Griffith Business School seeks to excel as a provider of high quality, cross-disciplinary and internationally relevant business and public policy education and research, emphasising the relationship between business and society in promoting sustainable enterprises and communities.
25.0  2009 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING
26.0  GRIFFITH’S 2009 CELEBRATING TEACHING EXCELLENCE WEEK
27.0  OTHER BUSINESS
28.0  2010 MEETING DATES
29.0  NEXT MEETING
### Significant Committee Events

- The next meeting of the Griffith Business School Board will be held on Friday, 23 November 2009, from 1:00pm to 4:00pm via videoconference in Room -1.18, Business 2 Building (N72), Nathan campus and Room 1.04, The Chancellery (G34), Gold Coast campus.

### Committee QuickPlace Web Address

- [https://gplace01.domino.griffith.edu.au/QuickPlace/sec-university-committees/PageLibrary4A256D040010D978.nsf?OpenDatabase](https://gplace01.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 Marie Wilson, Dean (Academic) (Chair)
- Professor Michael Powell, Pro Vice Chancellor (Business) (ex officio)
- Deans (appointed by the Group Pro Vice Chancellor)
- Professor Graham Cuskelly, Dean (Research)
- Professor Lorelle Frazer, Dean (Learning and Teaching)
- Professor Chris Auld, Dean (International)
- Heads of Departments Directly Associated With the Faculty (ex officio)
- Professor Christine Smith, Department of Accounting, Finance and Economics
- Dr Mark Mourell, Department of Employment Relations
- Professor Leong Liew, Department of International Business and Asian Studies
- Dr Louis Sanzogni, Department of Management
- Professor Andrew McAuley, Department of Marketing
- Dr Robyn Hollander, Department of Politics and Public Policy
- 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 Ross Guest, Department of Accounting, Finance and Economics
- Professor Michael Drew, Department of Accounting, Finance and Economics
- Dr Geoff Carter, Department of Management
- Vacant, Department of Marketing
- Associate Professor Simone Fullager, Department of Tourism, Leisure, Hotel and Sport Management

**Research Centre Representative** (appointed)

- Professor Mike Davidson, Director, Centre for Tourism, Sport and Service Innovation
- Department of Tourism, Leisure, Hotel and Sport Management
- Professor Peter Jordan, Acting Director, Centre for Work, Organisation and Wellbeing

**Invited** (for Audience and Debate)

- NIL

**Information Copies**

(without attachments unless stated)

- Group Resource Manager, Business
- Human Resource Manager, Business
- Marketing Manager, Business
- Business Development Management, Business, Griffith Enterprise
- Communications Officer, Business and Law
- Deans’ and Heads of Departments’ Secretaries, Griffith Business School
- Program Service Officers, Griffith Business School
- Executive Manger to the Pro Vice Chancellor (Business)
- Credit Transfer and Articulations Manager, Student Administration
- Client Administration Officers, Student Administration
- Centre Coordinators, Griffith Grad Research School

**Other Copies**

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

1.2 Apologies have been received from Professor Ross Guest, Professor Mike Drew and Dr Geoff Carter.

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the 5/2009 meeting have been circulated.

To be taken as read and confirmed

3.0 MATTERS ARISING FROM THE 5/2009 (SEPTEMBER) MINUTES

3.1 At the September meeting GBS Board considered a proposal to establish fast-track Business and Commerce programs at Nathan in 2010. In considering the proposal, members requested further information:

- Advice from timetabling that 50CP courses can be kept clash free each semester;
- Evidence of demand for a fast-track program, in particular the number of students currently completing 50CP per semester, a breakdown of international and domestic students and their GPA.

This information is now attached for further consideration. The Dean (Learning and Teaching) will speak to this item.

For discussion

4.0 CHAIR’S REPORT

4.1 Ms Julia Phipps, Communications Officer (Business and Law) and Ms Amanda Daniel, Marketing Manager (Business) will provide a report at the meeting.

4.2 Professor Marie Wilson, Dean (Academic), GBS and Chair, GBS Board will provide a report at the meeting.

5.0 PRO VICE CHANCELLOR’S (BUSINESS) REPORT

5.1 Professor Michael Powell, Pro Vice Chancellor (Business) will provide a report at the meeting.

6.0 DEAN’S (LEARNING AND TEACHING) REPORT
6.1 Professor Lorelle Frazer, Dean (Learning and Teaching), GBS will speak to a written report.

7.0 DEAN’S (RESEARCH) REPORT

7.1 Professor Graham Cuskelley, Dean (Research), GBS will speak to a written report.

8.0 DEAN’S (INTERNATIONAL) REPORT

8.1 Professor Chris Auld, Dean (International), GBS will provide a report at the meeting.

9.0 HEADS OF DEPARTMENT REPORT

9.1 Dr Louis Sanzogni, Head, Department of Management will provide a report at the meeting.

10.0 PRESENTATION: ACTIVE DIRECTORY PROJECT

10.1 Mr Pat Loria, Change Coordinator, Active Directory Project, INS will attend the meeting to discuss the migration of the University’s file and print services from Novell Netware to Windows Active Directory.

10.2 Attachment 10.1 summarises the Novell to Active Directory Migration Project. Attachment 10.2 outlines the Staff Orientation activities.

11.0 PRESENTATION: GRIFFITH BUSINESS SCHOOL STUDENT CLUB

11.1 Ms Alicia Moran, Student Development Coordinator, Griffith Business School will attend the meeting to present a proposal to establish the Griffith Business School Students Club, as detailed in Attachment 11.1.

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

12.0 QUALITY/ACCREDITATION ISSUES

12.1 QIBT Moderation Processes

The Griffith Business School Board is asked to provide feedback on Attachment 12.1 QIBT Moderation Processes. The Dean (Learning and Teaching) will speak to this item.

For discussion

13.0 OPERATIONAL PLAN

13.1 The Griffith Business School Board is asked to consider the 2010 Business Group Operational Plan, as detailed in Attachment 13.1. Portfolio Deans will speak to their relevant section.

13.2 The Group Operational Plan aims to implement the group strategic plan and identifies actions designed to achieve priorities for improvement, and assign responsibilities for implementation to specified managers. It provides key performance indicators against which to evaluate progress, and allocates budget resources in support of the group's strategic and operational objectives. Group and divisional plans are developed in consultation with senior managers in each of the groups and divisions.
13.3 The draft Operational Plan was discussed at the 3/2009 Griffith Business School Strategic Forum and feedback from members has been incorporated into the Plan.

Recommendation:

13.4 The Griffith Business School Board is asked to approve the 2010 Business Group Operational Plan.

For discussion

14.0 DRAFT 2011 GRIFFITH BUSINESS SCHOOL PROGRAM PROFILE PLAN

14.1 The Griffith Business School is asked to provide feedback on the draft 2011 Griffith Business School Program Profile Plan, as detailed in Attachment 14.1. Professor Lorelle Frazer, Dean (Learning and Teaching) will speak to this item.

14.2 Each year, as part of Group operational planning, each Academic Group reviews and updates its current program profile. The Program Profile Plan records all existing programs in addition to the planned program review and development activity of the Group for the next two years. Specifically, the Plan sets out the Group's intentions for:

- Programs or discipline areas which are to be reviewed
- New programs or discipline areas which are to be developed
- Programs or discipline areas which are to be amalgamated or extended to another campus
- Programs which are to be discontinued, or considered for discontinuation.

For discussion

15.0 ROLE OF THE RHD CONVENOR

15.1 The 4/2009 Academic Committee approved for introduction the Role of the Research Higher Degree Convenor, as detailed in Attachment 15.1. The document outlines the requirement for each element to appoint an RHD Convenor, the appointment process for the RHD Convenor and the responsibilities of the role in relation to RHD enquiries, enrolment, progression and completion. The document seeks to clarify the relationship between RHD convenors and supervisors and formalises good practice that is already occurring within the Academic Groups in the RHD area.

15.2 The Griffith Business School Board is asked to consider the following:

- Where does the role sit within the GBS workload model eg. 10% named service role?
- What is a reasonable number of RHD students and supervisors to manage as part of a named 10% service role? eg. One on each campus for larger PhD student load departments.
- Should GBS use an EOI protocol within departments and set some minimum requirements to be eligible to apply for the role?
- Should GBS set a 2 year limit on initial appointments with annual performance review?

For discussion

16.0 FIVE YEAR PROGRAM REVIEW: BANKING AND FINANCE

16.1 The Griffith Business School Board is asked to consider the recommendations outlined in the document 'Five Year Program Review: Banking and Finance specialisation', as detailed in Attachment 16.1. Professor Christine Smith, Head, Department of Accounting, Finance and Economics will speak to this item.
16.2 Effective 2009, all university programs will be subject to a five year program review for the purpose of continuous improvement, benchmarking, curriculum renewal and reaccreditation. An overview of the GBS review process is as follows:

- A briefing paper is prepared by the Program Director in consultation with relevant Heads and the Dean.
- The briefing paper is reviewed by the review team which comprises the Chair (senior staff member external to the Group), Program Director, Head of Dept (or rep), industry representative and the Program Service Officer. The review team prepares a report for consideration by the Faculty Board.
- The Program Director develops an implementation plan for the consideration of Faculty Board, then Programs Committee.

16.3 Pursuant to this process, attached is the Five Year Program Review for the Banking and Finance specialisation. Recommendations from the review are listed below.

**Bachelor of Commerce (Banking and Finance)**

16.4 The review recommends that the program be approved for a further five year period with the following conditions:

- The major be renamed Bachelor of Commerce (Finance), that is, delete “Banking”.
- Two new third year elective courses be developed and added to the major:
  - 32XXAFE Sustainable Investing;
  - 32XXAFE Finance Internship (for students with a GPA >5.5 in the major).
- The existing course 3305AFE Applied Econometrics be added to the list of approved electives for the major.
- Enhanced use of trading rooms/laboratories and on-line software at both the Gold Coast and Nathan campuses be more fully integrated into the advanced elective courses taught within the major.

**Master of Commerce (Banking and Finance)**

16.5 The review recommends that the program be approved for a further five year period with the following conditions:

- To reflect the professional/conversion nature of the program, the specialisation be renamed Master of Commerce (Applied Finance), that is delete “Banking and Finance”.
- Ensuring that all admission and marketing policies regarding the Master of Commerce (Banking and Finance) (graduate admissions, promotions material, Griffith internet information) clearly articulate that the program is of a professional/conversion nature and open to graduates with “non-finance and/or banking” backgrounds.
- A new core capstone course 72XXAFE Issues in Advanced Corporate Finance and two new elective courses, 72XXAFE Issues in Sustainable Investing and 73XXAFE Econometric Methods, be developed and added to the major from 2010.
- Trading rooms/laboratories/on-line software to be more fully integrated into the advanced courses.
- The Advanced Finance Specialisation (Nathan) be removed from the MCom (Advanced) program, with students with a background in finance being encouraged to apply for the BCom(Hons) or RHD Qualifying/MPhil programs (or enter a potential new flagship program in advanced banking and finance to be considered for development by the GBS).

**Recommendation:**
16.6 The Griffith Business School Board is asked to approve the recommendations outlined in the document 'Five Year Program Review: Banking and Finance specialisation', as detailed in Attachment 16.1.

For discussion

17.0 PROMOTING INDUSTRY LINKS IN THE CLASSROOM

17.1 Members will recall this item was discussed at the 3/2009 Griffith Business School Board meeting. Feedback was provided to the Dean (Learning and Teaching).

17.2 The Dean (Learning and Teaching) will present the revised guidelines.

For discussion

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

18.0 COURSE OUTLINES

18.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching) and Chair, Griffith Business School Board, is asked to ratify the following course outlines for Summer Semester:

- 7507GBS Stakeholder Management (New Course):

For ratification

19.0 SPECIAL PURPOSE SUBMISSION (#2009/0004061) 1307/1308 GBS DOUBLE DEGREE PROGRAM

19.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching on behalf of the Chair, Griffith Business School Board, is asked to ratify a Special Purpose Submission affecting the 1307/1308 GBS Double Degree Program, as detailed in 2009/0004061, effective Semester 1 2010.

19.2 This submission incorporates the English language enhancement course.

For ratification

20.0 MINOR CHANGE SUBMISSION (#2009/0004064) 1289/1290 BACHELOR OF BUSINESS (HTERS)

20.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching and Chair, Griffith Business School Board, is asked to ratify a Special Purpose Submission affecting the 1289/1290 Bachelor of Business (Hotel, Tourism, Event, Real Estate & Property, Sport), as detailed in 2009/0004064, effective Semester 1 2010.

20.2 This submission proposes changes to the semester offering for 2212HSL WIL Practicum, 3203HSL Tourism Economics and 3001HSL Strategy & Change.

For ratification

21.0 FULL PROGRAM PROPOSAL (#2009/0004065) 1034/1288 BACHELOR OF BUSINESS
21.1 The Griffith Business School Board, on the executive recommendation of the Chair, Griffith Business School Board, is asked to ratify the Full Program Proposal affecting the 1034/1288 Bachelor of Business, as detailed in 2009/0004065, effective Semester 1 2010.

21.2 This submission introduces a new award major to the program in Sustainable Enterprise.

For ratification

22.0 MINOR CHANGE SUBMISSION (#2009/0004066)
1291 BACHELOR OF ARTS (POLITICS, ASIAN STUDIES & INTERNATIONAL RELATIONS)

22.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching), and Chair, Griffith Business School Board, is asked to ratify the Minor Change Submission affecting the 1291 Bachelor of Arts (Politics, Asian Studies and International Relations), as detailed in 2009/0004066, effective Semester 1 2010.

22.2 This submission proposes to change the semester offering of the course 3008PPP Human Rights in World Politics.

For ratification

23.0 MINOR CHANGE SUBMISSION (#2009/0004069)
5158/5159 MASTER OF BUSINESS ADMINISTRATION

23.1 The Griffith Business School Board, on the executive recommendation of the Dean (Learning and Teaching on behalf of the Chair, Griffith Business School Board, is asked to ratify a Minor Change Submission affecting the 5158/5159 Master of Business Administration, as detailed in 2009/0004069, effective Summer Semester 2009/2010.

23.2 This submission proposes changes to the offering and course title for 7910MGT Leadership and Communication.

For ratification

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

24.0 REPORTS OF SUB-COMMITTEES OF GBS BOARD

24.1 The Griffith Business School Board is asked to note the minutes from the following sub-committees:

- Learning and Teaching Committee (GBS), September 2009
- Internationalisation Committee (GBS), 2/2009
- Research & Research Education Committee (GBS), 2/2009

For noting

25.0 2009 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING

25.1 The Acting Pro Vice Chancellor (Quality and Student Outcomes) has announced the winners of the 2009 Griffith Awards for Excellence in Teaching.

25.2 Many of these recipients will be recognised during local celebratory functions in the Celebrating Teaching Excellence Week (2nd to 6th of November), while the University will acknowledge these inspirational teachers at the Celebrating Teaching Gala Evenings in March 2010.
Individual Teacher Awards

Law, Economics, Business and Related Studies
Dr Janis Bailey
Department of Employment Relations

Highly Commended
Associate Professor Gayle Jennings
Department of Tourism, Leisure, Hotel and Sport Management
Dr Robyn Swift
Department of Accounting, Finance and Economics

Early Career
Craig Cameron
Department of Accounting, Finance and Economics

JOINTLY WITH

Dr Tamara Ownsworth
School of Psychology

Highly Commended
Dr Kanchana Kariyawasam
Department of Accounting, Finance and Economics

Priority Area Award – Work-integrated learning
Dr Merrelyn Bates
School of Criminology and Criminal Justice

Highly Commended
Ken Bennett
Department of International Business and Asian Studies

Programs that Enhance Learning
Professional Development Program: integrating learning and the profession
Brett Freudenberg, Dr Mark Brimble, Craig Cameron, Jo McConnell and Jenny Wainwright
Department of Accounting, Finance and Economics, Griffith Business School

For noting

26.0  GRAFFITH’S 2009 CELEBRATING TEACHING EXCELLENCE WEEK

26.1  Griffith’s 2009 Celebrating Teaching Excellence Week will be held from Monday 2\textsuperscript{nd} to Friday 6\textsuperscript{th} November. The week commences with a full day program at Logan campus on Monday including keynotes, a Celebrating Teaching Seminar and lunch and a blended learning showcase in the afternoon.

26.2  Building on the success of last year’s Celebrating Teaching Excellence Week, a mixture of university-wide, Group and Faculty events including local celebrations of learning and teaching achievements, lively debates on key issues and showcase activities featuring best practice have been planned.

26.3  Mark Israel, Professor of Law and Criminology at Flinders University and winner of the 2004 Prime Minister’s Award for University Teacher of the Year will open the week. His keynote has the challenging topic “Hotshot teachers and the death of their academic careers” and should provide a provoking and engaging opportunity to both celebrate and contemplate our identities and futures as academics. Also on Monday Griffith will host a visit from
26.4 All staff are encouraged to join in the Celebrating Teaching Excellence Week activities. The draft Program is available at: http://www.griffith.edu.au/learning-teaching/news-events/celebrating-teaching-excellence-week/celebrating-teaching-excellence-week-program and will be updated as more events are confirmed.

For noting

27.0 OTHER BUSINESS

For noting

28.0 2010 MEETING DATES

28.1 Below are the confirmed dates and venues for 2010 meetings:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Meeting Type</th>
<th>Campus</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 February</td>
<td>GBS Board</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>26 March</td>
<td>Strategic Forum</td>
<td>Nathan</td>
<td>N50_0.12</td>
</tr>
<tr>
<td>23 April</td>
<td>GBS Board</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>28 May**</td>
<td>GBS Board</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>25 June</td>
<td>GBS Board</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>20 August</td>
<td>GBS Board</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>27 August</td>
<td>Strategic Forum</td>
<td>Logan</td>
<td>L07_4.08</td>
</tr>
<tr>
<td>24 September**</td>
<td>GBS Board</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>22 October</td>
<td>GBS Board</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>19 November</td>
<td>GBS Board</td>
<td>Nathan/Gold Coast</td>
<td>N72_-1.18</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>G34_1.04</td>
</tr>
<tr>
<td>10 December</td>
<td>Strategic Forum</td>
<td>Gold Coast</td>
<td>G34_2.02</td>
</tr>
</tbody>
</table>

** will only proceed if sufficient business

For noting

29.0 NEXT MEETING

29.1 The next meeting of the Griffith Business School Board will be held on Friday, 23 October 2009, from 1:00pm till 4:00pm via videoconference in Room 2.01, Bray Centre (N54), Nathan and Room 2.12, Business 1 Building (G01), Gold Coast campus.

For noting