A meeting of the Griffith Health Board will be held at 1.30 pm on Wednesday 23 August 2006 GH1.7.30, Southport.

CONTENTS

1.0 APOLOGIES
2.0 CONFIRMATION OF MINUTES
3.0 CHAIR’S REPORT
4.0 DEAN, LEARNING & TEACHING (HEALTH) GROUP REPORT
5.0 GRIFFITH HEALTH RESEARCH COMMITTEE REPORT
6.0 INFORMATION SERVICES REPORT
7.0 PRESENTATION: GRIFFITH EXCHANGE PROGRAM

SECTION I: MATTERS FOR DEBATE AND DECISION

8.0 SUPPLEMENTARY EXAMINATIONS AND COURSE ASSESSMENT REQUIREMENTS
9.0 DEFERRED EXAMS
10.0 RESEARCH CENTRE FOR PRACTICE INNOVATION – 4TH YEAR REVIEW REPORT
11.0 PROPOSAL TO ESTABLISH THE RESEARCH CENTRE FOR PRACTICE INNOVATION AS A RESEARCH CENTRE OF THE UNIVERSITY
12.0 PSY CONTINUATION OF MAJORS: DISABILITY AND WORK AND HEALTH FOLLOWING DIESTABLISHMENT OF 1177 B BEHAVIOURAL SCIENCE
13.0 PSY PROGRAM WITHDRAWAL (06/0003079)
   4010 GRADUATE DIPLOMA OF PSYCHOLOGY
14.0 PSY SPECIAL PURPOSE SUBMISSION (06/0003080)
   4010 GRADUATE DIPLOMA OF PSYCHOLOGY
15.0 HSV SPECIAL PURPOSE SUBMISSION (06/0003084)
   5169 M HUMAN SERVICES
   5171 M HUMAN SERVICES WITH HONOURS
16.0 NRS SPECIAL PURPOSE SUBMISSION (06/0003078)
   1161 / 1162 /1165 B NURSING
17.0 NRS SPECIAL PURPOSE SUBMISSION (06/0003086)
   5230 M MIDWIFERY
   5244 M MIDWIFERY WITH HONOURS

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

18.0 GENOMICS RESEARCH CENTRE – ANNUAL REPORT
19.0 HSV MINOR CHANGE SUBMISSION (06/0003081)
   1244 B HUMAN SERVICES IN CHILD & FAMILY STUDIES / B EDUCATION – PRIMARY
20.0 HSV MINOR CHANGE SUBMISSION (06/0003082)
   1095 B HUMAN SERVICES IN CHILD & FAMILY STUDIES
21.0 PBH MINOR CHANGE SUBMISSION (06/0003026)
2031 B SCIENCE WITH HONOURS IN PUBLIC HEALTH
2072 B HEALTH PROMOTION WITH HONOURS
5266 M HEALTH SERVICES MANAGEMENT
5405 M HEALTH SERVICES MANAGEMENT WITH HONOURS
4094 G DIPLOMA PUBLIC HEALTH
5263 M PUBLIC HEALTH

22.0 SCT NEW PROGRAM SUBMISSION (20060003535)
8023 DIPLOMA OF BIO SCIENCES

23.0 SCT NEW PROGRAM / MAJOR CHANGE SUBMISSION (20060003536)
1306 B MEDICAL SCIENCE (NATHAN)

24.0 NRS CHANGE TO ASSESSMENT – 1972NRS PERSPECTIVES ON NURSING, HEALTH, CULTURE AND SOCIETY

25.0 NRS CHANGES TO ASSESSMENT
7018NRS QUALITATIVE RESEARCH
7019NRS QUANTITATIVE RESEARCH

26.0 NRS CHANGES TO ASSESSMENT –
7848/8848NRS HUMAN DIMENSIONS IN INFECTION CONTROL
7849/8849NRS CONTEMPORARY INFECTION CONTROL PRACTICE

27.0 NRS PROGRAM CONVENOR CHANGES

28.0 FIRST YEAR ADVISER UPDATES

29.0 COURSE OUTLINES

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

30.0 NOMINATIONS FOR GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING 2006

31.0 FUNDS FOR INTEGRATION, MAINTENANCE AND ENHANCEMENT OF ‘INNOVATIVE’ TEACHING & LEARNING RESOURCES WITHIN LEARNING@GRIFFITH FOR 2007

32.0 POLICY UPDATES

33.0 OTHER BUSINESS

34.0 NEXT MEETING

Significant Committee Events
- This meeting of the Griffith Health Board (Faculty) will be held at 1.30 pm on Wednesday 23 August 2006 in GH1_7.30, Centre for Medicine and Oral Health.

Deadlines
- Agenda items due with Secretary, Programs Committee for September meeting by 24 August 2006.
- Agenda items due with Secretary, Programs Committee for October meeting by 22 September 2006.

Committee QuickPlace Web Address
- 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.
## DISTRIBUTION LIST

### GRIFFITH HEALTH BOARD (FACULTY) MEETING

### Faculty Board Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Debra Creedy</td>
<td>ex officio (Chair)</td>
</tr>
<tr>
<td>Dean (Academic)</td>
<td></td>
</tr>
<tr>
<td>Professor Allan Cripps</td>
<td>ex officio</td>
</tr>
<tr>
<td>Pro-Vice Chancellor (Health)</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Nicholas Buys</td>
<td>ex officio</td>
</tr>
<tr>
<td>Dean, (Learning &amp; Teaching), Health</td>
<td></td>
</tr>
<tr>
<td>Professor Stephanie Short</td>
<td>ex officio</td>
</tr>
<tr>
<td>Head of School, School of Public Health</td>
<td></td>
</tr>
<tr>
<td>Professor Judith Searle</td>
<td>ex officio</td>
</tr>
<tr>
<td>Head and Dean, Griffith Medical School</td>
<td></td>
</tr>
<tr>
<td>Professor Newell Johnson</td>
<td>ex officio</td>
</tr>
<tr>
<td>Head and Dean, School of Dentistry &amp; Oral Health</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Elizabeth Patterson</td>
<td></td>
</tr>
<tr>
<td>Head and Dean, School of Nursing and Midwifery</td>
<td></td>
</tr>
<tr>
<td>Dr Helen Massa</td>
<td>ex officio</td>
</tr>
<tr>
<td>Head of School, School of Anatomy</td>
<td></td>
</tr>
<tr>
<td>Dr Jayne Clapton</td>
<td>ex officio</td>
</tr>
<tr>
<td>Head of School, School of Human Services</td>
<td></td>
</tr>
<tr>
<td>Professor Lyn Griffiths</td>
<td>ex officio</td>
</tr>
<tr>
<td>Head of School, School of Medical Science</td>
<td></td>
</tr>
<tr>
<td>Professor Nerida Smith</td>
<td>ex officio</td>
</tr>
<tr>
<td>Head of School, School of Pharmacy</td>
<td></td>
</tr>
<tr>
<td>Dr Lewis Adams</td>
<td>ex officio</td>
</tr>
<tr>
<td>Head of School, School of Physiotherapy &amp; Exercise Science</td>
<td></td>
</tr>
<tr>
<td>Professor Peter Creed</td>
<td>ex officio</td>
</tr>
<tr>
<td>Head of School, School of Psychology</td>
<td></td>
</tr>
</tbody>
</table>

### Information Copies (without attachments unless stated)
- Deputy Heads of School
- Director, Teaching and Learning, Griffith Science & Technology
- School Administrative Officers – Griffith Health Group
- School Secretaries – Griffith Heath Group

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

1.0 APOLOGIES

Apologies may be recorded by contacting Michele Britton, Secretary, x56465, or by emailing m.britton@griffith.edu.au

2.0 CONFIRMATION OF MINUTES

The minutes of the 6/2006 meeting have been circulated. To be taken as read and confirmed.

3.0 CHAIR’S REPORT

The Dean (Academic) to report on items of interest to the Board.

4.0 DEAN (LEARNING & TEACHING), HEALTH GROUP REPORT

The Chair, Learning & Teaching Committee, Health Group to report on Faculty Board items.

5.0 GRIFFITH HEALTH RESEARCH COMMITTEE REPORT

The Chair, Griffith Health Research Committee to report on Faculty Board items.

6.0 INFORMATION SERVICES REPORT

Senior Librarian to report on items of interest to the Board.

7.0 PRESENTATION: GRIFFITH EXCHANGE PROGRAM

Ms Julie Lambert, acting Manager, Study Abroad & Exchange, Griffith International and Ms Amy Clare Johnston, Exchange Coordinator, Griffith International will attend to provide a brief presentation to the Board on the Griffith Exchange Program.

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

8.0 SUPPLEMENTARY EXAMINATIONS AND COURSE ASSESSMENT REQUIREMENTS

8.1 The Griffith Health Board (Faculty) will recall that, due to time constraints, this item was not reached at the last Faculty Board meeting, and was deferred to the current meeting for discussion. Board members are asked to consider how the number of supplementary assessments can be reduced. The Dean (Learning and Teaching) will introduce this item.
8.2 Pursuant to the University’s Assessment Policy, the Faculty Assessment Board may, at its discretion, grant supplementary assessment to any student gaining a Pass Conceded in a course, and to any other student with a grade of Fail whose overall performance in the course justifies it (see Section 5.2 Assessment Policy, attached).

8.3 While the importance of supplementary assessments in ensuring students can progress their studies is recognised, the number of supplementary assessments being granted in some courses is a concern given the additional administrative and academic workload this imposes on Schools. This issue is being compounded by the number of courses that require all assessment items to be passed for students to achieve an overall pass in the course and the requirement for particular courses to be passed for students to be able to progress to the next semester.

For discussion

9.0 DEFERRED EXAMS

9.1 The Griffith Health Board (Faculty) is asked to consider the issue of deferred exams for students who, having already had one deferred exam approved, seek a further deferment: in essence a double deferment for the same exam. Approving a second deferred exam has resource implications for Schools. The policy in relation to deferred exams is covered in Section 6.3 of the Assessment Policy (attached). The Dean (Learning and Teaching) will introduce this item.

For discussion

10.0 RESEARCH CENTRE FOR PRACTICE INNOVATION – 4TH YEAR REVIEW REPORT

10.1 All Research Centres in the Health Group, other than the Genomics Research Centre, are due to submit their fourth year review report to the Research and Postgraduate Studies Committee, via the Griffith Health Group (Faculty) Board by 4 September 2006. The Research Centre for Practice Innovation has submitted its Report for the consideration of the Board. (This report has been distributed in hard copy to members only, in accordance with the Centre’s request that the contents of the report remain confidential).

For consideration

11.0 PROPOSAL TO ESTABLISH THE RESEARCH CENTRE FOR PRACTICE INNOVATION AS A RESEARCH CENTRE OF THE UNIVERSITY

11.1 The Research Centre for Practice Innovation is currently a faculty level research centre. The Griffith Health Board (Faculty) is asked to consider a proposal seeking to establish the Research Centre for Practice Innovation as a research centre of the University. (This proposal has been distributed in hard copy to members only, in accordance with the Centre’s request that the contents of the proposal remain confidential).

For consideration

12.0 PSY CONTINUATION OF MAJORS: DISABILITY AND WORK AND HEALTH FOLLOWING DIESTABLISHMENT OF 1177 B BEHAVIOURAL SCIENCE

12.1 The Griffith Health Board (Faculty) will recall that, due to time constraints, this item was not reached at the last Faculty Board meeting, and was deferred to the current meeting for discussion.
12.2 The 4/2006 meeting of Programs Committee approved a major change submission proposing a restructure of the School of Psychology’s undergraduate programs, effective Semester 1, 2007. As part of the approved changes, 1177 Bachelor of Behavioural Science program will be disestablished, and replaced by 1312 Bachelor of Psychological Science. The Disability and Work and Health majors currently offered in the Bachelor of Behavioural Science will continue to be offered to facilitate continuing students’ progress through their majors. Programs Committee expressed concern that the Disability, and Work and Health majors will no longer be available to commencing students and have requested that the Health Group consider continuing these majors in other Health programs, if possible.

For discussion

13.0 PSY PROGRAM WITHDRAWAL (06/0003079)
4010 GRADUATE DIPLOMA OF PSYCHOLOGY

13.1 The Griffith Health Board (Faculty) on the recommendation of the School of Psychology is asked to recommend to Programs Committee the program submission recommending withdrawal of 4010 Graduate Diploma of Psychology (06/0003079), effective Semester 1, 2007. Withdrawal of this program is consistent with the 2006 Health Group’s Operational Plan.

13.2 Historically, only small numbers (2-3) have been admitted to this program each year. In future, eligible students will be offered places in the Honours program. Withdrawal of this program will result in simplified administrative arrangements and will meet the goal of increasing RHD enrolments with more students completing the Honours program.

13.3 Continuing students within this program will continue to adhere to current degree requirements of the program. The Research Project course (6011APY_Y1 and 6011APY_Y2) will remain unchanged to facilitate completion of the research component. Once all students have completed the research component, this course will be withdrawn. A separate special purpose submission (06/0003080) has been prepared, detailing required changes to electives and core courses within the Graduate Diploma of Psychology program consequent upon the recent revision of Psychology undergraduate programs approved by the 4/2006 Programs Committee (20060003524).

13.4 As the program has no impact on programs outside of the School of Psychology no consultation with other Schools was required. The School has advised the Postgraduate Student Service Centre of the proposal to withdraw the program.

Recommendation

13.5 The Griffith Health Board (Faculty) on the recommendation of the School of Psychology is asked to recommend to Programs Committee the program submission recommending withdrawal of 4010 Graduate Diploma of Psychology (06/0003079), effective Semester 1, 2007. Withdrawal of this program is consistent with the 2006 Health Group’s Operational Plan.

For consideration

14.0 PSY SPECIAL PURPOSE SUBMISSION (06/0003080)
4010 GRADUATE DIPLOMA OF PSYCHOLOGY

14.1 The Griffith Health Board (Faculty) on the recommendation of the School of Psychology is asked to recommend to Programs Committee the special purpose submission proposing changes to core and elective courses within 4010 Graduate Diploma of Psychology (06/0003080), effective Semester 1, 2007. The 4/2006 Programs Committee approved a major change submission (20060003524) proposing a
restructure of the School of Psychology’s undergraduate programs to comply with both APAC accreditation advice and also the University’s Guidelines for Cross-Campus Consistency. The Graduate Diploma of Psychology program shares courses with the Psychology end-on and embedded Honours programs. Accordingly, changes are required to the elective and core courses within the Graduate Diploma of Psychology to ensure consistency across all relevant programs within the School.

14.2 The Graduate Diploma of Psychology will be withdrawn from offer (refer separate program withdrawal submission 06/0003079), effective Semester 1, 2007. The changes proposed in this submission will only apply to continuing students. Continuing students within the Graduate Diploma of Psychology program will continue to adhere to current degree requirements of the program. The Research Project course (6011APY_Y1 and 6011APY_Y2) will remain unchanged to facilitate completion of the research component.

Recommendation

14.3 The Griffith Health Board (Faculty) on the recommendation of the School of Psychology is asked to recommend to Programs Committee the special purpose submission for 4010 Graduate Diploma of Psychology (06/0003080) proposing changes to core and elective courses, effective Semester 1, 2007.

For consideration

15.0 HSV SPECIAL PURPOSE SUBMISSION (06/0003084)

5169 M HUMAN SERVICES
5171 M HUMAN SERVICES WITH HONOURS

15.1 The Griffith Health Board (Faculty) on the recommendation of the School of Human Services is asked to consider a special purpose submission (06/0003084) proposing recognition of majors on testamur titles, for graduates from the Master of Human Services and Master of Human Services with Honours effective Semester 1, 2007, as follows:

- Master of Human Services (Rehabilitation Counselling)
- Master of Human Services (Disability Studies)
- Master of Human Services (Orientation & Mobility)
- Master of Human Services (Childhood Studies)

15.2 The School of Human Services has provided the following rationale for the proposed change:

- The inclusion of majors on the testamur titles will facilitate marketing strategies;
- Professional identity, for example as a Rehabilitation Counsellor, will be enhanced.

Recommendation

15.3 The Griffith Health Board (Faculty) on the recommendation of the School of Human Services is asked to recommend to Programs Committee the special purpose submission for 5169 Master of Human Services and 5171 Master of Human Services with Honours (06/0003084) proposing recognition of majors on testamur titles, effective Semester 1, 2007.

For consideration
16.0  NRS SPECIAL PURPOSE SUBMISSION (06/0003078)
1161 / 1162 /1165 B NURSING

16.1 The Griffith Health Board (Faculty) on the recommendation of the School of Nursing and Midwifery is asked to consider a special purpose submission (06/0003078) proposing immediate removal of reference to an option for mid-year entry into the Bachelor of Nursing program, currently included on the overview page of the program on the program catalogue.

16.2 Currently, the program overview page indicates that mid-year entry is an option for students who have completed a TAFE Diploma of Nursing Care (Pre-enrolment) or TAFE Diploma of Nursing Care (Post-enrolment). However, the structure of the Bachelor of Nursing program does not facilitate a mid-year entry as, due to pre-requisite requirements, the School cannot offer a standard 40CP semester for students entering the program in July. Consequently, students who enter the program mid-year cannot benefit from the credit arrangements, as the balance of the program must be undertaken in a two and a half period (rather than a two year period) in order to satisfy prerequisite requirements.

16.3 Mid-year intake is not currently offered to domestic students (other than the special arrangement for indigenous students at Logan). However, Griffith International has made six offers (two confirmed) for mid-year entry in 2007 to international students who are currently enrolled in Diploma programs at Shafston Institute of Technology. The School of Nursing and Midwifery has consistently informed Shafston Institute of Technology and the International Office that the program could only be offered to mid-year entry students on the basis that the program duration will be 2.5 years rather than 2 years, due to pre-requisite issues.

16.4 Offers already made to International students for 2007 will be honoured. Griffith International will clarify with each of the students that have received an offer that the program duration will be 2.5 years rather than 2 years. No further mid-year entry offers will be made by Griffith International.

16.5 The previously approved special arrangement for mid-year entry into the Logan Bachelor of Nursing program for indigenous students (optional full or part-time program structure) will continue.

Recommendation

16.6 The Griffith Health Board (Faculty) on the recommendation of the School of Nursing and Midwifery is asked to recommend to Programs Committee the special purpose submission (06/0003078) proposing immediate removal of reference to an option for mid-year entry into the Bachelor of Nursing program, currently included on the overview page of the program on the program catalogue.

For consideration

17.0  NRS SPECIAL PURPOSE SUBMISSION (06/0003086)
5230 M MIDWIFERY
5244 M MIDWIFERY WITH HONOURS

17.1 The Griffith Health Board (Faculty) on the recommendation of the School of Nursing and Midwifery, is asked to consider a special purpose submission (06/0003086) proposing an extension of teaching weeks for Master of Midwifery and Master of Midwifery with Honours students. Industry requires that students demonstrate functional prior learning in undertaking their midwifery clinical practice placements. Students begin placements in Week 2 of Semester 1.
17.2 Currently, full-time students attend 8 hours of scheduled classes per week throughout the first semester plus a block of lectures on Monday through to Friday in Orientation Week. It is proposed that from Semester 1, 2007, students will be required to attend intensive blocks of lectures on Monday through to Friday in both pre Orientation Week and in Orientation Week.

17.3 The School of Nursing and Midwifery, in its submission, advises that feedback from the current Master of Midwifery cohort advocates that effective learning will be better facilitated if the intensive blocks of lectures are spread over two weeks, rather than one week, as currently.

Recommendation

17.4 The Griffith Health Board (Faculty) on the recommendation of the School of Nursing and Midwifery is asked to recommend to Programs Committee the special purpose submission (06/0003086) proposing an extension of teaching weeks for Master of Midwifery and Master of Midwifery with Honours students to include pre Orientation week, in addition to Orientation week, effective Semester 1 2007.

For consideration

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

18.0 GENOMICS RESEARCH CENTRE – ANNUAL REPORT

18.1 Pursuant to Section 18.0 of the Research Centres Policy, Research Centre Directors are required to submit an Annual Report for the consideration of Academic Committee with regard to the preceding year. The Genomics Research Centre was the only Research Centre in the Health Group due to submit an Annual Report this year. All other Research Centres in the Health Group are due to submit their fourth year review report to Research and Postgraduate Studies Committee by 4 September 2006, and therefore are not required to submit an annual report.

18.2 The Annual Reports are submitted to the Research and Postgraduate Studies Committee but must first be either executively considered or referred to respective Faculty Board(s) for comment. Due to time constraints, the Annual Report submitted by the Genomics Research Centre was executively considered and approved by the Dean, Academic. The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Academic in approving the Report.

For ratification

19.0 HSV MINOR CHANGE SUBMISSION (06/0003081)

19.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching in approving the minor change submission (06/0003081) recommended by the School of Human Services, proposing changes to the 2007 program structure for students who commenced in 2004 in the Bachelor of Human Services in Child & Family Studies / B Education – Primary.

19.2 The minor change has been initiated by the School of Cognition, Language and Special Education, and the School of Curriculum, Teaching and Learning as a result of earlier changes made to the Bachelor of Education – Primary (1060). The following changes are proposed:
• 3021CLS Mathematics Education 2 to change semester of offer from semester 1 to semester 2
• 2020CTL Social Studies Education to change semester of offer from semester 2 to semester 1

19.3 To ensure students are in no way disadvantaged by this change, the School of Curriculum, Teaching and Learning has advised that 2020CTL will be offered in both Semester 1 and Semester 2 in 2007. The Semester 1 offering of the course will be exclusively for 1244 Year 4 students but will only be offered to students in other programs in Semester 2.

Recommendation

19.4 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching in approving the proposed changes to the semester of offer of courses for the 2007 program structure for students who commenced in 2004 in the Bachelor of Human Services in Child & Family Studies / B Education – Primary, as described in minor change submission 06/0003081 submitted by the School of Human Services, for recommendation to the Programs Accreditation Officer.

For ratification

20.0 HSV MINOR CHANGE SUBMISSION (06/0003082)
1095 B HUMAN SERVICES IN CHILD & FAMILY STUDIES

20.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching in approving the minor change submission (06/0003082) recommended by the School of Human Services, proposing that 2032HSV Australian Indigenous Practice replace 2030HSV Child Welfare as a core course in the prescribed program, effective Semester 1, 2007. This is consistent with an earlier School Committee decision that 2032HSV Australian Indigenous Practice will be a core course in all programs. Students may elect to undertake 2030HSV Child Welfare as an elective.

Recommendation

20.2 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching in approving the proposed changes as described in minor change submission 06/0003082 submitted by the School of Human Services, proposing withdrawal of core course 2030HSV Child Welfare and replacement with 2032HSV Australian Indigenous Practice effective Semester 1 2007, for recommendation to the Programs Accreditation Officer.

For ratification

21.0 PBH MINOR CHANGE SUBMISSION (06/0003026)
2031 B SCIENCE WITH HONOURS IN PUBLIC HEALTH
2072 B HEALTH PROMOTION WITH HONOURS
5266 M HEALTH SERVICES MANAGEMENT
5405 M HEALTH SERVICES MANAGEMENT WITH HONOURS
4094 G DIPLOMA PUBLIC HEALTH
5263 M PUBLIC HEALTH

21.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching in approving the minor change submission (06/0003026) recommended by the School of Public Health, proposing changes to the semester of offer of courses within its undergraduate and postgraduate programs. The course 7303PBH Health Research Methodology is currently available in Semester 2 or Semester 3, but is only offered in Semester 2 in some Public Health programs. The
course is listed in error as a Semester 1 course in the Bachelor of Science with Honours in Public Health and the Bachelor of Health Promotion with Honours.

21.2 It is proposed that this course be offered in Semester 2 and 3 for all programs. The introduction of a summer semester intensive provides Honours and other research students with the opportunity to develop and analyse the experimental design for their honours project. It is essential that this process occurs prior to the data collection phase.

21.3 It is also proposed that the course 7111PBH Environment & Population Health be offered in Semester 1 only in the Bachelor of Science with Honours in Public Health as this will be consistent with the offering of the course in other programs.

21.4 The approval to offer the course 7303PBH Health Research Methodology in Semesters 2 and 3 is conditional upon continued monitoring to ensure it remains viable to offer this course in both semesters.

Recommendation

21.5 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching in approving the proposed changes to the semester of offer of courses within its undergraduate and postgraduate programs as described in minor change submission 06/0003026 submitted by the School of Public Health, for recommendation to the Programs Accreditation Officer.

For ratification

22.0 SCN NEW PROGRAM SUBMISSION (20060003535) 8023 DIPLOMA OF BIOSCIENCES

22.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the acting Dean, Academic in approving the new program submission (20060003535) proposing the introduction in semester 1, 2007 of a Diploma of Biosciences, hosted by the Faculty of Science and offered in collaboration with the Queensland Institute of Business and Technology (QIBT). The new program submission requires the approval of the Griffith Health Board (Faculty) as it is proposed that the School of Psychology will offer one Psychology course, included in the Griffith-delivered component of the Diploma, in the July intake, Semester 1, for students studying Biomedical Science. The School of Psychology has agreed with this proposal.

22.2 The Diploma of Biosciences is proposed for development as a pathway to the second year of a range of bachelor degrees offered within the Faculty, including Bachelor of Biomedical Science, Bachelor of Biomolecular Science, Bachelor of Biotechnology, Bachelor of Forensic Science (Biology major), Bachelor of Science (Biochemistry & Molecular Biology, Biological Sciences & Microbiology majors). The aim is to assist in growing international student numbers for Griffith Science & Technology, in keeping with the University's Strategic Plan in terms of growth, diversification of international student enrolments and increasing funding from tuition fees, within a quality framework.

22.3 Graduates of the Diploma of Biosciences will also be eligible for entry into the Bachelor of Biomedical Science (Gold Coast) and Bachelor of Health Science (Gold Coast). The credit arrangements for students choosing to enter these degrees are yet to be determined.

22.4 The model mirrors that of other Diploma programs offered currently by QIBT, with QIBT delivering:
• a Foundation Program (already accredited and offered by QIBT), with a strong emphasis on Mathematics, Communication, Physics and Chemistry, and

• the Diploma program, which mirrors first year of the degree, in small class sizes with a strong support program also developed and delivered by QIBT. The current model at QIBT sees the University involved in strong academic controls, including moderation, to ensure the program is delivered within a quality framework.

22.5 The offering of a similar program on the Gold Coast is a priority for the Health Group. However, the development of a program is dependent upon the University determining whether it will enter into an agreement with a provider to offer a foundation program and Diploma programs on the Gold Coast campus.

Recommendation

22.6 The Griffith Health Board (Faculty) is asked to ratify the executive action of the acting Dean, Academic in executively approving the new program submission (20060003535) proposing the introduction of the Diploma of Biosciences. This submission was considered and approved at the 5/2006 meeting of Programs Committee held on 3 August 2006.

For ratification

23.0 SCT NEW PROGRAM / MAJOR CHANGE SUBMISSION (20060003536)
1306 B MEDICAL SCIENCE (NATHAN)

23.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the acting Dean, Academic in approving the new program / major change submission (20060003536) proposing the introduction in semester 1, 2007 of the Bachelor of Medical Science, hosted by the School of Biomolecular and Biomedical Science, at the Nathan campus.

23.2 The proposed program (1306) Bachelor of Medical Science hosted by the School of Biomolecular and Biomedical Science is cross campus consistent with the recently approved (1280) Bachelor of Medical Science, hosted by the School of Medical Science at the Gold Coast campus (4/2006 Programs Committee). Both the Nathan and Gold Coast programs have the same number of core and elective courses, and have identical degree requirements. The core courses within the programs will ensure maximum cross-campus consistency of both content and learning outcomes.

23.3 A program management plan has been developed, as part of the submission, in order to ensure ongoing consistency between the Gold Coast and Nathan programs. The management committee that will be established pursuant to the program development plan will ensure ongoing monitoring of cross-campus consistency and quality of the program.

Recommendation

23.4 The Griffith Health Board (Faculty) is asked to ratify the executive action of the acting Dean, Academic in executively approving the new program / major change submission (20060003536) proposing the introduction in semester 1, 2007 of the Bachelor of Medical Science (1306) hosted by the School of Biomolecular and Biomedical Science. This submission was considered and approved at the 5/2006 meeting of Programs Committee held on 3 August 2006.

For ratification
24.0 NRS CHANGE TO ASSESSMENT – 1972NRS PERSPECTIVES ON NURSING, HEALTH, CULTURE AND SOCIETY

24.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching in approving changes to assessment arrangements for the core course 1972NRS Perspectives on Nursing, Health, Culture and Society, recommended by the School of Nursing and Midwifery. This course is offered Semester 1, Year 1 in the Bachelor of Nursing program. The change will take effect from Semester 1, 2007.

<table>
<thead>
<tr>
<th>Current Assessment</th>
<th>Proposed Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessment One</td>
<td>Assessment One</td>
</tr>
<tr>
<td>1000 word equiv. Referencing Portfolio</td>
<td>1000 word equiv. Referencing Portfolio</td>
</tr>
<tr>
<td>Assessment Two</td>
<td>Assessment Two</td>
</tr>
<tr>
<td>1500 word Essay</td>
<td>Mid Semester Exam</td>
</tr>
<tr>
<td>Assessment Three</td>
<td>(MCQs and Short Answer)</td>
</tr>
<tr>
<td>1000 word Observation Log</td>
<td>Assessment Three</td>
</tr>
<tr>
<td></td>
<td>1500 word Essay</td>
</tr>
</tbody>
</table>

24.2 The rationale for the change is as follows:

- The Observation Log assignment was originally devised to fit with a one week clinical practicum which was part of the original course design. Since this practical component is no longer undertaken, students have completed this assessment item as a review of a work of fiction. The title Observation Log no longer represents the style of this assessment item.
- Currently all assessment items in this course are written. Thus students who are not good at essay writing have little opportunity to display their knowledge in other forms.
- Course content in the early part of semester is suitable for this form of assessment.

Recommendation:

The Griffith Health Board (Faculty) on the recommendation of the School of Nursing and Midwifery is asked to ratify the executive action of the Dean, Learning and Teaching in approving the changes to assessment arrangements for the core course 1972NRS Perspectives on Nursing, Health, Culture and Society, effective Semester 1, 2007.

For ratification

25.0 NRS CHANGES TO ASSESSMENT

7018NRS QUALITATIVE RESEARCH
7019NRS QUANTITATIVE RESEARCH

25.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching in approving changes to assessment arrangements for the following core postgraduate courses within the School of Nursing and Midwifery’s postgraduate Masters’ programs.

7018NRS Qualitative Research

<table>
<thead>
<tr>
<th>Current Assessment</th>
<th>Proposed Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignment 1</td>
<td>Assignment 1</td>
</tr>
<tr>
<td>3000 words</td>
<td>2500 words</td>
</tr>
<tr>
<td>Weighting 50%</td>
<td>Weighting 40%</td>
</tr>
<tr>
<td>Assignment relating to a methodological issue</td>
<td>Assignment relating to a methodological issue</td>
</tr>
<tr>
<td>Assignment 2</td>
<td>Assignment 2</td>
</tr>
</tbody>
</table>
25.2 The following rationale for the change of assessment arrangements for 7018NRS Qualitative Research was provided by the School:

- The final assignment asks students to apply the principles they have been learning throughout the semester to design a study, including question, significance, methodology, sampling and recruitment, data collection, data analysis and ethical principles. The new weighting will more accurately reflect the importance of the assessment tasks.
- Configuration would enable students to gain feedback from the first assignment prior to addressing the tasks in assessment 2.
- The major portion of the student's grade will result from an assessment task that reflects the total content of the course.

### 7019NRS Quantitative Research

<table>
<thead>
<tr>
<th>Current Assessment</th>
<th>Proposed Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review of the Literature 30%</td>
<td>Review of the Literature 30%</td>
</tr>
<tr>
<td>Statistical Assessment 20%</td>
<td>Statistical Assessment 20%</td>
</tr>
<tr>
<td>Research Proposal 50%</td>
<td>Research Proposal 40%</td>
</tr>
<tr>
<td></td>
<td>Active Participation on Discussion Board 10%</td>
</tr>
</tbody>
</table>

25.3 The rationale for the change of assessment arrangements for 7019NRS Quantitative Research, provided by the School, is that students will be encouraged to actively participate throughout the semester thereby enhancing experiential learning. The assessment would be graded by documenting course participation statistics on Blackboard and assessing quality of contributions throughout the semester. The criteria for discussion board participation is attached.

Recommendation:

25.4 The Griffith Health Board (Faculty) on the recommendation of the School of Nursing and Midwifery is asked to ratify the executive action of the Dean, Learning and Teaching in approving the changes to assessment arrangements for 7018NRS Qualitative Research, and 7019NRS Quantitative Research, effective Semester 1, 2007.

For ratification

26.0 **NRS CHANGES TO ASSESSMENT – 7848/8848NRS HUMAN DIMENSIONS IN INFECTION CONTROL 7849/8849NRS CONTEMPORARY INFECTION CONTROL PRACTICE**

26.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching in approving changes to assessment arrangements for the following core courses within the Graduate Certificate in Infection Control and Master of Advanced Practice (Infection Control):7848NRS/8848NRS Human Dimensions in Infection Control7849/8849NRS Contemporary Infection Control Practice. Currently, students are required to submit 2 x 500 word non-graded discussion board postings worth 10% each and 2 x 2-2500 word essays worth 40% each. Provided the discussion postings have some relationship to the topic, students are
automatically awarded full marks. Therefore 20% of the overall grade for the course/s is currently awarded, without any opportunity to provide a critique of the quality of the student's work.

26.2 The School of Nursing and Midwifery recommends the 2 x 500 word discussion postings be graded rather than un-graded ‘and thus enable assessors to provide constructive critique of the student's work in a formative manner.’ The weighting will remain the same, that is, 10% each posting. These courses are offered in both Semester 1 and Semester 2. The change is intended to take effect from Semester 2, 2006.

Recommendation:

26.3 The Griffith Health Board (Faculty) on the recommendation of the School of Nursing and Midwifery is asked to ratify the executive action of the Dean, Learning and Teaching in approving the changes to assessment arrangements for 7848NRS/8848NRS Human Dimensions in Infection Control and 7849/8849NRS Contemporary Infection Control Practice, effective Semester 2, 2006.

For ratification

27.0 NRS CHANGES TO PROGRAM CONVENORS

27.1 The Griffith Health Board (Faculty) on the recommendation of the School of Nursing and Midwifery is asked to ratify the executive action of the Dean, Learning and Teaching in approving the following changes to program convenors for Semester 2, 2006.

Dr Ursula Kellett
Postgraduate Coordinator / Program Convenor for
(5424) Master of Advance Practice
(5425) Master of Advance Practice (Honours)
Unspecialised Strand
Health Care Research Strand
(2029) Bachelor of Nursing (Honours)

Ms Anna Davey
Program Convenor for
(5424) Master of Advance Practice
(5425) Master of Advance Practice (Honours)
Critical Care Nursing Strand
Emergency Nursing Strand
(3073) Graduate Certificate in Critical Care Nursing
(3070) Graduate Certificate in Emergency Nursing

Dr David Lee
(1162) Bachelor of Nursing - Gold Coast
(1164) Bachelor of Nursing (Post Registration) ? Gold Coast

Ms Ruth Cantrill
(5230) Master of Midwifery
(5244) Master of Midwifery (Honours)

28.0 FIRST YEAR ADVISER UPDATES

28.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning and Teaching of the following changes to First Year Advisers, and to note the attached updated list of First Year Advisers for the Health Group, following completion of the annual review of First Year Adviser arrangements:
For ratification

29.0 COURSE OUTLINES

29.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Academic, of course outlines as listed, to be offered by the Schools of Dentistry and Oral Health, and Pharmacy. Course outlines have been published and may be viewed at [http://www.griffith.edu.au/ua/aa/pccat/courseoutlines.html](http://www.griffith.edu.au/ua/aa/pccat/courseoutlines.html)

DOH

1111DOH Community Research Skills

MED

The following course outlines were approved subject to revisions:

- 7001MED Introduction to Law
- 7002MED Bioethics
- 7004MED Law and Health Practice II
- 7006MED Industrial & Employment Law

PHM

3034PHM Drug Information and Evaluation

For ratification

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

30.0 NOMINATIONS FOR GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING 2006

The Griffith Awards for Excellence in Teaching is one of the ways in which student-centred teachers can be recognised within Griffith and be nominated for the Carrick Awards for Australian University Teaching. Deans and Heads of Schools are encouraged to support the Griffith Awards for Excellence in Teaching by nominating staff who are student-centred teachers, and who demonstrate excellent scholarship in teaching.

Excellence in Teaching Category

Nominations for the Teaching Excellence Awards for 2006 are now being sought from students, staff, industry partners or employers of Griffith graduates. Nominations close at **5.00 pm on Friday, 11 August 2006**. All nominations received will be acknowledged and nominees will be requested to submit their application in both electronic form (via email: awards-sec@griffith.edu.au) and in a printed form by **5.00 pm on Friday, 22 September 2006**.

Innovation Across the Institution Category
Applications for these awards should include a maximum of four A4 pages (minimum 10 point Arial of equivalent font), with a description of the activity or service, a section addressing the selection criteria and a section containing the views of students, clients and/or the community about the service or activity. Please make use of the application template which is available at the learning and teaching website. Applications close at **5.00 pm on Friday, 22 September, 2006** and are to be submitted in both electronic (via email: awards-sec@griffith.edu.au) and printed forms.

The Griffith Awards for Excellence in Teaching Guidelines, nomination form and application template are available at the Learning and Teaching website (refer: http://www.griffith.edu.au/landt/gaet); or from the Secretariat, Room 2.36, Bray Centre, Nathan campus and from Room 3.01, Vice Chancellor’s Office Reception, Graham Jones Centre, Gold Coast campus.

For noting

31.0 **FUNDS FOR INTEGRATION, MAINTENANCE AND ENHANCEMENT OF ‘INNOVATIVE’ TEACHING & LEARNING RESOURCES WITHIN LEARNING@GRIFFITH FOR 2007**

31.1 The Deputy Vice Chancellor (Academic) has advised that an additional $50,000 per Academic Group is available this year for repurposing and reuse of existing innovative teaching and learning resources (for example, video, audio, online tools, simulations, games, animation). Learning resources to be repurposed, maintained or enhanced should be proposed in the context of the signature experiences contained in The Griffith Academic Plan 2, particularly the first year experience, research-led teaching, work-integrated learning and the diversity of the student body.

31.2 The Head of the Secretariat, Ms Karen van Haeringen, x57726, K.VanHaeringen@griffith.edu.au, will coordinate the application process. Each Group is required to provide a proposal, using the standard application form, and including a cost assessment from FLAS, by Friday 6 October 2006. Approvals will be advised by the Deputy Vice Chancellor (Academic) in November 2006.

For noting

32.0 **POLICY UPDATES**

The Board is advised of the following policy updates:

**Research Higher Degree Policy**

This policy prescribes the general requirements for the award of Doctor of Philosophy (PhD) and Master of Philosophy (MPhil).


**Program Planning, Development and Approval Policy**

This document describes the process by which each Academic Group annually reviews and renews its program profile, in the context of Group operational planning. It also outlines the process the University uses to assure itself and its stakeholders that when a new program is proposed by an academic Group it forms a worthwhile addition to the University's portfolio of programs, advances the University's Mission, is consistent with the University's Academic Plan and is justified in terms of meeting community needs and the needs of employers. In addition the policy provides a framework to support Faculties in the task of program development and describes the processes of change and withdrawal that apply throughout the life cycle of a program.
Guidelines for Program Development

The task of developing a program is a major academic undertaking which should be approached as a project and planned and managed to achieve a successful outcome. These guidelines are provided to assist the Faculty to manage a program development project.

Timelines for Program Planning, Development and Approval - 2007

The process for program planning, development and approval must be undertaken with due regard for the timelines set out in this document. These timelines are determined by two critical milestones (refer Section 5 below for detailed information):

i) The deadlines for the preparation of student recruitment publications; and

ii) The necessity for having full program information published in the Program Catalogue prior to the opening of enrolments for the semester in which the new program is introduced or program changes are to be implemented.

Timelines for Program Planning, Development and Approval - 2008

The process for program planning, development and approval must be undertaken with due regard for the timelines set out in this document. These timelines are determined by two critical milestones (refer Section 5 below for detailed information):

i) The deadlines for the preparation of student recruitment publications; and

ii) The necessity for having full program information published in the Program Catalogue prior to the opening of enrolments for the semester in which the new program is introduced or program changes are to be implemented.

Medal for Achievement in the Bachelors Degree Schedule of Awards

This schedule forms part of the University's policy on the Medal for Achievement in the Bachelor's Degree. The schedule sets out the medals that are awarded annually and the programs for which they are awarded.

Professional Doctorate Policy

This policy prescribes the general conditions for the award of professional doctorate degrees at Griffith University.
Griffith Awards for Excellence in Teaching

This document describes the annual nomination, application and selection processes for the Excellence in Teaching awards and the Innovation across the Institution awards.


Griffith Awards for Excellence in Teaching - Innovation Across the Institution Category - Selection Criteria


Griffith Awards for Excellence in Teaching Nomination Form


Griffith Grants for Learning and Teaching Guidelines

This policy describes a three-tiered approach to the provision of grants to support innovation in learning and teaching, detailing the selection criteria and process for applying for grant funds.


Student Administration Policy

This policy specifies the way in which the University will administer students’ enrolments from 1 January 2005 in all the programs of the University with the exception of PhD and MPhil candidatures.


Financial Delegations Schedule

This document specifies the financial delegations and responsible authority for a range of financial related functions and activities, including the procurement of goods and services and conducting transactions.

Personal Information Privacy Plan

In 2002, the Queensland Government approved new information standards which established a framework for the responsible collection and management of personal information in the Queensland public sector and certain statutory bodies and government owned corporations.

In accordance with Information Standard No.42 (IS 42), Griffith developed a privacy plan for publication on the University's website in 2002. This plan has recently been reviewed and updated and is available at the following website:

URL: http://www.griffith.edu.au/ua(aa)/vc/pp/

Fees and Charges Policy

This policy encapsulates the basis on which the University charges students fees for various activities. It defines the various types of fees and charges and provides the authorities to determine the various types of fees; provisions for refunds; penalties for non-payment; sponsorships and scholarships; payment plans. It implements the provisions of the Higher Education Support Act 2003 within the University.


Approval to Undertake Work Experience/Community Placement Form


33.0 OTHER BUSINESS

34.0 NEXT MEETING

The next meeting of the Griffith Health Board (Faculty) will be held on Wednesday 20 September 2006 at 2.30 pm in Room G18_3.02, Gold Coast campus.