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 UNIVERSITY
GRIFFITH BUSINESS SCHOOL BOARD
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Significant Committee Events

- The next meeting of the Griffith Business School Board will be held on Friday, 29 October 2010. Further details will be advised.

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

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Professor Marie Wilson, Dean (Academic) (Chair)
Professor Michael Powell, Pro Vice Chancellor (Business) (ex officio)
Deans (appointed by the Group Pro Vice Chancellor)
Professor Graham Cuskelly, Dean (Research)
Dr Robyn Hollander, Acting Dean (Learning and Teaching)
Professor Chris Auld, Dean (International)

Heads of Departments Directly Associated With the Faculty (ex officio)
Professor Christine Smith, Department of Accounting, Finance and Economics
Associate Professor Michael Barry, Department of Employment Relations and Human Resources
Professor Leong Liew, Department of International Business and Asian Studies
Professor Andrew McAuley, Department of Marketing
Professor Ciaran O’Faircheallaigh, Department of Politics and Public Policy (Acting)
Professor Kristine Toohey, Department of Tourism, Leisure, Hotel and Sport Management

Deputy Heads of Departments Directly Associated With the Group (appointed)
Professor Jenny Stewart, Department of Accounting, Finance and Economics
Professor Tony Makin, Department of Accounting, Finance and Economics (Acting)
Associate Professor Eduardo Roca, Department of Accounting, Finance and Economics (Acting)
Professor Kate Hutchings, Department of Employment Relations and Human Resources
Vacant, Department of Marketing

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

Research Centre Representative (appointed)
Professor Beverley Sparks, Director, Centre for Tourism, Sport and Service Innovation
Professor Peter Jordan, Deputy Director, Centre for Work, Organisation and Wellbeing

Invited (for Audience and Debate)
NIL

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Deans’ and Heads of Departments’ Secretaries, Griffith Business School
Program Service Officers, Griffith Business School
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GRiffith Business School Board Agenda 5/2010
Friday 24 September 2010

GRiFFiTH uNIVERSiTy
GRiFFiTH BuSINESS sCHOOL BOARD

The 5/2010 meeting of the Griffith Business School Board will be held on Friday, 24 September 2010, from 9:30am till 1:00pm via videoconference in Room -1.18, Business 2 Building (N72), Nathan and Room 1.04, The Chancellery (G34), Gold Coast campus.

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.
   1.2 Apologies have been received from Professor Michael Powell, Professor Graham Cuskelly and Professor Beverley Sparks.

2.0 CONFIRMATION OF MINUTES
   2.1 The minutes of the 3/2010 have been circulated.

To be taken as read and confirmed

3.0 CHAIR’S REPORT
   3.1 Ms Julia Phipps, Communications Officer (Business and Law) will speak to a written report (attached).
   3.2 Professor Marie Wilson, Dean (Academic), GBS and Chair, GBS Board will provide a report at the meeting.

4.0 PRO VICE CHANCELLOR’S (BUSINESS) REPORT
   4.1 Professor Michael Powell, Pro Vice Chancellor (Business) is unable to attend the meeting. There are no matters to report.

5.0 DEAN’S (LEARNING AND TEACHING) REPORT
   5.1 Dr Robyn Hollander, Dean (Learning and Teaching), GBS will provide a report at the meeting

6.0 DEAN’S (RESEARCH) REPORT
   6.1 Associate Professor Debra Grace, Acting Dean (Research), GBS will speak to a written report.

7.0 DEAN’S (INTERNATIONAL) REPORT
   7.1 Professor Chris Auld, Dean (International), GBS will provide a report at the meeting.
8.0 HEADS OF DEPARTMENT REPORT

8.1 Professor Leong Liew, Head, Department of International Business and Asian Studies, will speak to a written report. Please note the following attachments:

- Attachment 8.1 ANZAM HOD Network Ideal Management Department.

9.0 GB’S STUDENT ASSOCIATION UPDATE

9.1 Ms Joanne Lee, Student Development Coordinator and Ms Alicia Moran, eCommunication Officer will provide an update on GB’s Student Association.

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

10.0 NEW PROGRAM PROPOSAL #2009/0004082
GRADUATE CERTIFICATE IN PHARMACY MANAGEMENT

10.1 The Griffith Business School Board, on the recommendation of the September Learning and Teaching Committee (GBS), is asked to consider a proposal to introduce a Graduate Certificate in Pharmacy Management, as detailed in 2009/0004082, effective Semester 1, 2011. Adjunct Associate Professor Frank Pollard will speak to this item

10.2 The Graduate Certificate in Pharmacy Management is aimed at pharmacy managers who wish to enhance their management skills and aspiring pharmacy managers who are looking to build management skills. All students will hold current registration with the Pharmacists Board of Queensland and ideally will be working in a community pharmacy. The program will only be offered to sponsored students. The program will be offered in part-time mode at the South Bank campus.

10.3 Admission criteria:

This program is aimed at registered pharmacists already working in a community pharmacy. To gain admission to this program students must hold current registration with the Pharmacists Board of Queensland. It is desirable that students be working in a community pharmacy. Students who are not working in the industry may be asked to attend a pre-program interview with the Program Director to determine their industry experience.

Standard English language requirements apply.

10.4 Program structure:

Graduate Certificate in Pharmacy Management

Students must complete the following 40CP of core courses:

<table>
<thead>
<tr>
<th>Catalog Nbr</th>
<th>Course</th>
<th>CP</th>
</tr>
</thead>
<tbody>
<tr>
<td>7XXXGBS</td>
<td>Community pharmacy: Understanding the contemporary environment</td>
<td>10</td>
</tr>
</tbody>
</table>
I 7XXXGBS  Community pharmacy: Developing a strategic business perspective 10
II 7XXXGBS  Community pharmacy: Implementing strategy 10
II 7XXXGBS  Community pharmacy: Measuring business performance 10

The program has been designed to address four key topic areas relevant to the successful running of pharmacy business: management practices (strategic and operational); people management and development; marketing; and finance. A component of each topic area is developed in each of the courses progressing from beginner to advanced levels of understanding.

Recommendation:

10.5 The Griffith Business School Board, on the recommendation of the September Learning and Teaching Committee (GBS), is asked to recommend to Programs Committee a proposal to introduce a Graduate Certificate in Pharmacy Management, as detailed in 2009/0004082, effective Semester 1, 2011.

For discussion

11.0 FIVE YEAR PROGRAM REVIEW
1289/1290 BACHELOR OF BUSINESS (HOTEL, TOURISM, EVENT, REAL ESTATE & PROPERTY, SPORT)

11.1 The Griffith Business School Board, on the recommendation of the September Learning and Teaching Committee (GBS), is asked to consider the recommendations outlined in the attached Five Year Program Review: Bachelor of Business (Hotel, Tourism, Event, Real Estate and Property Development, Sport) – All majors. Professor Kristine Toohey, Head, Department of Tourism, Leisure, Hotel and Sport Management will speak to this item.

11.2 All university programs are 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.

11.3 Pursuant to this process, the following documents are provided:

- Attachment 11.1 Review Report Bachelor of Business (Hotel, Tourism, Event, Real Estate and Property, Sport)
- Attachment 11.2 Revised program structure
- Attachment 11.3 Briefing Paper Bachelor of Business (Hotel, Tourism, Event, Real Estate and Property, Sport).

Recommendation:

11.4 The Griffith Business School Board is asked to approve the recommendations for change as outlined in the Five Year Review: Bachelor of Business (Hotel, Tourism, Event, Real Estate and Property Development, Sport) – All majors.
For discussion

12.0 MAJOR PROGRAM PROPOSAL (#2010/0010555)
1105 BACHELOR OF INTERNATIONAL BUSINESS
1288 BACHELOR OF BUSINESS

12.1 The Griffith Business School Board, on the recommendation of the September Learning and Teaching Committee (GBS), is asked to consider a proposal to introduce an International Management major to the Bachelor of International Business and Bachelor of Business, as detailed in 2010/0010555, effective Semester 1, 2011. Professor Leong Liew, Head, Department of International Business and Asian Studies will speak to this item.

12.2 Griffith Business School proposes to introduce a new 80CP major titled ‘International Management’ at the Nathan campus, effective Semester 1, 2011. The major will be available in the Bachelor of International Business, Bachelor of Business and related double degree programs. The major builds on an existing 60CP minor available in the Bachelor of International Business.

12.3 The major will provide a strong knowledge and conceptual base in international management. Students will be provided with transformational thinking and learning experiences that will have significant effects on them personally and professionally, and equip them with change strategies that can be applied in the business enterprises where they are employed. Opportunities will be provided to develop important professional skills of oral and written communication, problem solving and decision making, and team building. Students will be exposed to practical and ethical dilemmas typical of the business world in case studies and given opportunities to develop innovative and realistic solutions.

12.4 Program structure:

**International Management major (Nathan)**

Students must complete the following 60CP of core courses:

<table>
<thead>
<tr>
<th>Year</th>
<th>Sem NA</th>
<th>Catalog Nbr</th>
<th>Course</th>
<th>CP</th>
</tr>
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<tbody>
<tr>
<td>2</td>
<td>I</td>
<td>2020IBA</td>
<td>Global Security</td>
<td>10</td>
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<tr>
<td>2</td>
<td>II</td>
<td>2013IBA</td>
<td>Managing People in the Global Economy</td>
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<tr>
<td>3</td>
<td>I</td>
<td>3006IBA</td>
<td>International Business Ethics and Corporate Governance</td>
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<tr>
<td>3</td>
<td>I</td>
<td>3027IBA</td>
<td>Business and Politics in the Asia-Pacific Region</td>
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<tr>
<td>3</td>
<td>II</td>
<td>3004IBA</td>
<td>Inter-Cultural Management</td>
<td>10</td>
</tr>
<tr>
<td>3</td>
<td>II</td>
<td>3014IBA</td>
<td>International Business Negotiation</td>
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</table>

PLUS 20CP from the following:

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<th>Course</th>
<th>CP</th>
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<tbody>
<tr>
<td>2</td>
<td>II</td>
<td>2007IBA</td>
<td>Legal Framework of International Business</td>
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<tr>
<td>2</td>
<td>II</td>
<td>2011IBA</td>
<td>Export Management</td>
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<tr>
<td>2/3</td>
<td>III</td>
<td>3024IBA</td>
<td>International Internship in Korea</td>
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</tr>
<tr>
<td>2/3</td>
<td>III</td>
<td>3025IBA</td>
<td>International Internship (Overseas)</td>
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<tr>
<td>3</td>
<td>I</td>
<td>3011IBA</td>
<td>Export Market Planning</td>
<td>20</td>
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<tr>
<td>3</td>
<td>I</td>
<td>3012IBA</td>
<td>Social Context of Asian Business</td>
<td>10</td>
</tr>
<tr>
<td>3</td>
<td>I,II</td>
<td>3013IBA</td>
<td>International Business Internship</td>
<td>10</td>
</tr>
<tr>
<td>3</td>
<td>II</td>
<td>3020IBA</td>
<td>Applied Financial Management</td>
<td>10</td>
</tr>
</tbody>
</table>
12.5 The Griffith Business School Board, on the recommendation of the September Learning and Teaching Committee (GBS), is asked to **recommend** to Programs Committee a proposal to introduce an International Management major to the Bachelor of International Business and Bachelor of Business, as detailed in 2010/0010555, effective Semester 1, 2011.

**For discussion**

13.0 NEW PROGRAM PROPOSAL (#2010/0010554)

13.1 The Griffith Business School Board, on the recommendation of the September Learning and Teaching Committee (GBS), is asked to **consider** a proposal to establish the 1380 Bachelor of Business/Bachelor of Digital Media, as detailed in 2010/0010554, effective Semester 1, 2011. Dr Robyn Hollander, Dean (Learning and Teaching) will introduce this item.

13.2 The Bachelor of Business/Bachelor of Digital Media aims to provide students with a unique suite of studies that links business with creativity. This combination enables students to enter into innovative start-up economies as well as established markets which demand high standards of inter-disciplinary thinking and professionalism. To take advantage of these opportunities, this program brings together core disciplinary strengths from business and visual arts specialisations.

13.3 The double degree program builds on the minimum core requirements of each of the single degrees. Students will complete 160CP of Business courses and 160CP of Digital Media courses. In year 1 and 2, students will complete the foundation courses for both disciplines. Advanced level content will be taught over years 2 – 4. Content has been integrated so students will be exposed to the content from both disciplines.

13.4 GBS award majors available in the program include:

- Employment Relations
- Human Resource Management
- Management
- Marketing.

Students choose from one of five Digital Media majors:

- 3-Dimensional Design
- Digital Design
- ePhotojournalism
- Fine Art
- Graphic Design.

**Recommendation:**

13.5 The Griffith Business School Board, on the recommendation of the September Learning and Teaching Committee (GBS), is asked to **recommend** to Programs Committee a to establish the 1380 Bachelor of Business/Bachelor of Digital Media, as detailed in 2010/0010554, effective Semester 1, 2011, effective Semester 1, 2011.

**For discussion**
14.0 CENTRAL COORDINATION OF MID-SEMESTER EXAMINATIONS

14.1 The Griffith Business School Board is asked to provide feedback to Assessment Committee on a proposal to move to central coordination of mid-semester exams. The Dean (Learning and Teaching) will speak to this item.

14.2 Mid-Semester examinations are currently organised by the School/Department. The Examinations & Timetabling Centre (EXT) is responsible only for coordinating mid-semester examinations for students with special needs. The attached discussion paper proposes moving to central coordination of these examinations and presents two possible models:

**Model 1**
Examinations and Timetabling (EXT) manages mid-semester testing only for large classes (300 or more students) and for a specified time period (such as ‘within weeks 6-8’). Course convenors will advise EXT of the requirements by the start of semester. This model will be funded by resources taken off the top, before allocation of funds to groups and divisions.

**Model 2**
Schools and groups that choose to use mid-semester testing will establish individual service level agreements (SLAs) with Examinations and Timetabling (EXT) for the delivery of the appropriate services (such as venue bookings, facilities hire, invigilators, advice to students) by the start of semester. This model will be funded by the school/group resources transferred to EXT.

14.3 Feedback is also sought on the pedagogical issues of mid-semester examinations and the timing of a mid-semester examination period within the academic calendar. Feedback will be provided to the Pro Vice Chancellor (Administration) prior to further consultation with Academic Committee.

For discussion

15.0 QUALITY/ACCREDITATION ISSUES

15.1 Members are invited to raise any items for discussion.

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

16.0 COURSE PROFILES

16.1 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 profiles for semester 2 and trimester 2, 2010

- 2088EHR Business Communication
- 3083EHR Organisational Change
- 3084IBA Inter-Cultural Management
- 3182MKT Applied Marketing Project
- 3183IBA Corporate Social Responsibility
- 3282AFE Financial Planning Construction & Review

For ratification
17.0 MINOR PROGRAM PROPOSAL (#2010/0010550)  
5445 MASTER OF BUSINESS  

17.1 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 Program Proposal affecting the 5445 Master of Business, as detailed in 2010/0010550, effective Semester 1 2011.

17.2 This submission proposes to change the semester of offer for 7216HSL Managing Financial Resources in Tourism, Event and Sport, 7206HSL International Business of Tourism and Hotel Management and 7201HSL Operations Management: A Service Industry Approach in 2011 only.

For ratification

18.0 MINOR PROGRAM PROPOSAL (#2010/0010552)  
5211 MASTER OF ASIAN STUDIES  
5388 MASTER OF INTERNATIONAL RELATIONS  

18.1 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 Program Proposal affecting the 5211 Master of Asian Studies and 5388 Master of International Relations, as detailed in 2010/0010552, effective Semester 1 2011.

18.2 The submission proposes to withdraw the 2011 offering of 7017IBA The Making of Modern Indonesia.

For ratification

19.0 MINOR PROGRAM PROPOSAL (#2010/0010553)  
1105/1107 BACHELOR OF INTERNATIONAL BUSINESS  

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 Minor Program Proposal affecting the 1105/1107 Bachelor of International Business, as detailed in 2010/0010553, effective Semester 1 2011.

19.2 This submission proposes to change the course title of 1009IBA from Communication and Functional Skills to Intercultural Communication for the Global Workplace to better reflect the revised content and focus of this first year elective course.

For ratification

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

20.0 REPORTS OF SUB-COMMITTEES OF GBS BOARD  

20.1 The Griffith Business School Board is asked to note the minutes from the August 2010 Learning and Teaching Committee.

For noting
21.0 VICE CHANCELLOR'S RESEARCH EXCELLENCE AWARDS

21.1 The 2010 Vice Chancellor's Research Excellence Awards are now open and nominations are now invited. This year all the Academic Groups will conduct Group awards for research excellence in the following categories:

- Excellence of a Research Group or Team
- An Early Career Researcher who has shown exceptional promise in their development as a researcher
- A Mid-career or Senior Researcher who has made an outstanding contribution to their discipline and contributed strongly to Griffith's profile as a research intensive university.
- Research Leadership

Nominations for the Mid-career/Senior Researcher, and Research Leadership awards may also be made independently of the Group processes.

<table>
<thead>
<tr>
<th>Timeframe:</th>
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<tr>
<td>Closing date for nominations for</td>
<td>8 October 2010</td>
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<td>each of the 4 categories to be</td>
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<td>lodged with the Academic Groups</td>
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<tr>
<td>Each Academic Group to conduct</td>
<td>8 October - 29 Oct</td>
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<tr>
<td>panel assessment of award</td>
<td>2010</td>
</tr>
<tr>
<td>nominees</td>
<td></td>
</tr>
<tr>
<td>Academic Group nominations for</td>
<td>29 October 2010</td>
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<tr>
<td>categories in the University Level</td>
<td></td>
</tr>
<tr>
<td>Awards submitted to the Office for Research</td>
<td></td>
</tr>
<tr>
<td>Nominations (outside of the</td>
<td>29 October 2010</td>
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<tr>
<td>Academic Group process) for Mid</td>
<td></td>
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<tr>
<td>Career / Senior Research and</td>
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<tr>
<td>Research Leadership submitted to</td>
<td></td>
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<tr>
<td>the Office for Research</td>
<td></td>
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<tr>
<td>VC’s Research Excellence Award</td>
<td>1 Nov – 26 Nov 2010</td>
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<tr>
<td>Panel conduct assessment of all</td>
<td></td>
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<tr>
<td>University Level Award nominees</td>
<td></td>
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<td>DVC(R) to make recommendations on</td>
<td>29 Nov 2010</td>
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<td>the Research Excellence Award</td>
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<tr>
<td>winners to the VC</td>
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<tr>
<td>VC’s Research Excellence Awards</td>
<td>Early 2011</td>
</tr>
<tr>
<td>Ceremony</td>
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</tbody>
</table>

21.2 The Awards Guidelines and Nomination Form are available from the following OR web site: http://www.griffith.edu.au/research/research-services/research-grants/funding-opportunities/internal-grants

21.3 The closing date for all nominations outside of the Academic Group process is Friday 29 October 2010.

For noting

22.0 2010 ROUND OF TRAVEL FELLOWSHIPS AND WORKSHOP AWARDS

22.1 The Deputy Vice Chancellor (Research) has announced the commencement of the 2010 round of the following Internal Grant Schemes.

**Griffith University Short Term Visiting Research Fellowship (GUSTVRF).** The GUSTVRF scheme is designed to develop collaborations with high quality national and international researchers, leading to applications to external research funding such as ARC Linkage International Awards, or similar. Funding is available to pay for high quality candidates, employed by a foreign organisation, to travel to Griffith University.

**Griffith University International Travel Fellowships (GUITF).** The purpose of this scheme is to provide mid-career Griffith University academics with the opportunity to travel oversees.
to establish or further develop research links and long term collaborations with colleagues at leading international universities or other high quality research institutions.

**Griffith University International Workshop Awards (GUIWA).** The GUIWAs are designed to assist Griffith University academic disciplinary leaders to conduct workshops to further develop pre-existing research linkages with colleagues at key international universities or other high quality research institutions. It is expected that such linkages will lead to the development of increased participation in long-term major international collaborations or assist in the development of international research networks.

22.2 Guidelines and application forms are now available from the following OR web site http://www.griffith.edu.au/research/research-services/research-grants/funding-opportunities/internal-grants.

22.3 The closing date for all three schemes is Monday, 25 October 2010.

**For noting**

23.0 **GRIFFITH UNIVERSITY RESEARCH INFRASTRUCTURE PROGRAM**

23.1 The Griffith University Research Infrastructure Program (GURIP) aims to assist members of research centres to achieve their research goals by providing support for the procurement of a range of research infrastructure including equipment and facilities. Applications for the 2011 GURIP are now invited.

23.2 The GURIP has the following objectives:

- Encourage research centres to develop collaborative arrangements amongst themselves, across the university and with organisations outside of Griffith University, to develop research infrastructure;
- Enhance support for areas of research strength; and
- Ensure that areas of recognised research potential, in which research centres have taken steps to initiate high quality research activity, have access to the infrastructure support necessary for development.

23.3 The Guidelines and application form are now available from the following OR web site http://www.griffith.edu.au/research/research-services/research-grants/funding-opportunities/internal-grants.

23.4 The closing date for this scheme is Monday, 18 October 2010.

**For noting**

24.0 **OTHER BUSINESS**

**For noting**

25.0 **NEXT MEETING**

1.1 The next meeting of the Griffith Business School Board will be held on Friday, 29 October 2010. Further details will be advised.