if they have a minimum of two years equivalent full-time professional work experience in a finance field at a management or supervisory level (the applicant should provide detailed description of the nature of the experience and the quantum of such experience as part of their application).

Resolution

5.5 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (23 March 2015), resolved to recommend to Academic Committee the proposal for changes to the admission requirements for the Master of Finance and Investments (5591/5579), as described in document 2015/6002022, for implementation in Semester 2, 2015.

6.0 SCG MAJOR CHANGE PROPOSAL (2014/0004951)
1411 BACHELOR OF ENGINEERING WITH HONOURS IN CIVIL ENGINEERING
1425 BACHELOR OF ENGINEERING WITH HONOURS IN ELECTRICAL AND ELECTRONIC ENGINEERING
1424 BACHELOR OF ENGINEERING WITH HONOURS IN ELECTRONIC AND BIOMEDICAL ENGINEERING
1412 BACHELOR OF ENGINEERING WITH HONOURS IN MECHANICAL ENGINEERING
1426 BACHELOR OF ENGINEERING WITH HONOURS IN MECHATRONIC ENGINEERING
1422 BACHELOR OF ENGINEERING WITH HONOURS IN ELECTRONIC AND COMPUTER ENGINEERING
1423 BACHELOR OF ENGINEERING WITH HONOURS IN ELECTRONIC AND ENERGY ENGINEERING
1428 BACHELOR OF ENGINEERING WITH HONOURS IN ENVIRONMENTAL ENGINEERING
1427 BACHELOR OF ENGINEERING WITH HONOURS IN MICROELECTRONIC ENGINEERING
1478 BACHELOR OF ENGINEERING WITH HONOURS IN SOFTWARE ENGINEERING

6.1 The Dean (Learning and Teaching) Griffith Sciences introduced this item and reminded members that in late 2014 the School of Engineering received advice from Engineers Australia on the qualification requirements for professional engineering practice, particularly in relation to graduates achieving an AQF level 8 Bachelor Honours qualification. Programs Committee considered program proposals at its October meetings to specific engineering discipline qualifications under an 'embedded' honours model. In subsequent discussions between the Science Group Executive and the Academic Provost further changes were proposed for these programs.

6.2 As a result of these deliberations, Programs Committee considered the proposal (2014/0004951) in which the School of Engineering seeks approval to vary the requirements of the Bachelor Honours Degree (AQF level 8) for the above-listed single degree
programs, and the following double degree programs, for implementation in Semester 1, 2015:

- 1513 Bachelor of Engineering with Honours in Civil Engineering/Bachelor of Business
- 1502 Bachelor of Engineering with Honours in Civil Engineering/Bachelor of Information Technology
- 1515 Bachelor of Engineering with Honours in Civil Engineering/Bachelor of Science
- 1501 Bachelor of Engineering with Honours in Electronic and Computer Engineering/Bachelor of Information Technology
- 1514 Bachelor of Engineering with Honours in Electronic and Computer Engineering/Bachelor of Science
- 1499 Bachelor of Engineering with Honours in Environmental Engineering/Bachelor of Business.

6.3 The proposed variation to the honours calculation, in line with established norms for the engineering profession, is as follows:

Honours in this program is awarded on the basis of sustained performance in the final two years of the program and in accordance with the Honours Weighted Average (HWA). The classification of Honours Weighted Average (HWA) is calculated using specified courses in third and fourth year level, including the research component, which are referred to as the Honours Calculable Courses (HCC), as specified in the program structure.

Honours Weighted Average (HWA) is calculated by multiplying the 120 credit points of Honours Calculable Courses (HCC) by the percentage mark and the relevant weighting assigned for each course, divided by 120 credit points, multiplied by the relevant weighting factor.

6.4 This degree with Honours can be awarded in the following classes:

- Class I Honours
- Class IIA Honours
- Class IIB Honours
- Class III Honours

The class of Honours to be awarded to each student in this degree will be determined on the basis of the cut-offs as outlined in the Honours Schedule for approved variations to University policy.

All attempts at 4000ENG Research Methods and Statistics and 6007ENG IAP-Thesis will be used in determining the Classification of Honours. Students who fail 4000ENG Research Methods and Statistics and/or 6007ENG IAP-Thesis will be required to re-enrol in the course in the following semester. Students who have repeated 6007ENG IAP-Thesis will be eligible for no higher than Class III Honours. A second fail in 6007ENG IAP-Thesis will result in termination of the student’s enrolment in the program.

Resolution

6.5 Programs Committee, on the advice of the University Executive, Griffith Sciences Executive, and the Griffith School of Engineering, resolved to recommend the major change proposal for the following programs, as described in 2014/0004951, to the Academic Committee for implementation in Semester 1, 2015:

- 1411 Bachelor of Engineering with Honours in Civil Engineering
- 1425 Bachelor of Engineering with Honours in Electrical and Electronic Engineering
- 1424 Bachelor of Engineering with Honours in Electronic and Biomedical Engineering
- 1412 Bachelor of Engineering with Honours in Mechanical Engineering
- 1426 Bachelor of Engineering with Honours in Mechatronic Engineering
- 1422 Bachelor of Engineering with Honours in Electronic and Computer Engineering
- 1423 Bachelor of Engineering with Honours in Electronic and Energy Engineering
- 1428 Bachelor of Engineering with Honours in Environmental Engineering
- 1427 Bachelor of Engineering with Honours in Microelectronic Engineering
- 1478 Bachelor of Engineering with Honours in Software Engineering
- 1513 Bachelor of Engineering with Honours in Civil Engineering/Bachelor of Business
- 1502 Bachelor of Engineering with Honours in Civil Engineering/Bachelor of Information Technology
- 1515 Bachelor of Engineering with Honours in Civil Engineering/Bachelor of Science
- 1501 Bachelor of Engineering with Honours in Electronic and Computer Engineering/Bachelor of Information Technology
- 1514 Bachelor of Engineering with Honours in Electronic and Computer Engineering/Bachelor of Science
- 1499 Bachelor of Engineering with Honours in Environmental Engineering/Bachelor of Business.

7.0 AEL PROGRAM WITHDRAWAL PROPOSAL (2015/6001026)

3285 GRADUATE CERTIFICATE IN INTERNATIONAL DISPUTE RESOLUTION

7.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching) Arts, Education and Law Group (3 March 2015), has executively approved a proposal to withdraw the Graduate Certificate in International Dispute Resolution (3285), as described in 2015/6001026, with a last admit term of Semester 1, 2015.

7.2 The Arts, Education and Law Group proposes to withdraw the Graduate Certificate in International Dispute Resolution following a recommendation from the Academic Provost and the Group Pro Vice Chancellor, due to consistently low program enrolments; two students were admitted in Semester 1, 2015.

7.3 Students currently enrolled in this program (continuing students) will be able to complete their studies and graduate with this award. All students (two commencing and four continuing) have been advised that they must complete their students by the end of 2015.

Resolution

7.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal to withdraw the Graduate Certificate in International Dispute Resolution (3285), as contained in 2015/6001026, with a last admit term of Semester 1, 2015.

8.0 AEL PROGRAM WITHDRAWAL PROPOSAL (2015/6001027)

9313 CONTINUING EDUCATION CERTIFICATE IN WORKPLACE TRAINING

8.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching) Arts, Education and Law Group (3 March 2015), has executively approved a proposal to withdraw the Continuing Education Certificate in Workplace Training (9313), as described in 2015/6001027, with a last admit term of Semester 1, 2015.

8.2 The Arts, Education and Law Group proposes to withdraw the Continuing Education Certificate in Workplace Training (9313), following discussions with the School of Education and Professional Studies and in consultation with the Group Pro Vice Chancellor and Academic Provost.

8.3 There are currently no students enrolled in this program.

Resolution

8.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal to withdraw the Continuing Education Certificate in Workplace Training (9313), as contained in 2015/6001027, with a last admit term of Semester 1, 2015.
9.0 **AEL PROGRAM WITHDRAWAL PROPOSAL (2015/6001028)**

9267(MG), 9268(LG), 9058(GC) CONTINUING EDUCATION CERTIFICATE IN EDUCATION STUDIES

9.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching) Arts, Education and Law Group (3 March 2015), has executively approved a proposal to withdraw the Continuing Education Certificate in Education Studies (9267 MG, 9268 LG, 9058 GC) as described in 2015/6001028, with a last admit term of Semester 1, 2015.

9.2 The Arts, Education and Law Group proposes to withdraw the Continuing Education Certificate in Education Studies following consultation between the Group Pro Vice Chancellor and Academic Provost.

9.3 There is one student enrolled in each of the Mt Gravatt and Gold Coast programs. These two students will be counselled about their options for entry to the Bachelor of Primary Education Program. The Logan program (9268) is to be archived and removed from the website, as there are no students enrolled.

**Resolution**

9.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal to withdraw the Continuing Education Certificate in Education Studies (9267 MG, 9268LG, 9058GC), as described in 2015/6001028, with a last admit term of Semester 1, 2015.

10.0 **AEL MAJOR CHANGE PROPOSAL (2015/6001036)**

5663 MASTER OF ARTS IN VISUAL ARTS

10.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Arts, Education and Law Group (13 March 2015), has executively approved a major change proposal concerning the admission requirements for the Master of Arts in Visual Arts.

10.2 The proposed changes to the admission requirements for the Master of Arts in Visual Arts are outlined below:

To be eligible for admission to the Master of Arts in Visual Arts, applicants must:

- hold a Bachelor degree in any discipline from a recognised University
- OR hold a Bachelor degree or a Graduate Certificate from a photographic, design and/or visual arts-in-a-cognate discipline from a recognised University (students will be eligible for 40 credit points of advanced standing)
- OR hold a Bachelor Honours degree or a Graduate Diploma in a photographic, design and/or visual arts-cognate discipline from a recognised University (students will be eligible for 80 credit points of advanced standing).

Note: As a further requirement, applicants to the Master of Arts in Visual Arts will be required to submit a written proposal outlining the proposed research project and include a portfolio of prior works.

10.3 Academic Groups have been asked to consider the current admission criteria for their postgraduate programs and where possible to simplify them in consultation with the Program Director. The University Executive is concerned that the complexity of the University’s admission criteria, in particular the listing of specific degree and discipline types, is confusing to the market. As a result, Academic Groups have been asked to simply state, “in a related field”, or “in a cognate discipline”, without need for provision of descriptors.

**Resolution**

www.griffith.edu.au/committees
10.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the major change proposal to revise the admission requirements for the Master of Arts in Visual Arts (5663), as described in 2015/6001036, to be applied from Semester 2, 2015.

11.0 GBS PROGRAM WITHDRAWAL PROPOSAL (2015/6002010)

3320 GRADUATE CERTIFICATE IN ASIA PACIFIC BUSINESS MANAGEMENT
5664 MASTER OF ASIA PACIFIC BUSINESS MANAGEMENT
5671 MASTER OF ASIA PACIFIC BUSINESS MANAGEMENT ADVANCED

11.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching) Griffith Business School (26 February 2015), has executively approved a proposal to withdraw the 3320 Graduate Certificate in Asia Pacific Business Management; 5664 Master of Asia Pacific Business Management; and 5671 Master of Asia Pacific Business Management Advanced.

11.2 The Griffith Business School proposes to withdraw these programs after consultation with the Group Pro Vice Chancellor and Academic Provost.

11.3 The GBS Griffith Business School offers the Graduate Certificate on a part-time basis through Open Universities Australia (OUA). Students enrolled in the Nathan Graduate Certificate will be offered a place in the OUA program. The student who has enrolled in the Masters program will be offered a place in the OUA program, or alternatively in the Master of International Business at Nathan.

Resolution

11.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal to withdraw the Graduate Certificate in Asia Pacific Business Management (3320); Master of Asia Pacific Business Management (5664); and Master of Asia Pacific Business Management Advanced (5671), as described in 2015/6002010, with a last admit term of Semester 1, 2015.

12.0 GBS MAJOR CHANGE PROPOSAL (2015/6002017)

5592/5583 MASTER OF FINANCE/5583 MASTER OF FINANCE (Pearson program)
5615/5618 MASTER OF HUMAN RESOURCE MANAGEMENT
5614 MASTER OF EMPLOYMENT RELATIONS
3274/3189/3188 GRADUATE CERTIFICATE IN HUMAN RESOURCE MANAGEMENT

12.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (16 March 2015), has executively approved a proposal for changes to the admission requirements for the above-listed postgraduate programs, as contained in 2015/6009030, for implementation in Semester 2, 2015.

12.2 The University Executive has expressed concerns around the complexity of the admission requirements for many of the University’s postgraduate programs, specifically the listing of specific disciplines accepted for admission. Academic Groups have been advised that these prescriptive requirements may deter potential students who do not hold a qualification in one of the particular discipline listed, but nevertheless hold a bachelor degree from a recognised institution that would prepare them for postgraduate study at the University.

12.3 In response to these concerns, the Dean (Learning & Teaching) has consulted with the relevant Program Directors and prepared the attached submission in which the Griffith Business School proposes to simplify the admission requirements for these programs to remove the listing of a specific discipline from the admission requirements. Students will be required to hold a related bachelor degree or have related work experience to be eligible for admission. The changes outlined in 2015/6009030 are consistent with the admission requirements for the remaining postgraduate degree programs offered by the Griffith Business School.
Resolution

12.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal for changes to the admission requirements for the following postgraduate programs, as contained in 2015/6009030, for implementation in Semester 2, 2015:

- 5592/5583 Master of Finance (160CP)
- 5615/5618 Master of Human Resource Management (160CP)
- 5614 Master of Employment Relations (120CP)
- 3274/3189/3188 Graduate Certificate in Human Resource Management (40CP)

13.0 HTH PROGRAM WITHDRAWAL PROPOSAL (2015/6003005)

5369 MASTER OF PHARMACY

13.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching) Griffith Health (12 March 2015), has executively approved a proposal to withdraw the Master of Pharmacy (5369), with a last admit term of Semester 1, 2015.

13.2 The Health Group proposes to withdraw this 120CP Master of Pharmacy after consultation with the Group Pro Vice Chancellor and the Academic Provost.

13.3 The program is to remain in the Programs and Courses website to cater for continuing students with the following advice: This program is only available to graduates of Griffith University’s Bachelor of Pharmaceutical Science. A revised Master of Pharmacy (5661) program is available for prospective students with an eligible Health or Science degree from a recognised tertiary institution, from Semester 1, 2016.

Resolution

13.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal to withdraw the Master of Pharmacy (5369), as described in 2015/6003005, with a last admit term of Semester 1, 2015.

14.0 HTH PROGRAM WITHDRAWAL PROPOSAL (2015/6003014)

1242 BACHELOR OF PHARMACEUTICAL SCIENCE

14.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching) Griffith Health (12 March 2015), has executively approved a proposal to withdraw the Bachelor of Pharmaceutical Science (1242), with a last admit term of Semester 1, 2015.

14.2 The Health Group proposes to withdraw the Bachelor of Pharmaceutical Science, which articulates with the Master of Pharmacy (see submission 2015/6003005 for details of this program’s withdrawal) after consultation with the Group Pro Vice Chancellor and the Academic Provost.

14.3 As previously mentioned, the 120CP Masters of Pharmacy (part of the articulated pathway) will also be removed these two programs will be replaced by the stand-alone 240CP Master of Pharmacy. The Bachelor of Pharmaceutical Science with Honours will also be withdrawn and replaced with the Bachelor of Pharmacology & Toxicology with Honours.

14.4 This program is to remain in the Programs & Courses website to cater for continuing students with the following advice: This program has been withdrawn for commencing students from Semester 1, 2016. Prospective (future) students interested in this program are referred to The Bachelor of Pharmacology & Toxicology.

Resolution
14.5 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal to withdraw the Bachelor of Pharmaceutical Science (1242), as described in 2015/6003014, with a last admit term of Semester 1, 2015.

15.0 HTH PROGRAM WITHDRAWAL PROPOSAL (2015/6003015) 2091 BACHELOR OF PHARMACEUTICAL SCIENCE WITH HONOURS

15.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching) Griffith Health (12 March 2015), has executively approved a proposal to withdraw the Bachelor of Pharmaceutical Science with Honours (2091), with a last admit term of Semester 1, 2015.

15.2 The Health Group proposes to withdraw the Bachelor of Pharmaceutical Science with Honours, which currently has no students enrolled in the program, after consultation with the Group Pro Vice Chancellor and the Academic Provost.

15.3 The following note is to appear on the Programs and courses website: This program has been withdrawn for commencing students from Semester 1, 2016. Prospective (future) students interested in this program are referred to The Bachelor of Pharmacology & Toxicology with Honours.

Resolution

15.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal to withdraw the Bachelor of Pharmaceutical Science with Honours (2091), as described in 2015/6003015, with a last admit term of Semester 1, 2015.

16.0 HTH PROGRAM WITHDRAWAL PROPOSAL (2015/6003016) 1387 BACHELOR OF PHARMACEUTICAL SCIENCE/BACHELOR OF BUSINESS

16.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching) Griffith Health (12 March 2015), has executively approved a proposal to withdraw the Bachelor of Pharmaceutical Science/Bachelor of Business (1387), with a last admit term of Semester 1, 2015.

16.2 The Health Group proposes to withdraw the Bachelor of Pharmaceutical Science/Bachelor of Business after consultation with the Group Pro Vice Chancellor and the Academic Provost. Transition arrangements will not be required, as all existing courses will continue to be offered.

16.3 The following note is to appear on the Programs and courses website: This program has been withdrawn for commencing students from Semester 1, 2016. Prospective (future) students interested in this program are referred to The Bachelor of Pharmacology & Toxicology/Bachelor of Business or the Bachelor of Pharmacology & Toxicology (Sales & Marketing major).

Resolution

16.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal to withdraw the Bachelor of Pharmaceutical Science/Bachelor of Business (1387), as described in 2015/6003016, with a last admit term of Semester 1, 2015.
SECTION B: ACTION UNDER DELEGATED AUTHORITY

17.0 PROGRAM LEARNING OUTCOMES

17.1 Programs Committee considered the following Program Learning Outcomes, for publication on the Programs and Courses website:

- Bachelor of Social Work (1282/1372) (2013/0007185)
- Bachelor of Environmental Health (1386) (2012/0002788)
- Bachelor of Sport Development (1493) (2014/0005501)
- Graduate Certificate in Acute Care Nursing (3289) (2013/0005897)
- Graduate Certificate in Critical Care Nursing (3290) (2013/0007160)
- Graduate Certificate in Primary Maternity Care (3310) (2014/0001250)
- Graduate Diploma of Primary Maternity Care (4172) (2014/0001250)
- Master of Primary Maternity Care (5655) (2014/0001250)
- Graduate Certificate in Sports Coaching (3264) (2014/0001212)
- Graduate Diploma of Sports Coaching (4173) (2014/0001212)
- Master of Sports Coaching (5656) (2014/0001212)
- Graduate Certificate in Mental Health Practice (3232) (2013/0005935)
- Graduate Diploma of Mental Health Practice (4171) (2013/0005935)
- Master of Mental Health Practice (5475/5625) (2013/0005935)
- Master of Social Work (5620/5621/5622) (2013/0007156)
- Master of Infection Prevention and Control (5600) (2013/0007166)
- Master of Pharmacy (Extended) (5661) (2014/0004539)

Resolution

17.2 Programs Committee resolved to approve the finalised Program Learning Outcomes for the above listed programs for publication on the Programs and Courses website.

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

18.0 GBS MAJOR CHANGE PROPOSAL (2015/6002020)
3102 GRADUATE CERTIFICATE IN INTERNATIONAL BUSINESS

18.1 Programs Committee, on the recommendation of the Griffith Business School (25 March 2015), considered the major change proposal for the Graduate Certificate in International Business (3102), as contained in 2015/6002020.

18.2 The Dean (Learning and Teaching) introduced this item and advised Programs Committee that the Griffith Business School (GBS) plans to suspend the availability of this program for 2015, resuming offers to applicants in Semester 1, 2016.

18.3 Programs Committee commented and noted as follows:

- Twenty students have been given conditional offers into the Graduate Certificate in International Business for Semester 2, 2015. Members agreed this is a reasonable cohort size to offer the Graduate Certificate in Semester 2, 2015.
- It was also noted that some of the courses available as part of the Graduate Certificate in International Business are shared with other programs offered by the GBS.
- Concerns were expressed about the University’s obligations under the ESOS Act whereby a higher education institution is required to honour its commitment to international students who have been offered a place in a program.

Resolution

18.4 Programs Committee resolved to seek further advice from the Griffith Business School in relation to the above issues and for the School to seek advice from Griffith International on
the implications of the proposed withdrawal for the 20 students made a conditional offer into the Graduate Certificate in International Business (3102).

19.0 SCG MAJOR CHANGE PROPOSAL (2015/6004039)  
5576 MASTER OF URBAN AND ENVIRONMENTAL PLANNING

19.1 Programs Committee, on the recommendation of the Griffith Sciences Group Board (1/2015 (March) meeting), considered the proposal for changes to the admission requirements for the Master of Urban and Environmental Planning (5576), as described in 2015/6004930, for implementation in Semester 2, 2015.

19.2 Programs Committee noted that the School of Environment proposes the following changes to the admission requirements for the Master of Urban and Environmental Planning:

To be eligible for admission to the Master of Urban and Environmental Planning, a student must:

- hold a Bachelor degree, other than a Planning degree, from a recognised University (or another tertiary education institution of equivalent standing). Bachelor degrees in Planning will be assessed by the Program Director to determine whether the degree is appropriate for admission. Students with a Bachelor degree in Planning may be eligible for up to 40 credit points of advanced standing, as determined by the Program Director.

OR

- hold a Graduate Certificate in Urban and Environmental Planning with a minimum grade point average of 4.5 (students will be eligible for 40 credit points of advanced standing).

19.3 Programs Committee commented and noted as follows:

- In relation to the reference to applicants being eligible for “up to 40 credit point of advanced standing” it was noted the Master of Urban and Environmental Planning (5576) comprises 7000-coded courses. Members therefore questioned how applicants with a bachelor degree (i.e. with level 1000-3000-level courses) would be eligible to apply for credit towards postgraduate courses.

- In considering this matter, reference was made to the volume of learning requirements under the Australian Qualifications Framework (AQF), whereby students with a bachelor degree in the same discipline are eligible for admission to complete a 1.5 year program, as a minimum requirement; however the volume of learning may vary depending on discipline and professional requirements.

- Further, members were advised that under the University's current Credit for Prior Learning Policy ‘advanced standing’ is granted as ‘block’ credit, whereas credit awarded ‘up to’ 40CP would not be referred to as ‘advanced standing’.

Resolution

19.4 Programs Committee resolved to seek further advice from the School regarding whether the credit to be awarded is in block form, i.e. 40CP advanced standing based on successful completion of a bachelor degree, or whether up to 40CP of credit be awarded based on specific courses completed and in accordance with the Credit for Prior Learning Policy.

20.0 REVISIONS TO THE UNIVERSITY’S PROGRAM PROPOSAL TEMPLATE (2015/6009034)

20.1 The Program Proposal Template is used for curriculum development and review purposes, as well as to introduce new and amend existing University programs. It is the standard form to be used for the University's program accreditation process.

20.2 Programs Committee last considered the Program Proposal Template at its 2/2010 (May) meeting, when the Template was amended to incorporate fields to gather information for the Australian Higher Education Graduate Statement (AHEGS) data requirements and to include the new Griffith Graduate Attributes.
20.3 Programs Committee considered the revised Program Proposal Template 2015/6009034, noting the revisions to parts 3 and 6, as described below:

Part 3 – Programs and Courses (& Degree Finder) Websites, Section 10.4 Opportunities After Graduation – new section 10.4.2 Specific Career Outcomes (What job/s can I get with this degree?) has been added.

Part 6 – Student System Requirements, Section 15 - Identifying Information has been amended to include a field on Program Title Addendum Text. Page 28 of the Template includes examples of Program Title Addendum such as Graduate Entry, Offered in conjunction with…; withdrawn program, replaced by ….; pathway to ……

20.4 Programs Committee noted that the recommendations and outcomes from the University’s current Review of the University’s Academic Planning, Program Development and Approval processes may well have an impact on the form and content of the Program Proposal Template.

Resolution

20.5 The Programs Committee resolved to endorse the revised Program Proposal Template, as contained in 2015/6009034, for immediate implementation.

21.0 MEMBERSHIP

21.1 The Committee acknowledged, by acclamation, Professor Glenn Finger’s valuable contribution and dedication to the work of this Committee during his eight-year term of office, which expires on 10 April 2015. Professor Finger also extended his compliments to the Chair and members for their hard work, acknowledging the importance of Programs Committee.

21.2 Programs Committee noted Professor Nanette Bahr will join the Committee at its May meeting in her capacity as the incoming Dean (Learning and Teaching) for the Arts, Education and Law Group.

21.3 The Chair welcomed Associate Professor David Neumann as the Health Group academic staff representative, with a term of office to 7 August 2015, replacing Professor Gary Rogers who is on ASP leave.

22.0 CHAIR’S REPORT

22.1 The Chair reported on issues of interest and relevance since the last meeting including:

- An OUA Provider Portfolio Review meeting was held on March 25 2015 with OUA representatives visiting Griffith to meet with staff involved in delivery of OUA courses and units. OUA representatives commented positively on the review outcomes and the quality of Griffith’s offerings (Units and Courses). The Dean (L&T) (AEL) alerted members to the fact that OUA course evaluations are completed using a four point scale, whereas the University uses a five point scale for its SET & SEC evaluations; this is problematic when comparing evaluations of OUA courses with our own course offerings. The Director (Learning Futures) is looking into this issue.

- The Chairs of Academic Board Satellite meeting was held at Universities Australia in Canberra on March 13. The presentation by Professor Peter Shergold (Chancellor of the University of Western Sydney and new Chair of the Higher Education Standards Panel) focussed on discussing the implications of the rapidly evolving higher education sector in which issues of increased contestability and competition driven performance (including informed market transparency); quality-based performance; and expectation of minimum standards will be key factors in determining the success of institutions within the sector.
- **Griffith Model** – The Academic Provost gave a series of presentations at each campus between 27 March and 1 April. Professor Shoemaker outlined the key features of the Griffith Model:
  - Quality,
  - Flexibility,
  - Market Informed Planning,
  - Engaged and Relevant.
A paper detailing these concepts will be released to the University community in the near future.

- Two consultation processes are being undertaken to:
  - examine the University’s Program Planning, Development, Approval and Review Processes, to focus on market informed planning, and
  - consider and develop a new academic calendar.

- **Pearson update** – The Chair advised as follows:
  - recent discussions to clarify decision making processes and outcomes about programs to be offered via the Pearsons alliance;
  - the focus for the next twelve months will be on developing postgraduate programs, with twelve programs to be developed for delivery by the end of 2017;
  - Ms Beth Alderman has been appointed Academic Services Consultant (Alliances) to assist in the day-to-day administration of the University's work with Pearsons, including providing secretarial support to the Joint Steering Committee.

Members expressed concerns about the lack of communication to Groups about decisions made at the Joint Steering Committee, and expressed the view that the Group Pro Vice Chancellors need to be provided with the Minutes.

**Resolution**

Programs Committee resolved to recommend to the Academic Provost that that the Minutes from the Joint Steering Committee be forwarded to the Group Pro Vice Chancellors as a means of communicating outcomes.

23.0 **NEXT MEETING**

23.1 The next meeting of Programs Committee is scheduled to be held on **Thursday, 7 May 2015** at 9.30am via videoconference at the following venues:
- Room 2.06, Bray Centre (N54), Nathan campus
- Room 1.04, The Chancellery (G34), Gold Coast campus
- Room 2.27, Information Services (L03) Logan campus.

24.0 **FUTURE ITEMS**

24.1 **DISCUSSION PAPER ON MINIMUM REQUIREMENTS FOR ‘MINORS’**

24.1.1 At the 2/2015 (March) meeting the Deputy Academic Registrar raised the issue of introducing a set credit point value for minors to replace the current provision which states minors are less than 60CP but include a minimum of 30CP of courses. The Deputy Academic Registrar will draft a discussion paper to be tabled at a future meeting.

Minutes Confirmed: ____________________________ Date: 7 May 2015

Prof Wendy Loughlin (Chair)
### DISTRIBUTION LIST

#### Committee Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
<th>Term of Office</th>
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<tbody>
<tr>
<td>Professor Wendy Loughlin</td>
<td>Deputy Chairperson of Academic Committee</td>
<td>ex officio</td>
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<tr>
<td>(Chair)</td>
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<tr>
<td>Ms Kathy Grgic</td>
<td>Academic Registrar</td>
<td>ex officio</td>
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<tr>
<td>Professor Glenn Finger</td>
<td>Dean, Learning and Teaching</td>
<td>ex officio</td>
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<tr>
<td>(Arts, Education and Law)</td>
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<tr>
<td>Professor Ross Guest</td>
<td>Dean, Learning and Teaching</td>
<td>ex officio</td>
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<tr>
<td>(Griffith Business School)</td>
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<tr>
<td>Professor Nick Buys</td>
<td>Dean, Learning and Teaching</td>
<td>ex officio</td>
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<tr>
<td>(Griffith Health)</td>
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<tr>
<td>Professor Richard John</td>
<td>Dean, Learning and Teaching</td>
<td>ex officio</td>
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<tr>
<td>(Griffith Sciences)</td>
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<tr>
<td>Dr Judith Williams</td>
<td>Nominee for Dean, Learning Futures or Nominee</td>
<td>Two years (up to 31 December 2015)</td>
</tr>
<tr>
<td>Ms Louise Howard</td>
<td>Nominee for Pro Vice Chancellor, Information Services</td>
<td>Two years (up to 31 December 2016)</td>
</tr>
<tr>
<td>Associate Professor Halim Rane</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Arts, Education and Law)</td>
<td>Two years (up to 31 December 2016)</td>
</tr>
<tr>
<td>Dr Anita Love</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Business)</td>
<td>Two years (up to 31 December 2016)</td>
</tr>
<tr>
<td>Associate Professor David Neumann</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Health)</td>
<td>From 6 March 2015 up to 7 August 2015</td>
</tr>
<tr>
<td>Dr Rene Hexel</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Griffith Sciences)</td>
<td>Two years (up to 31 December 2015)</td>
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<tr>
<td>Ms Sharon Clifford</td>
<td>Secretary</td>
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#### Other Copies
- Binding (CARMS) (attachments)
- Spare copy (attachments)

#### Information Copies (without attachments unless stated)
- Vice Chancellor – Professor Ian O’Connor
- Senior Deputy Vice Chancellor – Professor Ned Pankhurst
- Academic Provost – Professor Adam Shoemaker
- Deputy Vice Chancellor (Engagement) – Professor Martin Betts
- Pro Vice Chancellor (Arts, Education and Law) – Professor Paul Mazerolle
- Pro Vice Chancellor (Business) – Professor Michael Powell
- Pro Vice Chancellor (Health) – Professor Allan Cripps
- Pro Vice Chancellor (Sciences) – Professor Debra Henly
- Pro Vice Chancellor (International) – Professor Sarah Todd
- Dean, Learning Futures – Professor Alfred Lizzio
- Dean, Graduate Research School – Professor Sue Berners-Price
- Director, Student Admin – Ms Cathy McGrath
- Student Systems Operations Manager – Mr Pascal Boucher
- Manager, Business Intelligence – Ms Anh Nguyen
- Technical Manager Griffith Sciences Technical Services (Nathan) – Mr George Klich
- Technical Manager Griffith Sciences Technical Services (Gold Coast) – Mr Stephen Boyd
- Student Services, Nathan (with attachments) – Ms Vicki Tolstof
- Deputy Academic Registrar (with attachments) – Ms Karen van Haeringen
- Secretary, Academic Committee (with attachments) – Ms Tasha Langham