GRIFFITH UNIVERSITY

GRIFFITH BUSINESS SCHOOL BOARD

CONTENTS

1.0 APOLOGIES
2.0 CONFIRMATION OF MINUTES
3.0 MATTERS ARISING FROM PREVIOUS MINUTES
4.0 COMMITTEE MEMBERSHIP
5.0 CHAIR'S REPORT
6.0 PRO VICE CHANCELLOR’S (BUSINESS) REPORT
7.0 DEAN'S (LEARNING AND TEACHING) REPORT
8.0 DEAN'S (RESEARCH) REPORT
9.0 DIRECTOR, INTERNATIONALISATION AND COMMUNITY PARTNERSHIPS’ REPORT
10.0 LIBRARY RESOURCES PRESENTATION

SECTION I: MATTERS FOR DEBATE AND DECISION

11.0 DISCUSSION PAPER: BUILDING INSTITUTIONAL PARTNERSHIPS WITH TAFE & OTHER TERTIARY EDUCATION PROVIDERS
12.0 POSITION PAPER: ‘RESEARCH PERFORMANCE AND DEVELOPMENT IN THE GBS: FINDING A BALANCE’

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

13.0 SPECIAL PURPOSE SUBMISSION (#2007/0002096)
DEGREE REQUIREMENTS FOR GRIFFITH BUSINESS SCHOOL PROGRAMS
14.0 MINOR CHANGE SUBMISSION (#2007/0002114)
1034/1288 BACHELOR OF BUSINESS
15.0 MINOR CHANGE SUBMISSION (#2007/0002182)
3068/3069 GRADUATE CERTIFICATE IN MARKETING
5226/5228 MASTER OF MARKETING
16.0 MINOR CHANGE SUBMISSION (#2007/0002183)
1034/1288/1287/1335 BACHELOR OF BUSINESS
17.0 MINOR CHANGE SUBMISSION (#2007/0002184)
3187/3191 GRADUATE CERTIFICATE IN BUSINESS
18.0 MINOR CHANGE SUBMISSION (#2007/0002185)
3187/3191 GRADUATE CERTIFICATE IN BUSINESS
19.0 MINOR CHANGE SUBMISSION (#2007/0002187)
20.0 SPECIAL PURPOSE SUBMISSION (#2007/0002188)
   5457 INTERNATIONAL MASTER OF BUSINESS ADMINISTRATION

21.0 MINOR CHANGE SUBMISSION (#2007/0002191)
   3102 GRADUATE CERTIFICATE IN INTERNATIONAL BUSINESS
   5311 MASTER OF INTERNATIONAL BUSINESS
   5312 MASTER OF INTERNATIONAL BUSINESS WITH HONOURS

SECTION III: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS

22.0 HEALTH & SAFETY REPORT

23.0 REPORTS OF SUB-COMMITTEES OF THE FACULTY BOARD

24.0 AUQA AUDIT 2008

25.0 DEST APPLICATIONS: EXTENSION OF YOUTH ALLOWANCE AND AUSTUDY TO MASTERS PROGRAMS FOR PROFESSIONAL ENTRY

26.0 POLICY AND PROCEDURES UPDATES

27.0 OTHER BUSINESS

28.0 NEXT MEETING

29.0 2008 MEETING DATES
Significant Committee Events

- The next meeting of the Griffith Business School Board will be held on Friday, 15 February 2008, from 10:00am till 1:00pm in the Boardroom, Level 0, Room 0.12, Business 1 Building, Nathan Campus (N50 0.12). A light lunch will be served at approximately 12:30pm.

Committee QuickPlace Web Address

- [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) Use the left navigation bar to select the relevant committee site. Username is your staff number preceded by an s and password is the same as your Novell login. Call the Secretary on extension 56408 for advice or if experiencing difficulties.

DISTRIBUTION LIST

**Griffith Business School Board Members**

- Professor Bill Shepherd, Dean (Academic) (Chair)
- Professor Michael Powell, Pro Vice Chancellor (Business) (ex officio)
- Professor Graham Cuskelley, Dean (Research)
- Professor Lorelle Frazer, Dean (Learning and Teaching)
- Professor Chew Ng, Department of Accounting, Finance and Economics
- Dr Cameron Allan, Department of Industrial Relations
- Professor Leong Liew, Department of International Business and Asian Studies
- Dr Louis Sanzogni, Department of International Business and Asian Studies
- Dr Debbie Grace, Department of Marketing
- Dr Robyn Hollander, Department of Politics and Public Policy
- Professor Mike Davidson, Department of Tourism, Leisure, Hotel and Sport Management
- Professor Chris Guilding, Director, Service Industry Research Centre
- Department of Tourism, Leisure, Hotel and Sport Management

**Invited (for Audience and Debate)**

- Professor Christopher Auld, Director, Internationalisation and Community Partnerships

**Deans (appointed by the Group Pro Vice Chancellor)**

- Information Copies (without attachments unless stated)

- Ms Alison Harris, Group Resource Manager, Business
- Mr Martin Teml, Human Resource (HR) Manager, Business
- Ms Kerry Miles, Business Development Management, Business, Office for Commercialisation
- Deans’ and Heads of Departments’ Secretaries, Griffith Business School
- Program Service Officers, Griffith Business School
- Ms Lisa Cotterell, Executive Officer to the Pro Vice Chancellor (Business)
- Ms Mary Hassard, Credit Transfer and Articulations Manager, Student Administration
- Client Administration Officers, Student Administration Centre Coordinators, Office of Graduate Studies

**Heads of Departments Directly Associated With the Faculty (ex officio)**

- Research Centre Representative (ex officio)

- Corporate Archives and Records Management copy (attachments)
- Binding copy (attachments)
- Spare copy
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.

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the 6/2007 meeting have been circulated. To be taken as read and confirmed

3.0 MATTERS ARISING FROM PREVIOUS MINUTES

4.0 COMMITTEE MEMBERSHIP

4.1 The Griffith Business School Board is asked to note that this is the final meeting for Dr Cameron Allan. The Board is asked to extend its thanks for his contribution to the work of the Griffith Business School.

5.0 CHAIR’S REPORT

5.1 Professor Bill Shepherd, Dean (Academic), GBS and Chair, GBS Board will provide an oral report at the meeting.

6.0 PRO VICE CHANCELLOR’S (BUSINESS) REPORT

6.1 Professor Michael Powell, Pro Vice Chancellor (Business) will provide an oral report at the meeting.

7.0 DEAN’S (LEARNING AND TEACHING) REPORT

7.1 Professor Lorelle Frazer, Dean (Learning and Teaching), GBS will provide an oral report at the meeting. Accompanying this report is attachment 7.1 ‘Assurance of Learning Schedule’.

8.0 DEAN’S (RESEARCH) REPORT

8.1 Professor Graham Cuskelly, Dean (Research), GBS will provide an oral report at the meeting. Accompanying this report are the following attachments:

8.1.1 GBS Publication Points, Research Income & RHD Completion statistics 2004-2006 MIS:
- Research Publication Points by Department
- Research Output per Staff FTE by Department
- Publication Points
- Research Income ($,000) by Income Type and Department
- Research Income per Staff FTE by Department
- Research Income
- GBS RHD Completions 2004-2006

8.1.2 RHD Completions 2001-2007

9.0 DIRECTOR, INTERNATIONALISATION AND COMMUNITY PARTNERSHIPS’ REPORT

9.1 Professor Chris Auld, Director, Internationalisation and Community Partnerships will report on items of interest to the Board.

10.0 LIBRARY RESOURCES PRESENTATION

10.1 Mr Martin Borchert and Ms Colette Smith-Strong will attend the meeting at 12:00pm to discuss the Library Resources Budget.

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 DISCUSSION PAPER: BUILDING INSTITUTIONAL PARTNERSHIPS WITH TAFE & OTHER TERTIARY EDUCATION PROVIDERS

11.1 The Griffith Business School Board is asked to consider the discussion paper: ‘Building Institutional Partnerships with TAFE and Other Tertiary Education Providers’. Members of the Board are asked to prepare feedback for discussion at the meeting.

11.2 The Deputy Vice Chancellor (Academic) is seeking feedback from Faculty Boards regarding the attached discussion paper ‘Building Institutional Partnerships with TAFE & Other Tertiary Education Providers.’

11.3 In 2005, the University adopted a paper entitled Building Griffith’s relationship with TAFE in the Brisbane Gold-Coast corridor (hereafter referred to as the 2005 TAFE strategy) which outlined a strategy for deepening and extending the relationship we had with TAFE, particularly with the TAFE institutes in our geographic region.

11.4 The purpose of the current paper is to:
- evaluate the outcomes of that strategy, and recommend strategies for developing our relationship with TAFE over the next few years;
- consider whether we should develop a broader strategy for building institutional partnerships, particularly with private providers of high-level VET qualifications and associate degrees.

Recommendation:

11.5 The Griffith Business School Board is asked to provide comments and feedback to the DVC(A).

For discussion
12.0 POSITION PAPER: ‘RESEARCH PERFORMANCE AND DEVELOPMENT IN THE GBS: FINDING A BALANCE’

12.1 The Griffith Business School Board is asked to consider the position paper: ‘Research Performance and Development in the GBS: Finding a Balance’.

12.2 The position paper has been prepared largely in response to a review of the GBS Research Reward Scheme (2007). It was first presented to the 6/2007 (October) GBS Board for discussion, on the recommendation of the Research Sub-committee, where it was approved for wider consultation with Departments and Research Centre Directors. Feedback from these areas has been provided, and a final position paper prepared for implementation.

12.3 Professor Graham Cuskelley, Dean (Research) will speak to this item.

Recommendation:

12.4 The Griffith Business School Board is asked to approve the position paper: ‘Research Reward and Conference Funding Program’, and the adoption of the research rewards and conference funding program, for implementation from 2008.

For discussion

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

13.0 SPECIAL PURPOSE SUBMISSION (#2007/0002096)
DEGREE REQUIREMENTS FOR GRIFFITH BUSINESS SCHOOL PROGRAMS

13.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Special Purpose Submission affecting the degree requirements of GBS undergraduate and postgraduate programs, as detailed in 2007/0002096, effective Semester 1 2008.

13.2 The Griffith Business School (GBS) is seeking to amend the degree requirements for the following programs as part of the GBS pursuit for accreditation with the Association to Advance Collegiate Schools of Business (AACSB):

13.3 Standards 17 and 20, specified by the AACSB, require a student to complete the majority (defined as 50%) of courses from the core requirements of the business program at Griffith University. These standards and their basis for judgment are below:

17: The bachelor’s or undergraduate level degree programs must provide sufficient time, content coverage, student effort, and student-faculty interaction to assure that the learning goals are accomplished. [UNDERGRADUATE EDUCATIONAL LEVEL]

The basis for this judgment states:

Normally, the majority of learning (credits, contact hours, or other metric) in traditional business subjects (as listed under “Defining the Scope of Accreditation”) counted toward degree fulfilment is earned through the institution awarding the degree.

20: The master’s level degree programs must provide sufficient time, content coverage, student effort, and student-faculty interaction to assure that the learning goals are accomplished. [MASTER’S EDUCATIONAL LEVEL]

The basis for this judgment states:

Normally, the majority of learning (credits, contact hours, or other metric) in traditional business subjects (as listed under “Defining the Scope of Accreditation”)
counted toward degree fulfilment is earned through the institution awarding the degree.

13.4 This change will not affect the following Business programs which have been excluded from the list of programs to be accredited:
- 1291/1292 Bachelor of Arts (Politics, Asian Studies and International Relations), and related double degrees
- GBS Honours programs (includes Masters with Honours)
- Graduate Certificate programs
- 5211 Master of Asian Studies
- 5388 Master of International Relations.

Recommendation:

13.5 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair's executive action in approving a Special Purpose Submission affecting the degree requirements of GBS undergraduate and postgraduate programs, as detailed in 2007/0002096, effective Semester 1 2008.

For ratification

14.0 MINOR CHANGE SUBMISSION (#2007/0002114)

1034/1288 BACHELOR OF BUSINESS

14.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair's executive action in approving a Minor Change Submission affecting the 1034/1288 Bachelor of Business, as detailed in 2007/0002114, effective Semester 1 2008.

14.2 This submission proposes to add the course 3019MGT Safety Management of Production Systems as an elective to the Human Resource Management major at the Nathan and Gold Coast campuses. Currently this course is only offered in the Occupational health and Safety major.

14.3 The Health and Safety area is one area of strength for the GBS and the Department of Management (MGT). Students who complete both 2030IRL Health and Safety in the Workplace and 3019MGT Safety Management of Production Systems can become registered Workplace Health and Safety Officers (WHSOs). The department is the only business department in Queensland who offers such an accredited outcome. Consequently the demand for the students with such accredited qualifications far exceeds the supply. Organisations such as Thiess constantly visit the lectures to persuade students to join them on graduation.

14.4 The accreditation process is as follows: 2030IRL is a joint course shared between the Departments of Industrial Relations (IR) and MGT. Recent changes to the Queensland legislation, effective 1 July 2007, potentially could have threatened the accreditation. Only Registered Training Organisations (RTOs) can offer accredited WHSO courses. However, the Head of the Accreditation Division has indicated that he will continue to recognise graduating students PROVIDED they are in receipt of a letter from the Accredited Provider that they have completed both courses.
Recommendation:

14.5 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting the 1034/1288 Bachelor of Business, as detailed in 2007/0002114, effective Semester 1 2008.

For ratification

15.0 MINOR CHANGE SUBMISSION (#2007/0002182)
3068/3069 GRADUATE CERTIFICATE IN MARKETING
5226/5228 MASTER OF MARKETING

15.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting the postgraduate Marketing electives, as detailed in 2007/0002182, effective Semester 1 2008.

15.2 The Master of Marketing program suite has a number of elective offerings. When the program was introduced in Semester 1 2007, the Department did not intend to offer all electives each year, as per the notation “Elective courses may not be offered each year – please check the Course Catalogue for details”. The changes are intended to update the Program Catalogue entries to clearly identify those elective courses not offered in 2008, as summarised below:
- 7025MKT Marketing Theory will not be offered in 2008.
- 7213MKT Sport, Entertainment and Arts: Marketing Dynamics will be withdrawn from offer permanently.

15.3 These changes are based on obtaining greater cost efficiencies, including more effective use of teaching resources and are consistent with the Academic Plan’s objectives in relation to course rationalisation. The course offerings will be reviewed again in Semester 2 2008 for the 2009 academic year.

15.4 Additionally, 7205MKT Strategic Brand Marketing will be renamed “Branding” to emphasis the focus of the course, and 7026MKT International Market Strategies and Operations will be offered in Semester II at Nathan, changed from a Semester 1 offering.

Recommendation:

15.5 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting postgraduate marketing electives, as detailed in 2007/0002182, effective Semester 1 2008.

For ratification

16.0 MINOR CHANGE SUBMISSION (#2007/0002183)
1034/1288/1287/1335 BACHELOR OF BUSINESS

16.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting the 1034/1288/1287/1335 Bachelor of Business, as detailed in 2007/0002183, effective Summer Semester 2007/2008.

16.2 The Department of Management is proposing to change the name of 1004MGT Business Information Systems to 1004MGT Business Informatics. The justification stems from a need to define an awareness of Information systems as a ubiquitous concept inextricably
integrated in culture and society. "Informatics includes the science of information, the practice of information processing, and the engineering of information systems. Informatics studies the structure, behaviour, and interactions of natural and artificial systems that store, process and communicate information. It also develops its own conceptual and theoretical foundations. Since computers, individuals and organizations all process information, informatics has computational, cognitive and social aspects, including study of the social impact of information technologies." (Wikipedia, accessed 2-10-07). As such the term Business Informatics associates the discipline of Informatics as applied to Business.

16.3 The Department of Marketing is proposing a number of changes as listed below. This is based on interviews and focus groups conducted with existing and potential marketing students and current marketing staff.

16.3.1 2029MKT and 2089MKT Marketing Communications to be changed to Advertising and Creative Strategies: The original name is misleading and both students (and some staff) don’t realise that the course actually teaches advertising and promotional theory and strategies. Therefore, the new name is a much better reflection of what is actually delivered in the cause. Students also commented that they would much prefer to have the new name appear on their academic transcript rather than the old name as employees do not know what the old name means.

16.3.2 2004MKT and 2084MKT Consumer Behaviour to be changed to Consumer Psychology: The proposed new name reflects more of what is covered in the course. It is not so much the types of behaviour that is focused on in the course rather than the motivations or psychology behind the behaviour of the consumer. Both students and staff agree that this is a more appropriate name.

16.3.3 It is proposed to permanently withdraw 2016MKT Marketing Channels and Retail Supply Chains (offered GC and NA), 2040MKT Shopping Mall and Marketing Management (offered GC) and 2023MKT Retail Buying and Merchandising (offered GC) from offer. Feedback from students is that they don’t do a marketing degree to end up being involved with retailing. To them retailing is something they do while they are at uni and they don’t necessarily want to do it after. We are currently offering 5 retailing courses in our department. Therefore there is saturation in an area that is not all that popular with students. Numbers have not been good and, in most cases, students only enroll in these courses because there is little other choice within the major we are offering. If we cancel three of these courses, we are still left with the two that do pay for themselves and this is quite enough for those who have a passion for retailing.

16.3.4 3013MKT Entertainment and the Arts Marketing will be extended to offer on the Gold Coast, as well as at Nathan. It currently attracts excellent numbers at Nathan and it would be a good replacement for one of the retailing courses that we propose to cancel from GC campus.

16.3.5 3053MKT Internship was previously offered in the Bachelor of Marketing, which is now discontinued. It is proposed to offer this course in the marketing major with restricted entry (GPA 5.5 and above). This would be offered in Semester 1 at GC and Semester 2 at NA. On discussions with staff, we feel it is imperative that we have a work integrated learning component in our program. Not only is this beneficial for our high achieving students but it certainly helps for us to forge relationships with outside bodies and within the community. Additionally, 2002MKT Corporate Communications and Public Relations, also offered in the Bachelor of Marketing, will be added to the Marketing major as an elective course. This course will be offered at the Gold Coast and Nathan in Semester II. Feedback from staff in the department indicated that a public relations course was necessary to compliment the core courses available in the Marketing major.
Recommendation:

16.4  The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting the 1034/1288/1287/1335 Bachelor of Business, as detailed in 2007/0002183, effective Summer Semester 2007/2008.

For ratification

17.0  MINOR CHANGE SUBMISSION (#2007/0002184)  
3187/3191 GRADUATE CERTIFICATE IN BUSINESS

17.1  The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting the course 7104MGT Information Systems and Knowledge Management, as detailed in 2007/0002184, effective Semester 1 2008.

17.2  The Department of Management, Griffith Business School, is seeking to rename the course 7104MGT currently titled “Information Systems and Knowledge Management” as "Business Informatics" from Semester 1 2008.

17.3  The justification stems from a need to define an awareness of Information systems as a ubiquitous concept inextricably integrated in culture and society. "Informatics includes the science of information, the practice of information processing, and the engineering of information systems. Informatics studies the structure, behavior, and interactions of natural and artificial systems that store, process and communicate information. It also develops its own conceptual and theoretical foundations. Since computers, individuals and organizations all process information, informatics has computational, cognitive and social aspects, including study of the social impact of information technologies." (Wikipedia, accessed 2-10-07). As such the term Business Informatics associates the discipline of Informatics as applied to Business.

Recommendation:

17.4  The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting the course 7104MGT Information Systems and Knowledge Management, as detailed in 2007/0002184, effective Semester 1 2008.

For ratification

18.0  MINOR CHANGE SUBMISSION (#2007/0002185)  
3187/3191 GRADUATE CERTIFICATE IN BUSINESS

18.1  The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting 3187/3191 Graduate Certificate in Business, as detailed in 2007/0002185, effective Semester 1 2008.

18.2  This submission proposes to amend the program structure for the Graduate Certificate in Business (3187/3191) by offering a new course in the “Business – Tourism/Hospitality pathway”. The proposal includes the:
- Withdrawal of 7205HSL Managing the Tourism & Hospitality Workforce
- Withdrawal of 7344HSL Managing Volunteers and the Sport and Event Workforce
- Addition of 7109HSL Leisure Industries (previously named Current Issues in Leisure Management).
18.3 Currently students completing the “Business - Tourism/Hospitality strand” are offered the choice of completing one of two listed courses from the core courses (7205HSL or 7344HSL) offered in the Master of Business program. Students progressing to the Master of Business program are then advised to complete the alternate course. All other strands in the Graduate Certificate in Business offer stand-alone courses which do not appear in the related Masters program. This change will ensure similarity of approach in all strands...

Recommendation:

18.4 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting 3187/3191 Graduate Certificate in Business, as detailed in 2007/0002185, effective Semester 1 2008.

For ratification

19.0 MINOR CHANGE SUBMISSION (#2007/0002187)
3047/3048 GRADUATE CERTIFICATE IN BUSINESS ADMINISTRATION
5158/5159 MASTER OF BUSINESS ADMINISTRATION
5162/5163 MASTER OF BUSINESS ADMINISTRATION (ADVANCED)

19.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting 5158/5159 Master of Business Administration program group and 5261/5331 Master of Human Resource Management program group, as detailed in 2007/0002187, effective Summer Semester 2007/2008.

19.2 The course 7909MGT Managing People is currently a core course within the Master of Business Administration (MBA) and nested programs**. In response to both ongoing feedback from students and the quality assurance process, an internal review of this core course was conducted by the Griffith Business School in terms of its suitability for the core of the MBA and its accessibility by MBA students with no prior knowledge of the discipline. The recommendation of the internal review was that the 7909MGT Managing People course be positioned as an elective within the Human Resource Management (HRM) specialisation of the MBA and as an elective in the Master of Human Resource Management (MHRM) program. The MBA Director, having considered all factors, including the review and ongoing quality assurance of the MBA program, recommended to the Head of Department of Management to move the course to elective status and develop a new core course for the MBA program. That new core course will be a Human Resource Management/Organisational Behaviour course called 7916MGT Human Resource Management which will be accessible to all students who qualify for entry into the MBA degree.

19.3 The Griffith Business School seeks to move the course 7909MGT Managing People from the MBA core courses (and nested programs) into the HRM specialisation within the MBA program and as an elective in the MHRM program.

19.4 The Griffith Business School also seeks to implement the newly developed course 7916MGT Human Resource Management as a replacement core course in the MBA and nested programs.

** It is proposed to offer the revised program 5162/5163 Master of Business Administration (Advanced) from 2008. The new course 7916MGT will also be added to this program, subject to approval.
Recommendation:

19.5 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting 5158/5159 Master of Business Administration program group and 5261/5331 Master of Human Resource Management program group, as detailed in 2007/0002187, effective Semester 1 2008.

For ratification

20.0 SPECIAL PURPOSE SUBMISSION (#2007/0002188)
5457 INTERNATIONAL MASTER OF BUSINESS ADMINISTRATION

20.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Special Purpose Submission affecting 5457 International Master of Business Administration, as detailed in 2007/0002188, effective Semester 2 2008.

20.2 The Griffith Business School (GBS) is seeking to change the admission requirements for the 5457 International Master of Business Administration (IMBA) program which incorporates a 40CP work-integrated learning component (WIL). The current admission requirement is that students applying for the program must have a grade point average (GPA) in their undergraduate degree of 4.5. The GBS is seeking to increase the GPA to 5.0.

20.3 Further to this, currently, to be eligible to participate in the WIL component students must attain a cumulative GPA of 4.5 (on a 7.0 point scale) over the first 80CP of coursework. Students who do not meet this requirement may (at the discretion of the Dean) be awarded an exit qualification. The GBS seeks to increase the cumulative GPA requirement to 5.0 (on a 7.0 point scale) over the first 80CP of coursework.

20.4 The GBS also wish to include on the official information of the 5457 IMBA program website, that students must be aware that it may be necessary to commute to Brisbane in the final semester of study to attend the work placement. Students who are placed with a host organisation in Brisbane may choose to move their residence to Brisbane to relieve travel time.

20.5 A meeting was held in the GBS with the Dean (Learning and Teaching), the WIL Manager, the MBA Director and the Administrative Coordinator MBA Programs. One purpose of the meeting was to discuss the report based on a review of the 7930GBS WIL course tabled by the WIL Manager. The review discussed a number of issues including the outcomes of the work placements for students in Semester 2, 2007 and the placing of students in Semester 1, 2008. The WIL Manager reported that students who have a GPA of 4.0 to 4.5 were exceptionally difficult to place and labour intensive in terms of locating placements and supervising written academic work. The WIL Manager reported that he has received negative feedback from two host organisations about the inability of the students placed within these host organisations to successfully undertake and complete set tasks. Both students were counselled by the MBA Director early in their program due to their below average academic results. The WIL Manager also reports that he has had difficulty placing some students in the second intake of work placement for the same reason. Many of the students in the second intake of WIL have proved very difficult to manage. Most were one month late in returning their resumes which are necessary to place them. Most didn’t respond to e-mail requests or attend meetings with the WIL Manager and MBA Director to discuss their work placement. After considering the review in detail, the Dean (Learning and Teaching), in conjunction with the MBA Director and WIL Manager, decided it will be best for the purpose of maintaining Griffith’s good public reputation and to ensure continuation of cooperation from industry to raise the GPA for both admission and inclusion in the 7930GBS WIL course to 5.0. The WIL Manager also reported that students had complained about the
long hours of travel time to and from work. Fifty per cent of students were placed in Brisbane to meet their placement expectations. An analysis of work placement undertaken by the WIL Manager for students in the second intake of WIL indicates a lack of placement variety at the Gold Coast compared to Brisbane in terms of satisfying student placement needs. It is for this reason that students should be forewarned that they may be placed in Brisbane and may choose to move residence in their final semester of study.

Recommendation:

20.6 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Special Purpose Submission affecting 5457 International Master of Business Administration, as detailed in 2007/0002188, effective Semester 2 2008.

For ratification

21.0 MINOR CHANGE SUBMISSION (#2007/0002191)
3102 GRADUATE CERTIFICATE IN INTERNATIONAL BUSINESS
5311 MASTER OF INTERNATIONAL BUSINESS
5312 MASTER OF INTERNATIONAL BUSINESS WITH HONOURS

21.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting the 5311 Master of International Business program group, as detailed in 2007/0002191, effective Semester 1 2008.

21.2 The Master of International Business Internship (7021IBA) was originally envisioned so students could have the option of undertaking a 10, 20, 30 or 40CP Internship. Originally there were to be four separate courses. When the courses where finally offered it was decided to offer only one course code with four parts. After problems with enrolments, students were then instructed to enrol in consecutive “parts” they wanted to represent the credit points needed. Every year there is misunderstanding about how to enrol. The GBS seeks to clarify this confusion by students having the option to take 10CP, 20CP, 30CP or 40CP Internships with different course codes depending on their desires and requirements, with assessment and contact requirements respective of their credit point option selected. Students will be restricted to only take one Internship course per semester, with restrictions as to the number of Internship courses permitted in the Program (normally only one course permitted, although under special circumstances and with permission of the Course Convenor a second Internship course may be permitted (normally overseas), with the total Internship courses not to exceed 40 Credit points in total.

21.3 Additionally, it is proposed to remove the pre-2006 Master of International Business program suite from the program catalogue as there are no longer any students enrolled in these programs. This program was withdrawn from offer in 2006 (2005/0037262 Programs Committee 5/2005 August), and replaced with a revised program offering.

Recommendation:

21.4 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting the 5311 Master of International Business program group, as detailed in 2007/0002191, effective Semester 1 2008.

For ratification
SECTION III: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS

22.0 HEALTH & SAFETY REPORT

22.1 The Griffith Business School Board is asked to note the Health and Safety report provided by the Health and Safety Risk Advisor. This report will be distributed prior to the meeting.

23.0 REPORTS OF SUB-COMMITTEES OF THE FACULTY BOARD

23.1 The Griffith Business School Board is asked to note the minutes from the following meetings:

23.1.1 Curriculum, Teaching and Learning Committee (GBS), 9/2007
23.1.2 Research Sub-committee (GBS), 4/2007
23.1.3 Research Training Sub-Committee (GBS), 4/2007

For noting

24.0 AUQA AUDIT 2008

24.1 The Deputy Vice Chancellor (Academic) has advised the trial AUQA audit will be conducted from the 19th-22nd November 2007.

24.2 The trial audit is an important part of preparations for next year's AUQA audit. A performance portfolio is being drafted for the purposes of the trial. All staff will be offered an opportunity to be briefed about the audit later this year and in the first half of next year. In the meantime, comprehensive information about the AUQA audit process, and preparations for it, can be found at www.griffith.edu.au/auqa-2008. The information on the website will be updated regularly, and information sessions will be arranged and advertised as appropriate.

24.3 The AUQA audit is important to the University. It provides us with an opportunity to review internal processes and outcomes and to benchmark performance against external measures and standards. The process of preparing for an AUQA audit will assist in identification of areas in which we can, or need to, improve. This means that it will be important for all staff to be familiar with the contents of the performance portfolio, especially those who will be directly involved in the audit process.

24.4 AUQA has advised the University will be audited from 2-6th June 2008.

For noting

25.0 DEST APPLICATIONS: EXTENSION OF YOUTH ALLOWANCE AND AU STUDY TO MASTERS PROGRAMS FOR PROFESSIONAL ENTRY

25.1 As part of the 2007-08 Budget, the Australian Government announced the extension of Youth Allowance and Austudy to students undertaking masters by coursework study, where:
- it is required for entry to a profession; or
- it is the fastest pathway to professional entry; or
- a university has diversified by restructuring its course delivery.

25.2 Universities were invited to submit applications for the approval of student income support as per the Guidelines for the Approval of Masters Courses for Student Income Support Payments. The Griffith Business School has submitted applications for approval to the Department of Education, Science and Training for the following Masters programs, for the 2008 round:
- Master of Commerce (Professional Accounting)
- Master of Commerce (Financial Planning)

25.3 The Minister, Department of Education, Science and Training will announce the approved list of programs, and higher education providers and Centrelink will be accordingly advised of application outcomes. Students enrolled in approved programs will be eligible to apply to Centrelink for Youth Allowance and Austudy. Should any application be refused, the higher education provider may appeal the decision by writing to the Minister.

For noting

26.0 POLICY AND PROCEDURES UPDATES

The Board is advised of the following policy/form updates:

Internationalisation of the Curriculum Definition

Academic Integrity Closure Form For Use by Course Convenors

Concern about a Possible Breach of Academic Integrity Form

Academic Integrity Closure Form For Use by the Chair of the Assessment Board

For noting

27.0 OTHER BUSINESS

For noting

28.0 NEXT MEETING

28.1 The next meeting of the Griffith Business School Board will be held on Friday, 15th February 2008, from 10:00am till 1:00pm in the Boardroom, Level 0, Room 0.12, Business Building, Nathan Campus (N50_0.12).

For noting

29.0 2008 MEETING DATES

29.1 Below are the confirmed timings and draft locations for 2008 meetings:

2008 Griffith Business School Boards
Fridays, 10:00am till 1:00pm

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Preferred Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 February</td>
<td>Nathan</td>
<td>N50 0.12 GBS Boardroom Business Bldg</td>
</tr>
<tr>
<td>14 March</td>
<td>Logan</td>
<td>L07 4.08 Boardroom Hub Link</td>
</tr>
</tbody>
</table>
29.2 The Calendar of Principal Committee Meeting Dates for 2008 is attached for members' information.

For noting