A meeting of the Griffith Health Board will be held at 12.30 pm on Wednesday 11 February 2009 in Room 2.02, The Chancellery (G34) Gold Coast campus.

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**Significant Committee Events**

- This meeting of the Griffith Health Board will be held at 12.30 pm on Wednesday 11 February 2009 in Room 2.02, The Chancellery (G34) Gold Coast campus.
- The next meeting of the Griffith Health Board will be held at 1.00 pm on Wednesday 25 March 2009 in Room 2.02, The Chancellery (G34), Gold Coast campus.

**Deadlines**

- Agenda items due with Secretary, Programs Committee for March meeting by 26 March 2009.

**Committee QuickPlace Web Address**

- [https://qplace01.domino.griffith.edu.au/QuickPlace/sec-university-committees/Main.nsf/h_Toc/dc93ed94a6ce679b4a256d040002e3f0/?OpenDocument](https://qplace01.domino.griffith.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 56465 for advice or if experiencing difficulties.
DISTRIBUTION LIST

**Faculty Board Members**

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<tr>
<td>Professor Nick Buys</td>
<td><em>ex officio</em> (Chair)</td>
</tr>
<tr>
<td>Acting Dean (Academic)</td>
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<tr>
<td>Professor Allan Cripps</td>
<td><em>ex officio</em></td>
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<tr>
<td>Pro-Vice Chancellor (Health)</td>
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<tr>
<td>Professor Nick Buys</td>
<td><em>ex officio</em></td>
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<td>Dean (Learning &amp; Teaching), Health</td>
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<tr>
<td>Professor Lyn Griffiths</td>
<td><em>ex officio</em></td>
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<tr>
<td>Dean (Research), Health</td>
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<tr>
<td>Professor Donald Stewart</td>
<td><em>ex officio</em></td>
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<td>Head of School, School of Public Health</td>
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<tr>
<td>Professor Judith Searle</td>
<td><em>ex officio</em></td>
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<tr>
<td>Head and Dean, Griffith Medical School</td>
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<tr>
<td>Professor Newell Johnson</td>
<td><em>ex officio</em></td>
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<tr>
<td>Head and Dean, School of Dentistry &amp; Oral Health</td>
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<tr>
<td>Professor Elizabeth Patterson</td>
<td><em>ex officio</em></td>
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<tr>
<td>Head and Dean, School of Nursing and Midwifery</td>
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<tr>
<td>Associate Professor Jayne Clapton</td>
<td><em>ex officio</em></td>
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<tr>
<td>Head of School, School of Human Services and Social Work</td>
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<tr>
<td>Associate Professor Tony Perkins</td>
<td><em>ex officio</em></td>
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<tr>
<td>Head of School, School of Medical Science</td>
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<tr>
<td>Professor Nerida Smith</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head of School, School of Pharmacy</td>
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<tr>
<td>Professor Peter Milburn</td>
<td><em>ex officio</em></td>
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<tr>
<td>Head of School, School of Physiotherapy &amp; Exercise Science</td>
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<tr>
<td>Associate Professor Alf Lizzio</td>
<td><em>ex officio</em></td>
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<tr>
<td>Head of School, School of Psychology</td>
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<tr>
<td>Professor Wendy Chaboyer</td>
<td><em>ex officio</em></td>
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<tr>
<td>Acting Director, Research Centre for Clinical Practice Innovation</td>
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<tr>
<td>Professor Mark Forwood</td>
<td><em>Invited</em></td>
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<tr>
<td>Head of Discipline, Anatomy, School of Medical Science</td>
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</tbody>
</table>

**Information Copies** (without attachments unless stated)

Deputy Heads of School
Directors, Learning and Teaching, 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 and WELCOME
Apologies may be recorded by contacting Michele Britton, Secretary, x56465, or by emailing m.britton@griffith.edu.au

2.0 MEMBERSHIP
Farewell and Thankyou

* The Board will wish to thank Dr Belinda Beck for her contributions while in the role of Head of School, Anatomy.

* The Board will wish to thank Professor Claire Rickard for her contributions while in the role of acting Director, Research Centre for Clinical Practice Innovation

Welcome

The Board will wish to welcome Professor Wendy Chaboyer, Director, Research Centre for Clinical Practice Innovation on her return to membership of the Board as representative of Health Group Research Centre Directors.

Congratulations

The Board will wish to congratulate Professor Liz Patterson on her recent promotion from Associate Professor to Professor:

3.0 CONFIRMATION OF MINUTES
The minutes of the 7/2008 meeting have been circulated. To be taken as read and confirmed.

4.0 PVC’S REPORT
The Group Pro Vice Chancellor (Health) will report on items of interest to the Board.

5.0 CHAIR’S REPORT
The Dean (Academic) will report on items of interest to the Board.

6.0 DEAN (LEARNING & TEACHING) REPORT
The Dean (Learning & Teaching) Health has conveyed apologies for this meeting.

7.0 DEAN (RESEARCH) REPORT
The Dean (Research) Health will report on items of interest to the Board.

8.0 FINANCE AND BUSINESS SERVICES REPORT
The Group Resource Manager will report on items of interest to the Board.

9.0 INFORMATION SERVICES REPORT
Senior Librarian to report on items of interest to the Board.

10.0 HEALTH & SAFETY REPORT
The Manager, Technical Services (Health) will
  • Provide a Health and Safety status report
  • Report on other items of interest to the Board.

11.0 PRESENTATION: QIBT DIPLOMA PROGRAMS
Ms Heather Tinsley, College Director and Principal, Queensland Institute of Business and Technology (QIBT) will attend the Board to deliver a presentation on QIBT and development of two Diploma programs to be offered at the Gold Coast.

12.0 PRESENTATION: IELTS CAPSTONE TRIAL FINDINGS
Ms Pamela Humphreys, IELTS Manager, Griffith English Language Institute will report on the outcome of the IELTS capstone trial.

The aim of the capstone trial research was to test a minimum of 150 international students in their final or penultimate semester in Griffith degree programs on 16 August 2008 at the Griffith Test Centre AU053 using the Academic version of the IELTS test. The research was co-funded by IELTS Australia and GELI and was available free of charge to eligible students on a first-come-first-served basis.

The compiled data outlines test results in absolute terms and relative to degree entry requirements. In addition, results were analysed to ascertain any trends in connection with the following variables:

1) undergraduate vs. postgraduate outcomes
2) pathways through which students entered Griffith University
3) disciplines
4) nationality background

Outcomes of the trial will inform decisions on further large-scale ‘exit testing’ as part of the Griffith English Language Enhancement Strategy.

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

13.0 QUALITY ISSUES DISCUSSION
13.1 REPORT ON COURSE EVALUATIONS
Pursuant to the Health Group’s ‘Closing the Loop’ course evaluation process, Heads of School will provide a one page summary to Faculty Board of the common issues identified via the course evaluation process undertaken during Semester 2 2008, and
action taken to address the issues. Written reports received prior to this meeting are attached for consideration.

Recommendation

13.2 The Griffith Health Board is asked to endorse the written reports detailing outcomes of the Semester 2 2008 course evaluation process and actions taken to address identified issues.

For approval

14.0 STUDENT RECRUITMENT

14.1 The Health Group’s strategy to enhance student retention was endorsed by the Board at the October 2008 meeting. It was agreed during the October meeting that a discussion will be held at the next Board meeting regarding strategies for recruitment of ‘quality’ students.

For discussion

15.0 UNIVERSITY MEDAL POLICY - 1272 B MEDICINE/B SURGERY

15.1 The School of Medicine propose to insert an exception to the University Medal policy to vary the eligibility requirements for Bachelor of Medicine/Bachelor of Surgery graduates. The University Medal policy prescribes the condition for the award of the University Medal which is the highest award in recognition of academic excellence in Bachelors Degree Honours graduates.

15.2 The University Medal policy specifies as follows:

To be eligible for the award of the University Medal, a graduate must gain a bachelor's degree with first class honours at the University and

- in total over the entire bachelor’s degree and honours degree programs achieve a minimum GPA of 6.5. Where honours is taken as an additional year, students must also achieve a GPA of 6.5 in the coursework component of the honours program.

- achieve a First Class Honours standard as set by the relevant Faculty Assessment Board for the honours dissertation where there is a dissertation requirement of 30CP or more in the honours program.

15.3 The School of Medicine is concerned that, under the current eligibility criteria, there will be a number of graduates each year who are eligible to receive a University medal. In 2008, six students (from a cohort of 70) were eligible for the award. Four of the six students have a GPA of 7.0 and two of the six students have a GPA of 6.5. The position of the School of Medicine is that awarding the University medal to a number of graduates devalues the award. Accordingly, the School sought a particular interpretation of current policy (University Medal policy and Calculation of GPA policy) so to prevent any Bachelor of Medicine/Bachelor of Surgery graduate from the 2008 cohort from receiving a medal and also sought an amendment to the University Medal policy to create additional requirements for future Bachelor of Medicine/Bachelor of Surgery graduands to meet in order to be eligible for the University medal, as detailed in the attached draft policy amendment and repeated below:

In addition to the above requirements, a candidate for the University Medal who has completed the requirements of the Bachelor of Medicine/Bachelor of Surgery will have achieved an Adjusted Weighted Average for Medicine 3 and Medicine 4 of at least 90%, together with a grade of High Distinction in each of Medicine 3 and Medicine 4. A
recommendation for the award of the University Medal will be made by the School of Medicine Assessment Panel.

15.5 The Deputy Vice Chancellor (Academic) has advised the School that while he is happy for discussion to occur regarding the policy and its application for future graduands, the School was instructed to issue University Medals to the 6 eligible graduates for the 2008 cohort under the existing policy. The Deputy Vice Chancellor (Academic) has noted there is a precedent of multiple medals being awarded at Griffith and other institutions where multiple students are eligible for recognition of academic excellence. For example, University of Queensland traditionally awards multiple medals for its Medicine graduates. The Deputy Vice Chancellor (Academic) has expressed the concern that not granting any medals may potentially disadvantage our graduates seeking employment in the same competitive market.

15.6 Any changes to University policy must be considered and approved by Academic Committee. The Deputy Vice Chancellor (Academic) has requested the Griffith Health Board to consider the proposed amendment to the University Medal policy and provide a recommendation to Academic Committee.

Recommendation

15.7 The Griffith Health Board is asked to consider the proposed amendment to the University Medal policy (attached) and provide a recommendation to Academic Committee.

For consideration

16.0 MED SPECIAL PURPOSE SUBMISSION (08/0004883)

1272 B MEDICINE / B SURGERY

16.1 The Griffith Health Board is asked to consider a special purpose submission proposing change of the cut-off for Honours for the 1272 Bachelor of Medicine/Bachelor of Surgery (MBBS) program from the currently approved 75% cut-off to 85% for students who commence in the program from 2007 and 2008 (that is, students in Year 1 and 2 in 2008) and for all students commencing in the program from 2009 and thereafter.

Programs Committee considered the special purpose submission at its meeting held on 4 December 2008, following executive approval of the submission by the Dean (Learning and Teaching) Health, however, the submission has been recycled by Programs Committee to the Griffith Health Board.

16.2 Programs Committee noted the University policy for cut-off for Honours is 80% (per Section 8.5 of the Bachelors Honours Degree Policy) and expressed the view that the cut-off should be consistently applied and adhered to across the University so that no group of students is unfairly or inequitably treated or disadvantaged. Accordingly, Programs Committee expressed the view that the cut-off for Honours for MBBS should be set at 80% and calculated in accordance with the Bachelors Honours Degree policy (Section 8.5 is set out below for easy reference).

16.3 The School of Medicine was advised that if it was prepared to revise the submission to accord with University policy i.e. set the cut-off at 80% (per policy), the Chair, Programs Committee will consider the revised submission executively for implementation from Semester 1 2009. However, the School of Medicine wish to pursue an 85% cut-off on the basis that 85% is the most appropriate cut–off for first class honours for MBBS students to appropriately award performance in the program.

16.4 Programs Committee noted the submission had been executively approved by the Dean (Learning and Teaching). Due to the proposed deviation from University policy, Programs Committee requires the submission to be first discussed and debated by the Griffith Health Board before progressing to Programs Committee.
Extract from Bachelors Honours Degree policy (Section 8.5)

Calculation of Honours Classification

The class of honours degree to be awarded each candidate will be determined on the basis of the Honours Weighted Average and the standard cut-offs as described below:

**Honours Weighted Average**

The Honours Weighted Average (HWA) is determined by combining the percentage mark awarded for each coursework course and the Honours research dissertation course with their respective credit point value, as follows:

\[
HWA = \frac{\sum (P \times CP)}{\sum (CP)}
\]

where

- \( \sum \) = the sum of \( \sum (CP) \)
- \( P \) = percentage mark in each course
- \( CP \) = Credit point value of each course

The Dissertation HWA is calculated by the same method, incorporating only the Honours research dissertation course(s). The percentage mark for the dissertation is calculated from the individual examiners' marks and other components of the dissertation assessment where applicable, with weightings approved by the Faculty Board.

**Standard Cut-Offs for Honours Classifications**

<table>
<thead>
<tr>
<th>Class of Honours</th>
<th>I</th>
<th>IIA</th>
<th>IIB</th>
<th>III</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall HWA Range</td>
<td>80% -</td>
<td>70% -</td>
<td>60% -</td>
<td>50% -</td>
</tr>
<tr>
<td></td>
<td>100%</td>
<td>79.9%</td>
<td>69.9%</td>
<td>59.9%</td>
</tr>
<tr>
<td>Minimum Dissertation HWA</td>
<td>80%</td>
<td>70%</td>
<td>60%</td>
<td>50%</td>
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</table>

The HWA is calculated and rounded to one decimal point.

A candidate who achieves less than 50% is not awarded the Honours degree.

**Recommendation**

16.5 The Griffith Health Board is asked to consider the attached special purpose submission (08/0004883) and if this submission is approved, to provide a recommendation to Programs Committee to change the honours cut-off from a raw score of 75% to an adjusted score of 85% for the 1272 Bachelor of Medicine/Bachelor of Surgery program, effective Semester 1 2009.

**For consideration**

17.0 2009 FACULTY LEARNING AND TEACHING CITATIONS

17.1 The Faculty Learning and Teaching Citation (FLTC) scheme is one of a suite of programs designed to recognise and reward truly engaged teachers who are student-centred and respect students as active members of the Faculty’s learning community. The annual scheme is open to all academic staff, including casual academic staff.

17.2 The Faculty Board (or delegated Committee) shall be the selection panel for FLTCs. There are five Griffith Health citations valued at $2000 each. The selection panel may choose to award, not to award, or choose joint citation winners. Citation recipients are to use the funds to benefit their own professional development as university teachers.
17.3 The FLTC Guidelines, detailing all aspects of the process are attached for reference. Applications are due to be electronically submitted to Michele Britton, Secretary, Griffith Health Board by Monday 5.00 pm Week 11, Semester 1 (18 May 2009). Applicants will be notified of decisions by no later than Week 14, Semester 1 (8 June 2009).

For discussion/noting

18.0 HEALTH GROUP PROGRAM CHANGES

18.1 The program changes processed for the Health Group since the previous Griffith Health Group Board meeting are detailed in Section II of this agenda. All program changes listed in Section II have been considered and approved executively either by the Dean (Learning and Teaching), or in some instances, the Dean (Academic). Details of the submissions are contained in Section II of this agenda and all submissions are attached for reference. Members are asked to consider the list of program changes for information and to flag any submissions they wish to bring forward to Section I of this agenda for discussion.

For consideration

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

19.0 DOH SPECIAL PURPOSE SUBMISSION (08/0004881)
5402 M DENTAL TECHNOLOGY IN PROSTHETICS

19.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the special purpose submission seeking to amend the admission requirements for the Master of Dental Technology in Prosthetics, effective Semester 1 2009.

19.2 The rationale provided by the School for changes to the admission requirements are:

*It has been both time consuming and expensive for the School to evaluate and assess prospective students. The entry requirements have been adjusted to accommodate students with academic qualifications more suited to the program in order to maintain the academic standards and the clinical expertise required by a graduate of this program.*

19.3 The amendments to the admission requirements will ensure students entering the program are appropriately qualified and will provide a pathway for graduating Bachelor of Dental Technology students who wish to progress to the postgraduate program.

For ratification

20.0 HLS SPECIAL PURPOSE SUBMISSION (08/0004894)
HEALTH GROUP UNDERGRADUATE AND POSTGRADUATE PROGRAMS

20.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the special purpose submission detailing advice to students regarding professional placement requirements. The proposed effective date of the submission is Semester 1 2009.

20.2 The addition of professional practice requirements and work-integrated learning statements on the ‘Program Overview’ and ‘Apply for Entry’ pages of the program catalogue will ensure Health students are fully aware of all the requirements to be completed before they can undertake placement, and the consequences should they not meet these requirements.
For ratification

21.0 HLS MINOR CHANGE SUBMISSION (08/0004877)
5433 M MEDICAL RESEARCH
2080 GRiffith health group honours program
5424 / 5425 M Advanced practice / with honours
1174 B Physiotherapy & exercise science

21.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the minor change submission proposing to reduce the number of offerings of 6002HLS Quantitative Research, effective Semester 1 2009.

For ratification

22.0 HSV MAJOR CHANGE SUBMISSIONS
1098 B HUMAN SERVICES (08/0004880)
1263 B HUMAN SERVICES / CCJ (08/0004882)

22.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving major change submissions for the Bachelor of Human Services [1098] and Bachelor of Human Services / B Criminology and Criminal Justice [1263] programs, summarised as follows:

**1098 B Human Services:**
- Phase 1 (effective Semester 1 09)
  - Withdrawal of 3 x majors: Community and Family Studies; Disability Studies; Studies in Ageing.
  - Introduction of accelerated option (complete 3 year program in 2.5 years).
- Phase 2 (effective Semester 1 2010)
  - Withdrawal of remaining Rehab Counselling major (contingent upon intro of B Human Services / M Rehab Counselling program).

Note: The removal of the majors is intended to maximise resources through removal of low enrolment courses. For transition reasons (teaching out the majors) the benefits of this strategy may take some time to be fully realised.

The introduction of an accelerated option is to facilitate students being able to achieve two qualifications in three years (bachelors + grad cert). The grad certificates will enable students to obtain a qualification in a specialty area (social gerontology, disability studies, community & youth work etc), rather than undertaking specialisation via majors in their undergraduate program as has previously been the case.

**1263 B Human Services / B CCJ**
- Phase 1 (effective Semester 1 09)
  - Withdrawal of Diversity & Justice major
- Phase 2 (effective Semester 1 2010)
  - Restructure of Rehabilitation and Corrections major to accommodate withdrawal of the Rehab Counselling major from the B Human Services program.

For ratification

23.0 HSV MAJOR CHANGE SUBMISSION (08/0004898)
5169 M HUMAN SERVICES (Childhood studies)
3250 G CERT Childhood studies

23.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the major change submission proposing to establish a
Graduate Certificate in Childhood Studies (entry/exit articulation with the Master of Human Services - Childhood Studies) to replace the withdrawn Childhood Studies strand within the 3166 Graduate Certificate in Early Childhood program. The new program Graduate Certificate in Childhood Studies program will be offered off-campus, on-line by the School of Human Services and Social Work from Semester 1 2009.

23.2 The School of Human Services and Social Work was advised on 18 November 2008 of EDU’s intention to remove the Childhood Studies major from the Graduate Certificate in Early Childhood Education program. The Health Group Executive met with the Deputy Vice Chancellor (Academic) two days later on 20 November 2008 for the purpose of program planning discussions. The Deputy Vice Chancellor (Academic) approved a major change to the Master of Human Services [5169] program to enable the introduction of a new Graduate Certificate in Childhood Studies (entry/exit) program to replace the Childhood Studies strand within the Graduate Certificate in Early Childhood Education [3166] program in order to cater for students wishing to undertake Graduate Certificate studies in this discipline area from Semester 1 2009. The new Graduate Certificate in Childhood Studies was also approved for advertising.

For ratification

24.0 HSV SPECIAL PURPOSE SUBMISSION (08/0004899) 3217 G CERT COMMUNITY REHABILITATION

24.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the special purpose submission proposing to amend the current structure and degree requirements of the 3217 Graduate Certificate in Community Rehabilitation from 30CP core and 10CP listed elective to 40CP core courses, effective Semester 1 2009.

24.2 This change is proposed in response to feedback from the first cohort of students regarding need for enhanced disability theory content earlier in the program (before commencing practicum) and has been recommended by the Community Rehabilitation Advisory Group.

24.3 The change will apply to students commencing from Semester 1 2009. Any current students who have not yet completed the requirements for the program will be required to complete the existing degree requirements (30CP + 10CP listed elective).

For ratification

25.0 HSV MINOR CHANGE SUBMISSION (08/0004902) 5476/5505 M SOCIAL WORK

25.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the minor change submission proposing to amend the elective course list for the Master of Social Work program effective Semester 1 2009.

For ratification

26.0 MED PROGRAM WITHDRAWAL (08/0004889) 5239 M LEGAL MEDICINE 3218 G CERT LEGAL MEDICINE

26.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the program withdrawal submission proposing to withdraw the Master of Legal Medicine and the Graduate Certificate in Legal Medicine exit only, effective Semester 1 2009.

For ratification
27.0 NRS SPECIAL PURPOSE SUBMISSION (08/0004884)
3196 / 5424 / 5425 G CERT / MASTERS/ HONOURS M ADVANCED PRACTICE
(GERONTOLOGICAL NURSING)

27.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning &
Teaching) in approving the special purpose submission proposing to change the title of
the Graduate Certificate / Masters / Masters with Honours Advanced Practice in
Gerontological Nursing specialty strand to Gerontology, effective Semester 1 2009.

For ratification

28.0 NRS SPECIAL PURPOSE SUBMISSION (08/0004885)
5424 / 5425 M ADVANCED PRACTICE / WITH HONOURS

28.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning &
Teaching) in approving the special purpose submission proposing changes to
admission requirements to several of the specialisation strands within the Master of
Advanced Practice / Master of Advanced Practice with Honours, effective Semester 1
2009.

For ratification

29.0 NRS PROGRAM WITHDRAWAL (08/0004876)
1232 B NURSING (POST-REGISTRATION) LOGAN

29.1 The Griffith Health Board is asked to ratify the executive action of the Group Pro Vice
Chancellor (Health) in approving withdrawal of the 1232 Bachelor of Nursing (Post-
Registration) program at the Logan campus. The withdrawal of the program was
subsequently approved by the Deputy Vice (Chancellor) Academic during the 2010
program planning round.

For ratification

30.0 PBH SPECIAL PURPOSE SUBMISSION (08/0004879)
1332/1333 B PUBLIC HEALTH
5461 M NUTRITION AND DIETETICS

30.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning &
Teaching) in approving the special purpose submission proposing to amend program
content and study pathway information for the Bachelor of Public Health, and amend
the admission requirements for the Master of Nutrition and Dietetics program, effective
Semester 1 2009.

For ratification

31.0 PES MINOR CHANGE SUBMISSION (08/0004886)
1171 B EXERCISE SCIENCE

31.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning &
Teaching) in approving the minor change submission for the Bachelor of Exercise
Science program seeking to add 1 x additional elective to Year 3, Semester 1 of the
program. The proposed elective course is 3003MSC Research Project. It is
anticipated there may be 5-10 PES students per annum who may be interested in
undertaking this course. PES have consulted with and obtained approval from MSC
who deliver this course.

For ratification
32.0 PSY MAJOR CHANGE SUBMISSION (08/0004903)

1312 B PSYCHOLOGICAL SCIENCE
1178 B PSYCHOLOGY
2033 B PSYCHOLOGICAL SCIENCE WITH HONOURS

32.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the major change submission proposing to introduce a mid-year intake into the core psychology programs offered at the Mt Gravatt campus, effective Semester 2 2010. This change will increase intake, ensure cross campus consistency of intakes into the psychology programs, and assist in off-setting quota shortfalls. Mid-year entry into double degree programs is not feasible due to the complexity of the program structures.

For ratification

33.0 PSY WITHDRAWAL SUBMISSION (08/0004904)

5326 M FORENSIC PSYCHOLOGY
6008 PHD FORENSIC PSYCHOLOGY
6014 D PSYCHOLOGY (FORENSIC)

33.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the withdrawal submission for the forensic psychology programs offered at the Mt Gravatt campus. The decision to withdraw the programs has been prompted by continuing low enrolments and was approved by the Deputy Vice Chancellor (Academic) during the 2009 program planning round. This submission seeks to formalise university approval to disestablish these programs, effective Semester 1 2010.

For ratification

34.0 PROGRAM CONVENOR CHANGES

1172 B EXERCISE SCIENCE / BACHELOR OF BUSINESS (SPORTS MANAGEMENT)
1173 B EXERCISE SCIENCE / BACHELOR OF EDUCATION
1225 B EXERCISE SCIENCE / BACHELOR OF PSYCHOLOGICAL SCIENCE
2080 GRIFFITH HEALTH GROUP HONOURS
1098 B HUMAN SERVICES
1095 B HUMAN SERVICES IN CHILD AND FAMILY STUDIES
1244 B HUMAN SERVICES IN CHILD AND FAMILY STUDIES/B EDUCATION - PRIMARY
1282 B SOCIAL WORK
1232 B NURSING POST REGISTRATION (LOGAN)
3147/4094/5263 G CERT / G DIPLOMA / M PUBLIC HEALTH

34.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving change of program convenor to Professor Peter Milburn for the 1172 B Exercise Science/B Business (Sports Management), 1173 B Exercise Science/B Education and 1225 B Exercise Science/B Psychological Science programs hosted by the School of Physiotherapy and Exercise Science.

34.2 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving change of program convenor to Dr Roselyn Rose'meyer for the 2080 Griffith Health Group Honours program.

34.3 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the following changes of program convenor for School of Human Services and Social Work programs:
1098 B Human Services – Dr Fiona Kumari Campbell
1095 B Human Services in Child And Family Studies – Dr Kym Macfarlane
34.4 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving change of program convenor to Dr Jennieffer Barr for the 1232 Bachelor of Nursing (Post-Registration) (Logan) program.

34.5 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving change of program convenor to Professor Allen Ross for the 3147 Graduate Certificate in Public Health, 4094 Graduate Diploma of Public Health and the 5263 Master of Public Health programs.

For ratification

35.0 FIRST YEAR ADVISER CHANGES

35.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving changes of First Year Advisers for Health Group undergraduate programs effective Semester 1 2009, as detailed in the attached list.

For ratification

36.0 PHM SPECIAL PURPOSE SUBMISSION (08/0004895) 5423 M PHARMACY WITH HONOURS

36.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving special purpose submission for the 5423 M Pharmacy Honours program seeking to amend admission requirements, effective Semester 1 2009. Currently, entry to the Honours program is restricted to graduates of the M Pharmacy who achieve a GPA of 5.0. It is proposed to amend the requirements to enable graduates of the 1242 B Pharmaceutical Science and the 4146 G Diploma Pharmaceutical Science who achieve a GPA of 5.0, or M Pharmacy students who have completed Year 1 of the program and achieved a GPA of 5.0 to enter the Honours program.

36.2 This strategy is intended to increase Honours enrolments and numbers of students progressing to PhD.

For ratification

37.0 COURSE OUTLINES

37.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the following course outlines:

4000DOH_Y1 Comprehensive Care I
2018DOH_Y1 Clinical Dental Practice 1
3020DOH_Y1 Clinical Practice
5000DOH_Y1 Comprehensive Care II
3018DOH_Y1 Comprehensive Oral Health Care 2
2017DOH_Y1 Comprehensive Oral Health Care 1
3016DOH_Y1 Clinical Dental Practice 2
1092HLS Biophysics
6003HLS Advanced Research Statistics
2015HSV Introduction to Rehabilitation Counselling
7021HSV Rehabilitation Case Management
7035HSV Understanding Mental Health: Theories and Practice
7036HSV Consumer, Carer and Community Engagement in Mental Health
3021 Practice of Physiotherapy I
3007PES Injury Prevention and Management
4002PES Practice of Physiotherapy II
7001PES Applied Biological Science I
7002PES Scientific Basis of Musculoskeletal and Sports Physiotherapy
7017PES Practice of Physiotherapy II
7022PES Physiotherapy in the Community
3023PHM Chemical Pharmacology 1
3024PHM Human Pharmacology 1
3035PHM Topics in Pharmacy Practice
3036PHM Topics in Pharmaceutical Science
1001PSY Introductory Cognitive and Biological Psychology
2005PSY Personality and Individual Differences
3001PSY Research Methods and Statistics 4
3011PSY Lifespan Development
6008PSY Health Psychology

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

38.0 2008 ACADEMIC PROMOTION RESULTS

38.1 The Board will wish to congratulate all successful candidates and in particular, the following Griffith Health Group academic staff on their recent promotion:

Promotion to Professor
Associate Professor Jiri Neuzil School of Medical Science
Associate Professor Liz Patterson School of Nursing and Midwifery
Associate Professor Keithia Wilson School of Psychology

Promotion to Associate Professor
Dr Graham Bradley School of Psychology
Dr Luke Haseler School of Physiotherapy and Exercise Science
Dr Liz Jones School of Psychology
Dr Stephen Ralph School of Medical Science
Dr Clare Tilbury School of Human Services and Social Work

Promotion to Senior Lecturer
Dr Debra Bath School of Psychology
Dr Suzanne Goopy School of Nursing and Midwifery
Dr Neil Harris School of Public Health
Dr Laetitia Hattingh School of Pharmacy
Dr Ann Ingamells School of Human Services and Social Work
Dr Justin Kavanagh School of Physiotherapy and Exercise Science
Dr Stephen Larmar School of Human Services and Social Work
Dr Evelin Tiralongo School of Pharmacy

For noting

39.0 2008 GRIFFITH GRANTS FOR LEARNING AND TEACHING

39.1 The Griffith Grants for Learning and Teaching scheme aims to support the University's strategic priorities in learning and teaching by providing funding for projects that focus on:
innovation in learning and teaching consistent with priorities outlined in the University’s *Academic Plan 3: Learning for Success*. Dissemination of innovations through professional development strategies, publications, and online options. Demonstration of sustainable improvement in learning and teaching outcomes that can be adopted in a range of disciplinary or multi-disciplinary contexts.

39.2 The Griffith Grants for Learning and Teaching scheme is comprised of grants at four levels:

- **Level 1**: Strategic University wide projects (two years duration, up to $150,000).
- **Level 2**: Strategic Faculty/Group/Discipline based projects (one to two years duration, up to $50,000).
- **Level 3**: School/Program based projects (one year duration, up to $20,000).
- **Level 4**: Individual/Course based projects (one year duration, up to $5,000).

39.3 The Pro Vice Chancellor (Quality and Student Outcomes) has announced the recipients of the 2008 Griffith Grants for Learning and Teaching. The Board will wish to congratulate the following Grant recipients.

**Level 1**

- **Promoting good practices in assessment**
  - Dr Duncan Nulty, Dr Roger Moni, Professor Royce Sadler and Dr Calvin Smith, Griffith Institute for Higher Education (GIHE)

- **Embedding internationalisation of the curriculum: A multilevel, capacity building process**
  - Professor Michelle Barker, GIHE, Department of Management; Dr Alison Green, GIHE; Dr Ray Hibbins, Griffith Business School; Ian Johnson, Griffith English Language Institute; Dr Afshin A-Khavari, Griffith Law School

**Level 2**

- **Developing and implementing a feed-forward approach to assessment in the Faculty of Humanities and Social Sciences**
  - Dr Jock Macleod, School of Humanities; Professor Kay Ferres, Faculty of Humanities and Social Sciences; Dr Susan Dennison, School of Criminology and Criminal Justice; Dr Margaret Gibson and Dr Patrick West, School of Humanities; Margaret Buckridge and Lynda Davies, GIHE

**Level 3**

- **Expansion of the SAGC tool for use by academics to measure generic skills growth in students**
  - Carol-joy Patrick, Co-Chair, Griffith Work Integrated Learning Committee, Griffith School of Engineering; Natalie Gamble, Griffith School of Engineering; Dr Calvin Smith, GIHE; Vikki Ravaga and Brad Harrison, Flexible Learning and Access Services; Matt Hitchcock, QCGU; Dr Merrelyn Bates, School of Criminology and Criminal Justice; Dr Jennifer Cartmel, School of Human Services and Social Work; Mary-Ellen Hempel, Student Services; Associate Professor Alf Lizzio, School of Psychology

- **Learning through (e-)Sharing: A corpus-based approach to the pragmatics of English**
  - Dr Michael Haugh, School of Languages and Linguistics
Griffith Applied Theatre Affiliates (GATA) Program  
Professor Michael Balfour, Professor Bruce Burton and Sarah Woodland, School of Education and Professional Studies

Working together: Implementing peer review to improve learning and teaching  
Associate Professor Glenn Finger, Professor Claire Wyatt-Smith, Professor Parlo Singh and Associate Professor Howard Middleton, School of Education and Professional Studies

Embedding innovation: Ensuring the continued success of the Professional Development Program  
Dr Mark Brimble, Brett Freudenberg, Craig Cameron, Jo McConnell, Department of Accounting, Finance and Economics

Meeting the challenge of sustainability education within the GBS: Embedding sustainability in 2nd and 3rd year undergraduate marketing classes  
Dr Scott Weaven, Dr Deborah Griffin and Dr Ruth McPhail, Department of Marketing; Dr Calvin Smith, GIHE

Work-integrated learning (WIL): Developing an evidence-based support framework for international students  
Kathleen Lilley, Qld Centre for Public Health, Professor Don Stewart and Dr Neil Harris, School of Public Health; Dr Duncan Nulty, GIHE

Introduction of research-based learning into the foundation year health program  
Dr Helen Naug and Dr Natalie Colson, School of Medical Science

Improving functioning knowledge and practical skills in Physiotherapy and Exercise Science students through active engagement with movement analysis technology  
Dr Peter Mills, Associate Professor Rod Barrett, Professor Peter Milburn, Associate Professor Norman Morris, Dr Justin Kavanagh, Dr Neil Tuttle and Dr Greg Reddan, School of Physiotherapy and Exercise Science

Level 4

Setting the stage for success: Adapted Peer Assisted Study Sessions (PASS) to position culturally and linguistically diverse students for academic achievement  
Bernadette Watson, Marion Tower, Fran Gallagher and Associate Professor Marie Cooke, School of Nursing and Midwifery; Project Consultants: Liz Wright, Jane Sefton, Griffith International; Janine Chipperfield, Griffith Health

Plugging into the world: Expanding the work integrated learning space of the 30cp specialisation ‘Publication and Editorship’  
David Lloyd, Alan Hill, Professor Paul Cleveland, Earle Bridger, Angela Blakely, Heather Faulkner, QCA

Development of a structural chemistry learning module  
Associate Professor Andreas Hofmann, Eskitis Institute; Professor Peter Healy and Dr Christopher Love, School of Biomolecular and Physical Sciences

Development of a framework and associated manual to formalise the research-based learning experience of PhD candidates undertaking Work Integrated Research Higher Degree (WIRHD) projects within the Griffith School of Engineering  
Dr Rodney Stewart, Dr Le Chen, Dr Hong Zhang, Associate Professor Charles Lemcckert, Professor Sherif Mohamed, Griffith School of Engineering

A narrative approach to research in the humanities
Dr Sue Lovell, School of Humanities; Dr Jeanne McConachie, Griffith University Honours College

**Developing and pilot testing a process for the evaluation of socially responsible attitudes amongst Master of Marketing students**
Dr Carmel Herington and Helen Perkins, Department of Marketing

**A new approach to identifying and assisting ‘at risk’ students**
Mark Bolton and Associate Professor Charles Lemckert, Griffith School of Engineering

**Development of pre-lab resources for biotechniques laboratory**
Ms Sarah-Jane Gregory, Dr Giovanna Di Trapani and Professor Frank Clarke, School of Biomolecular and Physical Sciences

**Evaluation of audience response systems (‘Clickers’) in the teaching of core (year 2/3) science subjects in smaller groups**
Dr Alejandro Lopez, Associate Professor Dianne Watters and Dr Chris Love, School of Biomolecular and Physical Sciences

**For noting**

**40.0 HEADS OF SCHOOLS’ / HEAD OF ELEMENTS’ REPORTS**

40.1 Reports received from Heads of School and Heads of Element are attached for consideration.

**For noting**

**41.0 2008 WORKPLACE INSPECTIONS**

41.1 The Board was reminded at the October 2008 meeting that workplace inspections are an annual requirement under the *Health and Safety* Act. Heads of Element were required to provide a report direct to the Manager, Technical Services (Health) at the conclusion of 2008. Reports received have been consolidated into one report by the Manager, Technical Services (Health).

**For noting**

**42.0 QNC REACCREDITATION OF B NURSING / M MIDWIFERY/HONOURS AND EDUCATION PROVIDER**

42.1 The Queensland Nursing Council has granted continued accreditation of the Bachelor of Nursing program until 31 December 2010. The Queensland Nursing Council’s letter dated 9 December 2008 is attached for reference.

42.2 The Queensland Nursing Council has granted unconditional accreditation of the Master of Midwifery/Honours programs until 9 January 2014. A mid-term evaluation report will be required by 9 June 2012. The Queensland Nursing Council’s letter dated 12 January 2009 is attached for reference.

42.3 The Queensland Nursing Council has granted unconditional education provider accreditation to Griffith University until 9 January 2014. A mid-term evaluation report will be required by 9 June 2012. The Queensland Nursing Council’s letter dated 12 January 2009 is attached for reference.
43.0 **2010 PROGRAM DEVELOPMENT TEAMS**

43.1 The following program development team has been approved by the acting Pro Vice Chancellor (Health) to develop the Bachelor of Midwifery program for introduction in 2010:

**External members**

**Industry**
Logan Hospital: Hazel Brittain - Nursing Director Women's and Children's Services plus further representation (i.e. an educator).
Gold Coast Hospital: Juanita Hynes - Nursing Director Obstetrics/Paediatric plus additional representative (i.e. an educator)
Redlands Hospital: Mellissa Knox - Director of Women's Services.
Toowoomba Hospital: Judy March - Director of Nursing.
(Also cc'd to Mary Abbott Director of Nursing, Communities, Helen Cook-Bland Acting Director of Nursing, Womens and Surgical Nursing and Joan Noone Nursing Unit Manager, Maternity Services).
QLD Health - Belinda Maier Midwifery Advisor to Office of the Chief Nursing Officer

**Consumers**
Maternity Coalition - Genevieve Searle, Megan Gardiner and/or Erika Hobbs.

**Profession**
Australian College of Midwives

**Students**
2 students from Master of Midwifery 2008.

**Regulatory authority**
QNC - Gordon Poulton or other appropriate representation

43.2 The following program development team has been approved by the Dean (Academic) to develop the Bachelor of Biomedical Science (Honours) Accelerated program for introduction in 2010:

**Chair** - Tony Perkins (MSC)
John Headrick (Professor, MSC and Heart Foundation Research Centre)
Lyn Griffiths (Dean, Research, Director GIHMR)
Victoria Korolik (A/Prof MSC and Glycomics)
Nigel Morrison (A/Prof MSC)
Joss du Toit (Snr Lecturer MSC)
Mark Forwood (Professor, HoS, MSC)
Ros RoseMeyer (Lecturer MSC)
Sassy Braisby (SAO)

For noting

44.0 **2010 PROGRAM DEVELOPMENT: M MEDICAL SCIENCE (CARDIAC TECHNOLOGY)**

45.0 **EDU MAJOR CHANGE SUBMISSION (08/0017600)**

3166 G CERT EARLY CHILDHOOD

45.1 The Griffith Health Board is asked to note major change submission (08/0017600) proposing the following changes to the 3166 Graduate Certificate in Early Childhood (hosted by Education), effective Semester 1 2009:

- Change of program title to Graduate Certificate in Early Childhood Education
- Removal of Childcare Studies strand (hosted by School of Human Services and Social Work)
Creation of 40CP core courses for the Early Childhood Education strand.

45.2 Programs Committee subsequently approved a major change submission prepared by the School of Human Services and Social Work to articulate the Graduate Certificate in Childhood Studies with the Master of Human Services (Childhood Studies) program, effective Semester 1 2009.

For noting

46.0 POLICY, PROCEDURE AND FORM UPDATES

The Board is advised of the following policy / form updates:

UNIVERSITY 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.

It is important that staff respect the privacy of other staff and of students as set out in the Privacy Plan. Breaches of privacy are likely to result in disciplinary action.

All staff are encouraged to familiarise themselves with the Privacy Plan, as well as the "Privacy Policy Training Guide" which appears on the Privacy website.

For noting

47.0 OTHER BUSINESS

48.0 2009 BOARD MEETING DATES AND VENUES

48.1 The next meeting of the Griffith Health Board will be held on Wednesday 25 March 2009 at 12.30 pm in Room 2.02, The Chancellery (G34), Gold Coast campus. A light lunch will be available from 12 noon.

48.2 The remaining dates for Griffith Health Board meetings in 2009 are detailed below. All meetings will take place at the Gold Coast campus and are scheduled to commence at 12.30 pm and conclude at 3.00 pm, with a light lunch available from 12 noon.

<table>
<thead>
<tr>
<th>Date</th>
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<tr>
<td>Wednesday 29 April</td>
<td>Room 2.02, The Chancellery (G34)</td>
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<tr>
<td>Wednesday 27 May</td>
<td>Room 1.05/1.06, The Chancellery (G34)</td>
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<tr>
<td>Wednesday 24 June</td>
<td>Room 2.02, The Chancellery (G34)</td>
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<td>Wednesday 22 July</td>
<td>Room 1.05/1.06, The Chancellery (G34)</td>
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<td>Wednesday 19 August</td>
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<td>Wednesday 16 September</td>
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<td>Wednesday 24 October</td>
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<tr>
<td>Wednesday 25 November</td>
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