CONTENTS

1.0 APOLOGIES

2.0 DECLARATION OF CONFLICT OF INTEREST

3.0 CONFIRMATION OF MINUTES

4.0 COMMITTEE MEMBERSHIP

5.0 QIBT PRESENTATION

6.0 INS REPORT

SECTION I: MATTERS FOR DEBATE, DISCUSSION AND DECISION

7.0 HDR LEARNING OUTCOMES AND GBS SUPPLEMENTARY THESIS EXAMINATION FORM

8.0 FIVE YEAR REVIEW: GRADUATE CERTIFICATE IN FRANCHISING (#2015/6002038)

9.0 MAJOR CHANGE PROPOSAL (#2015/6002037)
   5683 MASTER OF PROFESSIONAL ACCOUNTING

10.0 MAJOR CHANGE PROPOSAL (#2015/6002039)
    5577 MASTER OF SUPPLY NETWORK MANAGEMENT

11.0 MAJOR CHANGE PROPOSAL (#2015/6002040)
   5628 MASTER OF BUSINESS

12.0 MAJOR CHANGE PROPOSAL (#2015/6002043)
    5631 MASTER OF INTERNATIONAL RELATIONS

13.0 CHAIR’S REPORT

14.0 PROVISE CHANCELLOR’S (BUSINESS) REPORT

15.0 DEAN’S (LEARNING AND TEACHING) REPORT

16.0 DEAN’S (RESEARCH) REPORT

17.0 DIRECTOR’S (INTERNATIONAL) REPORT

18.0 HEADS OF DEPARTMENT/SCHOOL REPORTS

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

19.0 NEW PROGRAM AND MAJOR CHANGE PROPOSALS EXECUTIVELY APPROVED

20.0 PROGRAM WITHDRAWALS EXECUTIVELY APPROVED

21.0 MINOR CHANGE PROPOSALS EXECUTIVELY APPROVED
22.0 COURSE PROFILES

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

23.0 RISK REGISTER

24.0 MARKETING REPORT

25.0 COMMUNICATIONS REPORT

26.0 OCCUPATIONAL HEALTH AND SAFETY AND SUSTAINABILITY REPORT

27.0 REPORTS OF SUB-COMMITTEES OF GBS BOARD

28.0 2015 GRIFFITH BUSINESS SCHOOL BOARD MEETING DATES

29.0 OTHER BUSINESS
DISTRIBUTION LIST

Griffith Business School Board Members

Professor Linda Trenberth, Dean (Academic) (Chair)
Professor Michael Powell, Pro Vice Chancellor (Business) (ex officio)

Deans and Directors (appointed by the Group Pro Vice Chancellor)
Professor Graham Cuskelly, Dean (Research)
Professor Ross Guest, Dean (Learning and Teaching)
Associate Professor Peter Woods, Director (International)
Professor Lorelle Frazer, Director Online & Blended Learning

Heads of Departments Directly Associated With the Faculty (ex officio)
Professor Fabrizio Carmignani, Department of Accounting, Finance and Economics
Professor Michael Barry, Department of Employment Relations and Human Resources
Professor Andrew O’Neil, School of Government and International Relations
Professor Heidi Dahles, Department of International Business and Asian Studies
Professor Evan Douglas, Department of Marketing
Professor Chris Auld, Department of Tourism, Sport and Hotel Management

Deputy Heads/
Discipline Heads of Departments Directly Associated With the Group (appointed)
Professor Peter Best, Department of Accounting, Finance and Economics
Associate Professor Mark Brimble, Department of Accounting, Finance and Economics
Associate Professor Brett Freudenberg, Department of Accounting, Finance and Economics
Professor Eliyathamby (Selva) Selvanathan, Department of Accounting, Finance and Economics
Associate Professor Ashlea Troth, Department of Employment Relations and Human Resources
Professor Peter Tatham, Department of International Business and Asian Studies
Professor Debra Grace, Department of Marketing
Associate Professor Charles Arcodia, Department of Tourism, Sport and Hotel Management

Research Centre Representative (appointed)
Professor Susanne Becken, Griffith Institute of Tourism
Professor Peter Jordan, Deputy Director, Centre for Work, Organisation and Wellbeing
Professor Haig Patapan, Director, Centre for Governance and Public Policy
Professor Russell Trood, Director, Griffith Asia Institute

Invited (for Audience and Debate)
Ms Kimberley Cotterell-Anderson, Griffith Business School
Ms Lisa Cotterell, Griffith Business School
Group Planning and Resource Manager
Mr James Fox, Group Resource Manager

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The 2/2015 meeting for the Griffith Business School Board will be held on Friday, 22 May 2015, from 9:00am via videoconference in Room -1.18, Business 2 Building (N72), Nathan campus and Room 7.20, The Business Building (G42), Gold Coast campus. Morning tea will be provided.

Kate Rees
Secretary

**AGENDA**

1.0 APOLOGIES

1.1 Apologies may be recorded by contacting the Secretary on extension 56408, or by emailing k.rees@griffith.edu.au.

1.2 Apologies have been received from Professor Linda Trenberth, Professor Peter Jordan and Ms Kimberley Cotterell-Anderson.

2.0 DECLARATION OF CONFLICT OF INTEREST

2.1 Members are required to identify any conflict of interest, including family or other personal relationship/s as outlined in the University policies on Conflict of Interest and Personal Relationships in the Workplace, which may exist in respect of any of the items on the agenda. When an interest has been declared, the Chair may resolve that the member:

- leaves the meeting while the item of business is discussed; or
- participates in the discussion but withdraw from the meeting before the vote and/or decision; or
- stays but does not participate in either the debate or vote/decision; or
- stays with full debating and voting/decision rights.

2.2 All declarations of interest will be recorded in the minutes, together with any ensuing action.

3.0 CONFIRMATION OF MINUTES

3.1 The minutes of the 1/2015 GBS Board will be circulated.

To be taken as read and confirmed

4.0 COMMITTEE MEMBERSHIP

4.1 Members will note this is the final meeting for Professor Michael Barry, Head, Department of Employment Relations and Human Resources.

5.0 QIBT PRESENTATION

5.1 Ms Leigh Pointon, College Director and Principal and Ms Ann Poiner, Director, Academic Programs and Student Services will provide a presentation.

6.0 INS REPORT

6.1 Ms Sue Hickson, Library Services Manager (Business) will speak to the attached 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

7.0 HDR LEARNING OUTCOMES AND GBS SUPPLEMENTARY THESIS EXAMINATION FORM

7.1 The Griffith Business School Board, on the recommendation of the 2/2015 Research and Research Education Committee (GBS), is asked to consider the attached ‘Supplementary Thesis Examination Form: Doctor of Philosophy Thesis Learning Outcomes’. Professor Graham Cuskelly will speak to this item.

7.2 A key aspect of higher education is Assurance of Learning (AOL) in achieving educational aims. Griffith Business School has been accredited by The Association to Advance Collegiate Schools of Business (AACSB) and in accordance with such needs to be able to document AOL throughout its coursework and research degrees. AACSB (2014) notes that the learning process is separate from demonstration that students achieve learning goals and highlights the importance of students being able to achieve learning appropriate to the programmes they study and have the knowledge and skills appropriate to their earned degrees. Further, AOL not only allows for assessment of student learning accomplishments against learning goals but such measures allow the School to evaluate the success, provide feedback and guidance for individual students, and plan for improvements in courses (AACSB, 2014). In respect to doctoral level programmes, in particular, AACSB suggests that graduates of such should have sufficient understanding to participate in knowledge creation in their fields of study (AACSB, 2014).

7.3 Learning outcomes for the Doctor of Philosophy (PhD) have been developed by GBS to reflect expectations of candidates undertaking the degree. Learning outcomes have not been similarly developed for the MPhil as very few candidates enrol into an MPhil and the majority who do so proceed to upgrade to a PhD.

7.4 At the March 2015 Board of Graduate Research meeting the Dean, Griffith Graduate Research School approved GBS to develop a form for thesis examiners to assess PhD candidates’ thesis learning outcomes; which would be used as a supplement to the University’s Examiner’s Summary Report Form. The GBS Supplementary Thesis Examination Form requests that examiners of GBS theses assess achievement within five levels across the six GBS PhD learning outcomes.


Recommendation:

7.5 The Griffith Business School Board, on the recommendation of the 2/2015 Research and Research Education Committee (GBS), is asked to approve the attached ‘Supplementary Thesis Examination Form’.

For discussion and approval
8.0 FIVE YEAR REVIEW: 3116 GRADUATE CERTIFICATE IN FRANCHISING (#2015/6002038)

8.1 The Griffith Business School Board, on the recommendation of the 2/2015 Learning and Teaching Committee (GBS) is asked to consider the attached ‘Five Year Program Review: Graduate Certificate in Franchising’. Professor Ross Guest will introduce this item.

8.2 The Graduate Certificate in Franchising program is offered on a part-time basis (two standard semesters or equivalent) in on-campus mode at South Bank and in online mode. It is available to domestic students and international students studying online in their own country. It presents a pathway program for eligible students (upon the successful completion of the Graduate Certificate program) for admission into the Master of Marketing or Master of Business Administration.

8.3 As required under the Program Planning, Development, Approval and Review Processes Policy, all programs are to be reviewed at least once in any five year period for the purpose of continual improvement, benchmarking, curriculum renewal and reaccreditation. The Graduate Certificate in Franchising was first offered in 2008 and consequently, it is necessary to undertake this review.

8.4 The review committee makes the following recommendations.

- Continuation of the Graduate Certificate of Franchising given that the program offering does not appear to require any additional resource (i.e. teaching) requirement. The committee believed that the program adds value to Griffith University, the GBS and APCFE’s unique positioning in the franchise area.

- Consider replacing one course (7206MKT) with an appropriate Legal course (e.g. Law for Managers).

- The committee was surprised with the lack of involvement of the Master of Marketing Program Director in the program review process. The committee agreed that it would be advisable for the Program Director to be centrally involved in the development of this program.

8.5 The full report is attached for consideration. An implementation plan will be developed following approval of the report.

Recommendation:

8.6 The Griffith Business School Board, on the recommendation of the 2/2015 Learning and Teaching Committee (GBS), is asked to approve the attached ‘Five Year Program Review: Graduate Certificate in Franchising.

For discussion and approval

9.0 MAJOR CHANGE PROPOSAL (#2015/6002037) 5683 MASTER OF PROFESSIONAL ACCOUNTING

9.1 The Griffith Business School Board, on the recommendation of the 2/2015 Learning and Teaching Committee (GBS), is asked to consider a Major Change Proposal for the Master of Professional Accounting, as detailed in #2015/6002037, effective Semester 1, 2016. Professor Peter Best will speak to this item.

9.2 The following changes are proposed to the Master of Professional Accounting:

- Change to program duration to reduce it to a 160CP program (new program code 5683).
- Change to the program structure to introduce three 50CP streams. All students will complete 110CP of prescribed courses from Group A. The Group A courses comprise 11 of the 12 courses required for CPA Australia Associate membership. Students will then complete one stream.

1. Professional stream (CPA): The professional stream will provide support to students who intend to complete the CPA professional level examinations.

2. International stream: The international stream will provide support for students who intend to complete the Association of Chartered Certified Accountants (ACCA) professional level requirements.

3. Academic stream: The academic stream will provide opportunities for students to complete additional coursework who do not intend to complete professional level requirements.

Recommendation:

9.3 The Griffith Business School Board, on the recommendation of the 2/2015 Learning and Teaching Committee (GBS), is asked to recommend to Programs Committee a Major Change Proposal for the Master of Professional Accounting, as detailed in # 2015/6002037, effective Semester 1, 2016.

For discussion and recommendation to Programs Committee

10.0 MAJOR CHANGE PROPOSAL (#2015/6002039)
5577 MASTER OF SUPPLY NETWORK MANAGEMENT

10.1 The Griffith Business School Board, on the recommendation of the 2/2015 Learning and Teaching Committee (GBS), is asked to consider a Major Change Proposal for the Master of Supply Network Management, as detailed in #2015/6002039, effective Semester 1, 2016. Professor Peter Tatham will speak to this item.

10.2 The current standalone Master of Supply Network Management was designed with a focus on the domestic market and was only offered as a part-time program (either in class or via distance learning) due to overall staff availability and other programming constraints. It is now proposed to offer this program full-time to attract international students.

10.3 The admission requirements for the Graduate Certificate and Masters program have recently been revised to align with other Masters programs, and allow fresh graduates with a related Bachelor degree to enter the program. This aligns with the admission requirements adopted by other institutions in Australia who offer a similar degree such as RMIT University and the University of Sydney.

10.4 In terms of courses offered, these have been reviewed by the subject matter experts, and it has been agreed that the balance needs to be adjusted slightly towards the requirement for more domain-specific courses, while maintaining the overall “T-shaped” model which integrates functional skills (domain specific knowledge), inter-personal skills, general managerial skills and problem solving skills. The T-shaped model was heavily utilised when the initial program structure was proposed and is still regarded as a valuable guide for curriculum design and, indeed, is very much in line with the emerging “Griffith Model” with its specific focus on graduate employability as the literature clearly indicates that such inter-personal, managerial and problem solving skills are prized by prospective employers.

Recommendation:

10.5 The Griffith Business School Board, on the recommendation of the 2/2015 Learning and Teaching Committee (GBS), is asked to recommend to Programs Committee a Major Change Proposal for the Master of Supply Network Management, as detailed in # 2015/6002039, effective Semester 1, 2016.
For discussion and recommendation to Programs Committee

11.0 MAJOR CHANGE PROPOSAL (#2015/6002040) 5628 MASTER OF BUSINESS

11.1 The Griffith Business School Board, on the recommendation of the 2/2015 Learning and Teaching Committee (GBS), is asked to consider a Major Change Proposal for the Master of Business, as detailed in #2015/6002040, effective Semester 1, 2016. Professor Chris Auld will speak to this item.

11.2 In 2015 the 80CP Master of Business program increased in length to 120CP. It was believed that the longer duration may reduce the attractiveness of this program particularly to international students. Therefore, it was decided to offer the Graduate Certificate (3312) courses intensively in summer (January – February) to enable students to complete 120CP within a twelve month period. A second Graduate Certificate (3306) was offered only in semester 2 and courses were delivered in the standard 13 week mode.

11.3 The intensive Graduate Certificate in Business (3312) did not attract as many students as expected. From approximately 145 applications, only 23 students enrolled and 3 of these dropped out after the first course claiming it was too intensive. In informal discussions, students have reported a desire to stay longer in Australia than one year.

11.4 It is therefore proposed to withdraw the 3312 Graduate Certificate from program offerings and to offer the 3306 Graduate Certificate of Business in Semester 1 and 2. This will also result in changes to the intakes for the Master of Business and Master of Business Advanced.

Recommendation:

11.5 The Griffith Business School Board, on the recommendation of the 2/2015 Learning and Teaching Committee (GBS), is asked to recommend to Programs Committee a Major Change Proposal for the Master of Business, as detailed in # 2015/6002040, effective Semester 1, 2016.

For discussion and recommendation to Programs Committee

12.0 MAJOR CHANGE PROPOSAL (#2015/6002043) 5631 MASTER OF INTERNATIONAL RELATIONS

12.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to consider a Major Change Proposal for the Master of International Relations, as detailed in #2015/6002043, effective Semester 1, 2016. Professor Andrew O’Neil will speak to this item.

12.2 These changes are a result of low enrolments in 2015. In 2015, the Master of International Relations increased from 80CP to 120CP. The proposed changes bring the Graduate Certificate/Master of International Relations into line with disciplinary (and therefore student) expectations and best practice, and institutional norms in Australia and overseas. In essence, they reduce the compulsory content and permit students more choice of elective courses. This is very much in line with normal practice in political science and international relations, in this country and overseas, where core skills are developed across a program, with embedded skills development in electives, rather than the model utilised in other disciplines of extensive compulsory content.

Recommendation:

12.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to recommend to Programs Committee a Major Change Proposal for the Master of International Relations, as detailed in # 2015/6002043, effective Semester 1, 2016.
For discussion and recommendation to Programs Committee

13.0 CHAIR’S REPORT
   13.1 Professor Linda Trenberth, Chair and Dean (Academic) has provided her apologies for this
       meeting.

14.0 PRO VICE CHANCELLOR (BUSINESS) REPORT
   14.1 Professor Michael Powell, Pro Vice Chancellor (Business) and Acting Chair will provide a
       report at the meeting.

15.0 DEAN’S (LEARNING AND TEACHING) REPORT
   15.1 Professor Ross Guest, Dean (Learning and Teaching) has provided a written report.

16.0 DEAN’S (RESEARCH) REPORT
   16.1 Professor Graham Cuskelly, Dean (Research) has provided a written report.

17.0 DIRECTOR’S (INTERNATIONAL) REPORT
   17.1 Associate Professor Peter Woods, Director (International) will provide a report at the
       meeting.

18.0 HEADS of DEPARTMENT/SCHOOL REPORT
   18.1 There are no matters to report.

II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

19.0 MAJOR CHANGE PROPOSALS EXECUTIVELY APPROVED
   19.1 On the recommendation of the Dean (Learning and Teaching), Griffith Business School the
       Board is asked to ratify the following major change proposals that were executively approved
       in order for them to be considered at Programs Committee meetings:

       - 5592/5583 Master of Finance, 5615/5618 Master of Human Resource Management,
         5614 Master of Employment Relations (#2015/6002017)
       - 3102 Graduate Certificate in International Business (#2015/6002020)
       - 5592 Master of Finance and Investment (#2015/6002022)
       - All GBS Postgraduate Programs (#2015/6002034)
       - 5xxx Master of Marketing (#2015/6002035)
       - 5xxx Master of Financial Planning (#2015/6002036)

For ratification

20.0 PROGRAM WITHDRAWALS EXECUTIVELY APPROVED
   20.1 On the recommendation of the Dean (Learning and Teaching), Griffith Business School the
       Board is asked to ratify the following program withdrawals:

       - 1382 Bachelor of Music/Bachelor of Business (#2015/6002030)
       - 5585 Master of Accounting (#2015/6002031)

For ratification
21.0 MINOR CHANGE PROPOSALS EXECUTIVELY APPROVED

21.1 On the recommendation of the Dean (Learning and Teaching), Griffith Business School the Board is asked to ratify the following minor change proposals:

- 5584 Master of Accounting (#2015/6002015)
- 1105/1107 Bachelor of International Business (#2015/6002016)
- 1288/1034 Bachelor of Business (#2015/6002018)
- 5672 Master of International Business Advanced, 5673 Master of Information Systems Advanced (#2015/6002021)
- 1390 Bachelor of Environmental Management/Bachelor of Business (#2015/6002024)
- 1388 Bachelor of Asian Studies (#2015/6002026)
- 5583 Master of Finance (#2015/6002028)
- 1388/1399 Bachelor of Government and International Relations (#2015/6002033)

For ratification

22.0 COURSE PROFILES

22.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the following new course profile for Teaching Period 3, 2015:

7708GBS Marketing

For ratification

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

23.0 RISK REGISTER

23.1 Members are asked to note the attached GBS Risk Register.

24.0 MARKETING REPORT

24.1 The Marketing Manager, Business has provided a written report for noting.

25.0 COMMUNICATIONS REPORT

25.1 The Communications Officer (Business) has provided the April and May reports for noting.

26.0 OCCUPATIONAL HEALTH AND SAFETY AND SUSTAINABILITY REPORT

26.1 There are no issues to report.

27.0 REPORTS OF SUB-COMMITTEES OF GBS BOARD

27.1 The Griffith Business School Board is asked to note the minutes from the following sub-committees:

- 1/2015 Learning and Teaching Committee
- 1/2015 Internationalisation Committee
28.0 2015 GRIFFITH BUSINESS SCHOOL BOARD MEETING DATES

28.1 Dates confirmed for Board meetings to be held in 2015 as follows:

Meeting Time: Fridays 9:00am – 1:00pm

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Venues</th>
</tr>
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<tbody>
<tr>
<td>14 August</td>
<td>Nathan / Gold Coast</td>
<td>N72 -1.18 / G42_7.20</td>
</tr>
<tr>
<td>September</td>
<td>TBC: special meeting to be organised for approval of undergraduate program changes</td>
<td></td>
</tr>
<tr>
<td>16 October</td>
<td>Nathan / Gold Coast</td>
<td>N72 -1.18 / G42_7.20</td>
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29.0 OTHER BUSINESS