A meeting of the Griffith Business School Board was held on Friday, 28 April 2006, 10:00am to 1:30pm, in the Graham Jones Centre, Gold Coast campus (G18_3.02).

MINUTES

PRESENT:
Professor Bill Shepherd (Chair)
Professor Lorelle Frazer
Professor Chris Auld
Professor David Peetz
Professor Chew Ng
Professor Bill Merrilees
Dr Louis Sanzogni
Professor Saroja Selvanathan
Ms Jill Moriarty (Secretary)

APOLOGIES:
Professor Michael Powell
Professor Liz Fulop
Professor Art Shulman
Professor Leong Liew
Dr Liz Van Acker
Professor Mike Davidson
Professor Graham Cuskelly
Professor Jenny Stewart
Dr Eduardo Roca

Present by Invitation:
Ms Jenny Lock
Ms Susan McPaul

1.0 CONFIRMATION OF MINUTES

1.1 The minutes of the 1/2006 meeting were taken as read and confirmed.

2.0 MATTERS ARISING FROM PREVIOUS MINUTES

2.1 AWARD MAJORS, GBS

2.1.1 The Dean (Learning and Teaching) asked members to consider the issue surrounding graduation of students who complete more than one Award Major. If students are permitted to complete two Award Majors, with only one to appear on their Testamur, how will this be administered in the graduation checking process in terms of knowing which Major has been nominated by the student to appear on their Testamur.

Resolution:

2.1.2 The Dean (Academic) notified the Board that the degree rules had been amended by the University to allow two Award Majors to appear on the Testamur.
2.2 WORK INTEGRATED LEARNING POLICY, GBS

2.2.1 The Griffith Business School Board was asked to consider, at the request of the Director, Internationalisation and Community Partnerships, a revised Work Integrated Learning Draft Policy 2006/0007278 (revised 2005/0037396), for implementation in 2006.

2.2.2 In the context of the University's Academic Plan, whereby “70% of all Undergraduate Programs [are to] have at least as an option that students can undertake work experience/ internship/service learning in their programs or as co-curricula activity”, the Griffith Business School has embarked upon a series of changes to its undergraduate program profile to ensure that all students have the option of a work integrated learning experience.

Resolution:

2.2.3 The Griffith Business School Board resolved to accept the changes to the revised Work Integrated Learning Draft Policy 2006/0007278 (revised 2005/0037396) in principle, subject to additional amendment by the Director, ICP to reflect a merit-based approach that is department specific.

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

Nil

SECTION B: ACTION UNDER DELEGATED AUTHORITY

3.0 SPECIAL PURPOSE SUBMISSION 5448 AND 5449 MASTER OF BUSINESS ADMINISTRATION (PRACTICUM)

3.1 The Griffith Business School Board, on the executive recommendation of the Dean, Learning and Teaching (Griffith Business School), was asked to ratify the Chair’s executive action in approving the Special Purpose Submission detailed in 2006/0007270, for the above programs, for introduction in semester 1, 2006.

3.2 At the programs Committee meeting of October 2005, The Griffith Business School submitted for consideration, a special purpose submission for the Master of Business Administration (MBA) (Practicum), document number 2005/0037326 (revised GBS/PG 2005/10021). This document was executively approved on 20 September 2005. The purpose of the submission was to make changes to the New Program Submission previously approved.

3.3 One of the changes was the inclusion of a clause specific to the rules of the MBA (Practicum) program, more specifically those governing a students' eligibility to participate in the Workplace Integrated Learning component of the program.
3.4 It has now been identified that the clause has not been written as intended and critical words have been left out which can significantly deflect from the intention of the rule. The clause as it is as follows.

To be eligible to participate in the Workplace Integrated Learning component of the MBA (Practicum), students must attain an accumulative GPA of 4.0 over the first 80CP of coursework undertaken in Block 1 and Block 2 of the program. Students who do not meet this requirement may (at the discretion of the Dean) be awarded an exit qualification.

Resolution:

3.5 The Griffith Business School Board, on the executive recommendation of the Dean, Learning and Teaching (Griffith Business School), ratified the Chair's executive action in approving Special Purpose Submissions, 2006/0007270, for 5448 / 5449 Master of Business Administration (Practicum), for introduction in semester 1, 2006.

4.0 MINOR CHANGE SUBMISSION
1035 BACHELOR OF COMMERCE (MODELLING AND BUSINESS FORECAST MINOR)

4.1 The Griffith Business School Board, on the executive recommendation of the Dean, Learning and Teaching (Griffith Business School), was asked to ratify the Chair’s executive action in approving the Minor Change Submission described in 2006/0007267, for the above program, for introduction in semester 1, 2006.

4.2 In summary, the Department of Accounting, Finance and Economics is seeking to rationalise its course offerings while giving adequate choice of electives to those students wishing to combine a Modelling and Business Forecasting minor with majors in the Bachelor of Commerce.

4.3 Following the initial submission, the Department has tested the pathways for students and determined that the current structure for the Modelling and Business Forecasting minor is not sufficiently flexible to enable students to combine the minor with some BCom majors whilst maintaining a standard semester workload.

4.4 It is therefore proposed to amend the structure of the minor to include a choice of courses offered from other relevant discipline areas. Continuing students in the BCom are not affected by the proposed change.

4.5 The courses being withdrawn from the minor will remain as electives in the pre-2006 BCom for transitional students for a period of two years.

Resolution:

4.6 The Griffith Business School Board, on the executive recommendation of the Dean, Learning and Teaching (Griffith Business School), ratified the Chair’s executive action in approving the Minor Change Submission described in 2006/0007267, for the 1035 Bachelor of Commerce (Modelling and Business Forecast Minor), for introduction in semester 1, 2006.
5.0 MINOR CHANGE SUBMISSION – COURSE WITHDRAWAL – 6013MGT AND 6019MGT

2010 BACHELOR OF COMMERCE WITH HONOURS
4026 GRAD DIPLOMA OF HUMAN RESOURCE MANAGEMENT AND INDUSTRIAL RELATIONS
5158/5159 MASTER OF BUSINESS ADMINISTRATION
5162/5163 MASTER OF BUSINESS ADMINISTRATION (ADVANCED)
5160 MASTER OF BUSINESS ADMINISTRATION (INTERNATIONAL)
5348 MASTER OF BUSINESS ADMINISTRATION (INTERNATIONAL) (ADVANCED)
5261 MASTER OF HUMAN RESOURCE MANAGEMENT
5262 MASTER OF HUMAN RESOURCE MANAGEMENT WITH HONOURS
5412/5413 MASTER OF PROFESSIONAL ACCOUNTING (ADVANCED)
5058 MASTER OF COMMERCE IN ACCOUNTING AND FINANCE
5375 MASTER OF MANAGEMENT - INNOVATION AND CHANGE
5377 MASTER OF MANAGEMENT WITH HONOURS - INNOVATION AND CHANGE
5380/5379 MASTER OF MANAGEMENT (RESEARCH)

5.1 The Griffith Business School Board, on the executive recommendation of the Dean, Learning and Teaching (Griffith Business School), was asked to ratify the Chair’s executive action in approving the Minor Change Submission described in 2006/0007273, for the above programs, effective semester 2, 2006.

5.2 In summary, the Department of Management, Griffith Business School, is seeking approval to withdraw the following courses from offer as of Semester II, 2006:
   • 6019MGT Statistics for Business
   • 6013MGT Human Resource Development.

5.3 The Department of Management would like to withdraw 6019MGT in line with the Academic Plan which recommends the withdrawal of courses with a student enrolment of less than 10 students. It is proposed to offer as a substitute 7304AFE Business Statistics. The course has been recommended by the Department of Management as an equivalent course and will substitute the course in consultation with the Department of Accounting, Finance and Economics.

5.4 6019MGT Statistics for Business is offered at Nathan in Semester 2. Course enrolment for Semester 2 2003 numbered 6 students. The course was to be offered in Semester 2 2004 however was cancelled that same semester following low enrolments. It has not been offered since. 6019MGT is a core course in the Master of Management (Research) and the Master of Management with Honours – Innovation & Change, and is offered as an elective in the Master of Human Resource Management/Honours and the Master of Management - Innovation and Change.

5.5 6013MGT Human Resource Development is recommended for withdrawal due to the significant course content overlap with other courses within existing programs. In particular, 7405MGT Human Resource Training and Development already considers development processes within organisations, an aspect which will be further developed next year. Other components such as benchmarking will be integrated elsewhere in the Master of Management (Human Resources) and will be specifically considered during the planned Department of Management review. This withdrawal is in line with the Griffith Academic Plan which proposes a review of course offerings to identify such overlaps.
5.6 6013MGT Human Resource Development is offered at Nathan in Semester I. This course was not offered in 2005 or 2006. Course enrolment for Semester I 2004 numbered 29 students. This course is currently offered as an elective and core, respectively, within the Bachelor of Commerce with Honours and Master of e-Commerce. It is also offered within many GBS programs that have been discontinued through the recent review.

Resolution:

5.7 The Griffith Business School Board, on the executive recommendation of the Dean, Learning and Teaching (Griffith Business School), ratified the Chair’s executive action in approving the Minor Change Submission described in 2006/0007273, for the above programs, effective semester 2, 2006.

6.0 HONOURS PROGRAM DIRECTOR

6.1 The Griffith Business School Board, on the executive recommendation of the Acting Dean, Learning and Teaching (Griffith Business School), is asked to ratify the Chair’s executive action in approving the appointment of Dr Maree Boyle as Honours Program Director, effective semester 1, 2006.

Resolution:

6.2 The Griffith Business School Board, on the executive recommendation of the Dean, Learning and Teaching (Griffith Business School), ratified the Chair’s executive action in approving changes to Program Directors for Honours programs, for introduction in semester 1, 2006.

7.0 COURSE OUTLINES – GRIFFITH BUSINESS SCHOOL

7.1 The Griffith Business School Board, on the executive recommendation of the Dean, Learning and Teaching (Griffith Business School), is asked to ratify the Chair’s executive action in approving the 7232AFE Wealth Management course outline, for introduction in semester 1, 2006.

Resolution:

7.2 The Griffith Business School Board, on the executive recommendation of the Dean, Learning and Teaching (Griffith Business School), ratified the Chair’s executive action in approving the 7232AFE Wealth Management course outline, for introduction in semester 1, 2006.

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

8.0 PROMOTING INDUSTRY LINKS IN THE CLASSROOM

8.1 The Griffith Business School Board, on the recommendation of the Curriculum Teaching and Learning Committee was asked to endorse the guidelines for Promoting Industry Links in the Classroom described in 2006/0007271.

8.2 In summary, creating links with industry is an essential part of academic activity. These links are critical to conducting industry relevant research but are also an important means of bringing reality to the classroom.

8.3 At both undergraduate and postgraduate levels, academics are encouraged to make use of industry contacts to enhance the learning experience for students. There are two ways this can be achieved:

8.3.1 Use of industry sponsors for courses
Choose an organisation that is relevant to the course content and ask them to sponsor the course by providing an incentive prize for student performance. Not only does this motivate students to achieve, but the sponsoring organisation will find it beneficial to be linked to the Griffith Business School. Often the sponsor will provide input into the course, for example by providing a guest speaker or a field trip.

8.3.2 Use of industry speakers in the classroom
If chosen carefully, industry speakers can provide a realistic context for the course content presented to students. Especially if high profile speakers can be persuaded to participate, students receive a memorable learning experience.

Resolution:

8.4 The Griffith Business School Board, on the recommendation of the Curriculum Teaching and Learning Committee resolved to endorse the guidelines for Promoting Industry Links in the Classroom described in 2006/0007271.

9.0 OFF-SHORE TEACHING PROJECT – CONCEPT PROPOSAL

9.1 The Griffith Business School Board was asked to consider the concept proposal for a new articulation pathway from Diplomas and Advanced Diplomas in Hospitality awarded by the Chinese University of Hong Kong (School of Continuing Education) as detailed in 2006/0007274.

9.2 The articulation will be based on two models: 2 + 1 and a 2 + 1.5 contingent upon the nature of the entry qualification (either Associate Degree or Higher Diploma respectively). Entry requirements (e.g., English standard) will be consistent across both streams and also with normal Griffith University entry requirements.

9.3 The Griffith University components will be taught off-shore in Hong Kong and graduates will be awarded the Bachelor of Business (Hotel Management).

9.4 The initial approach to develop this initiative was made to Griffith University by Chinese University because of Griffith’s international reputation in this area.
Resolution:

9.5 Griffith Business School Board endorsed the concept proposal for a new articulation pathway from Diplomas and Advanced Diplomas in Hospitality awarded by the Chinese University of Hong Kong (School of Continuing Education) as detailed in 2006/0007274, and requested that the Director, International and Community Partnerships liaise with the Department of Tourism, Leisure, Hotel and Sport Management in preparing a business plan for this program.

10.0 MANAGER, RESEARCH HIGHER DEGREES PRESENTATION

10.1 The Manager, Research Higher Degrees and the Manager, Graduate Studies, were invited by the Griffith Business School to lead a discussion on the following issues related to Research Higher Degrees:
- Griffith Research Graduate School Structures
- Statistical Snapshot
- Support to RHD Students (2005 RHD Student Survey)
- The promotion of RHDs

10.2 The following points were discussed and considered:

10.2.1 Five working day turnaround could be very artificial as there are so many variables attributed to application processing, especially for international applicants or if supervisors are at capacity.

10.2.2 Problems with time it takes for paperwork to travel between campuses (sometimes 4-5 days).

10.2.3 Databases should be enhanced to provide more information to elements on the capacity to supervise and resource students, as well as providing application tracking information.

10.2.4 Request for provision of information on RHD students on the portal.

Resolution:

10.3 The Manager, Research Higher Degrees and the Manager, Graduate Studies have noted the above items and will endeavour to make necessary improvements to resolve the issues.

11.0 PRO VICE CHANCELLOR’S REPORT

Professor Michael Powell submitted an apology the meeting.

12.0 CHAIR’S REPORT

12.1 Budget

12.1.1 The Chair advised members that the Griffith Business School was down $2.3 million on projected income and noted a tightening of budget items across the University and that the School and departments are not permitted to run deficits.

12.1.2 Staff who resign will be replaced only in exceptional circumstances.
12.2 Enhancing Logan campus

12.2.1 The Griffith Business School has been asked by the Executive Group to consider options to revitalise Logan campus to counter the reduction in student enrolments, particularly affecting the Bachelor of Commerce and Bachelor of Business.

12.2.2 The Chair and the Dean (Learning and Teaching) will investigate options and distribute ideas to members for feedback. Staff are asked to submit suggestions to the Chair.

12.3 Workload Model

12.3.1 The Chair reported that the Workload Model is to be finalised in the next few weeks and led discussion on issues that may have implications for the current Model.

12.3.2 The Workload Model will be further discussed at the 3_2006 (May) GBS Faculty Board meeting.

12.4 Research Quality Framework

12.4.1 The Chair alerted staff that the RQF is currently experiencing technical problems that won’t allow entry if staff have been employed for less than five years. The problems are currently being rectified.

13.0 DEAN’S (LEARNING AND TEACHING) REPORT

13.1 The Dean (Learning and Teaching) spoke to her written report, detailed in 2006/0007275, circulated prior to the meeting, highlighting student enrolment numbers detailed in 2006/0007276 (undergraduate) and 2006/0007277 (postgraduate).

14.0 DEAN’S (RESEARCH) REPORT

Professor Liz Fulop submitted an apology for the meeting.

15.0 DIRECTOR, INTERNATIONALISATION AND COMMUNITY PARTNERSHIP’S REPORT

15.1 The Director, Internationalisation and Community Partnerships reported on international student enrolments in his report:

15.2 International students acceptances in the GBS have declined from 2005. As of today, numbers are down by 1% compared to last year’s figures across undergraduate and postgraduate programs. Currently, the GBS has not met its target, ie a 5% growth in international student enrolments.

15.3 The University’s total international student enrolments are down by 1% on last year’s figures: Arts, Education and Law’s figures have increased by 3%, Griffith Health has increased by 30%, and Griffith Science and Technology has decreased by 29%.
15.4 To address this issue, the GBS will need to review and improve its recruitment strategy for international students. The Director reported that Griffith International, as part of the strategy, plans to increase its off-shore program profile University-wide.

16.0 DIRECTOR, QUALITY AND ACCREDITATION’S REPORT

Professor Art Shulman submitted his apology for the meeting.

17.0 OTHER BUSINESS

Nil

18.0 NEXT MEETING

42.1 The 3/2006 meeting of the Griffith Business School Board is scheduled for Friday 19 May, 10.00am till 1.00pm in N50_0.12 GBS Boardroom* (Nathan campus).

* PLEASE NOTE CHANGE OF VENUE.

42.2 Meeting closed 1.30pm

Confirmed: ..............................................
                      (Chair)

Date:  ..............................................
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Griffith Business School Board Members

Professor Michael Powell, Pro Vice Chancellor (Business) (ex officio)

Heads of Departments Directly Associated with the Faculty (ex officio)

Professor Chew Ng, Department of Accounting, Finance and Economics
Professor David Peetz, Department of Industrial Relations
Professor Leong Liew, Department of International Business and Asian Studies
Dr Louis Sanzogni, Department of Management
Professor Bill Merrilees, Department of Marketing
Dr Liz van Acker, Department of Politics and Public Policy
Professor Mike Davidson, Department of Tourism, Leisure, Hotel and Sport Management
Professor Ken Parry (Acting), Graduate School of Management

Co-opted Members (Term of Office: Two years up to, but not including, the ordinary meeting of the Griffith Business School Board in February 2006)

Professor Arthur Shulman, Director, Quality and Accreditation

Information Copies
(without attachments unless stated)

Ms Alison Harris, Group Resource Manager, Business
Ms Wendy Branthwaite, Acting HR Manager, Business
Ms Simone Thorne, Acting Marketing Manager, Business/Law
Ms Suzanne Pinchen, Business Development Management, Business/Law, Office for Commercialisation
Ms Tracey Howley, CEO, International Golf Institute

Deans and Deputy Heads of Departments (appointed by the Group Pro Vice Chancellor)

Professor Bill Shepherd, Acting Dean (Academic) (Chair)
Professor Liz Fulop, Dean (Research)
Professor Lorelle Frazer, Acting Dean (Learning and Teaching)
Professor Jenny Stewart, Deputy Head of Department (Accounting)
Dr Eduardo Roca, Deputy Head of Department (Finance)
Professor Saroja Selvanathan, Deputy Head of Department (Economics and Business Statistics)
Professor Graham Cuskelley, Deputy Head of Department, Department of Tourism, Leisure, Hotel and Sport Management

Information Copies

Ms Lisa Cotterell, Executive Officer to the Pro Vice Chancellor (Business)
Ms Catherine Longworth, Executive Officer to the Pro Vice Chancellor (Business)
Ms Mary Hassard, Credit Transfer and Articulations Managers, Student Administration Centre Coordinators, Office of Graduate Studies

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