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.

Griffith Business School Board Agenda 5/2009
Friday 18 September 2009

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### Significant Committee Events

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

### 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 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)

#### Information Copies

- NIL

#### 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)

- Senior Manager, Strategic Initiatives, Griffith Business School
- 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 Michael Powell, Professor Chris Auld, Professor Michael Drew and Professor Jenny Stewart.

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the 4/2009 meeting have been circulated.

To be taken as read and confirmed

3.0 MATTERS ARISING FROM THE 4/2009 (AUGUST) MINUTES

3.1 Action required: Provide clarification of the roles and responsibilities for maintaining and developing web content within the Departments and GBS (GBS Executive Manager).

- Staff Profiles: Departmental Secretary
- GBS and Department pages: GBS eCommunication Officer
- Research/Academic Centres: Responsibility varies, in some instances these are managed by the Centre
- Business Interest areas on www.griffith.edu.au/business: GBS eCommunication Officer
- Corporate site: responsibility varies and includes the Web Team, Internet Marketing Manager, Student Administration etc.

Members are also asked to note the establishment of the GBS Web Advisory Group. Draft Terms of Reference and preliminary recommendations from the first meeting are attached for information (Attachment 3.1).

3.2 Action required: Changes to the Griffith Honours College Policy to be outlined (Committee Secretary)

- The June Academic Committee approved changes to the Griffith Honours College Policy. Key changes to the policy include:

  • Allowing continuing undergraduate students to be granted admission to the Honours College. Eligible students will have achieved a cumulative GPA of 6.5, have completed a minimum of 40CP and have demonstrated leadership and community involvement.
  • Revising the criteria for continuing in the Honours College. Students who do not maintain the required GPA of 5.5 must agree to the terms and conditions of a ‘learning contract’ for a period of one semester. At the expiration of the ‘learning
contract’, a student who has not achieved the GPA of 5.5 or higher will have their membership of the College withdrawn.

The revised policy is attached for information (Attachment 3.2).

3.3 Action required: Provide a summary of RHD student recruitment activities (Marketing Manager)

- Virtual Research Week: This online event in May 2009 showcased the University’s eight areas of strategic investment to local, interstate and international students. 1000 unique visitors visited to the site and 100 people participated in the online chat sessions.
- RHD Information Sessions in October at Nathan and Gold Coast. These sessions will include seminars on scholarships, research careers and support services etc.
- We are in the process of placing a few RHD scholarship ads will be in the press. Funding is available to revamp the corporate research website next year and we are hoping to showcase more opinion pieces with blogging capability.

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) 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 provide a report at the meeting.

7.0 DEAN’S (RESEARCH) REPORT

7.1 Professor Graham Cuskelly, Dean (Research), GBS will provide a report at the meeting.

8.0 DEAN’S (INTERNATIONAL) REPORT

8.1 Professor Chris Auld, Dean (International), GBS is unable to attend the meeting. There are no matters to report.

9.0 HEADS OF DEPARTMENT REPORT

9.1 Professor Leong Liew, Head, Department of International Business and Asian Studies will provide a report at the meeting.

10.0 PRESENTATION: INFORMATION SERVICES STRATEGIC PLAN

10.1 Ms Linda O’Brien, Pro Vice Chancellor (INS) will attend the meeting at 10:00am to present the Information Services Strategic Plan, as detailed in Attachment 10.1.
11.0 PRESENTATION: SUSTAINABILITY DISCUSSION PAPER AND GRIFFITH ENVIRONMENTAL 
LOAN FUND PROPOSAL

11.1 Ms Elizabeth Ellis, Senior Manager, Strategic Initiatives, Griffith Business School will attend 
the meeting at 12:30pm to present the Sustainability Discussion Paper and Griffith 
Environmental Loan Fund Proposal, as detailed in Attachments 11.1 and 11.2.

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 LOGAN CAMPUS BLENDED LEARNING INITIATIVE

12.1 Professor Lorelle Frazer, Dean (Learning and Teaching) will demonstrate the use of Wimba 
(virtual classroom technology) and discuss the use of blended learning technology at the 
Logan campus.

For discussion

13.0 PROPOSAL TO ESTABLISH FAST-TRACK BUSINESS AND COMMERCE PROGRAMS AT 
NATHAN

13.1 The Griffith Business School Board is asked to consider a proposal to formalise a fast-track 
study pathway for the Bachelor of Business and Bachelor of Commerce at the Nathan 
campus, as detailed in Attachment 13.1. Professor Lorelle Frazer, Dean (Learning and 
Teaching) will speak to this item.

13.2 It is proposed to formalise a fast-track study pathway for the Bachelor of Commerce and 
Bachelor of Business at Nathan, effective 2010 whereby students can complete the standard 
240CP program in two years. It is proposed that this option be marketed to current students 
through the program catalogue and Learning@Griffith program sites, and that a summer 
semester timetable be approved up to one year in advance and made available to students 
to help them plan their program of study.

For discussion

14.0 GBS RETENTION PROJECT

14.1 Professor Lorelle Frazer, Dean (Learning and Teaching) will present the findings of the GBS 
Retention Project, as detailed in Attachment 14.1.

14.2 The 2008 Starting@Griffith data showed GBS with low student participation rates in 
comparison with other organisational groups within the university (Burnett, 2008). While 
there were certainly pockets of good engagement across the GBS, the figures indicated that 
more could be done to encourage student engagement in the first year.

14.3 It was decided that to implement three important and successful student retention strategies:

- Following up on non-attendees in the first 2-3 weeks,
- Following up on at risk students after the first assignment,
- Putting together criteria for tutors.
These strategies were trialled in 1001MGT Management Concepts and 1001IBA International Relations.

15.0 PROPOSAL TO ESTABLISH NEW RESEARCH HUB FACILITIES

15.1 The Griffith Business School Board is asked to consider a proposal to establish new research hub facilities for RHD students. Professor Graham Cuskelly, Dean (Research) will speak to this item.

15.2 Attachment 15.1 details plans to restructure GBS RHD student facilities. Staff and student feedback on the proposal is detailed in Attachment 15.2.

For discussion

16.0 QUALITY/ACCREDITATION ISSUES

16.1 AUQA Cycle 2 Audit Implementation Plan – 12 Month Progress Report

In 2008, the Australian Universities Quality Agency (AUQA) conducted a Cycle 2 audit of Griffith University. The AUQA panel focussed particularly on two themes: Supporting Student Success and International Activities in the Cycle 2 report. It also commented on progress since the Cycle 1 Report completed in 2003.


Institutions are required to provide a progress report to AUQA 12 months after the review report is published. The implementation of the University’s response to the AUQA audit is led by the Deputy Vice Chancellor (Academic), and progress is overseen by Academic Committee and Council. Griffith’s progress report will be submitted to AUQA on 30 September.

Members are asked to note the AUQA 12 month progress report.

For noting

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

17.0 COURSE OUTLINES

17.1 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 semester 2 2009:

- 2280AFE Investment Planning (major changes)
- 7511GBS Managing Projects Risk and Budgets (new course)

For ratification

18.0 ADVICE OF PROGRAM WITHDRAWAL (#2009/0004056)

1335 BACHELOR OF BUSINESS (ACCELERATED)

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 an Advice of
Program Withdrawn affecting the 1335 Bachelor of Business (Accelerated), as detailed in 2009/0004056.

18.2 This is an administrative withdrawal. The program will be replaced by the 1347 Bachelor of Business (Applied).

For ratification

19.0 ADVISORY OF PROGRAM WITHDRAWAL (#2009/0004062)
3190 GRADUATE CERTIFICATE IN EMPLOYMENT RELATIONS
5455 MASTER OF EMPLOYMENT RELATIONS WITH HONOURS

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 an Advice of Program Withdrawal affecting the 3190 Graduate Certificate in Employment Relations and the 5455 Master of Employment Relations with Honours, as detailed in 2009/0004062.

For ratification

20.0 MINOR CHANGE SUBMISSION (#2009/0004063)
1286 BACHELOR OF COMMERCE

20.1 The Griffith Business School Board is asked to ratify the Chair’s executive action in approving a Minor Change Submission affecting the 1286 Bachelor of Commerce, as detailed in 2009/0004063.

20.2 This submission proposes to provide an additional offering of 2201AFE Corporate Finance in the Banking and Finance Major within the Bachelor of Commerce at the Gold Coast campus.

For ratification

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

21.0 REPORTS OF SUB-COMMITTEES OF GBS BOARD

21.1 The Griffith Business School Board is asked to note the minutes from the following sub-committees:
- Learning and Teaching Committee, 5/2009

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, 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