Griffith Business School seeks to excel as a provider of high quality, cross-disciplinary and internationally relevant business and public policy education and research, emphasising the relationship between business and society in promoting sustainable enterprises and communities.

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22.0 OTHER BUSINESS

23.0 NEXT MEETING

<table>
<thead>
<tr>
<th>Significant Committee Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>The next meeting of the Griffith Business School Board will be held on Friday, 24 September 2010, from 9:30am till 1:00pm via videoconference in Room -1.18, Business 2 Building (N72), Nathan and Room 1.04, The Chancellery (G34), Gold Coast campus.</td>
</tr>
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<table>
<thead>
<tr>
<th>Committee QuickPlace Web Address</th>
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</thead>
<tbody>
<tr>
<td><a href="https://qplace01.domino.griffith.edu.au/QuickPlace/sec-university-committees/PageLibrary4A256D040010D978.nsf?OpenDatabase">https://qplace01.domino.griffith.edu.au/QuickPlace/sec-university-committees/PageLibrary4A256D040010D978.nsf?OpenDatabase</a></td>
</tr>
</tbody>
</table>
DISTRIBUTION LIST

Griffith Business School Board Members

Professor Marie Wilson, Dean (Academic) (Chair)
Professor Michael Powell, Pro Vice Chancellor (Business) (ex officio)
Deans (appointed by the Group Pro Vice Chancellor)
Professor Graham Cuskelly, Dean (Research)
Dr Robyn Hollander, Acting Dean (Learning and Teaching)
Professor Chris Auld, Dean (International)

Heads of Departments Directly Associated With the Faculty (ex officio)
Professor Christine Smith, Department of Accounting, Finance and Economics
Associate Professor Michael Barry, Department of Employment Relations and Human Resources
Professor Leong Liew, Department of International Business and Asian Studies
Professor Andrew McAuley, Department of Marketing
Professor Ciaran O’Faircheallaigh, Department of Politics and Public Policy (Acting)
Professor Krystine Toohey, Department of Tourism, Leisure, Hotel and Sport Management

Deputy Heads of Departments Directly Associated With the Group (appointed)

Professor Jenny Stewart, Department of Accounting, Finance and Economics
Professor Tony Makin, Department of Accounting, Finance and Economics (Acting)
Associate Professor Eduardo Roca, Department of Accounting, Finance and Economics (Acting)
Professor Kate Hutchings, Department of Employment Relations and Human Resources
Vacant, Department of Marketing

Research Centre Representative (appointed)
Professor Beverley Sparks, Director, Centre for Tourism, Sport and Service Innovation
Professor Peter Jordan, Deputy Director, Centre for Work, Organisation and Wellbeing

Invited (for Audience and Debate)
NIL

Information Copies
(without attachments unless stated)
Griffith Business School
Group Resource Manager, Business
Human Resource Manager, Business
Marketing Manager, Business
Business Development Management, Business, Griffith Enterprise
Communications Officer, Business and Law
Deans’ and Heads of Departments’ Secretaries, Griffith Business School
Program Service Officers, Griffith Business School
Executive Manger to the Pro Vice Chancellor (Business)
Credit Transfer and Articulations Manager, Student Administration
Client Administration Officers, Student Administration
Centre Coordinators, Griffith Grad Research School

Other Copies
Corporate Archives and Records Management copy (attachments)
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GRiffith UNIVERSITY

GRiffith BUSINESS SCHOOL BOARD

The 4/2010 meeting of the Griffith Business School Board will be held on Friday, 20 August 2010, from 9:30am till 1:00pm via videoconference in Room -1.18, Business 2 Building (N72), Nathan and Room 1.04, The Chancellery (G34), Gold Coast campus.

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 Marie Wilson and Associate Professor Simone Fullagar.

2.0 COMMITTEE MEMBERSHIP

2.1 The Griffith Business School Board is asked to welcome Professor Beverley Sparks, Director, Centre for Tourism, Sport and Service Innovation to her first meeting.

3.0 CONFIRMATION OF MINUTES

3.1 The minutes of the 3/2010 meeting will be circulated prior to the next meeting.

4.0 PRO VICE CHANCELLOR’S (BUSINESS) REPORT

4.1 Ms Julia Phipps, Communications Officer (Business and Law) will speak to a written report (attached).

4.2 Professor Michael Powell, Pro Vice Chancellor (Business) and Acting Chair, GBS Board will provide a report at the meeting.

5.0 DEAN’S (LEARNING AND TEACHING) REPORT

5.1 Dr Robyn Hollander, Dean (Learning and Teaching), GBS will speak to a written report. Please note the following attachments:

- Attachment 5.1 Wireless microphone bookings for courses and lectures.
- Attachment 5.2 AQF Qualification Descriptors.
- Attachment 5.3 Griffith University: Response to AQF Council Consultation Paper – July 2010.

6.0 DEAN’S (RESEARCH) REPORT

6.1 Professor Graham Cuskelly, Dean (Research), GBS will provide a report at the meeting. Please note Attachment 6.1 Board of Graduate Research Action Sheet (July 2010).

7.0 DEAN’S (INTERNATIONAL) REPORT
7.1 Professor Chris Auld, Dean (International), GBS will speak to a written report.

8.0 HEADS OF DEPARTMENT REPORT

8.1 Professor Leong Liew, Head, Department of International Business and Asian Studies, will speak to a written report. Please note the following attachments:

- Attachment 8.1 ANZAM HOD Network Ideal Management Department.

9.0 GRIFFITH BUSINESS SCHOOL OUTREACH PROGRAM

9.1 Dr Ruth McPhail will attend the meeting to present an overview of the Griffith Business School Outreach Program.

10.0 CHANGES TO THE HIGHER DEGREE IN RESEARCH AND PROFESSIONAL DOCTORATE POLICIES

10.1 Professor Parlo Singh, Dean, Griffith Graduate Research School and Dr Sepi Rouhani, Graduate Research Studies Officer will attend the meeting to discuss changes to the Higher Degree in Research and Professional Doctorate Policies. Attachment 10.1 outlines the implementation plan.

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

11.0 QUALITY/ACCREDITATION ISSUES

Starting@Griffith Survey

11.1 The purpose of the Starting@Griffith Survey is to inform the ongoing review and enhancement of orientation and transition programs at Griffith. Commencing students are invited to respond to an online survey between weeks 4 to 7 of Semester 1. The results of the survey are reported in terms of 3 key scales and subscales. Dr Robyn Hollander, Dean (Learning and Teaching) will speak to this item.

For discussion

12.0 NEW PROGRAM CONCEPT

BACHELOR OF BUSINESS (EVENT MANAGEMENT) - SINGAPORE INSTITUTE OF MANAGEMENT

12.1 The Griffith Business School Board is asked to consider a proposal to offer the Bachelor of Business (Event Management) with the Singapore Institute of Management, as detailed in Attachment 12.1. Professor Chris Auld, Dean (International) will speak to this item.

12.2 GBS has been asked to consider offering a top-up program in Event Management with the Singapore Institute of Management (SIM). Students would complete an 18 month Diploma
of Event Management with SIM, comprising 10 generic business modules and 5 specialised event management modules. Students would gain advanced standing towards the Bachelor of Business (Event Management) and complete required courses over an additional three semesters. The top-up program may also be available to students from other institutions/pathways.

12.3 The first student cohort would commence in January 2012.

Recommendation:

12.4 The Griffith Business School Board is asked to provide in principle support for the proposal to establish a new off-shore Bachelor of Business (Event Management) with the Singapore Institute of Management, as detailed in Attachment 12.1.

For discussion

13.0 NEW PROGRAM PROPOSAL

1373/1374 BACHELOR OF BUSINESS/BACHELOR OF JOURNALISM (#20100010546)
1378/1379 BACHELOR OF BUSINESS/BACHELOR OF COMMUNICATION (#20100010547)

13.1 The Griffith Business School Board, on the recommendation of the July Learning and Teaching Committee (GBS), is asked to consider a proposal to establish two new double degree programs with the School of Humanities, effective Semester 1, 2011. Dr Robyn Hollander, Dean (Learning and Teaching) will introduce these items.

1373/1374 Bachelor of Business/Bachelor of Journalism (#2010/0010546)

13.2 Attachment 13.1 is a proposal to introduce the Bachelor of Business/Bachelor of Journalism at the Nathan and Gold Coast campuses. The program provides students with the opportunity to undertake advanced journalism courses in conjunction with a business major. This will prepare students for an exciting career in journalism, with the capabilities to apply these skills in a specialist business context.

13.3 Students will complete 160CP coursework from each single degree program. GBS award majors available in this program will include:

- Employment Relations
- Human Resource Management
- International Management [new in 2011]
- Management
- Marketing
- Sustainable Enterprise.

Students will complete 40CP of advanced Journalism elective courses (including a major project or internship) plus one 40CP Journalism specialisation (listed below):

- Arts and Creative Industries
- Historical Studies
- Asian and International Studies
- Indigenous Studies
- Contemporary Arts
- International Relations
- Crime and Justice
- Islamic Studies
- Cultural Sociology
- Literary Studies
- Digital Video
- Politics
- Digital Writing
- Politics and Government
- Economics
- Popular Music
1378/1379 Bachelor of Business/Bachelor of Communication (#2010/0010547)

13.4 Attachment 13.2 is a proposal to introduce the Bachelor of Business/Bachelor of Communication at the Nathan and Gold Coast campuses. The program provides students with a thorough grounding in business management as well as critical insights into the world of contemporary communications. Students will develop an appreciation of the complex interrelationships involved in business, industry and service organisations, supplemented with a strong grounding in screen production, analysis of the mass media and communication industries, public relations, creative writing and new technologies and journalism.

13.5 Students will complete 160CP coursework from each single degree program. GBS award majors available in this program will include:

- Employment Relations
- Human Resource Management
- International Management [new in 2011]
- Management
- Marketing
- Sustainable Enterprise.

Students must complete two 60CP Communication majors: at least one major chosen from the core majors and the second major may be chosen from the core or elective majors:

**Core majors**

<table>
<thead>
<tr>
<th>Communication and Media Studies</th>
<th>Journalism</th>
</tr>
</thead>
<tbody>
<tr>
<td>Digital Communication</td>
<td>Public Relations</td>
</tr>
<tr>
<td>Film and Screen</td>
<td>Writing</td>
</tr>
<tr>
<td>Intercultural Communication</td>
<td></td>
</tr>
</tbody>
</table>

**Elective majors**

<table>
<thead>
<tr>
<th>Chinese</th>
<th>Linguistics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creative Communication: Industries and Practices</td>
<td>News and Magazine Photography</td>
</tr>
<tr>
<td>French or German</td>
<td>Political Communication</td>
</tr>
<tr>
<td>Italian Studies</td>
<td>Popular Music, Media and Culture</td>
</tr>
<tr>
<td>Japanese</td>
<td>Screen Production</td>
</tr>
<tr>
<td>Korean</td>
<td>Spanish Studies</td>
</tr>
</tbody>
</table>

**Recommendation:**

13.6 The Griffith Business School Board is asked to recommend to Programs Committee proposals to establish the 1373/1374 Bachelor of Business/Bachelor of Journalism, as detailed in 2010/0010546, and 1378/1379 Bachelor of Business/Bachelor of Communication, as detailed in 2010/0010547, effective Semester 1, 2011.

**For discussion**
14.0 MAJOR CHANGE SUBMISSION (#2010/0010519)

1034 BACHELOR OF BUSINESS (LOGISTICS AND SUPPLY CHAIN MANAGEMENT)

14.1 The Griffith Business School Board, on the recommendation of the August Learning and Teaching Committee (GBS), is asked to consider a proposal to offer the Logistics and Supply Chain Management award major at the Gold Coast campus, as detailed in #2010/0010519, effective Semester 1, 2011. Professor Leong Liew, Head, Department of International Business and Asian Studies will speak to this item.

14.2 The Logistics and Supply Chain Management (LSCM) major was introduced in the 1288 Bachelor of Business at Nathan in 2006. Employment opportunities are excellent in the area of LSCM both in Australia and globally and it is felt that the LSCM major would be of interest to international students studying at the Gold Coast campus. Additionally, offering LSCM at both Nathan and the Gold Coast allows a holistic approach to promoting the major at high schools and businesses throughout the region.

14.3 Program structure: The core program will be identical at Nathan and Gold Coast thus ensuring cross campus consistency. The major will be delivered in face-to-face mode over 13 weeks supplemented by web-based material. Courses offered in the major will be progressively rolled out ie. Second year courses will be offered in 2011, third year courses from 2012.

Logistics and Supply Chain Management major (Nathan and Gold Coast)

Students must complete the following 60CP of courses:

### Course list

<table>
<thead>
<tr>
<th>Year</th>
<th>Semester</th>
<th>Course code</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>I</td>
<td>2150IBA</td>
<td>Introduction to Supply Chain Management</td>
</tr>
<tr>
<td>2</td>
<td>I</td>
<td>2128IBA</td>
<td>Business Processes</td>
</tr>
<tr>
<td>2</td>
<td>II</td>
<td>2154IBA</td>
<td>Business Logistics</td>
</tr>
<tr>
<td>3</td>
<td>I</td>
<td>3155IBA</td>
<td>Operations Management (offered at Gold Coast from 2012)</td>
</tr>
<tr>
<td>3</td>
<td>I</td>
<td>3145IBA</td>
<td>Purchasing and Supply Management (offered at Gold Coast from 2012)</td>
</tr>
<tr>
<td>3</td>
<td>II</td>
<td>3016MKT</td>
<td>Channel Strategy in Marketing (offered at Gold Coast from 2012)</td>
</tr>
</tbody>
</table>

PLUS 20CP from the following courses:

### Elective course list

<table>
<thead>
<tr>
<th>Year</th>
<th>Semester</th>
<th>Course code</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>II</td>
<td>2011IBA</td>
<td>Export Management</td>
</tr>
<tr>
<td>2/3</td>
<td>II</td>
<td>3014IBA</td>
<td>International Business Negotiation</td>
</tr>
<tr>
<td>3</td>
<td>I</td>
<td>3144IBA</td>
<td>Quality Management</td>
</tr>
<tr>
<td>3</td>
<td>II</td>
<td>3154IBA</td>
<td>Logistics and Supply Chain Management Internship (offered at Gold Coast from 2012)</td>
</tr>
</tbody>
</table>

14.4 The 60CP embedded minor will also be offered to the Gold Coast. The award major will be added to relevant double degree programs.

Recommendation:
14.5 The Griffith Business School Board is asked to recommend to Programs Committee a proposal to offer the Logistics and Supply Chain Management award major at the Gold Coast campus, as detailed in #2010/0010519, effective Semester 1, 2011.

For discussion

15.0 MAJOR PROGRAM PROPOSAL (#20100010545)
1289/1290 BACHELOR OF BUSINESS (HOTEL, TOURISM, EVENT, REAL ESTATE & PROPERTY, SPORT)

15.1 The Griffith Business School Board is asked to consider a proposal outlining major changes to the Real Estate and Property Development major, as detailed in #20100010545, effective Semester 1, 2011. Professor Kristine Toohey, Head, Department of Tourism, Leisure, Hotel & Sport Management will speak to this item. The proposal will be distributed prior to the meeting.

15.2 The Real Estate and Property Development major underwent an internal review in 2010. The review process incorporated surveys and feedback from students across all stages of completion of the major, including the first cohort of graduands due to complete their degree mid-2010. Proposed changes have also been discussed with the Industry Advisory Board. The outcome of the review includes various course level changes to the core structure of the major. A summary of the changes is outlined below.

Changes to the core:

- Withdrawal of three core courses: 3304ENV/3017ENV Environmental Assessment, 3004ENG Project Management Principles (students complete one of 3304ENV/3017ENV depending on their campus of enrolment), and 3222HSL Real Estate License.
- Two new courses will be introduced to the core: 3216HSL Strata Communities and Management and 3219HSL Property Development Process (capstone course).
- 2209HSL Project Management will be added to the core.

Changes to recommended electives list:

- Addition of 3304ENV/3017ENV Environmental Assessment and 3004ENG Project Management Principles (previously in the core).
- Addition of the Real Estate License course. This course will no longer be offered by GBS. The course will be delivered externally by the Real Estate Institute of Queensland (REIQ).
- Addition of 3118HSL Recreation Policy and Planning. The course will be retitled Planning Sustainable Communities.
- Withdrawal of 4102ENG Construction Business Management and 4047ENV Public Involvement and Community Development.

Changes to degree requirements:

- REPD students will complete 3220HSL Real Estate and Property Development Law as the required business law course, in place of 2007PPP Legal Issues for Managers.

Recommendation:

15.3 The Griffith Business School Board is asked to recommend to Programs Committee a proposal outlining major changes to the Real Estate and Property Development major, as detailed in #20100010545, effective Semester 1, 2011.
SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

16.0 COURSE PROFILES

16.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching) and Chair, Griffith Business School Board, is asked to ratify the following course profiles for semester 2, 2010:

- 1220HSL Information Systems for Services Industries
- 1220HSI Information Systems for Services Industries
- 2003EHR HR Training and Development
- 2209HSL Project Management
- 2216HSL Rooms Division Management
- 2312HSL Sport Information
- 7023EHR HR Information Systems
- 7032MKT Strategic Marketing
- 7202HSL Tourism and Hospitality Marketing
- 7204HSL Strategic Management in Tourism, Event and Sport
- 7334HSL Sport Promotion and Communication
- 7337HSL Managing Sport Venues and Facilities
- 7510GBS Managing individuals, groups and human performance
- 7910EHR Responsible Leadership
- 7930GBS Work Integrated Learning

For ratification

17.0 ADVICE OF PROGRAM WITHDRAWAL (#2010/0010543)

1346 BACHELOR OF ASIAN BUSINESS WITH HONOURS

17.1 The Griffith Business School Board, on the executive recommendation of the Pro Vice Chancellor (Business) is asked to ratify the withdrawal of the 1346 Bachelor of Asian Business with Honours, as detailed in 2010/0010543, effective Semester 1, 2011.

17.2 Transition arrangements have been developed for continuing students.

For ratification

18.0 MINOR PROGRAM PROPOSAL (#2010/0010544)

1314 BACHELOR OF BUSINESS (OFFSHORE)

18.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching) and Chair, Griffith Business School Board is asked to ratify a minor program proposal affecting the 1314 Bachelor of Business (Offshore), as detailed in 2010/0010544, effective Semester 2, 2010 (September).

18.2 This submission proposes a number of changes to the Marketing major offered in Hong Kong.

For ratification

SECTION III: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS
19.0 REPORTS OF SUB-COMMITTEES OF GBS BOARD

19.1 The Griffith Business School Board is asked to note the minutes from the July 2010 Learning and Teaching Committee.

For noting

20.0 COURSE APPROVAL AND REVIEW PROCESSES

20.1 The process for managing the approval and review of courses is set down in the Course Approval and Review Processes. Academic Committee has approved revisions to this document to clarify the process and incorporate changes resulting from the implementation of the course evaluation system in Summer Semester 2009/2010 and the course profile system in Semester 2, 2010. Key differences between the previously used course outline system and course profile system are summarised in the Program EAGLe blog link: http://apps01.domino.griffith.edu.au/apps/blogs/eagle.nsf/dx/course-profiles-v-course-outlines—how-do-they-compare.

20.2 A range of supporting forms and templates were also endorsed by Academic Committee:

   a) Revised Course Profile Template and Course Profile Requirements documents have been developed to assist course convenors in the preparation of their course profiles using the new course profile system;

   b) For all new courses, the course convenor is required to complete a Scholarly Information Impact Statement as a means of establishing that library resources are sufficient to support learning and teaching in the course. This statement forms part of the revised Guidelines for a Statement of Resources. The completed Statement of Resources is submitted with the new course profile for Head of Department approval.

20.3 The Deputy Vice Chancellor (Academic) has also approved revisions to the Student Evaluation of Courses (SEC) and Teaching (SET). Key changes to this document include the following:

   a) Course convenors will now have access to their SET and SEC results via Evaluations@Griffith from week 15 of each semester;

   b) Course convenors may be requested by the Head of Department to prepare a Course Review and Improvement Report. This report is used to document the scholarly process of critical reflection, interpretation and implementation of improvements to both the teaching of the course and the course itself. In addition, section 2.0 of the report is provided in recognition that student feedback is sometimes reflective of issues beyond the individual course convenor's control and may need to be brought to the attention of staff in other positions.

20.4 Updated policies are available in Griffith's online Policy Library [http://www62.gu.edu.au/policylibrary.nsf?opendatabase]:

For noting

21.0 RESEARCH WEEK - AUGUST 19-26

21.1 Griffith University is hosting its inaugural Research Week 2010 between August 19-26. The event, on campus and online, aims to engage current research students and alumni and provide a taste of the research talent at the University to prospective research students and the wider community.
21.2 Research Week 2010 will feature:

a) Short public lectures from Griffith researchers and alumni on today's most pressing issues, challenges and trends (Saturday, August 21 at the Nathan campus and Sunday, August 22 at the Gold Coast campus)

b) Three Minute Thesis Competition will present the amazing work that our research students are undertaking (August 19 at the Nathan campus)

c) Research alumni dinner will reunite our Higher Degree by Research graduates during this special week (August 20 at the Gold Coast campus)

d) Information sessions for research enthusiasts who want to learn more about a career in research (Saturday, August 21 at the Nathan campus and Sunday, August 22 at the Gold Coast campus).

21.3 Virtual research week will post videos of the events, so those who couldn't make it in person can watch them online and chat online with staff. (Tuesday, August 24 to Thursday, August 26). The website will also share researchers' stories through an online competition Share Your Research World. See the first few entries at http://www.griffith.edu.au/research-week/your-research-world/view-entries

21.4 Registrations are now open at http://www.griffith.edu.au/research-week. Please show your support by promoting this important event to prospective research students, alumni and other research stakeholders.

For noting

22.0 OTHER BUSINESS

For noting

23.0 NEXT MEETING

1.2 The next meeting of the Griffith Business School Board will be held on Friday, 24 September 2010, from 9:30am till 1:00pm via videoconference in Room -1.18, Business 2 Building (N72), Nathan and Room 1.04, The Chancellery (G34), Gold Coast campus.

For noting