A meeting of the Griffith Business School Board was held at 9.30am on Friday 12 August 2011 via videoconference in Room -1.18, Business 2 Building (N72), Nathan campus; Room 1.04, The Chancellery Building (G34), Gold Coast campus; and Room 2.27, Information Services Building (L03), Logan campus.

MINUTES

PRESENT:
Professor Michael Powell (Chair)
Professor Christopher Auld
Professor Christine Smith
Associate Professor Michael Barry
Professor Leong Liew
Dr Marie-Louise Fry
Dr Robyn Hollander
Associate Professor James Skinner
Professor Ross Guest
Dr Anoop Patiar
Professor Beverley Sparks
Professor Lorelle Frazer
Professor Graham Cuskelly
Professor Eduardo Roca
Ms Kimberley Cotterell-Anderson

Present by invitation:
Associate Professor Heather Alexander
Professor Liz Fulop
Dr Paul O'Brien
Ms Jessica Yuen

Ms Glenys-Julie Harris (Secretary)
Ms Kim Hillier

APOLOGIES:
Professor Marie Wilson
Professor Jenny Stewart
Professor Kate Hutchings
Associate Professor Laura Lawton
Professor Peter Jordan
Lisa Cotterell

1.0 CONFIRMATION OF MINUTES

The minutes of the 3/2011 meeting, having been circulated, were taken as read and confirmed.

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

2.0 MAJOR PROGRAM PROPOSAL (#2011/0003517) (Agenda Item 11.0) 2075/2076/2077 GBS HONOURS DEGREE PROGRAM)

2.1 The Griffith Business School Board, on the recommendation of the Learning and Teaching Committee (GBS) (7/2011, 3 August 2011), was asked to consider a proposal to remove one specialisation (Leisure Management) and add various specialisations to the offerings of the Griffith Business School Honours Program, for immediate implementation as detailed in 2011/0003517, for implementation from Semester 2, 2011.
2.2 The Dean (Learning & Teaching) introduced the changes, indicating they are designed to reflect the changes in the GBS Undergraduate Programs. It has also been recommended that students commencing the program in Semester 2 should undertake a part-time study load in their first semester to enable a more acceptable progression pathway.

2.3 In keeping with the changes in the Undergraduate Programs it was suggested that a specialisation in International Tourism and Hotel Management be added.

2.4 Concerns were raised that the name change from Tourism Management to Sustainable Tourism, might be perceived by students as too narrow to include their proposed dissertation and therefore could have a negative impact on students enrolling in the specialisation. It was recommended the Department of HSL reconsider the name of the specialisation.

2.5 Due to the substantial funding provided to the GBS Honours Program it was recommended that a review of the Program be conducted by the relevant Heads of Department with the view to consider:
- How the Honours Program is currently promoted and how to promote it in the future.
- Compare how other Schools’ Honours Programs are travelling
- Research opportunities.
- Development opportunities for younger staff.
- Issues of 6000 coded courses being substituted with 7000 coded courses.
- Impacts on International Student admissions to PHD.

It was recommended that Charles Qu be invited to participate in the review.

Resolution

2.6 The Griffith Business School Board, on the recommendation of the Learning and Teaching Committee (GBS), resolved to recommend to Programs Committee the proposal to amend the available specialisations in the Griffith Business School Honours Program, subject to the changes recommended in 2.3 and 2.4 above.

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
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</table>
| The Department of HSL develop a proposal for a structure for the International Tourism & Hotel Management specialisation for inclusion. | HoD (HSL)  
DHoD (HSL) |
| The Department of HSL reconsider the title of the specialisation Sustainable Tourism / Tourism Management and advise Dean (L&T) of the outcome. | HoD (HSL)  
DHoD (HSL) |
| Review the GBS Honours Program as noted in 2.5 above            | HoD (HSL)  
HoD (AFE) Chair  
HoD (PPP)  
HoD (ERHR)  
Charles Qu Program Director |

3.0 MAJOR PROGRAM PROPOSAL (#2011/0003521) (Agenda Item 12.0)
5439 MASTER OF COMMERCE

3.1 The Griffith Business School Board on the recommendation of the Learning and Teaching Committee (GBS) (7/2011, 3 August 2011), was asked to consider a proposal to add two new streams and one course (Forensic Accounting) to the Master of Commerce, as detailed in 2011/0003521, for implementation in semester 1, 2012.
3.2 The Head of Department (AFE), advised the change is designed to overcome the issues of Accounting / Finance limitations. The Accounting and Finance specialisation allows students to take courses to enable them to obtain Professional Accounting or RG146 recognition, while the General specialisation allows students to obtain a Masters award by enrolling in any outstanding courses and electives. Both of these arrangements have previously been handled through the Dean (Learning and Teaching) approval of aberrant degrees.

3.3 The addition of Forensic Accounting course provides an area of expertise not currently available in Brisbane at Postgraduate Level. It is hoped that it may be possible to develop either a specialisation or a Graduate Certificate in this area in future.

Resolution

3.4 The Griffith Business School Board, on the recommendation of the Learning and Teaching Committee (GBS), resolved to recommend to Programs Committee the proposal add two new streams and one course (Forensic Accounting) to the Master of Commerce, as of Semester 1, 2012.

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forward the major change submission to the Secretary, Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
</tbody>
</table>

4.0 MAJOR PROGRAM PROPOSAL (2011/0003528) (Agenda Item 14.0)

5158/5159  MASTER OF BUSINESS ADMINISTRATION

4.1 The Griffith Business School Board on the recommendation of the Learning and Teaching Committee (GBS) (7/2011, 3 August 2011), was asked to consider a proposal to revise the structure for the Master of Business Administration, the Master of Business Administration (Advanced) and associated programs as detailed in 2011/0003528, for implementation from Semester 1, 2012.

4.2 The Director of the MBA, advised the changes are designed to address issues identified in the recent review. The changes will result in an increase in core courses from 80 to 100CP. The remaining 20CP will be completed from an elective list. This will result in specialisations no longer being offered in the MBA although they will be available in the MBA (Advanced).

4.3 The 20CP of new core courses will consist of Business Law: A Critical Thinking Approach and Systems Thinking and Sustainability, including a 3 day intensive course in responsible management, personal development and team building. The elective lists have also been reduced to a more manageable level.

4.4 Students wanting to undertake Honours or complete a specialisation must complete the MBA (Advanced). Students seeking to undertake Honours will be required to complete the Research courses as electives in the MBA. It was noted that this requirement should be flagged clearly in the MBA structure. Specialisations have been rationalised in terms of viability and appropriateness for MBA students.

4.5 There will also be changes that will affect the Graduate Certificate in Business Administration which will no longer include a strategy course as it is regarded as inappropriate at this level. To articulate from the Graduate Certificate to the MBA, students must pass ALL courses and have a GPA of 4.0.

4.6 Concerns were raised about the difficulties experienced by HODs in managing GBS coded courses.
4.7 Concerns were also raised about the compulsory International Exchange component of the International Business specialisation. It was noted, however, that most students wanting to undertake the International Business specialisation are domestic and therefore need International Experience. It was suggested, however, that Exchange be highly recommended rather than compulsory.

4.8 Members questioned the offering of two management project courses (7037IBA Advanced Strategic Management Project and 7950GBS Applied Industry Project). Of particular concern was the overlap between the two courses along with concerns as to who was going to teach 7950GBS.

4.9 Members were advised the 20CP Project (7950GBS) was proposed as it would count towards the Certified Management Consultant accreditation. Industry Placements would be sourced by Alan Blackburn and Paul O’Brien. The course would only be offered to students with a GPA of 5.0.

4.10 It was proposed that the two courses be withdrawn from the structure for reconsideration.

4.11 Credit towards the Program is to be amended to award no credit for undergraduate studies as undergraduate courses are not equivalent in standard to postgraduate studies. Wording of credit to be considered, using similar wording to that used for Language Studies credit.

4.12 It was noted that Cost Benefit Analysis courses were missing from the elective list. The MBA Director advised that the elective list was not fixed and that it could be easily updated when required through a Minor Change Proposal to the GBS Learning and Teaching Committee.

4.13 It was noted that the MBA has regained its 5-star rating with GMAA. It was also noted that the Griffith Business School will be submitting concerns to GMAA about some of the criteria for obtaining the ratings.

Resolution

4.14 The Griffith Business School Board, on the recommendation of the Learning and Teaching Committee (GBS), resolved to recommend to Programs Committee the new program structure for the MBA, the MBA (Advanced) and associated programs with the changes as discussed at the meeting.

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
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</thead>
<tbody>
<tr>
<td>Reconsider management course offerings – 7037IBA and 7950GBS.</td>
<td>MBA Director</td>
</tr>
<tr>
<td>Reword the Credit section of the How to Apply page based on the LAL wording for credit for Language Studies</td>
<td>MBA Director -</td>
</tr>
<tr>
<td>Review all GBS coded courses in the MBA and Graduate Certificates</td>
<td>Dean (L &amp; T) and MBA Director -</td>
</tr>
</tbody>
</table>

5.0 MAJOR PROGRAM PROPOSAL (2011/0003531) (Agenda Item 15.0)

5.1 The Griffith Business School Board on the recommendation of the Learning and Teaching Committee (GBS) (7/2011, 3 August 2011), was asked to consider a proposal to amend the Bachelor of Business (Logan) as detailed in 20110003531, for implementation in Trimester 1, 2012.

5.2 The Dean (Learning and Teaching) advised the proposal to remove the Marketing major from offer, and to add the Human Resource Management major at Logan Campus is designed to bring the major offerings in line with the Bachelor of Business (OUA) which is
also to be offered through Logan Campus. Timetabling is also to be brought into line with the OUA offerings as far as is possible.

5.3 Concerns about the workload were raised for the new courses being offered. The members were advised there would be no lectures offered at Logan as the students would receive the lecture via the web, however there would be a 2-hour tutorial each fortnight to be offered on campus. It is expected that one of the OUA tutors could take the on-campus tutorials.

Resolution

5.4 The Griffith Business School Board, on the recommendation of the Learning and Teaching Committee (GBS), resolved to recommend to Programs Committee the proposal to amend the Bachelor of Business (Logan) as detailed in 20110003531, for implementation in Semester 1, 2012

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
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</thead>
<tbody>
<tr>
<td>Resourcing issues to be addressed for course offerings at Logan Campus</td>
<td>Dean (Learning &amp; Teaching) HoD (ERHR) Dean (A)</td>
</tr>
</tbody>
</table>

6.0 ASSESSMENT SUBMISSION AND RETURN PROCEDURES (Agenda Item 34.0)

6.1 On the request of the University Assessment Committee, the Griffith Business School Board considered the draft Assessment Submission and Return Procedures (2011/002503).

6.2 Members enquired whether directions for giving back assessment items (Section 3.0 of the Assessment Submission and Return Procedures) were new or existing requirements that had been consolidated. The Dean (Learning and Teaching) agreed to follow up on this.

6.3 The Board made the following additional comments:
* moderation is already part of the marking process in the Griffith Business School.
* rather than an “opt in” clause, the assessment coversheet should have an “opt out clause. Additionally, this clause should be added to the Exam Coversheets.

Resolution

6.4 The Griffith Business School Board, resolved to forward its feedback on the draft Assessment Submission and Return Procedures (2011/002503) to the University Assessment Committee.

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
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<tbody>
<tr>
<td>Clarification as to whether Section 3.0 of the Assessment Submission and Return Procedures is new or old and consolidated</td>
<td>Dean (Learning &amp; Teaching)</td>
</tr>
<tr>
<td>Forward Board’s feedback to the University Assessment Committee.</td>
<td>Secretary</td>
</tr>
</tbody>
</table>

SECTION B: ACTION UNDER DELEGATED AUTHORITY

7.0 MINOR PROGRAM PROPOSAL (#2011/0003519) (Agenda Item 17.0)

1034/1288 BACHELOR OF BUSINESS (LOGISTICS AND SUPPLY CHAIN MANAGEMENT MAJOR -3014IBA0
7.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Bachelor of Business, as detailed in 2011/0003519, effective Semester 2/2011.

7.2 The submission proposes to amend the year of study as listed in the program catalogue to avoid confusion for students. 3014IBA is only open to students in their 3rd Year of study; however the program catalogue currently dictates ‘2/3 year level’. This is to be amended to only dictate Year 3 level.

Resolution

7.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting Bachelor of Business, as detailed in 2011/0003519, effective Semester 2/2011.

8.0 MINOR PROGRAM PROPOSAL (#2011/0003520) (Agenda Item 18.0)

3048 GRADUATE CERTIFICATE IN BUSINESS ADMINISTRATION
5159 MASTER OF BUSINESS ADMINISTRATION
5163 MASTER OF BUSINESS ADMINISTRATION (ADVANCED)

8.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Graduate Certificate in Business Administration, Master of Business Administration and Master of Business Administration (Advanced) and related programs, as detailed in 2011/0003520, effective Semester 1, 2012.

8.2 The submission proposed to amend the semester of offering for 7910EHR from Semester 1 to its original semester of offer, Semester 2, due to the departure of guest lecturer Professor Steven Lundin.

Resolution

8.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Graduate Certificate in Business Administration, Master of Business Administration and Master of Business Administration (Advanced) and related programs, as detailed in 2011/0003520, effective Semester 1, 2012.

9.0 MINOR PROGRAM PROPOSAL (#2011/0003518) (Agenda Item 19.0)

9211 CONTINUING EDUCATION CERTIFICATE IN MARKETING MANAGEMENT

9.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Continuing Education Certificate in Marketing, as detailed in 2011/0003518, effective Semester 2, 2011.

9.2 The submission proposed to remove the withdrawn course 2023MKT from the structure and replace it with 2029MKT.

Resolution

9.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the
10.0 MINOR PROGRAM PROPOSAL (#2011/0003522) (Agenda Item 20.0)

10.0.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Master of Information Systems, Master of Marketing, Master of Business Administration and related programs, as detailed in 2011/0003522, effective Summer Semester 2011.

10.0.2 The submission proposes to withdraw the course 7112IBA due to low enrolment number in previous Summer Semesters as a result of the costs to students. The course is to continue to be offered in Semester 2 at Nathan and Gold Coast. It is noted the course is also offered to students completing PQP at QIBT.

Resolution

10.0.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Master of Information Systems, Master of Marketing, Master of Business Administration and related programs, as detailed in 2011/0003522, effective Summer Semester 2011.

11.0 MINOR PROGRAM PROPOSAL (#2011/0003525) (Agenda Item 21.0)

11.0.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Bachelor of Commerce and related programs, as detailed in 2011/0003525, effective Semester 2, 2011.

11.0.2 The submission proposed to restructure the Economics major to allow for streams of learning, providing a balance of discipline outcomes. This is to be achieved by moving two of the core courses to the elective listing and redefining the elective list into two streams and a general elective listing. Additionally it is proposed that the Economics Internship is added to the Economics minor listing, providing students with further work integrated learning opportunities within the degree.

Resolution

11.0.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Bachelor of Commerce and related programs, as detailed in 2011/0003525, effective Semester 2, 2011.

12.0 MINOR PROGRAM PROPOSAL (#2011/0003526) (Agenda Item 22.0)

12.0.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Bachelor of Commerce and related programs, as detailed in 2011/0003526, effective Semester 2, 2011.
12.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Graduate Certificate in Business, Master of Business Administration and International Master of Business Administration, as detailed in 2011/0003526, effective Semester 2/2011.

12.2 The submission proposed to remove 7001EHR Principles of HRM and IR from offer for Semester 2 due to low student enrolments. The course profile was withdrawn, preventing students from enrolling for Semester 2, 2011.

Resolution

12.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Graduate Certificate in Business, Master of Business Administration and International Master of Business Administration, as detailed in 2011/0003526, effective Semester 2/2011.

13.0 MINOR PROGRAM PROPOSAL (#2011/0003527) (Agenda Item 23.0)

5261/5331 MASTER OF HUMAN RESOURCE MANAGEMENT

13.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Master of Human Resource Management and related programs, as detailed in 2011/0003527, effective Semester 2, 2011.

13.2 The submission proposed to re-title 7002EHR. The change in name will allow a more appropriate and accurate name for the course given the academic content.

Resolution

13.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Master of Human Resource Management and related programs, as detailed in 2011/0003527, effective Semester 2, 2011.

14.0 MINOR PROGRAM PROPOSAL (#2011/0003523) (Agenda Item 24.0)

ASSOCIATE DEGREE IN COMMERCE AND BUSINESS (HOTEL MANAGEMENT)

14.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Associate Degree in Commerce and Business as detailed in 2011/0003523, effective Semester 2/2011.

14.2 The submission proposed to resequence the order of teaching based on the withdrawal of 1205QBT and 1206QBT from the structure.

Resolution

14.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Associate Degree in Commerce and Business as detailed in 2011/0003523, effective Semester 2/2011.

15.0 MINOR PROGRAM PROPOSAL (#2011/0003524) (Agenda Item 25.0)

ASSOCIATE DEGREE IN COMMERCE AND BUSINESS (INTERNATIONAL TOURISM)
15.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Associate Degree in Business and Commerce, as detailed in 2011/0003524, effective Semester 2, 2011.

15.2 The submission proposed to resequence the order of teaching based on the withdrawal of 1205QBT and 1206QBT from the structure.

Resolution

15.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Associate Degree in Business and Commerce, as detailed in 2011/0003524, effective Semester 2, 2011.

16.0 MINOR PROGRAM PROPOSAL (#2011/0003529) (Agenda Item 26.0)
3191/3187 GRADUATE CERTIFICATE IN BUSINESS

16.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Graduate Certificate in Business as detailed in 2011/0003529, effective Semester 2, 2011.

16.2 The submission proposed a pathway change, designed to ensure students may continue studies at Masters level. The change proposes students complete 20CP of core courses (7001EHR and 7110IBA) and 20CP from a list of five electives.

Resolution

16.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Graduate Certificate in Business as detailed in 2011/0003529, effective Semester 2, 2011.

17.0 MINOR PROGRAM PROPOSAL (#2011/0003530) (Agenda Item 27.0)
1347 BACHELOR OF BUSINESS (LOGAN)

17.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Bachelor of Business (Logan), as detailed in 2011/0003530, effective Semester 2/2011.

17.2 The submission proposed amendments to the semester of offer for courses at Logan Campus to bring them in line with the offerings for the Bachelor of Business (OUA) program.

Resolution

17.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Bachelor of Business (Logan), as detailed in 2011/0003530, effective Semester 2/2011.

18.0 MINOR PROGRAM PROPOSAL (#2011/0003533) (Agenda Item 28.0)
3244 GRADUATE CERTIFICATE OF SUSTAINABLE ENTERPRISE (7507GBS)
18.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify a Minor Program Proposal affecting the Graduate Certificate of Sustainable Enterprise, as detailed in 2011/0003533, effective Semester 2/2011.

18.2 The submission proposed to offer 7507GBS in Semester 2, 2012 instead of Summer Semester. This amendment is only for Semester 2, 2012.

Resolution

18.3 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Minor Program Proposal affecting the Graduate Certificate of Sustainable Enterprise, as detailed in 2011/0003533, effective Semester 2/2011.

19.0 PROGRAM DIRECTOR CHANGES (Agenda Item 29.0)

19.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify the following Program Director changes, effective semester 2 2011.

- Master of Business – from Dr Ceridwyn King to Dr Brad Hill
- Master of Asian Studies and Master of International Relations – from Dr Ian Hall to Dr Daniel Halvorson
- Bachelor of Business – from Dr Campbell Fraser to Dr Helen Perkins

Resolution

19.2 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the changes to the Program Directors, effective semester 2, 2011.

20.0 COURSE PROFILES (Agenda Item 30.0)

20.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, was asked to ratify the following semester 2, 2011 course profiles:

- 2206AFE Investment Analysis and Management
- 3003EHR Organisational Change
- 3004EHR Safety Management Production
- 3006EHR Employment Strategies in Action
- 3093EHR Organisational change
- 3119HSL Ecotourism
- 7001GBS Research Design and Methods
- 7107MKT Franchising
- 7116AFE Corporations Law
- 7206MKT Services Sector Marketing and Operations
- 7207MKT Market Research
- 7209MKT Integrated Marketing Communication
- 7910EHR Management Change & Responsible Leadership.

Resolution

20.2 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), on behalf of the Chair, Griffith Business School Board, resolved to ratify the Course Profiles for Semester 2, 2011.
SECTION C: OTHER RECOMMENDATIONS AND REPORTS  
[TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEE(S)]

21.0 GBS INTERNAL RESEARCH GRANTS (Agenda Item 16.0)

21.1 The Dean (Research) presented the GBS Internal Research Grant Scheme 2012 guidelines and application forms. The Board was advised that adjustments had been made to the GBS Internal Research Grants in response to the GBS Operational Plan and changes in the University grants scheme including withdrawal of the GURG scheme. The IRG scheme was reviewed by the DVC (Research) prior to the GBS Board meeting and he was satisfied with the scheme.

21.2 Significant amendments to the IRG scheme included:
- New staff category is now for Level A-C (previously A-E)
- Mid-career category for level B & C has been added as a new category
- To accommodate the inclusion of a new category funding limits for the new staff and mid-career categories was reduced to $7500 (previously $10,000 for the new researcher category)

21.3 Members sought clarification on several matters and were satisfied with responses from the Dean (R).

Resolution

21.4 The Griffith Business School Board resolved to approve the changes.

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

22.0 CHAIR’S REPORT (Agenda Item 3.0)

22.1 The following matters were reported under the Chair’s report:
  - Budget Report
  - Learning and Teaching Performance Fund model changes.

Noted

23.0 PRO VICE CHANCELLOR’S (BUSINESS) REPORT (Agenda Item 4.0)

23.1 The Pro Vice Chancellor (Business) provided a report on GBS Enrolment Load.

Noted

24.0 DEAN’S (LEARNING AND TEACHING) REPORT (Agenda Item 32.0)

24.1 The Dean (Learning and Teaching) spoke to the matter of Enrolment numbers for 2011.

The Dean presented an enrolment report for 2011 highlighting areas of improvement and areas of concern.

24.2 The load is not as bad as first expected. GBS Undergraduate commencement numbers actually went up, however continuing student numbers did drop.

Noted
25.0 DEAN’S (RESEARCH) REPORT (Agenda Item 6.0)

25.1 The Dean (Research) reported on the following matters:
* Review of the Expression of Interest process.
* GBS HDR top-up scholarships.
* 3 Minute Thesis Competition.
* Research Outputs.

Noted

26.0 DEAN’S (INTERNATIONAL) REPORT (Agenda Item 7.0)

26.1 The Dean (International) reported on the following matters:
* International Student enrolments, Semester 2, 2011.
* CHUK Update.

26.2 Commencing student numbers are down by approximately 20% this year. Of concern is the drop off in numbers in feeder programs. This is expected to worsen over the next couple of years, possibly not picking up again until 2014.

26.3 CUHK numbers have improved with 150 students enrolled. Discussions are underway to offer a full degree (with accreditation). This will also create an opportunity to open up the market to mainland China.

26.4 Discussions of the current teaching model used in Hong Kong suggested the 5-day model be extended to a 7-day model to take the pressure off staff and allow students to absorb information better. Concerns associated with this option include increased costs, complex to manage (difficult in terms of scheduling and planning for HODs) and impacts on family commitments for both staff and students.

26.5 It was noted that a hybrid arrangement is currently used by many convenors providing a week tutorial block prior to the 5-day teaching block. This is favoured by students as it gives them a respite following exams.

Noted

27.0 HEADS OF DEPARTMENT REPORT (Agenda Item 8.0)

27.1 There were no matters to report.

Noted

28.0 HEALTH MANAGEMENT INITIATIVES (Agenda Item 10.0)

28.1 Professor Liz Fulop, Department of Employment Relations & Human Resources provided details of the partnership arrangement between Griffith University and Gold Coast Health. This is considered to be a very important strategic area to be engaged in. The University has put in an offer for a partnership with Gold Coast Hospital.

28.2 The partnership has a proposed structure of two groups: the Strategic and Governance Group and the Expert Research Reference Group.

28.3 SEET has also joined the partnership.
28.4 A number of projects have been developed. Those currently underway include: *Evaluation on transformation programs* (This is an area we can develop other projects around.) and *Assessment of workload for Nurses*. Ten staff are involved in the two projects.

28.5 Logistic Issues are significant for the Gold Coast Hospital. Hotel/Hospitality Function in the Hospital are also an area for consideration. Assistance is needed in this area.

28.6 It was noted that at this time no money had been offered by Gold Coast Health.

**Noted**

29.0 **ASSESSMENT TYPE CODES** *(Agenda Item 9.0)*

29.1 Associate Professor Heather Alexander, GIHE, Griffith Business School attended the meeting to discuss amendments to the Assessment Type Codes.

29.2 Heather Alexander advised the review has been requested by the DVC (A) due to the cumbersome nature of the current list of Assessment Types, resulting in many convenors opting to use “Other”. The changes aim to increase consistency in the assignment of assessment types to improve the information provided to students.

29.3 A shorter list of prospective course types and description codes was provided for consideration. Members were advised in the first instance assessors/convenors would need to add the new codes themselves. It was also noted there are still unresolved issues with software capabilities relating to additional descriptor fields.

29.4 Concerns were raised about reducing 140 types to only 20; the information students can see and the categorisation of some of the types. It was noted that success will depend on clear information to academic staff to facilitate interpretation of the types.

29.5 The Board agreed feedback should be provided as soon as possible.

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
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<tbody>
<tr>
<td>GBS Learning &amp; Teaching Committee to discuss at the next meeting.</td>
<td>Lorelle Frazer</td>
</tr>
<tr>
<td>GBS Departments to discuss at their next meeting.</td>
<td>HoD’s</td>
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</tbody>
</table>

**Noted**

30.0 **IELTS DISCUSSION PAPER** *(Agenda Item 13.0)*

30.1 The Dean (International) spoke to a discussion paper outlining issues relating to English language entry standards and pathways relevant to the Griffith Business School. The paper recommends a moderate increase in the IELTS standards required for entry into GBS Programs.

30.2 It was noted that the proposed amendments would bring Griffith University on par with Wollongong, Deakin, Victoria, La Trobe, University of South Australia, Curtin, Flinders, Edith Cowan and Murdoch.

30.3 The Dean (Research) suggested that IELTS entry requirements should also be addressed for HDR entry.

30.4 In light of current factors, including market uncertainty, the introduction of a range of new English language testing instruments, and a change in visa conditions, it was agreed to defer introduction of the proposed changes.
Resolution

30.5 The Griffith Business School Board agreed to revisit this matter at a future meeting.

Noted

31.0 REPORTS OF SUB-COMMITTEES OF GBS BOARD (Agenda Item 31.0)

There were no other matters to report.

Noted

32.0 OTHER BUSINESS

There were no other matters to report.

33.0 FUTURE MEETINGS (Agenda Item 33.0)

33.1 The 5/2011 meeting of the Griffith Business School Board will be held on Friday, 23 September 2011 via videoconference in Room -1.18, Business 2 Building (N72), Nathan campus; Room 1.04, The Chancellery Building (G34), Gold Coast campus; and Room 2.27, Information Services Building (L03), Logan campus.

33.2 The date and venue for the 3/2011 Griffith Business School Strategic Forum are to be advised.

Noted

Confirmed: _____________________

(Chair)

Date: _____________________
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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)
Professor Lorelle Frazer, Dean (Learning and Teaching)
Professor Chris Auld, Dean (International)

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Associate Professor Michael Barry, Department of Employment Relations and Human Resources
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Dr Anoop Patiar, Department of Tourism, Leisure, Hotel and Sport Management

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
Professor Patrick Weller, Director, Centre for Governance and Public Policy

Invited (for Audience and Debate)
Ms Kimberley-Cotterell Anderson, Griffith Business School
Ms Lisa Cotterell, Griffith Business School

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