The 3/2010 meeting of the Griffith Business School Board was held on Friday 23 July, 2010, from 2:00pm – 5:15pm via videoconference in Room -1.18, Business 2 Building (N72), Nathan campus and Room 1.04, The Chancellery (G34), Gold Coast campus.

MINUTES

PRESENT:

Associate Professor Laura Lawton
Professor Marie Wilson (Chair)
Professor Hugh Wilkins (for Professor Chris Auld)
Professor Michael Powell
Dr Robyn Hollander
Professor Graham Cuskelly
Professor Christine Smith
Associate Professor Michael Barry
Professor Leong Liew
Professor Ciaran O'Faircheallaigh
Professor Kristine Toohey
Professor Jenny Stewart
Associate Professor Eduardo Roca
Professor Tony Makin
Dr Carmel Herrington (attending for Professor McAuley)
Professor Kate Hutchings

APOLOGIES:

Professor Graham Cuskelly
Professor Chris Auld
Professor Andrew McAuley
Professor Mike Davidson
Professor Peter Jordan
Associate Professor Simone Fullager

BY INVITATION:

Ms Amanda Daniel (for Item Number 5.1)
Dr Carmel Herrington (attending for Professor McAuley)
Ms Kate Rees (Secretary)

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| COMMITTEE MEMBERSHIP (Agenda Item 2.0)                | The GBS Board noted the following changes to the committee membership:  
- Professor Lorelle Frazer has commenced ASP in Semester 2, 2010. Dr Robyn Hollander has been appointed as Acting Dean (Learning and Teaching) during this time.  
- Professor Ciaran O'Faircheallaigh has been appointed Acting Head, Department of Politics and Public Policy for Semester 2, 2010.  
- Associate Professor Mark Brimble is on leave for Semester 2, 2010. Associate Professor Eduardo Roca will be Acting Discipline Head, Finance during this time.  
- Professor Ross Guest has commenced 6 months ASP. Professor Tony Makin will be Acting Discipline Head, Economics during Semester 2, 2010.  

The Board also noted this was the final meeting for Professor Michael Davidson whose term as the Director for the Centre for Tourism, Sport | - | - | - | - |
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<td>CONFIRMATION OF MINUTES (Agenda Item 3.0)</td>
<td>The minutes of the 2/2010 meeting of the Griffith Business School Board, having been circulated, were taken as read and confirmed.</td>
<td>Taken as read and confirmed</td>
<td>Forward to CARMS Committee Secretary</td>
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<td>MATTERS ARISING FROM THE 2/2010 (May) MINUTES (Agenda Item 4.0)</td>
<td>NIL</td>
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### SECTION A: RECOMMENDATIONS AND REPORTS TO ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES

**COURSE OUTLINES/PROFILES (Agenda Item 20.0)**

The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching) resolved to ratify course outlines for Semester 2, 2010.

**FACULTY LEARNING AND TEACHING CITATIONS (Agenda Item 21.0)**

The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching) and Chair, Griffith Business School Board, resolved to ratify the decision of the GBS Learning and Teaching Excellence Sub-Committee to award the 2009 Faculty Learning and Teaching Citations.

**MINOR CHANGE SUBMISSION (#2010/0010528) 5439/5440 MASTER OF COMMERCE (Agenda Item 22.0)**

The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching) and the Chair, Griffith Business School Board, resolved to ratify a Minor Change Submission affecting the 5439/5440 Master of Commerce, as detailed in 2010/0010528, effective Semester 2, 2010.

This submission proposes various changes to course offerings to accommodate prerequisite requirements.

**MINOR PROGRAM PROPOSAL (#2010/0010534) 1035/1286 BACHELOR OF COMMERCE (Agenda Item 23.0)**

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 a Minor Program Proposal affecting the 1035/1286 Bachelor of Commerce, as detailed in 2010/0010534, effective Semester 1 2011.

This submission proposes a change to the course code for 2301AFE Cost Benefit Analysis from a second year course to a third year course.

**MINOR PROGRAM PROPOSAL (#2010/0010535) 1346 BACHELOR OF ASIAN**

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 a Minor Program Proposal affecting the 1346 Bachelor of Asian.
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<td><strong>BUSINESS WITH HONOURS</strong> <em>(Agenda Item 24.0)</em></td>
<td>affecting the 1346 Bachelor of Asian Business with Honours, as detailed in 2010/0010535, effective Semester 1 2011. This submission proposes to withdraw Korean from offer.</td>
<td>Ratified</td>
<td>Forward to Program Accreditation Officer</td>
<td>Committee Secretary (action taken)</td>
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<tr>
<td><strong>MINOR PROGRAM PROPOSAL (#2010/0010536)</strong> 1034 BACHELOR OF BUSINESS <em>(Agenda Item 25.0)</em></td>
<td>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 a Minor Program Proposal affecting the 1034 Bachelor of Business, as detailed in 2010/0010536, effective Semester 2 2010. This submission proposes to withdraw 3002EHR Human Resource Information Systems from the Human Resource Management (HRM) major on the Gold Coast campus.</td>
<td>Ratified</td>
<td>Forward to Program Accreditation Officer</td>
<td>Committee Secretary (action taken)</td>
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<tr>
<td><strong>MINOR PROGRAM PROPOSAL (#2010/0010537)</strong> 3244 GRADUATE CERTIFICATE IN SUSTAINABLE ENTERPRISE <em>(Agenda Item 26.0)</em></td>
<td>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 a Minor Program Proposal affecting the 3244 Graduate Certificate in Sustainable Enterprise, as detailed in 2010/0010537, effective Semester 2 2010. This submission proposes to revise the course semester of offerings within the program.</td>
<td>Ratified</td>
<td>Forward to Program Accreditation Officer</td>
<td>Committee Secretary (action taken)</td>
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<tr>
<td><strong>MINOR PROGRAM PROPOSAL (#2010/0010539)</strong> 5158/5159 MASTER OF BUSINESS ADMINISTRATION <em>(Agenda Item 27.0)</em></td>
<td>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 a Minor Program Proposal affecting the 5158/5159 Master of Business Administration, as detailed in 2010/0010539, effective Summer Semester 2010/2011. This submission proposes to trial a summer semester offering of 7916EHR Human Resource Management at the Gold Coast.</td>
<td>Ratified</td>
<td>Forward to Program Accreditation Officer</td>
<td>Committee Secretary (action taken)</td>
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<td><strong>MINOR PROGRAM PROPOSAL (#2010/0010540)</strong> 1035/1286 BACHELOR OF COMMERCE 1336 BACHELOR OF COMMERCE (PROFESSIONAL) 1337 BACHELOR OF COMMERCE <em>(Agenda Item 28.0)</em></td>
<td>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 a Minor Program Proposal affecting the 1035/1286 Bachelor of Commerce, 1336 Bachelor of Commerce (Professional) and 1337 Bachelor of Commerce (Accelerated), as detailed in 2010/0010540, effective Semester 2 2010. This submission proposes to change the name of the course</td>
<td>Ratified</td>
<td>Forward to Program Accreditation Officer</td>
<td>Committee Secretary (action taken)</td>
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<td>COMMERCE (ACCELERATED) (Agenda Item 28.0)</td>
<td>3101AFE/3181AFE Accounting Theory to 3101AFE/3181AFE Accounting Theory and Practice, to reflect a change in course content.</td>
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<td>MAJOR PROGRAM PROPOSAL (#2010/0010541) 5162/5163 MASTER OF BUSINESS ADMINISTRATION (ADVANCED) 5348 INTERNATIONAL MASTER OF BUSINESS ADMINISTRATION (ADVANCED) (Agenda Item 29.0)</td>
<td>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 a Major Program Proposal affecting the 5162/5163 Master of Business Administration (Advanced) and 5348 International Master of Business Administration (Advanced), as detailed in 2010/0010541, effective Semester 2 2010. This submission proposes to add a 40CP Honours pathway to the Advanced programs.</td>
<td>Ratified</td>
<td>Forward to Program Accreditation Officer</td>
<td>Committee Secretary (action taken)</td>
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<td>MINOR PROGRAM PROPOSAL (#2010/0010542) 5275 MASTER OF PUBLIC ADMINISTRATION 5410 EXECUTIVE MASTER OF PUBLIC ADMINISTRATION (Agenda Item 30.0)</td>
<td>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 a Minor Program Proposal affecting the 5275 Master of Public Administration and 5410 Executive Master of Public Administration, as detailed in 2010/0010542, effective Semester 2 2010. This submission proposes to withdraw the Semester 2 online offering of 6001PPP Theory and Methodology in Social Science, effective Semester 2 2010.</td>
<td>Ratified</td>
<td>Forward to Program Accreditation Officer</td>
<td>Committee Secretary (action taken)</td>
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| **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**

**CHAIR’S REPORT**  
(Agenda Item 5.0)

Communications Officer (Business and Law) and Marketing Manager (Business) Report  
Ms Amanda Daniel, Marketing Manager (Business) reported on the following:  
- Concept testing for the GC marketing campaign.  
- Sep/Aug undergraduate campaign where the focus will be on ‘fast-tracking’ your program.  
- Domestic postgraduate enrolments.  
- Open Day activities.  
- The development of a GBS promotional DVD.  
- Online MBA campaign.  

Ms Julia Phipps, Communications Officer (Business and Law) was unable to attend the meeting. A written report was distributed prior to the meeting.

Chair’s Report  
The Chair reported on the following:  
- Recruitment plan.  
- Sessional staff project.

| | | | - | - |

**PRO VICE CHANCELLOR’S (BUSINESS) REPORT**  
(Agenda Item 6.0)

The Group Pro Vice Chancellor reported on the following:  
- Staff attendance at Open Day.  
- The success of the alumni events following the graduation ceremonies.  
- Semester 2, 2010 CGS enrolments are above target and this can be partially attributed to direct admissions pathways. FPOS enrolments are slightly under target. FPPG enrolments have improved, particularly in the OUA Master of Employment Relations.  
- The 2011 budget cycle has commenced.  
- The MBA review is progressing and should be finalised shortly.  
- The award of scholarships in 2010.

| | | | - | - |

**DEAN’S (LEARNING AND TEACHING) REPORT**

The Dean (Learning and Teaching) spoke to a written report.

| | | Provide updated list of QIBT courses to be approved | Dean (Learning and Teaching) |

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<td><strong>(Agenda Item 7.0)</strong></td>
<td>Members were asked to provide feedback on the four priorities outlined for the new Curriculum Consultant. Members were given an update on the publication status of course profiles. As at 23 July, GBS had 87.6% profiles published. Members were asked to provide feedback on the semester 2 implementation. The Dean (L&amp;T) will provide advice to the DVC (A) and PVC (INS) regarding the issues experienced in purchasing the wireless microphones to be used to record lectures. Members requested an updated list of QIBT courses to be offered in semester 2, 2010.</td>
<td>-</td>
<td>offered in 2/2010</td>
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<td><strong>DEAN'S (RESEARCH) REPORT (Agenda Item 8.0)</strong></td>
<td>The Dean (Research) spoke to a written report. The ERA background statements were also distributed at the meeting.</td>
<td>Noted</td>
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<td><strong>DEAN'S (INTERNATIONAL) REPORT (Agenda Item 9.0)</strong></td>
<td>The Acting Dean (International) spoke to a written report.</td>
<td>Noted</td>
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<td><strong>HEADS OF DEPARTMENT REPORT (Agenda Item 10.0)</strong></td>
<td>There were no matters to report.</td>
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<td><strong>OPERATION PROGRAM FOCUS (Agenda Item 11.0)</strong></td>
<td>The Griffith Business School Board considered Attachment 11.1 ‘Operation Program Focus – Enhancing The Performance Of Academic Programs At Griffith University’. Professor Michael Powell, Pro Vice Chancellor (Business) spoke to this item. In light of upcoming government changes to the learning and teaching area (eg. Negotiation of compacts and the introduction of the ‘My Universities’ website) six programs have been targeted for in-depth review in 2010. Programs were selected based on: - Performance in the CEQ Good Teaching Scale and Overall Satisfaction in comparison to national benchmarks, and - The extent to which these programs contribute to the university’s overall student load. Members commented and noted:</td>
<td>Noted</td>
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| - Three GBS programs have been selected for review. These include the Bachelor of Business, Bachelor of Commerce and Bachelor of Business (HTERS).  
- Extensive curriculum reviews have already occurred or are in progress for the Bachelor of Commerce and Bachelor of Business (HTERS). There are some additional KPIs to be considered for Operation Program Focus.  
- The Dean (Academic) has developed an implementation plan. The aim of the reviews is to identify strategies to improve the performance of these programs.  
- The PVC (B) will chair a review committee which will review all three programs. The committee membership will comprise the Dean (Academic), Dean (Learning and Teaching), a representative Head of Department, an academic external to the GBS and an external representative from a benchmarking university.  
- As part of the review, an in-class survey of third year students will be undertaken in week 3. The survey will focus on student satisfaction and will cover contextual, curriculum and administrative factors.  
- In response to a query regarding the collection of data, members recommended:  
  o Organising student focus groups to capture qualitative data not included in the surveys.  
  o Benchmarking with a comparable university (eg. UTS) to identify similarities and differences.  
  o Identifying large GU programs that are performing well on CEQ scores for use as an internal benchmark.  
- The PVC advised that he inform all GBS staff of the review as part of a communication strategy.  
- The review is to be finalised by the end of September and an implementation plan developed for 2011/2012. It was noted that there is a significant time delay between the implementation of program changes and reflection of the changes in the CEQ scores. | | | | |
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<td>QUALITY/ACCREDITATION ISSUES - 2009 TRANSNATIONAL PROGRAM AUDIT REPORT (Agenda Item 12.0)</td>
<td>The Griffith Business School Board was asked to provide feedback on Attachment 12.1 ‘2009 Transnational Program Audit Report’. Associate Professor Hugh Wilkins, Acting Dean (International) spoke to this report. Pursuant to university policy, the Bachelor of Business (Hong Kong) was reviewed in 2009 for the purpose of an audit, to check and verify that the program is operating in the form approved by the University and that the partner is operating in accordance with the host country’s accreditation framework. The audit was carried out by a panel comprising two members of Programs Committee. The attached Report was considered at Executive Group on 9 June 2010 where it was agreed relevant senior officers would be given the opportunity to provide feedback on the recommendations it contains. Groups have been asked to: i) Provide an implementation plan, including a timeframe, for the relevant recommendations about which it is agreed that action needs to be taken, and ii) Provide feedback on those recommendations about which the Group has concerns or for which the Group does not agree with the recommendation. Executive Group will be further considering the Audit Report and implementation plans in light of this feedback. Members comment and noted: - The report highlighted a number of key issues to be addressed. Some elements have already taken action in these areas. - Members discussed administrative aspects of the off-shore program including the processing of applications. It was noted that the main issues highlighted relate to central administration rather than GBS. - It was noted that the University’s systems don’t accommodate non-standard delivery of programs. This is also an issue for the on-shore programs. - The Director, Off-shore Operations was congratulated for the work being done on the program.</td>
<td>Noted</td>
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<td>ESTABLISHING STRUCTURES IN DEPARTMENTS TO TAKE ON THE ROLE OF LOCAL-LEVEL LEARNING AND TEACHING COMMITTEES OR FORUMS (Agenda Item 13.0)</td>
<td>The Griffith Business School Board considered Attachment 13.1 Establishing Structures in Schools/Departments to take on the Role of Local-Level Learning and Teaching Committees or Forums. Dr Robyn Hollander, Dean (Learning and Teaching) spoke to this item. It is proposed that each department establishes a Learning and Teaching Committee/Forum (or equivalent) to fit within its existing management and collegiate structure, with the primary goal of enhancing the quality of its learning, teaching and student outcomes. The goals of these bodies are to: - Increase staff (full-time, part-time, and sessional; academic and administrative) engagement at the local level in enhancing the quality of learning and teaching, - Enhance the sense of ownership regarding teaching issues, curriculum and student outcomes, - Encourage a sense of participation in University matters relating to learning and teaching, and - Provide a vehicle to enhance communication within the University relating to learning and teaching matters. The Dean (Learning and Teaching) and Heads of Department have been asked to consider the most appropriate form for these bodies, considering variation in Department size and form, in order to best achieve the goals of this initiative. The Dean has held initial discussions with Heads of Department regarding current activities and how the proposal could be implemented in their department. Attachment 13.2 identified possible options available. Options included: 1. Standing item on Department Committee agendas, 2. Activity based focus involving a single/series of events around particular topics, 3. Specialist L&amp;T committees, 4. Department Committee constituted as L&amp;T forums. Members commented and noted: - A combination of the options outlined could be considered. - Examples of activity-based focused events were given. This option is already implemented in the Department of AFE. - Committees have a role in monitoring activities but it may be...</td>
<td>Noted</td>
<td>Each department to identify how the proposal is to be implemented.</td>
<td>Dean (Learning and Teaching) and Heads of Department</td>
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| NAME OF DEPARTMENT OF TOURISM, LEISURE, HOTEL AND SPORT MANAGEMENT (Agenda Item 14.0) | necessary to consider alternatives for achieving action. Learning and teaching activities need to engage all staff, not just the members of a committee.  
- If a committee structure was adopted, it is necessary to ensure that communication flows both ways. Currently information flow stops at the Group Learning and Teaching Committee because there is no formal path for communication/discussion at the department-level.  
- Concern was raised about how this proposal would impact on the research performance in the departments, and whether similar forums would be expected for research.  

The Dean (Learning and Teaching) will meet with each Head of Department to identify how the proposal is to be implemented. | - | - | - |
| TRANSITION ARRANGEMENTS FOR RACS PROGRAM (Agenda Item 15.0) | This item was deferred. | - | - | - |
| The Griffith Business School Board, on the recommendation of the 3/2010 Research and Research Education Committee (GBS), considered transition arrangements for the Research and Conference Support (RACS) program. Professor Graham Cuskelly, Dean (Research) spoke to this item.  

Members at the May Faculty Board discussed adoption of the new ERA journal ranking list for the 2011 RACS program. Members raised concerns about disadvantaging those researchers who, in good faith, used the GBS consolidated journal ranking list when deciding on where to publish their publications, and the fact that there is a two year lag in the RACS program (ie. 2011 RACS will take into account 2008 & 2009 publications). In response to these concerns, the following transition arrangements were proposed:  

For publications published in 2009 and 2010, the journal ranking to be used will be the highest ranking between the GBS consolidated journal ranking list and the ERA journal ranking list. As a consequence of this decision, the base unit of funding may need to be reduced from $1100 to $1000 dependent on the RACS budget in 2011. | Approved | - | - |
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<td>Members were asked to note that the ERA journal ranking lists will remain as the National list, and this list should be used from now on.</td>
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<td>DRAFT BRIEFING PAPER: BUILDING ARC GRANT CAPACITY (Agenda Item 16.0)</td>
<td>The Griffith Business School Board considered the draft briefing paper Building ARC Grant Capacity, as detailed in Attachment 16.1. Professor Graham Cuskelly, Dean (Research) spoke to this item. At the May Faculty Board members were advised of the University’s decision to suspend the GURG scheme for the 2011 funding round. Members supported the development of a GBS ARC grant development scheme and requested that the Dean (Research) prepare a briefing paper for consideration. Members commented and noted: - The aim of the scheme is to build research capacity and broaden the base of experience. - The 3/2010 Research and Research Education Committee considered the paper and recommended the scheme be piloted before being rolled out across the GBS. - In response to a query regarding senior researchers who had no additional capacity to co-author a publication, members were advised that such staff could be encouraged to mentor future ARC applicants. - A member queried the possibility of drawing on external staff with discipline expertise where there was no other senior research capacity available within a department. It was agreed that this was possible as long as the research was prepared and submitted as a GBS grant application. It was noted that the budgetary impact would need further consideration. - Members queried the availability of support schemes for mid-career researchers with a limited/no track record. Members were advised that such schemes could be considered in the future; members were reminded that the school could not consider schemes intended as a replacement for the GURGs. - Members noted difficulties in preparing Linkage Project applications that can often prevent staff from submitting an application. It was suggested that alternatives to the ARC grant</td>
<td>Develop a proposal and implementation plan for a pilot program. Organise staff development workshops with Griffith Enterprise.</td>
<td>Dean (Research)</td>
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<td>- development scheme may be required in these instances (eg., consultancy research through Griffith Enterprise). - Members supported the recommendation to pilot the scheme first and asked the Dean (Research) to prepare an implementation plan. It was also recommended that staff development workshops, involving Griffith Enterprise, be organised to facilitate development of LP applications.</td>
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<td><strong>MEMBERSHIP CRITERIA FOR RESEARCH CENTRES HOSTED BY THE GBS (Agenda Item 17.0)</strong></td>
<td>The Griffith Business School Board, on the recommendation of the 3/2010 Research and Research Education Committee (GBS) considered the draft Recommended Minimum Research Performance Standard for Research Centre Members, as detailed in Attachment 17.1. Professor Graham Cuskelly, Dean (Research) spoke to this item. Members were advised that the July Academic Committee had approved changes to the Research Centres Policy. Key changes included a revised definition of ‘research active’ and a revision of centre membership categories. Members raised concerns about these changes and noted that the revised definitions were difficult to interpret. Members queried the conflicting interpretation regarding the aim of research centres to build research capacity versus a revision of performance standards which would result in a decrease in reported research centre membership. Members queried the University’s intent behind the changes and requested the Dean (Research) to seek clarification from the Deputy Vice Chancellor (Research). It was agreed to defer this item until clarification was received.</td>
<td>Deferred</td>
<td>Seek clarification from the Deputy Vice Chancellor (Research) regarding the University’s intent behind the changes to the Research Centre Policy.</td>
<td>Dean (Research)</td>
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<td><strong>RHD SPACE MANAGEMENT PLAN (Agenda Item 18.0)</strong></td>
<td>The Griffith Business School Board, on the recommendation of the 3/2010 Research and Research Education Committee (GBS), considered the draft management guidelines for GBS RHD hubs, as detailed in attachment 18.1. Professor Graham Cuskelly, Dean (Research) spoke to this item. This proposal provided: - A description of the equipment/facilities provided per student in the RHD hubs, and a list of shared equipment/facilities; - Prioritisation guidelines for the allocation of RHD space;</td>
<td>Approved, with changes</td>
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| - Circumstances under which redemption of allocated RHD space will occur;  
  - Guidelines for the allocation of resources to RHD students;  
  - Grievance procedures. | Members commented and noted:  
  - Space/facilities are allocated for a period of four years only.  
  - In response to a query regarding the availability of facilities at Logan, members were advised that the proposed space management plan would not disadvantage these students. It was noted that the availability of space at Logan required further consideration.  
  - The management guidelines will be included as part of the RHD student induction process. It was noted that a formal method for distributing this material was required.  
  - It was agreed that the use of facilities by a student would be reviewed from time to time through the Dean’s (Research) office. | | | |
| In discussing Item 19.0 RHD Hubs Code of Behaviour members recommended two changes:  
  - Inclusion of a statement that students must work within the ‘Use of University Information Technology Resources Code of Conduct’ policy.  
  - Inclusion of guidelines regarding the appropriate use of stationary. | | | | |
<table>
<thead>
<tr>
<th>Name of Item (including Agenda Item and Attachment(s))</th>
<th>Brief Description</th>
<th>Resolution</th>
<th>Action to be Taken</th>
<th>Responsible Officer</th>
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<tbody>
<tr>
<td>CODE OF BEHAVIOUR FOR RHD HUBS (Agenda Item 19.0)</td>
<td>The Griffith Business School Board, on the recommendation of the 3/2010 Research and Research Education Committee (GBS), considered the GBS Research Higher Degree Hubs Code of Behaviour, as detailed in Attachment 19.1. Professor Graham Cuskelly, Dean (Research) spoke to this item. The Code outlined the appropriate behaviour required of RHD students working in the RHD Hubs. Repeated breaches of the Code may result in exclusion from the RHD hub. Members were advised that the Code had been distributed for consultation and feedback incorporated. Members discussed the following: - A member queried whether guidelines for the appropriate use of computers could be included. It was noted that the University’s IT code of practice provided guidelines for this and that by signing into NetCheck students agreed to abide by those guidelines. It was agreed to include a statement in the Code and also in the Management Guidelines (see Item 18.0) stating that students must work within the ‘Use of University Information Technology Resources Code of Conduct’ policy. - It was also recommended that guidelines for the appropriate use of stationary be included in both the Code of Behaviour and the Management Guidelines. - Concerns were raised regarding the barring of incoming external calls; members queried whether exemptions were possible. It was agreed that exemptions could be considered in circumstances where workplace health and safety was compromised.</td>
<td>Approved, with changes</td>
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<td>REPORTS OF SUB-COMMITTEES OF THE FACULTY BOARD (Agenda Item 31.0)</td>
<td>The Griffith Business School Board noted the minutes from the following sub-committees: - Learning and Teaching Committee, 4/2010 - Research and Research Education Committee, 2/2010 - Research and Research Education Committee, 3/2010 - Internationalisation Committee 2/2010.</td>
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<td>2010 QIBT SCHEDULE</td>
<td>The Griffith Business School Board noted the Griffith Business</td>
<td>Noted</td>
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<td>(Agenda Item 32.0)</td>
<td>School/QIBT articulation arrangements. Complete details of these arrangements are located at <a href="http://www.griffith.edu.au/credit">www.griffith.edu.au/credit</a> via a search of QIBT.</td>
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<td>GRIFFITH SUCCESS IN 2010 ALTC CITATIONS FOR OUTSTANDING CONTRIBUTIONS TO STUDENT LEARNING, AND ALTC PRIORITY PROJECT GRANTS (Agenda Item 33.0)</td>
<td>The Griffith Business School Board noted the recipients of the ALTC Citations for Outstanding Contributions to Student Learning and ALTC Priority Project Grants.</td>
<td>Noted</td>
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<td>AUSTRALIAN RESEARCH COUNCIL (ARC) LINKAGE GRANT ANNOUNCEMENTS (Agenda Item 34.0)</td>
<td>The Griffith Business School Board noted the results of the ARC Linkage Projects Round 2 funding round (for funding commencing July 2010).</td>
<td>Noted</td>
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<tr>
<td>GRIFFITH UNIVERSITY NEW RESEARCHER GRANTS (NRG) SCHEME - 2010 ROUND - CALL FOR APPLICATIONS (Agenda Item 35.0)</td>
<td>The Griffith Business School Board noted the call for applications for the Griffith University New Research Grants program.</td>
<td>Noted</td>
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<td>OTHER BUSINESS (Agenda Item 31.0)</td>
<td>Members discussed the GBS overlap rule (ie. No more than 20CP overlap between majors) that was implemented as part of the 2005 curriculum review. It was agreed that this rule could be reconsidered on a case-by-case basis providing there was a rationale for the overlap.</td>
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<td>NEXT MEETING (Agenda Item 32.0)</td>
<td>The next 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.</td>
<td>Noted</td>
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</table>
Confirmed:

__________________________ (Chair)

Date:

__________________________
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 Kristine 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
Associate Professor Simone Fullagar, Department of Tourism, Leisure, Hotel and Sport Management
Associate Professor Laura Lawton, Department of Tourism, Leisure, Hotel and Sport Management

Research Centre Representatives (appointed)
Professor Mike Davidson, 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

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Human Resource Manager, Business
Marketing Manager, Business
Communications Officer, Business and Law
Business Development Manager, Business, Griffith Enterprise
Deans’ and Heads of Departments’ Secretaries, Griffith Business School
Executive Manager to the Pro Vice Chancellor (Business)
Program Service Officers, Griffith Business School
Planning and Management Support Officers, Griffith Business School
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