GRiffith University

Friday, 19 October 2007

CONTENTS

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

SECTION I: MATTERS FOR DEBATE AND DECISION

9.0 2007 FACULTY LEARNING AND TEACHING CITATIONS
10.0 DRAFT DISCUSSION PAPER: ‘SEVEN PRINCIPLES TO GUIDE LEARNING AND TEACHING AT GRIFFITH UNIVERSITY’
11.0 MAJOR CHANGE SUBMISSION (#2007/0005153)
    3178/3179 GRADUATE CERTIFICATE IN COMMERCE
    5441 MASTER OF COMMERCE WITH HONOURS (ADVANCED)
12.0 DISCUSSION PAPER: ‘RESEARCH PERFORMANCE AND DEVELOPMENT IN THE GBS: FINDING A BALANCE’
13.0 NEW PROGRAM SUBMISSION (#2007/0002168)
    3229 GRADUATE CERTIFICATE IN LOGISTICS AND SUPPLY CHAIN MANAGEMENT
14.0 MAJOR CHANGE SUBMISSION (#20070002167)
    5162/5163 MASTER OF BUSINESS ADMINISTRATION (ADVANCED)
    5438 MASTER OF BUSINESS ADMINISTRATION (INTERNATIONAL) (ADVANCED)
15.0 COURSE EVALUATION
16.0 BUSINESS GROUP OPERATIONAL PLAN
SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

NIL

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

17.0 REPORTS OF SUB-COMMITTEES OF THE FACULTY BOARD

18.0 POLICY AND PROCEDURES UPDATES

19.0 GREEN STEPS

20.0 GRIFFITH HONOURS COLLEGE

21.0 ACADEMIC INTEGRITY FRAMEWORK

22.0 OTHER BUSINESS

23.0 NEXT MEETING

24.0 2008 DRAFT MEETING DATES
### Significant Committee Events

- The next meeting of the Griffith Business School Board will be held on Friday, 16 November 2007, 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

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Professor Bill Shepherd</td>
<td>Dean (Academic)</td>
</tr>
<tr>
<td>(ex officio)</td>
<td>Professor Michael Powell</td>
<td>Pro Vice Chancellor (Business)</td>
</tr>
</tbody>
</table>

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

- Professor Graham Cuskey, Dean (Research)
- Professor Lorelle Frazer, Dean (Learning and Teaching)

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

- 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 Management
- 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

#### Research Centre Representative (ex officio)

- Professor Chris Guilding, Director, Service Industry Research Centre

#### Invited (for Audience and Debate)

- Professor Christopher Auld, Director, Internationalisation and Community Partnerships

#### Information Copies

- Ms Alison Harris, Group Resource Manager, Business
- Mr Martin Teml, Human Resource (HR) Manager, Business
- Ms Kerry Miles, Business Development Management, Business/Law, 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

#### Other Copies

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

---
GRiffith Business School Board Agenda 6/2007
Friday, 19 October 2007

GRiffith University
GRiffith Business School Board

The 6/2007 meeting of the Griffith Business School Board will be held on Friday, 19 October 2007, from 10:00am till 1:00pm in the Meeting Room, Room 2.12, Business 1 Building (G01_2.12) at the Gold Coast Campus. A light lunch will be served at approximately 12:30pm.

Kate Rees
Secretary

AGENDA

1.0 APOLOGIES

1.1 Apologies may be recorded by contacting the Secretary on extension 56408, or by emailing k.rees@griffith.edu.au. An apology has been received from Professor Michael Powell.

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the 5/2007 meeting have been circulated.

To be taken as read and confirmed

3.0 MATTERS ARISING FROM PREVIOUS MINUTES

4.0 CHAIR’S REPORT

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

5.0 PRO VICE CHANCELLOR’S (BUSINESS) REPORT

5.1 Professor Michael Powell, Pro Vice Chancellor (Business) is unable to attend the meeting.
There are no matters to report.

6.0 DEAN’S (LEARNING AND TEACHING) REPORT

6.1 Professor Lorelle Frazer, Dean (Learning and Teaching), GBS will speak to her written report. Please note there are three attachments to be considered in conjunction with the report:

   6.1.1 Learning and Teaching Performance Fund Summary (to be tabled)
   6.1.2 Postgraduate Course Enrolment
   6.1.3 QTAC data.

7.0 DEAN’S (RESEARCH) REPORT

7.1 Professor Graham Cuskelly, Dean (Research), GBS will speak to his written report.

8.0 DIRECTOR, INTERNATIONALISATION AND COMMUNITY PARTNERSHIPS’ REPORT

8.1 Professor Chris Auld, Director, Internationalisation and Community Partnerships will speak to his written report.
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

9.0  2007 FACULTY LEARNING AND TEACHING CITATIONS

9.1 The Griffith Business School Board, on the recommendation of the Curriculum, Teaching and Learning Committee, GBS is asked to consider the 2007 applications and order of merit list for the Faculty Learning and Teaching Citation applications. The Griffith Business School has received eight applications for a Faculty Learning and Teaching Citation in 2007. These applications, and the order of merit list, will be distributed in hard copy only prior to the meeting.

9.2 Applications are to be assessed on the basis of how effectively they have demonstrated the development of an approach that improves student learning. The Faculty Board may choose not to award a citation or may choose joint citation winners, in the latter case the available funds for the citation shall be shared. The Faculty Board may choose to award a Dean's Certificate of Commendation to recognise teachers who are contributing to quality student learning. The Faculty Learning and Teaching Citation policy is attached.

9.3 An application for a FLATC may be made by individual teachers or by teaching teams. For the purpose of the citation process a Teaching Team is a group comprising two or more members of academic staff with complementary skills teaching collaboratively into a particular course or set of courses for at least two years. Applications are to comprise a two-page (A4) statement of claim, addressing one or more of the selection criteria (presented in the attached citation template). The statement addressing the selection criteria should present a succinct, well-argued case referencing appropriate sources of evidence against the relevant criterion/a. In addition, applicants are asked to provide a 100-word citation (maximum), for Faculty Board’s consideration.

9.4 Six citations may be awarded by the GBS (based on EFSTU), valued at $2,000.00, for professional development use as university teachers.

9.5 The Deputy Vice Chancellor (Academic) will announce the citation winners on Friday 26 October 2007.

9.6 Professor Lorelle Frazer, Dean (Learning and Teaching) will speak to this item.

Recommendation:

9.6 The Griffith Business School Board, on the recommendation of the Curriculum, Teaching and Learning Committee, GBS is asked to approve the order of merit list of all applications and approve the 2007 FLATC recipients.

For discussion

10.0 DRAFT DISCUSSION PAPER: SEVEN PRINCIPLES TO GUIDE LEARNING AND TEACHING AT GRIFFITH UNIVERSITY

10.1 The Griffith Business School Board is asked to consider the draft discussion paper: ‘Seven Principles to Guide Learning and Teaching at Griffith University’. Members of the Board are asked to prepare feedback in preparation for discussion at the meeting.
10.2 The Deputy Vice Chancellor (Academic) is seeking feedback from Faculty Boards regarding the draft discussion paper ‘Seven Principles to Guide Learning and Teaching at Griffith University’. This paper has been developed by GIHE and implements one of the actions contained in the Academic Plan 3: Learning for Success aimed at supporting staff to achieve high professional standards in the provision of learning and teaching.

10.3 The document provides:
- a coherent, evidence-based statement of what the University regards as best practice in providing high quality learning and teaching,
- exemplars for staff of each of the Principles, so that staff can recognise how each Principle can be embodied in day to day practice,
- a framework for staff to use in providing evidence of their good teaching practices (eg, as part of a teaching portfolio) for the purposes of promotion, and
- a framework for professional development activities provided by GIHE.

10.4 The DVC (A) has advised this is an aspirational document that sets out a model of professionalism in University learning and teaching. It is not a checklist or a set of minimum standards. It is to be used to inform judgements of, and provide an evidence base for, good practice, not to identify poor practice or performance.

10.5 It is intended that this document will be embedded in University processes in the following ways:
- by informing judgements of outstanding performance in learning and teaching for the purposes of the Griffith Awards for Excellence in Teaching,
- by providing a framework for staff to present a case of a high level of quality and impact of teaching for the purposes of academic promotion,
- by incorporation by reference into our promotion criteria related to teaching, and
- by providing a framework for GIHE to develop and deliver its professional development and award programs.

10.6 This paper was been considered by the CTL Committee at its 9/2007 meeting, and feedback has been provided:
- The document at this stage is too vague to be operational to an individual.
- Agreement is required on the broad ideas before the detailed planning can commence.
- Guidance on the implementation will be required and how it applies to individuals.
- Staff need an indication of how many principles need to be addressed/undertaken for promotion.
- The samples need to be given enough variation to be able to be tailored to individual needs.
- At least two of the seven principles should be corporate responsibility, not an individual’s responsibility.

10.7 Professor Lorelle Frazer, Dean (Learning and Teaching) will speak to this item.

Recommendation:

10.8 The Griffith Business School Board is asked to provide comments and feedback to the DVC(A) on (a) the content of the document and (b) the intended uses of it.

For discussion
11.0 MAJOR CHANGE SUBMISSION (#2007/0005153)
3178/3179 GRADUATE CERTIFICATE IN COMMERCE
5441 MASTER OF COMMERCE WITH HONOURS (ADVANCED)

11.1 The Griffith Business School Board is asked to consider a Major Change Submission affecting the 3178/3179 Graduate Certificate in Commerce and 5441 Master of Commerce with Honours (Advanced), as detailed in 2007/0002153, for implementation in Semester 1 2008. Professor Chew Ng, Head, Department of Accounting, Finance and Economics will speak to this item.

11.2 The Griffith Business School introduced the 160CP Master of Commerce with Honours (Advanced) at the Nathan campus in 2006. Admission to this program was based on completion of the 120CP Master of Commerce (with an Advanced specialisation). Students were required to complete an additional 40CP research studies.

11.3 Early in 2007, the Honours program was suspended due to low enrolment numbers. The Honours program was to be reviewed in 2007, with a view to offering a more attractive program in 2008. It is now proposed to reintroduce this program as the Master of Commerce (Advanced), at the Nathan and Gold Coast campuses. This program will be both a stand alone program and also an articulation point for students completing the 120CP Master of Commerce.

11.4 Students in the Master of Commerce (Advanced) will complete one 120CP specialisation, as offered in the Master of Commerce, in the areas of Professional Accounting, Banking and Finance or Financial Planning. Students will then complete 40CP of advanced or specialist level courses drawn from existing postgraduate offerings in the GBS, as follows:

Advanced Accounting specialisation (Nathan)
To undertake courses in this specialisation, students must have completed the 120CP Professional Accounting specialisation.

Course list

<table>
<thead>
<tr>
<th>Sem</th>
<th>Catalog Nbr</th>
<th>Course</th>
<th>CP</th>
</tr>
</thead>
<tbody>
<tr>
<td>I,II</td>
<td>7001GBS</td>
<td>Research Design and Methods</td>
<td>10</td>
</tr>
<tr>
<td>I,II</td>
<td>7002GBS</td>
<td>Advanced Research Methodologies</td>
<td>10</td>
</tr>
</tbody>
</table>

PLUS 20CP from below:

| I   | 7104AFE     | Advanced Management Accounting| 10 |
| I   | 7122AFE     | Advanced Auditing              | 10 |
| I   | 7107AFE     | Advanced Financial Accounting  | 10 |

Professional Accounting specialisation (Nathan)

Course list

<table>
<thead>
<tr>
<th>Sem</th>
<th>Catalog Nbr</th>
<th>Course</th>
<th>CP</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>7106AFE</td>
<td>Income Tax Law</td>
<td>10</td>
</tr>
<tr>
<td>I,II</td>
<td>7102AFE</td>
<td>Corporate Auditing</td>
<td>10</td>
</tr>
<tr>
<td>II</td>
<td>7203AFE</td>
<td>Corporate Accounting</td>
<td>10</td>
</tr>
<tr>
<td>II</td>
<td>7114AFE</td>
<td>Management Accounting &amp; Strategy</td>
<td>10</td>
</tr>
</tbody>
</table>
Advanced Finance specialisation (Nathan)
To undertake courses in this specialisation, students must have completed the 120CP Banking and Finance specialisation.

<table>
<thead>
<tr>
<th>Course list</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sem</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>I,II</td>
</tr>
<tr>
<td>I,II</td>
</tr>
</tbody>
</table>

Banking and Finance Specialisation (Nathan)

<table>
<thead>
<tr>
<th>Course list</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sem</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>II</td>
</tr>
<tr>
<td>II</td>
</tr>
<tr>
<td>II</td>
</tr>
</tbody>
</table>

Financial Planning specialisation (Nathan)

<table>
<thead>
<tr>
<th>Course list</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sem</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>II</td>
</tr>
<tr>
<td>II</td>
</tr>
</tbody>
</table>

Human Resource Management specialisation (Nathan & Gold Coast)

<table>
<thead>
<tr>
<th>Course list</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sem</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>I,II</td>
</tr>
<tr>
<td>II</td>
</tr>
<tr>
<td>II</td>
</tr>
</tbody>
</table>

Information Systems Management specialisation (Nathan)

<table>
<thead>
<tr>
<th>Course list</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sem</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>II</td>
</tr>
<tr>
<td>II</td>
</tr>
</tbody>
</table>
Marketing specialisation (South Bank & Gold Coast)

<table>
<thead>
<tr>
<th>Sem</th>
<th>Catalog Nbr</th>
<th>Course</th>
<th>CP</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
<td>SB</td>
<td>GC</td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>I</td>
<td>7207MKT</td>
<td>10</td>
</tr>
<tr>
<td>I,II</td>
<td>I,II</td>
<td>7002MKT eCustomer Relationship</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Marketing</td>
<td></td>
</tr>
<tr>
<td>I,II</td>
<td>I,II</td>
<td>7001MKT Corporate Communications</td>
<td>10</td>
</tr>
<tr>
<td>I,II</td>
<td>I,II</td>
<td>7906MKT Marketing Management</td>
<td>10</td>
</tr>
</tbody>
</table>

11.5 The revised program is being offered in response to the identified needs for such a program:
- A need to provide some advanced level courses in related or complementary disciplines, e.g. human resource management, as an option for students to enhance their knowledge and skills in the field;
- To compete with a similar program offered by the University of Queensland which allows for a limited amount of specialisation;
- Increasing demand for specialist and advanced knowledge from employers;
- Greater demand for a 2 year full-time Masters degree from international graduates (based on student enquiries).

11.6 Revised Admission Requirements for the Master of Commerce (Advanced) are as follows:
To be eligible for admission to the Master of Commerce (Advanced), a student must:
- hold a bachelors degree in any discipline from a recognised University (or another tertiary education institution of equivalent standing) with a minimum Grade Point Average of 4.0 (using a 7.0 scale).
- students with a bachelors degree in Accounting from an Australian university may not enrol in the Professional Accounting specialisation.
- students with a bachelors degree in Banking or Finance from an Australian university may not enrol in the Banking and Finance specialisation.
- students with a bachelors degree in Financial Planning from an Australian university may not enrol in the Financial Planning specialisation.

11.7 Additionally, the GBS is seeking to offer the Graduate Certificate of Commerce (exit point only) as an entry point program. It is believed that the Graduate Certificate may be more attractive to domestic students who consider a Masters beyond them, but a Graduate Certificate achievable. An additional benefit is enrolment in a Graduate Certificate program may qualify the domestic student as eligible for Commonwealth allowances (AUStudy) which are not currently available for a Masters enrolment.

11.8 New admission requirements for the Graduate Certificate in Commerce are as follows:
To be eligible for admission into the Graduate Certificate in Commerce program, a student must:
- hold a bachelors degree in a non-related discipline from a recognised University (or another tertiary education institution of equivalent standing) with a minimum Grade Point Average of 4.0 (using a 7.0 scale)
- students wishing to complete the Financial Planning or Banking and Finance specialisations may be admitted to the program with a minimum of two years equivalent full-time professional work experience in a related field at a management or supervisory level (the nature of the experience and the quantum required should be specified clearly).
Recommendation:

11.9 The Griffith Business School Board is asked to recommend to Programs Committee a Major Change Submission affecting the 3178/3179 Graduate Certificate in Commerce and 5441 Master of Commerce with Honours (Advanced), as detailed in 2007/0002153, for implementation in Semester 1 2008.

For discussion

12.0 DISCUSSION PAPER: RESEARCH PERFORMANCE AND DEVELOPMENT IN THE GBS: FINDING A BALANCE

12.1 The Griffith Business School Board, on the recommendation of the Research Sub-committee, is asked to consider the discussion paper: ‘Research Performance and Development in the GBS: Finding a Balance’. This discussion paper will be distributed in hard copy only prior to the meeting. Please note: Appendix 1b will be distributed as a confidential document at the meeting and will be collected after the meeting has concluded.

12.2 This paper outlines a proposal for developing research capacity and productivity in the Griffith Business School. It explores how the GBS can develop and reward research performance in both the short and long term.

12.3 This paper has been prepared as a first step to consult with staff about how the GBS might best utilise its existing resources to appropriately reward high achieving researchers, relative to their level of appointment, as well as encouraging the development of less experienced researchers.

12.4 This paper will be considered at the 4/2007 meeting of the Research Sub-committee (15 October), and feedback from this meeting will be provided to the Board.

12.5 Professor Graham Cuskelly, Dean (Research) will speak to this item.

Recommendation:

12.6 The Griffith Business School Board, on the recommendation of the Research Sub-committee, is asked to approve the distribution of the discussion paper: ‘Research Performance and Development in the GBS: Finding a Balance’ to staff of the Griffith Business School for consultation.

For discussion

13.0 NEW PROGRAM SUBMISSION (#2007/0002168)
3229 GRADUATE CERTIFICATE IN LOGISTICS AND SUPPLY CHAIN MANAGEMENT

13.1 The Griffith Business School Board is asked to consider a New Program Submission to introduce the 3229 Graduate Certificate in Logistics and Supply Chain Management, as detailed in 2007/0002168, for implementation in Semester 1 2008. Dr Louis Sanzogni, Head, Department of Management will speak to this item.

13.2 Initial discussions with the peak industry body, and other industry representatives, indicate sufficient interest exists to make a Graduate Certificate in Logistics and Supply Chain Management a viable prospect. The Australian Logistics Council (the peak industry body) has identified a shortfall in the market for logistics training and education programs of this kind. The program will provide qualifications in an area where there are substantial employment opportunities in Australia and overseas. A Graduate Certificate is essential in addressing a key component of this shortfall, by providing qualifications that are relevant to existing managers. The program will be attractive to persons who wish to gain specific
qualifications in the area of Logistics and Supply Chain Management, particularly those who wish to undertake a short, focused program of study.

13.3 The Graduate Certificate in Logistics and Supply Chain Management (L&SCM) will improve the knowledge of managers in areas critical to the effective management of sustainable business. With a focus on the strategic management of the supply chain, together with the effective and sustainable management of logistics, students will develop the confidence to manage L&SCM issues, including relationships and information flows, effectively and efficiently meeting customers’ needs and achieving a sustainable competitive advantage. The program presents operations management as a strategic tool for business success, as well as a fundamental in achieving operational outcomes. Creativity and innovation in managing logistics and the supply chain underpins and supplements the other courses in the program. On completion of the program, graduates will be well equipped to apply their knowledge and skills confidently in the workplace.

13.4 The admission requirements for this program are as follows:

To be eligible for admission into the Graduate Certificate in Logistics and Supply Chain Management program, a student must:

- hold a bachelors degree in a non-related discipline from a recognised University (or another tertiary education institution of equivalent standing) with a minimum Grade Point Average of 4.0 (using a 7.0 scale); or
- have a minimum of five years equivalent full-time professional work experience in a related field at a management or supervisory level.

Degrees from overseas institutions must be assessed as equivalent to a recognised Australian bachelors-level degree.

13.5 The Graduate Certificate program will comprise two semesters of part-time study. The program structure for the Graduate Certificate in Logistics and Supply Chain Management is based on the four course (40CP) L&SCM specialisation approved for introduction within the Master of Business Administration/International Master of Business Administration.

Students must complete the following 40CP of core courses:

<table>
<thead>
<tr>
<th>Course list</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sem</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>I</td>
</tr>
<tr>
<td>II</td>
</tr>
<tr>
<td>II</td>
</tr>
</tbody>
</table>

Each course will be offered intensively and with 150 hours of study time. This study time will be made up of 39 hours of face to face contact undertaken over two sequences of 3 days of 6.5 hours. The first sequence will occur early in the semester and the second sequence will occur later in the semester. The remainder of the 150 hours consists of individual study, group work, projects, workplace visits, and written assessment.

13.6 The degree requirements for this program are as follows:
To be eligible for the award of the Graduate Certificate in Logistics and Supply Chain Management (GCert Logistics&SupplyChainMgt), a student must acquire 40CP as prescribed below:

- successfully complete 40CP of specified core courses;
- the grade of Pass Conceded (PC) will not be awarded for any course.

Recommendation:

13.7 The Griffith Business School Board is asked to recommend to Programs Committee a New Program Submission proposing to introduce the 3229 Graduate Certificate in Logistics and Supply Chain Management, as detailed in 2007/0002168, for implementation in Semester 1 2008.

For discussion

14.0 MAJOR CHANGE SUBMISSION (#2007/0002167)
5162/5163 MASTER OF BUSINESS ADMINISTRATION (ADVANCED)
5438 MASTER OF BUSINESS ADMINISTRATION (INTERNATIONAL) (ADVANCED)

14.1 The Griffith Business School Board is asked to consider a Major Change Submission affecting the 5162/5163 Master of Business Administration (Advanced) and 5438 Master of Business Administration (International) (Advanced), as detailed in 2007/0002167, for implementation in Semester 1 2008. Professor Lorelle Frazer, Dean (Learning and Teaching) will speak to this item.

14.2 The 5162/516 Master of Business Administration (Advanced) and 5438 Master of Business Administration (International) (Advanced) programs were withdrawn from offer within the Griffith Business School effective Semester 1, 2006. Both programs were delivered over a full-time duration of two years and included 160CP of coursework.

14.3 The Griffith Business School has received much enquiry over the past months for a two year full-time or 160CP program in the current Master of Business Administration and International Master of Business Administration programs, and is now seeking to reintroduce these as an articulation from the 120CP Master of Business Administration and International Master of Business Administration programs, effective Semester 1, 2008.

14.4 The 160CP (Advanced) programs will allow students to extend their knowledge in the area of one specialisation or be given the option of undertaking a second specialisation. Furthermore, students will have the option to choose a combination of 40CP international exchange and 40CP of specialisation courses. Students will initially be approved for admission into the 120CP 5158/5159 MBA program and the 120CP 5458 IMBA program with a conditional offer to articulate into the (Advanced) program upon achieving a Grade Point Average (GPA) of 5.0 after completing the first 80CP of coursework awarded by Griffith University. As this (Advanced) program may be perceived by the market to be an advanced level, quality control is desired and for that reason, the GBS wishes to implement the GPA rule of 5.0 for articulation.

14.5 Admission requirements for the programs are as follows:

**5162/5163 Master of Business Administration (Advanced) (South Bank and Gold Coast)**

To be eligible for admission to the Master of Business Administration (Advanced) program, a student must:
- achieve a Grade Point Average of 5.0 after completing the first 80CP of coursework in the Griffith University 5158/5159 Master of Business Administration program

Note:
Only courses studied in the Griffith University Master of Business Administration program will be considered for the purpose of calculating Grade Point Average.

5348 International Master of Business Administration (Advanced) (Gold Coast only)

To be eligible for admission to the International Master of Business Administration (Advanced) program, a student must:
- achieve a Grade Point Average of 5.0 after completing the first 80CP of coursework in the Griffith University 5458 International Master of Business Administration program.

Note:
1. Only courses studied in the Griffith University International Master of Business Administration program will be considered for the purpose of calculating Grade Point Average.
2. Students enrolled into the 5457 International Master of Business Administration program incorporating work-integrated learning are not eligible to enrol into the International Master of Business Administration (Advanced) program.

14.6 Degree Requirements for the programs are as follows:

5162/5163 Master of Business Administration (Advanced) (South Bank and Gold Coast)

To be eligible for the award of Master of Business Administration (Advanced) (MBA), students must acquire 160CP as prescribed below:
- gain 80CP for core MBA courses;
- gain 80CP for approved MBA specialisation courses/MBA electives; OR
- gain 40CP for an approved specialisation and 40CP for the International Exchange component;
- the grade of Pass Conceded (PC) will not be awarded for any course

5348 International Master of Business Administration (Advanced) (Gold Coast only)

To be eligible for the award of International Master of Business Administration (Advanced) (IntMBA), a student must complete 160CP (16 courses or equivalent) as prescribed below:
- gain 80CP for core courses
- gain 80CP for approved specialisation/elective courses; OR
- gain 40CP for an approved specialisation and 40CP for the International Exchange component;
- the grade of Pass conceded (PC) will not be awarded for any course

Recommendation:

14.7 The Griffith Business School Board is asked to recommend to Programs Committee a Major Change Submission proposing to reintroduce the 5162/5163 Master of Business Administration (Advanced) and 5438 International Master of Business Administration (Advanced), as detailed in 2007/0002167, for implementation in Semester 1 2008.

For discussion

15.0 COURSE EVALUATION

15.1 A key issue emerging from the final report of the Course Outline Project is the need to 'close the loop' in relation to course evaluations i.e. the "professional and moral obligation to 'close the loop' by reporting back to those who provide us with evaluation feedback in respect of the subsequent actions we have taken."
15.2 To address this issue, the 5/2007 Academic Committee meeting (20 September 2007) has approved the implementation of a trial course evaluation process in Semester 2, 2007. This will be evaluated by a newly-formed working party who will be asked to make recommendations about improvements to the process before formal implementation occurs in 2008.

15.3 The following documents have been considered and endorsed by the (5/2007) Academic Committee (20 September 2007). They indicate the process which is to be trialled during semester 2, 2007 and evaluated by a newly-formed working party.
   15.2.1 Discussion Paper on Course Evaluation (2007/0017527)
   15.2.2 Attachment A - Course Evaluation Process for Semester 2, 2007 (2007/0000079)
   15.2.3 Attachment B - Course Evaluation Report Template (2007/0000080)

15.4 Professor Lorelle Frazer, Dean (Learning and Teaching) will introduce this item.

For discussion

16.0 BUSINESS GROUP OPERATIONAL PLAN

16.1 The Griffith Business School Board is asked to consider the draft 2008 Business Group Operational Plan.

16.2 Groups were provided with the University’s Group Operational Planning template, Group Program Profiles, reports on progress towards Academic Plan targets, and other strategic planning indicators, to assist them to develop the Group Operational Plan.

16.3 Professor Bill Shepherd, Dean (Academic) will introduce this item. The Deans will speak to their relevant section.

For discussion

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

NIL

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

17.0 REPORTS OF SUB-COMMITTEES OF THE FACULTY BOARD

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

   17.1.1 AFE Department Committee (GBS), 3/2007
   17.1.2 Research Sub-committee (GBS), 3/2007

For noting

18.0 POLICY AND PROCEDURES UPDATES

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

Course Evaluation Report Template
19.0 **GREEN STEPS**

19.1 The Deputy Vice Chancellor (Academic) has announced a new initiative at Griffith which supports the key Griffith values of promoting an environmentally sustainable society.

19.2 Green Steps is a training and consultancy program funded by The Australian Greenhouse Office for students studying any discipline. The program aims to assist organisations to improve their environmental practices, while providing students from any degree with training and work experience in environmental change management.

19.3 The program combines project work and training with work placements at a range of external organisations. The industry placements associated with the program are a means of increasing awareness in the community about the importance of environmentally sustainable practices and are also a “foot in the door” for students in finding fulfilling employment in organisations committed to enhancing their record of sustainable practices.

19.4 Green Steps commenced at Griffith in Semester 2 and students from a range of disciplines including Engineering, Science, Education, Arts (including fine arts), Business and Health have applied to take part.

19.5 More information about the Green Steps program can be found at [www.griffith.edu.au/careers](http://www.griffith.edu.au/careers) or by contacting Dina Fyffe in the Careers and Employment Service, Student Services, email d.fyffe@griffith.edu.au

20.0 **GRiffith Honours COLLege**

20.1 The Deputy Vice Chancellor (Academic) has announced the creation of the Griffith Honours College.

20.2 The Griffith Honours College, together with the Griffith Connect - Valued Partners Program and the Sir Samuel Griffith Scholarships, is a key element in Griffith’s strategy for attracting
and retaining high achieving students to Griffith. Although a well established concept in US Universities, the Griffith Honours College is the first of its kind in Australia. The model developed for Griffith is outlined below. In brief, the Honours College is a means of providing a cohort of high achieving students with enrichment experiences, including Honours College specific courses. Although it is expected that many Honours College students will go on to further study, the Honours College is not directly linked to Griffith's undergraduate honours program.

20.3 Group’s are invited to propose suitable courses for inclusion in the Honours College program. These could either be existing courses or modified versions of existing courses. In each case, however, courses should be of interest to students from all disciplines, and should address themes or ideas that relate to current global challenges, and enable us to showcase the University's research and teaching strengths. Resources will be available to support the delivery of courses selected or developed for Honours College purposes.

20.4 If you are interested in participating in the Honours College in this way, please contact Professor John Dewar (j.dewar@griffith.edu.au).

The Griffith Honours College

Designed for high achieving students, the Griffith Honours College will provide enriching experiences for Honours College students that will fit with their undergraduate degree studies. Many of these experiences will be exclusive to students in the Honours College, enabling Honours College students to develop a strong sense of cohort identity during their time at Griffith. Students will be able to develop, to a higher level than is otherwise possible, the skills of leadership, teamwork, communication, community engagement, intellectual curiosity and the development of research and work skills.

The Honours College experiences include:

- Honours College-specific courses, created by leading Griffith academics exclusively for Honours College students
- Honours College-specific tutorial groups
- One-on-one mentoring by academics, researchers, industry partners or senior Honours College students
- International experience such as work experience, internships and exchanges
- Honours College leadership development and networking activities
- Support in applying for prestigious external scholarships (for example, Rhodes Scholarship).

The Honours College will admit its first intake in 2008. We aim to select about 140 students initially, so that the total membership of the College will rise over time to about 500 students. Selection will be on the basis of academic performance, demonstrated capacity for leadership and record of achievement in community service. These students will potentially be spread across all programs in the University. We also aim to admit high achieving students at the end of first year on the basis of their grade point average (GPA).

The work of the Honours College is supported by a 'virtual faculty' of Griffith academic staff who will oversee the development of the program of experiences for Honours College students. The virtual faculty consists of staff who are up and coming 'thought leaders' in their disciplines, and who support the objectives of the Honours College.

For further general details on the Griffith Honours College

Telephone:      (07) 3735 4303
Facsimile:      (07) 3735 7957
Email:          honourscollege@griffith.edu.au
Website:      http://www.griffith.edu.au/honourscollege
For noting
21.0 ACADEMIC INTEGRITY FRAMEWORK

21.1 University Council considered a proposal for a new two stage process for managing academic integrity. The new process is to be trialled in semester 2, 2007 in the Faculties of Arts and Education as well as the Science, Environment, Engineering and Technology Group.

21.2 Council resolved to establish the Institutional Framework for Promoting Academic Integrity among Students for the purpose of dealing with incidences of academic misconduct among undergraduate and postgraduate students enrolled in programs hosted by the Faculties of Arts and Education, and the Science, Environment, Engineering and Technology Group that are reported in semester 2, 2007 from Tuesday 9 October 2007 to 29 February 2008.

21.3 Papers detailing the policy and process for the management of possible breaches of academic integrity as approved by Council are attached.

For noting

22.0 OTHER BUSINESS

For noting

23.0 NEXT MEETING

23.1 The next meeting of the Griffith Business School Board will be held on Friday, 16 November 2007, from 10:00am till 1:00pm in the Boardroom, Level 0, Room 0.12, Business Building, Nathan Campus (N50_0.12).

For noting

24.0 2008 DRAFT MEETING DATES

24.1 Below are the draft timings and locations for 2008 meetings as follows:

<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>21 March</td>
<td>Logan</td>
<td>L07_4.08 Boardroom Hub Link</td>
</tr>
<tr>
<td>18 April</td>
<td>Gold Coast</td>
<td>G01_2.12 Meeting Room Business 1 Bldg</td>
</tr>
<tr>
<td>16 May</td>
<td>Nathan</td>
<td>N50_0.12</td>
</tr>
<tr>
<td>13 June</td>
<td>Logan</td>
<td>L07_4.08</td>
</tr>
<tr>
<td>18 July</td>
<td>Gold Coast</td>
<td>G01_2.12</td>
</tr>
<tr>
<td>15 August</td>
<td>Nathan</td>
<td>N50_0.12</td>
</tr>
<tr>
<td>19 September</td>
<td>Logan</td>
<td>L07_4.08</td>
</tr>
<tr>
<td>17 October</td>
<td>Gold Coast</td>
<td>G01_2.12</td>
</tr>
<tr>
<td>21 November</td>
<td>Nathan</td>
<td>N50_0.12</td>
</tr>
</tbody>
</table>