GRiffith University

Griffith Health Board (Faculty) Meeting

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### Significant Committee Events

- **This meeting** of the Griffith Health Board (Faculty) will be held on Wednesday 24 August 2005, 2.30pm, Boardroom, L04_4.08, Logan Campus.
- The Board will next meet on Wednesday 21 September 2005, 2.30pm, G18_3.02, Gold Coast Campus.

### Deadlines

- 21 September 2005 – Final Griffith Health Board (Faculty) meeting for consideration of major program changes for semester 1, 2006.

### Committee QuickPlace Web Address

- [https://qplace02.domino.gu.edu.au/QuickPlace/sec-university-committees/Main.nsf/h_Toc/dc93ed94a6ce679b4a256d040002e3f0/?OpenDocument](https://qplace02.domino.gu.edu.au/QuickPlace/sec-university-committees/Main.nsf/h_Toc/dc93ed94a6ce679b4a256d040002e3f0/?OpenDocument)
- Use the left navigation bar to select the relevant committee site. Username is your staff number and password is the same as your Novell login. Call the Secretary on 28557 for advice or if experiencing difficulties.
## GRiffith University

**GRIFFITH HEALTH BOARD (FACULTY) MEETING**

### DISTRIBUTION LIST

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### Information Copies

(without attachments unless stated)

- Deputy Heads of School
- Administrative Officers – Griffith Health Group
- School Secretary – Griffith Health Group

### Other Copies

- Corporate Archives & Records Management copy (attachments)
- Binding copy (attachments)
- Spare copy
AGENDA

1.0 APOLOGIES
Apologies may be recorded by contacting the Secretary, x28557, or by emailing l.lauriston@griffith.edu.au. Apologies have been received from Professor Newell Johnson.

2.0 CONFIRMATION OF MINUTES
Minutes of 5/2005 meeting have been circulated. To be taken as read and confirmed.

3.0 CHAIR'S REPORT
The Dean, Griffith Health, to report on items of interest to the Board.

4.0 DEAN, LEARNING & TEACHING (HEALTH) GROUP REPORT
The Dean, Learning & Teaching (Health) Committee to report on Faculty Board items.

5.0 HEALTH GROUP RESEARCH COMMITTEE REPORT
The Chairperson, Health Group Research Committee to report on Faculty Board items.

6.0 GRIFFITH HEALTH INTERNATIONALISATION COMMITTEE REPORT
The Griffith Health Board (Faculty) 5/2005 meeting recommended the appointment of Associate Professor Peter Howard as Chairperson to this Committee to replace Dr Chris Purcell. This recommendation has been approved by the Dean, Griffith Health, and the Board welcomes Associate Professor Howard to the position and invites him to report on committee items.

7.0 HEALTH GROUP COORDINATOR ADMINISTRATIVE REPORT
Ms Carmel Johnson to report on items of interest to the Board.

8.0 INFORMATION SERVICES REPORT
Ms Veronica Dawson to report on items of interest to the Board.

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 2004 ANNUAL PROGRAM MONITORING 2005/0037529

9.1 Griffith Health Board (Faculty) 4/2005 discussed the 2004 Annual Program Monitoring process and Schools were requested to provide reports to the Dean, Learning and Teaching (Health), by 30 June for consideration at the July Faculty Board meeting. This item was held over from the Griffith Health Board (Faculty) 5/2005 meeting for discussion and consideration at the 6/2005 August meeting.

9.2 The Board is asked to consider the Dean’s Faculty Review report and to discuss possible actions on emerging issues that have been identified in the report as –

- Excessive demands on staff
- Adequate clinical placements
- Accreditation requirements
- Student Retention
- Financial constraints
- Increased competition

9.3 Hard copies of each Program Report will be available at the meeting for reference.

Recommendation

9.4 The Griffith Health Board (Faculty), on the recommendation of the Dean, Griffith Health, is asked to recommend the Dean’s Faculty Review - 2004 Annual Program Monitoring report, as outlined in document 2005/0037529, for forwarding to the Deputy Vice Chancellor (Teaching and Learning) for consideration.

For consideration

10.0 ACADEMIC WORK@GRIFFITH 2005/0037530

10.1 Heads of Schools have been advised by email from Mr Peter Westwood, Executive Officer, Health Group, 15 August 2005, of a draft Group Academic Staff Workload Model for trial within their School, as outlined in document 2005/0037530.

10.2 The draft model acknowledges a comprehensive range of tasks undertaken by staff; allows for staff to identify variable workload profiles across research, teaching and service; and allows for different disciplines to have different workload standards.

10.3 The model should provide Heads of School with a tool to assess work being undertaken by staff and to actively manage areas that may need addressing to achieve School and Group targets.

10.4 The Group Academic Staff Workload needs to be implemented by all Schools from 2006 and Heads of Schools are asked to test the model and provide feedback on any minor adjustments to be considered before implementation of the model.

Recommendation

10.5 The Griffith Health Board (Faculty) is asked to recommend the draft Group Academic Staff Workload Model to the Pro Vice Chancellor (Health) for trial within the Health Schools and for anticipated implementation in 2006.

For consideration
11.0 COURSE OUTLINE PROJECT

11.1 The Board has been advised that the Teaching and Learning Excellence Committee, at its July meeting, endorsed a communication plan for the University-wide implementation of the Course Outline project and members were advised at the Griffith Health Board (Faculty) 5/2005 meeting of the establishment of a Change Management Group to support the successful implementation of the Course Outline Project in 2006. It was noted that Ms Carmel Johnson is a Health representative to this Group. Dr Chris Purcell has stood down as the academic representative and the Board is asked to consider a suitable replacement.

11.2 The Teaching and Learning Excellence Committee noted the excellent outcome by the trial Schools for the semester 2 publications of Course Outlines. The Schools of Medical Science and Nursing and Midwifery are to be congratulated on their efforts in meeting all deadlines.

11.3 Course Outline system and template introductory sessions for Course Convenors will be held at each campus in the week beginning 19 September and repeated in the weeks beginning 10 October and 6 January. The sessions are designed to assist staff with the 2006 changeover.

11.4 The communication plan recognised the role of Faculty Board as contributors to the successful implementation of the project through maintaining awareness of implementation progress and as a feedback mechanism to the Change Management Group.

11.5 Heads of Schools are requested to include the course management changes as a standing item on School Committee agendas to monitor implementation progress and to ensure a feedback mechanism for any implementation issues. The Change Manager for the Course Outline project, Elizabeth O’Brien, can be contacted via e-mail, e.obrien@griffith.edu.au, or phone 54052.

Recommendation

11.6 The Griffith Health Board (Faculty) is asked to consider a nominee as academic representative to the Change Management Group and to ensure course management changes are included as a standing item on School Committee agendas.

For consideration

12.0 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING AND FACULTY CITATIONS

12.1 Members are asked to note the attached documents relating to the Griffith Awards for Excellence in Teaching:

- Griffith Awards for Excellence in Teaching Guidelines (Policy Library document)
- Griffith Awards for Excellence in Teaching, Excellence in Teaching Nomination Form

12.2 It is noted that nominations for the Teaching Excellence Awards for 2005 closed on Friday 12 August and that applicants for the Innovation Across the Institution award close on 23 September 2005. Heads of Schools are asked to promote the Innovation Across the Institution award within their School.
12.3 Members are advised of a new round of awards, the Faculty Learning and Teaching Citations, which have been designed to strengthen the award system and increase the pool of potential applicants for Griffith Awards for Excellence in Teaching and Australian Awards for University Teaching.

12.4 The application process involves applicants submitting a 2 page application addressing one or more of the following criteria –

Promoting student engagement;
Improving student retention;
Promoting innovation and distinctive approaches to student learning;
Promoting excellent graduate or postgraduate outcomes

by outlining –
the student learning issue that has been of concern to them,
the process to address this area of concern and how it impacted on their teaching pedagogy and practice, and
the evidence demonstrating the approach taken was effective including evidence of improved student learning outcomes.

12.5 The Health Group has been awarded a total of 4 citations at $2000 per citation. These funds are to be used specifically for staff development of the recipient.

12.6 The selection process is to be managed at the Faculty level and will be considered and awarded at the 19 October Griffith Health Board (Faculty) meeting. Applications should be submitted to the Secretary, Griffith Head Board, by 30 September. Heads of School are asked to actively promote the citation process within their School.

12.6 Members are asked to consider a selection process that the Griffith Health Group (Faculty) Board may implement to award the citations.

Recommendation

12.7 The Griffith Health Board (Faculty) is asked to recommend a selection process for the award of Faculty Learning and Teaching Citations.

For consideration

13.0 REVIEW OF THE GUESTS PROGRAM

13.1 The University has conducted the successful Griffith University Early Start to Tertiary Study (GUESTS) program since 2000. The program provides enrichment; extension studies for high performing school students; fosters links with secondary schools and improves the recruitment of high achieving students.

13.2 A recent review of the program recommended that it should be continued in some form and that a number of issues needed to be addressed in considering the future of the program.

13.3 A series of recommendations have been developed to help address the issues –

a) The programs contribution to the relationship between Griffith and secondary schools and should continue.

b) A strategy to be proposed for increasing the administrative resources needed to support the GUESTS program.

c) External Relations, in consultation with Student Administration and the Schools and Faculties, devise strategies to strengthen the development of positive relationships between GUESTS students and the University.
d) The possibility of year 12 International students participating in the program.

e) Quotas on popular first year courses to be imposed, in consultation with the relevant Dean.

f) The current guaranteed admission to be modified. To be offered a place in a high demand program, successful GUESTS students will have +2 added to their OP score and on this basis would need to meet the cut-off for the program. Otherwise, GUESTS students will be admitted to a large general degree.

g) In the content of the development of secondary school-university joint activities associated with the Queensland Certificate of Education (QCE), consideration be given to the appropriate strategy for regularising the funding of GUESTS and raising some revenue.

h) The University adopt a policy framework, which sets out the objectives and the constraints that will apply to intersectoral activities with the secondary school sector in the context of the QCE.

13.4 The Academic Committee resolved to note the paper Review of the GUESTS program and to provide comments to the Deputy Vice Chancellor (Teaching and Learning).

Recommendation

13.5 The Griffith Health Board (Faculty) is asked to consider the issues in 13.3 above in relation to the continuation of the GUESTS program from a Group perspective and to provide feedback to the Learning and Teaching (Health) Committee for comment to the Deputy Vice Chancellor (Teaching and Learning).

For consideration

14.0 DISCUSSION PAPER – RELATIONSHIP WITH TAFE

14.1 Griffith Health Board (Faculty) 5/2005 meeting agreed that the discussion paper entitled Building Griffith’s Relationship with TAFE in the Brisbane Gold-Coast Corridor would be considered by the Learning and Teaching (Health) Group Committee and its finding reported to the Faculty Board for consideration.

14.2 The Learning and Teaching (Health) Committee has requested Schools consider the paper and provide their responses to the Committee.

14.3 The Faculty Board is asked to consider a summary of responses from Schools, to be tabled at the meeting, from the Learning and Teaching (Health) Group for forwarding to the Academic Committee for consideration at its September meeting.

For consideration

15.1 NRS CONTINUING EDUCATION CERTIFICATE PROPOSAL 2005/0037527

CONTINUING EDUCATION CERTIFICATE IN AGED CARE

15.1 The Griffith Health Board (Faculty) is asked to consider a proposal to introduce a Continuing Education Certificate in Aged Care, as outlined in document 2005/0037527, from semester 1 2006.

15.2 The successful completion of the Certificate is a pathway for students to apply for entry into the Bachelor of Nursing program, Aged Care strand offered from the Nathan campus. An intake of 10 students will be specified.
15.3 The structure will consist of 40CP of study comprising 20CP of core courses from the Bachelor of Nursing and 20CP of core Aged Care strand courses. Admission requirement will be a Sound Achievement in English (4SA).

15.4 The proposed fee level is in line with existing Continuing Education certificates offered by the School at Band 5, $175.00 per credit point.

15.5 The School will consider replacing the Continuing Education Certificate in Health Care (9272) with the proposed Continuing Education Certificate in Aged Care.

Recommendation

15.6 The Griffith Health Board (Faculty), on the recommendation of the School of Nursing and Midwifery, is asked to recommend the submission to offer a Continuing Education Certificate in Aged Care from the Nathan campus from semester 1 2006 to the Office of Commercialisation for consideration.

For consideration

16.0 HSV NEW ACADEMIC PLAN SUBMISSION 2005/0037528
1095 BACHELOR OF HUMAN SERVICES IN CHILD & FAMILY STUDIES

16.1 The Griffith Health Board (Faculty), on the recommendation of the School of Human Services School Committee 2/2005, is asked to consider the attached New Academic Plan Submission proposing to introduce a new academic plan for the Bachelor of Human Services in Child & Family Studies (1095), as outlined in document 2005/0037528, from semester 1 2006.

16.2 The increasing child protection notifications in Queensland, and recent State and national focus on child protection has highlighted the critical need for well-prepared graduates to work effectively in the complex domain of child protection and family support. The Queensland Department of Child Safety has awarded the School of Human Services $50,000 to develop a specialised area of study in child protection.

16.3 This major study, Child Protection and Family Support, will complement and build on the growing Bachelor of Human Services in Child & Family Studies program and will comprise 60CP of specific courses to be undertaken in Years 2 and 3 of the program. Students will complete a 20CP Practicum in their final semester of study. This will involve 4 days placement each week in professional settings and workshops. The major study will comprise –

    Year 2, Sem II  3022HSV Youth Work Practice  10CP
    Year 2, Sem III  3023HSV Abuse in Families  10CP
    Year 3, Sem I   2032HSV Australian Indigenous Practice 10CP
    Year 3, Sem II  4002HSV Critical Reflective Practice 10CP
    Year 3, Sem II  3026HSV Practicum – CPFS 20CP

16.4 During 2003 and 2004 over 50% of graduates from this program gained employment in the child protection and family support fields and the introduction of this major study will ensure graduates are able to undertake specified statutory work in this area and also to work effectively with children and families across many contexts.
Recommendation

16.5 The Griffith Health Board (Faculty), on the recommendation of the School of Human Services School Committee 2/2005, is asked to recommend to the Programs Committee the introduction of the New Academic Plan in the Bachelor of Human Services in Child & Family Studies (1095), as outlined in document 2005/0037528, for introduction in semester 1 2006.

For consideration

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

17.0 NRS MINOR CHANGE SUBMISSION 2005/0037531
5424 MASTER OF ADVANCED PRACTICE
5425 MASTER OF ADVANCED PRACTICE WITH HONOURS

17.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Minor Change Submission to 5424 Master of Advanced Practice and 5425 Master of Advanced Practice with Honours, as outlined in document 2005/0037531, from semester 2 2005.

17.2 The School of Nursing & Midwifery is proposing –

8023NRS Independent Community Practice Project to be re-named Independent Practice Study;
8023NRS Independent Practice Study to be an alternative option to 8022NRS Dissertation Preparation for students not continuing into the Honours program.

For ratification

18.0 PBH MINOR CHANGE SUBMISSION 2005/0037521
1169 BACHELOR OF ENVIRONMENTAL HEALTH SCIENCE

18.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Minor Change Submission to 1169 Bachelor of Environmental Health Science, as outlined in document 2005/0037521, from semester 1 2006.

18.2 Elective course 3087EVP Introduction to Geographic Information Systems offered by the School of Environmental Planning will be replaced with 3047EVP Geographic Information Systems and will be offered in semester 1. This course will offer the essential tools for the management, analysis and presentation of spatially referenced data and will address methodological concepts of GIS, technical and organizational issues, as well as practical applications in environmental sciences and planning.

For ratification
19.0 PBH MINOR CHANGE SUBMISSION 2005/0037512
5263 MASTER OF PUBLIC HEALTH
4094 GRADUATE DIPLOMA OF PUBLIC HEALTH
5266 MASTER OF HEALTH SERVICES MANAGEMENT
5422 MASTER OF SCIENCE IN PUBLIC HEALTH (CCDC)

19.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Minor Change Submission to 5263 Master of Public Health, 4094 Graduate Diploma of Public Health, 5266 Master of Health Services Management, as outlined in document 2005/0037512, from semester 2 2005.

19.2 The School of Public Health is proposing to offer 7706PBH Health Project, 20CP, as an elective offering in each of the major academic plans offered in the program. This course is to be offered in the Master of Science in Public Health (CCDC) from semester 2 in response to contractual obligations associated with the delivery of the CCDC program and will now be offered in this program in semesters 1 and 2.

19.3 The course is offered off campus, online learning mode and will be offered in semesters 1 and 2.

For ratification

20.0 HSV SPECIAL PURPOSE SUBMISSION 2005/0037513
3169 GRADUATE CERTIFICATE IN COMMUNITY AND YOUTH WORK

20.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Special Purpose Submission to 3169 Graduate Certificate in Community and Youth Work, as outlined in document 2005/0037513, from semester 2 2005.

20.2 The School of Human Services is proposing to offer a mid-year entry into the program from 2005. The mid-year structure is in line with the standard pathway and will not present any resource implications.

For ratification

21.0 HSV MINOR CHANGE SUBMISSION 2005/0037526
1098 BACHELOR OF HUMAN SERVICES

21.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Minor Change Submission to 1098 Bachelor of Human Services, as outlined in document 2005/0037526, from semester 1 2006.

21.2 The School of Human Services is proposing a change of the title of the Welfare and Family Studies major study to Community and Family Studies. The reference to welfare is increasingly seen as signifying a limited and outdated approach to social and economic issues and this descriptor is being changed in literature. The proposed name will better reflect the outcomes of the study area.

For ratification
22.0 HSV MINOR CHANGE SUBMISSION 2005/0037525
3166 GRADUATE CERTIFICATE IN EARLY CHILDHOOD

22.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Minor Change Submission to 3166 Graduate Certificate in Early Childhood, as outlined in document 2005/0037525, from semester 2 2005.

22.2 The School of Human Services is proposing a change of title to course 7041HSV Advocacy, Leadership and Management to Advocacy in Children's Services. The proposed change of name will identify the course as teaching content in advocacy, leadership and management that relates to the areas of services for children and families.

For ratification

23.0 HSV MINOR CHANGE SUBMISSION 2005/0037532
1098 BACHELOR OF HUMAN SERVICES
1282 BACHELOR OF SOCIAL WORK
1244 BACHELOR OF HUMAN SERVICES IN CHILD AND FAMILY STUDIES/BACHELOR OF EDUCATION – PRIMARY

23.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Minor Change Submission to 1098 Bachelor of Human Services, 1282 Bachelor of Social Work, 1244 Bachelor of Human Services in Child and Family/Bachelor of Education - Primary, as outlined in document 2005/0037532, from semester 1 2006.

23.2 The School of Human Services is proposing a change of title to the new approved course 2032HSV Aboriginal & Torres Strait Islander Practice Issues to Australian Indigenous Practice. This course is to be offered in the Bachelor of Social Work and Bachelor of Human Services in Child and Family Studies/Bachelor of Education – Primary programs.

23.3 The School is also proposing to replace an elective in the Welfare and Family Studies major (to be renamed Community and Family Studies under separate submission) with the new course 2032HSV Australian Indigenous Practice as a core requirement. The major study will continue to offer one elective choice.

23.4 The course will also be offered as an elective choice in the Disability Studies, Rehabilitation Counselling, Studies in Ageing and the Generic Academic Plans within the Bachelor of Human Services program.

For ratification

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

24.0 NEW COURSE OUTLINES

24.1 The Griffith Health Board (Faculty) is asked to note the approval of the Dean, Learning & Teaching (Health) of new course outlines as listed, to be offered by the Schools of Dentistry and Oral Health and Human Services from semester 2 2005 –

2002DOH Laboratory Practicum 1 (Document No. 2005/0037514)
2003DOH Prosthetic Technology 2 (Document No. 2005/0037515)
For noting

25.0 CHANGE OF ASSESSMENT – EXISTING COURSE OUTLINES

25.1 The Board is asked to note a change to assessment items in 1002DOH Oral Biology

Present Assessment
Test 1 12.5%
Test 2 17.5%
Test 3 20%
Exam 50%

Proposed Assessment
Test 1 12.5%
Test 2 17.5%
Test 3 20%
Practical 10%
Exam 50%

For noting

26.0 CHANGE OF PROGRAM CONVENOR

26.1 The Board is asked to note the approval of program and/or strand convenorship of the following programs –

3079 Graduate Certificate in Gerontology - Dr Ursula Kellet
5424 Master of Advanced Practice (Gerontological Nursing) - Dr Ursula Kellet
5425 Master of Advanced Practice with Honours (Gerontological Nursing) - Dr Ursula Kellet
1232 Bachelor of Nursing – Post-registration – Ms Elizabeth Forster until 6/9/2005
1232 Bachelor of Nursing – Post-registration – Dr Marian Mitchell from 7/9/2005
5369 Master of Pharmacy – Professor Nerida Smith
5423 Master of Pharmacy with Honours – Professor Nerida Smith

For noting

27.0 PROJECT STREAMLINE

27.1 An e-mail from the Vice Chancellor dated 21 June advised than an outcome from The Griffith Project: The Next Phase flagged the need for internal processes to be as streamlined as possible and that a review of processes was to be undertaken.

27.2 Staff have been invited to comment on identified priority target areas and to suggest other areas of concern that may be included in the brief. Based on the community’s responses the following areas have been nominated–
Contract negotiation/approval; 
Academic staff appointments; 
Program approval; 
Accountabilities and responsibilities of Research Centres Directors, Deans and Heads of Schools.

27.3 A procedure is currently being established to address additional issues that have not been covered in the priority target list.

27.4 External consultants (PhillipsKPA) have been engaged to assist the first review that will address the target areas of Contract negotiation/approval and, Accountabilities and responsibilities of Research Centres Directors, Deans and Heads of Schools. A process mapping will occur in August-September. The final phase will address the remaining two areas.

27.5 A Project Reference Group has been formed to assist the consultants, and members are –

Professor Joy Cumming (Acting Dean, Graduate Studies) 
Professor Stuart Bunn (Director, Centre for Riverine Landscapes) 
Professor Bill Shepherd (Assoc Dean, Curriculum, Teaching and Learning (Griffith Business School) 
Dr Elizabeth Patterson (Dean & HOS, School of Nursing and Midwifery) 
Colin Andrew (Pro-Vice Chancellor (Administration)) 
Janice Rickards (Pro-Vice Chancellor (Information Services))

For noting

28.0 CONSULTANCY, PRIVATE PRACTICE AND CONTRACT RESEARCH POLICY

28.1 The Board is asked to note advice from the Deputy Vice Chancellor (Research) of University Council endorsement of the Consultancy, Private Practice and Contract Research Policy. The policy is a key outcome of the review of the Work for Outside Bodies Policy.

28.2 A transition period to 1 October is in place to allow for a smooth implementation of the policy and will apply to new projects only. Existing projects will continue to be governed by the Work for Outside Bodies Policy.

28.3 Members are asked to encourage staff to familiarise themselves with the policy at the following web address -


28.4 Any queries regarding the transition arrangements can be directed to the Office for Commercialisation.

For noting

29.0 REVIEW OF THE LEARNING AND TEACHING COMMITTEES

29.1 At the March meeting of Academic Committee members considered the paper Review of Teaching and Learning Committees (2005/0000334) and endorsed the proposal to review the University’s teaching and learning committee structure. Academic Committee noted that the paper outlined the reasons for reviewing the existing committee structures for teaching and learning; provided a brief overview of the current
role of each committee and proposed a revised model for a teaching and learning committee structure.

29.2 Academic Committee requested that the Teaching and Learning Excellence Committee seek responses from all of the existing committees affected by the proposed changes, Faculty Boards and Academic Administration and draft a set of constitutions for consideration for the following committees:

- Learning and Teaching Committee (formerly the Teaching and Learning Excellence Committee)
- Student Orientation and Engagement Committee (revised to incorporate changed reporting responsibilities)
- Educational Excellence Committee (a new committee)
- Learning Environment Committee (a new committee)

29.3 Academic Committee, on the recommendation of the Teaching and Learning Excellence Committee (6/05), resolved to:

29.3.1 Establish the following committees:

- Learning and Teaching Committee (2005/0007686)
- Educational Excellence Committee (2005/0007688)
- Learning Environment Committee (2005/0007582);

29.3.2 Approve the revised constitution for the Student Orientation and Engagement Committee (2005/0007678); and

29.3.3 Disestablish the Teaching and Learning and Excellence Committee, the Honours Sub Committee and the Excellence Awards Committee.

29.4 The Board was asked to note the resolutions of Academic Committee for implementation during September 2005.

For noting

30.0 POLICY REVISIONS

30.1 The Board is advised of a number of policy revisions approved at Academic Committee 3/2005 as –

Intellectual Property Policy -
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/0a1e4df4c2be64584a256bc100631d7d?opendocument

Intellectual Property Procedures
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/8a581b3be85b69e34a2570530063fdcf?opendocument

Student Charter

Student Centred Education Policy
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/71cbe706210902c4a256d580063e0a7?opendocument

Course Approval and Evaluation
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/7e1651dea140e1e44a256b880062fbb6?opendocument
Principles for the Griffith Framework for Evaluating Programs, Courses and Teaching

Student Evaluation of Courses
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/fec5ded2338d872e4a256f630063f8f0?opendocument

Student Evaluation of Teaching

Course Outline Requirements
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/38f40da0c9fb61c14a256b89006365b6?opendocument

Role of Course Convenor
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/b89049a6b53771754a256c2c0063eecd?opendocument

Professional Doctorates Policy
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/817a8239f24909e44a256bc0006309ff?opendocument

Research Higher Degree Policy

Assessment Policy
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/65e95921348eb64c4a256bdd006213b0?opendocument

Examinations Timetabling Policy and Procedures

Faculty Review Process
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/9d7f96bd59bd7e3e4a256d3c0063e3ac?opendocument

Elite Athlete Support Policy (New Policy)
http://www62.gu.edu.au/policylibrary.nsf/mainsearch/0a1f239da40b42984a25704c0063eb9e?opendocument

30.2 Members are asked to advise staff of the policy amendments.

For noting

31.0 PROGRAM MATRIX

Griffith Health Program Matrix outlines the progress of proposed new programs within the Group.

For noting

32.0 OTHER BUSINESS

33.0 NEXT MEETING

The next meeting of the Griffith Health Board (Faculty) will be held on Wednesday, 21 September, 2.30pm, Boardroom, G18.3.02, Gold Coast Campus.