GRiffith Business School Board Minutes Special Meeting/2015
Friday 25 September 2015

GRIFFITH UNIVERSITY
GRIFFITH BUSINESS SCHOOL BOARD

A special meeting for the Griffith Business School Board was held on Friday, 25 September 2015, from 1:30pm – 4:00pm via videoconference in Room 2.01, Bray Centre (N54), Nathan campus and Room 7.20, The Business Building (G42), Gold Coast campus.

MINUTES

<table>
<thead>
<tr>
<th>PRESENT:</th>
<th>APOLOGIES:</th>
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<tr>
<td><strong>Members:</strong></td>
<td><strong>Professor Susanne Becken</strong></td>
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<td>Professor Linda Trenberth</td>
<td>Professor Lorelle Frazer</td>
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<td>Professor Michael Powell (Chair)</td>
<td>Ms Lisa Cotterell</td>
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<td>Professor Ross Guest</td>
<td>Associate Professor Peter Woods</td>
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<td>Professor Graham Cuskelley</td>
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<td>Professor Fabrizio Carmignani</td>
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<td>Professor Heidi Dahles</td>
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<td>Professor Andrew O’Neil</td>
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<td>Professor Chris Auld</td>
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<td>Associate Professor Ashlea Troth</td>
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<td>Associate Professor Brett Freudenberg</td>
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<td>Professor Peter Jordan</td>
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<td>Ms Kimberley Cotterell-Anderson</td>
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<td>Professor Peter Best</td>
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<td>Professor Eduardo Roca (for A/P Mark Brimble)</td>
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<td>Associate Professor Charles Arcodia</td>
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<td>Associate Professor Peter Tatham</td>
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<td>Professor Selva Selvanathan</td>
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<td>Professor Debra Grace</td>
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<td>Mr James Fox</td>
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<td><strong>By invitation:</strong></td>
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<td>Associate Professor Ruth McPhail</td>
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<td>Associate Professor Gloria Ge</td>
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<td><strong>Secretary:</strong></td>
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<td>Ms Kate Rees</td>
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1.0 DECLARATION OF CONFLICT OF INTEREST

1.1 No conflicts were identified.

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

2.0 UNDERGRADUATE PROGRAM REVIEW: ENABLING THE GRIFFITH MODEL

2.1 The Chair and Dean (Academic) invited the Pro Vice Chancellor to chair the meeting. Members were advised that the meeting would focus on larger architectural decisions to be made in respect of the revised undergraduate programs. Final approval of the revised programs will be sought at the October meeting of GBS Board.

2.2 The Pro Vice Chancellor acknowledged the contributions of Professor Ross Guest, Associate Professor Ruth McPhail and Miss Kate Rees in the review of the undergraduate programs.
2.3 Members considered changes to the following undergraduate coursework programs to be implemented from Semester 1, 2017:

- Bachelor of Business
- Bachelor of Commerce
- Bachelor of International Tourism and Hotel Management
- Bachelor of Government and International Relations

2.4 The Dean (Learning and Teaching) was invited to speak to each program. Members were advised that the undergraduate programs have been restructured in line with the principles of the Griffith Model, and taking particular account of:

- The principles of simplicity and clarity,
- Foundation courses in B Business and B Commerce, and to a lesser extent, Bachelor of International Tourism and Hotel Management,
- Required courses (first year level, second year level, third year level),
- 60CP majors,
- Embedding employability skills through the curriculum,
- Program delivery across three semesters.

2.5 Relating to all programs, the following issues were raised:

- All programs should allow students the flexibility to complete two 60CP majors.
- Students should be allowed the flexibility to complete a second major from outside their enrolled program. Members noted the issues this level of flexibility had caused in the past, and were advised that this would add a layer of complexity to the revised program structures and could negatively impact on the student enrolment process. It was also noted that, in some instances, programs did not include the requisite foundation content required for the major.
- All programs are to adopt a consistent look and feel. All programs will include a list of required courses, majors and electives.
- Use of terminology around Trimesters and Semesters requires further clarification from the University executive.
- Each program is to include a list of recommended employability electives which focus on preparation for and gaining employment.
- A summary of net course offerings will be distributed once the program structures are finalised.

2.6 In discussing the Bachelor of Business proposal and Bachelor of Commerce proposal, the following issues were raised:

- Members noted that each program will offer an intake in Trimester 3.
- Members noted that a common first year accounting and business statistics course would be offered across the Business and Commerce degrees. Both courses will be redesigned to suit the two cohorts and program learning outcomes. Members were advised that the PASS program would be built up around these courses to provide additional support for students.

- The first year Employment Relations course has been redesigned to focus on employability skills. The revised course, 1002EHR Organisations, People and Employability, will be a required course for both Business and Commerce students.

- A concern was raised around the ambiguity of the course title for 1303AFE Economics for Decision Making 1 for those students who will not complete an Economics major, and thus Economics for Decision Making 2.

- Each 60CP major includes a list of recommended disciplinary electives. Discipline electives will be renamed major electives to better inform students.

- In the Bachelor of Business, 2010EHR Legal Issues for Managers and 2004GIR Government Business Relations are to be included in the list of required courses.

- In discussing the generalist/no major option in the Bachelor of Business it was recommended that the list of courses be expanded to give students more exposure to cross-disciplinary themes.

- In discussing the Bachelor of Commerce, it was noted the Economics major had been significantly revised.

- Accreditation requirements have been considered in redeveloping the programs. Where accreditation requirements cannot be achieved within the 60CP major, additional courses required for accreditation are to be clearly identified. In response to a query, it was noted that it is unclear if there is demand for major that does not provide accreditation.

Resolution: Approval of the structure of the Bachelor of Business and Bachelor of Commerce. Issues noted above are to be finalised before the next meeting.

2.7 In discussing the Bachelor of International Tourism and Hotel Management proposal, the following issues were raised:

- Members noted this program will offer a Trimester 3 intake.

- This program is new from 2015 and has undergone minor revisions.

- 40CP of first year required courses will be shared with the Bachelor of Commerce and Bachelor of Business.

- Members were advised that this is the most prescribed program offered by GBS, including 180CP of required courses; this is reflective of the student cohort which tends to be more focused and applied. Concerns were raised regarding the lack of flexibility this structure allowed students who were required to complete the ELEC. These students would not be able to complete a major. It was recommended that more flexibility be incorporated into the degree.

- Members noted that, in relation to the on shore and offshore offerings of this program, the requirements of the degree need to be clearly and consistently presented on the website to meet the requirements of the Hong Kong accrediting body.
- Concerns were raised regarding the new course ‘Tourism and Hospitality Data Analysis’, and the potential overlap with the Business Statistics course offered in the Bachelor of Commerce and Bachelor of Business. Members were advised that the new course is very specific to tourism and hotel students, and addresses specific industry needs. This course will include some generic research methods and statistics but will have a more applied focus on interpreting industry data.

**Resolution:** The program structure is to be revised to more closely align with the architecture of the Bachelor of Business and Bachelor of Commerce, and to allow flexibility for students to complete a second major.

2.8 In discussing the Bachelor of Government and International Relations proposal, the following issues were raised:

- Members noted this program will offer two intakes only but some courses will be offered over summer to allow students the option to accelerate.

- This is the least prescribed program in the undergraduate suite, offering 100CP of prescribed courses. It was noted that this program does not share common courses with the other programs. This is a highly flexible program, in line with disciplinary norms. All students are required to complete a tailored WIL course.

- Members were advised that, within the School, the courses were being reviewed to avoid duplication and to make them more attractive to students.

- Concerns were raised regarding the presentation of the degree and the number of elective courses offered in the program. Members were also concerned that the disciplinary majors of politics and international relations were lost in the list of available majors. These majors should be more clearly presented.

**Resolution:** The program structure is to be revised to more closely align with the architecture of the Bachelor of Business and Bachelor of Commerce. The number of elective courses is to be reconsidered.

2.9 Members considered the draft course sequencing for each department. Two methodologies were presented; the objective is to minimise the number of course offerings whilst allowing students to complete within two years. Further consultation with Heads of Department is required.

**SECTION B: ACTION UNDER DELEGATED AUTHORITY**

NIL

**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**

3.0 **OTHER BUSINESS**

3.1 Members were given an update on the review of the Bachelor of Asian Studies.

3.2 Members considered a proposal for the curriculum working group to continue, with a focus on embedding thematic program goals such as ethics, sustainability and digital literacy within the degrees. This issue is to be further discussed at PVC Executive Committee.
3.3 Concerns were raised regarding the difficulties of navigating the University’s website and the potential negative impact on student recruitment. A stronger, more coherent web presence is required.

4.0 NEXT MEETING

4.1 The next meeting of the Griffith Business School Board will be held on Friday 16th October 2015, from 9:00am via videoconference Room -1.18, Business 2 Building (N72), Nathan campus and Room 7.20, The Business Building (G42), Gold Coast campus.
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 Cuskelley, 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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