A meeting of the Griffith Health Board will be held at 1.00 pm on Wednesday 25 July 2007 in GH1_7.30, Centre for Medicine and Oral Health.

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26.0 OTHER BUSINESS

27.0 NEXT MEETING

Significant Committee Events
- This meeting of the Griffith Health Board (Faculty) will be held at 1.00 pm on Wednesday 25 July 2007 in Room GH1_7.30, Centre for Medicine and Oral Health.
- The next meeting of the Griffith Health Board (Faculty) will be held at 1.00 pm on Wednesday 22 August 2007 in Room G34_2.02, Gold Coast campus.

Deadlines
- Agenda items due with Secretary, Programs Committee for August meeting by 26 July 2007.
- Agenda items due with Secretary, Programs Committee for September meeting by 23 August 2007.

Committee QuickPlace Web Address
- 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**

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
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<tbody>
<tr>
<td>Professor Debra Creedy</td>
<td>ex officio (Chair)</td>
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<td>Dean (Academic)</td>
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<td>Professor Allan Cripps</td>
<td>ex officio</td>
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<td>Pro-Vice Chancellor (Health)</td>
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<td>Associate Professor Nicholas Buys</td>
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<td>Dean (Learning &amp; Teaching), Health</td>
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<td>Professor Kim Halford</td>
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<td>Dean (Research), Health</td>
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<td>Professor Donald Stewart</td>
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<td>Head of School, School of Public Health</td>
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<td>Professor Judith Searle</td>
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<td>Head and Dean, Griffith Medical School</td>
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<td>Professor Newell Johnson</td>
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<td>Head and Dean, School of Dentistry &amp; Oral Health</td>
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<td>Associate Professor Elizabeth Patterson</td>
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<td>Head and Dean, School of Nursing and Midwifery</td>
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<td>Dr Belinda Beck</td>
<td>ex officio</td>
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<td>Head of School, School of Anatomy</td>
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<tr>
<td>Dr Jayne Clapton</td>
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<td>Head of School, School of Human Services</td>
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<tr>
<td>Professor Lyn Griffiths</td>
<td>ex officio</td>
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<td>Head of School, School of Medical Science</td>
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<tr>
<td>Professor Nerida Smith</td>
<td>ex officio</td>
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<td>Head of School, School of Pharmacy</td>
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<tr>
<td>Professor Lewis Adams</td>
<td>ex officio</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>ex officio</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>ex officio</td>
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<tr>
<td>Director, Research Centre for Clinical Practice Innovation</td>
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**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 Health Group

**Other Copies**

- Corporate Archives & Records Management copy (attachments)
- Binding copy (attachments)
- Spare copy
GRiffith University
Griffith Health Board (Faculty) Meeting

A meeting of the Griffith Health Board will be held at 1.00 pm on Wednesday 25 July 2007 in GH1_7.30, Centre for Medicine and Oral Health.

Michele Britton
Secretary

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 5/2007 meeting have been circulated. To be taken as read and confirmed.

3.0 CHAIR’S REPORT

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

4.0 INTERNATIONALISATION REPORT

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

5.0 DEAN (LEARNING & TEACHING) REPORT

The Dean (Learning & Teaching) Health will report on Faculty Board items.

6.0 DEAN (RESEARCH) REPORT

The Dean (Research) Health will report on Faculty Board items.

7.0 INFORMATION SERVICES REPORT

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

8.0 HEALTH & SAFETY REPORT

The Health & Safety Risk Adviser to report on items of interest to the Board.

9.0 PRESENTATION: DEFERRED EXAMS

9.1 Ms Karen Spencer, Planning and Management Support Officer, Office of the Pro Vice Chancellor (Business) has been invited by the Dean (Learning & Teaching) to attend to share information regarding the approach taken by the Griffith Business School to managing students who repeatedly seek deferred exams.

10.0 PRESENTATION: DRAFT DISABILITY ACTION PLAN

10.1 Ms Judy Hartley, Manager, Student Equity Services will present the University’s draft Disability Action Plan to the Griffith Health Board (Faculty), for the purposes of consultation and feedback.
10.2 The University has had a Disability Action Plan since 2000. The Plan has undergone its first revision. The review of the implementation of and outcomes from the first Plan has suggested the issues that might form the basis of the second Plan and also a different approach to implementation.

10.3 The purpose of the consultations is to:
  o Raise awareness of the Plan in the Griffith community;
  o Ensure that the issues identified as barriers to access and participation for people with disabilities at Griffith are still relevant;
  o Discuss suggested strategies to ensure that they fit with an area's strategic and operational priorities and are achievable;
  o Provide an opportunity to identify alternate/additional strategies for inclusion;
  o Identify the most appropriate staff member as the responsible officer;
  o Identify a reasonable timeframe for the implementation of strategies; and
  o Provide an avenue for feedback about any aspect of the Plan so that it can be considered and incorporated into the final version of the Plan if appropriate.

10.4 The Griffith Health Board (Faculty) is asked to provide a response to the Plan and provide feedback to the Manager, Student Equity Services by a mutually agreed upon date.

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

11.0 COURSE OUTLINES

11.1 A major source of complaints by students has been the lack of clarity regarding learning objectives and assessment in courses. The course outline is often the first, and major source of information concerning these matters. A significant proportion of course outlines reviewed by the Dean (Learning & Teaching) prior to commencement of each new semester are recycled to course convenors for extensive revision. This involves an inordinate amount of rework and delay and is a poor use of School and Group resources. Each School should have in place a quality assurance process for checking outlines prior to submission to the course outline system. Those Schools that do employ a quality assurance process are rarely required to undertake extensive revisions of outlines prior to publication.

11.2 Common issues leading to recycling of outlines include:

  • Inadequate explanation of assessment requirements, for example, learning objectives unclear, failure to explain marking criteria, failure to specify length of assessment item in terms of word length or examination time.
  • Inconsistent information presented regarding assessment, for example the assessment table describes an assessment item as having a weighting of 30% while the description of the same assessment item in the body of the outline specifies a weighting of 20%.
  • Policies described in course outlines regarding, for example, special consideration, deferred assessment, extensions of time, penalties for late assessment items are incorrect and inconsistent with University policy.
• Typing and spelling errors and inconsistent font are common issues.

11.3 The Griffith Health Learning & Teaching Code of Practice (attached) specifies the quality assurance processes to be followed to ensure good learning and teaching practice. The Code of Practice recommends the appointment of a course moderator to work with the course convenor to revise the course outline and ensure quality of the outline prior to submission to the course outline system. One alternative to appointing a course moderator is to appoint a small committee to scrutinise outlines on behalf of the School. Outlines should not be submitted to the course outline system for approval prior to undergoing thorough scrutiny at School level.

For discussion

12.0 ANNUAL PROGRAM MONITORING REPORTS 2005 AND 2006

12.1 Program Convenors are required to prepare Annual Program Monitoring Reports for each undergraduate program for the years 2005 and 2006. Once prepared, reports are to be forwarded electronically to Michele Britton, Group Academic Services Officer, via the Head of School, for collation by the due date Friday 3 August 2007. The Dean (Learning & Teaching) will subsequently prepare the Annual Program Review Report for consideration of the Griffith Health Board (Faculty) and the University Learning & Teaching Committee.

For discussion

13.0 PROGRAM PROFILE PLANNING

13.1 As part of the annual operational planning process, each Group needs to review its program profile to investigate potential new offerings, monitor progress towards Academic Plan targets and to ensure ongoing viability and relevance of existing programs.

13.2 The 2/2007 Academic Committee approved the revised Program Planning Development and Approval policy (attached) and associated documentation to support new program and major change developments. The timelines for this year’s round of program profile planning will shortly be announced by the Deputy Vice Chancellor (Academic).

13.3 The approved, revised, process for new program developments / major changes to programs is as follows:

1. Program profile plan is submitted, accompanied by Program Concept Proposals for new programs and FLAS requests for new and existing programs for DVC (A) consideration.
2. DVC (A) decision made in relation to proposals.
3. If proposal approved by the DVC (A), proceed to develop the Initial Program Proposal documentation for new programs and major changes.
4. Resource checking undertaken with service elements (by Group ASO) and approvals sought at School and Faculty level. Initial Program Proposals are then forwarded to DVC (A) for consideration accompanied by comments from service elements.
5. DVC (A) decision made to provide approval (or refusal) for advertising of program development.
6. If advertising approved, elements proceed to develop program submission for reference to Faculty Board and Programs Committee.
13.4 New Program Developments / Major changes for 2009

It was agreed at the recent Senior Leadership Conference that all new program / major change developments will be subject to a systematic decision-making process to ensure viability of the proposal prior to seeking formal University approval for program development. Systematic scoping of program developments to include:

- Detailed estimate of funding and resource requirements. For overseas program developments, this should include factoring developmental costs into the business model, and covering negotiation and opportunity costs (i.e. research, RHD supervision, teaching).
- Exploring collaborative possibilities with other Schools either within the Health Group or within other Academic Groups, including double degree program opportunities.
- Engaging the Manager, Postgraduate Marketing (Sonia Brown) to undertake investigation and report on:
  - Pricing of programs;
  - Competitor offerings;
  - Student / employer demand
  - Cost effective promotion strategies

Accordingly, potential 2009 program developments (new programs and major changes) need to be properly scoped by relevant Schools prior to inclusion on the Group's program profile plan. Reports on proposed developments are to be submitted to the September meeting of Faculty Board for consideration (agenda items due Friday 7 September 2007). The formal Program Concept Proposal should also be prepared and submitted with reports for those new program developments recommended by Schools for inclusion on the Group’s program profile plan. The Program Concept Proposal form (see attached) will accompany the Group’s Program Profile Plan and FLAS requests (see attached) for new and existing programs for the consideration of the Deputy Vice Chancellor (Academic).

13.6 The following potential program developments were specifically identified and targeted for investigation during the Group session at the Senior Leadership Conference:

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<thead>
<tr>
<th>Program</th>
<th>Lead</th>
<th>Scope</th>
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<tbody>
<tr>
<td>M Medical Imaging</td>
<td>Prof Lewis Adams</td>
<td>Investigate viability of proposed program</td>
</tr>
<tr>
<td>M Mental Health*</td>
<td>Dr Jayne Clapton</td>
<td>Investigate funding / resource requirements, access to COAG funding, collaborative approach within Griffith Health to program development and delivery.</td>
</tr>
<tr>
<td>M Biostatistics &amp; Epidemiology</td>
<td>Prof Don Stewart</td>
<td>Investigate viability of proposed development, including collaboration across PBH / MSC / DOH / MED. Consider offering a broader program with speciality streams.</td>
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<tr>
<td>Midwifery</td>
<td>A/Prof Liz Patterson</td>
<td>Investigate viability of converting existing Master of Midwifery program to a direct entry Bachelor of Midwifery or potential double degree B Nursing / B Midwifery program.</td>
</tr>
<tr>
<td>M Pharmacy / MBA</td>
<td>Prof Nerida Smith</td>
<td>Investigate collaboration with Griffith Business School for combined M Pharmacy / M Business Administration program</td>
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<tr>
<td>M Counselling (Grad Cert exit point)</td>
<td>Dr Jayne Clapton</td>
<td>Investigate viability of proposed program</td>
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<tr>
<td>M Clinical Pharmacy</td>
<td>Prof Nerida Smith</td>
<td>Investigate viability of proposed program</td>
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* The DVC (A) approved the proposal for the Master of Mental Health Practice for advertising and program development purposes in the 2008 planning round.
13.7 Review of Current Program and Course Profile

The Health Group’s progress towards Academic Plan targets is tracking well in relation to program size targets, particularly in the undergraduate area. However, attention is required in the area of postgraduate courses.

13.8 Accordingly, Heads of School are requested to undertake a review of existing courses, particularly within postgraduate programs, to ascertain collaborative opportunities with other Schools within the Health Group and within other Academic Groups with a view to reducing courses with low enrolments and/or reducing replication of courses across postgraduate programs. Consideration should also be given to utilising undergraduate courses in postgraduate programs where permissible under the ‘Use of Undergraduate Courses in Postgraduate Programs’ policy (attached). The following reports are provided to facilitate the review:

- Reports on current Griffith Health course offerings and load for Semester 1 and 2 2007 by School, at undergraduate and postgraduate level;
- Report on Griffith Health Group Semester 1 courses that do not meet Academic Plan (Learning Goal 2) targets.

13.9 It is recognised that a thorough review of course offerings will take some time to achieve. Accordingly, this will be a standing item on the Faculty Board agenda. Initial progress reports from Heads of School will be presented and discussed at the 22 August meeting of Faculty Board.

For discussion

14.0 HSV NEW PROGRAM SUBMISSION (07/0012323)

5476 M SOCIAL WORK

14.1 The Griffith Health Board (Faculty), on the recommendation of the School of Human Services is asked to consider the new program submission proposing the introduction of the 175CP Master of Social Work program at the Gold Coast and Logan campuses in Semester 1 2008.

14.2 The Master of Social Work will provide graduates with an appropriate degree (other than social work) with a pathway to professional accreditation as a Social Worker with the Australian Association of Social Workers. Graduates will be required to have undertaken courses in psychology and social sciences in their undergraduate degree. An appropriate degree includes, but is not limited to, degrees in psychology, human services, social sciences, behavioural sciences, nursing and education.

14.3 The proposed structure of the program is as follows:

<table>
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<td>Year</td>
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</table>
Influencing Policy and Legislation

Applied Counselling

Counselling Individuals & Families

Developing practice and Leadership

Australian Indigenous Practice

Social Work Field Placement 2

Critical Reflective Practice

[*] This course is offered in intensive mode and compulsory attendance is required during the summer semester break.

# These courses are equivalent, however, 7012HSV Influencing Policy and Legislation is available in distance mode whereas 3003HSV Influencing Policy and Legislation is offered on-campus. International students should enrol in the on-campus course 3003HSV. Students who have previously completed 3003HSV in their undergraduate program will be required to take an alternative course approved by the Program Convenor.

^^ These courses are equivalent, however, 7002HSV Applied Counselling is available in distance mode whereas 3020HSV Counselling Individuals & Families is offered on-campus. International students should enrol in the on-campus course 3020HSV. Students who have previously completed 3020HSV in their undergraduate program will be required to take an alternative course approved by the Program Convenor.

## Students who have previously completed 2032HSV in their undergraduate program will be required to take an alternative course approved by the Program Convenor.

14.4 The 175CP will be undertaken in two full-time years over five semesters. Students must undertake a 15CP intensive mode course in January/February in their first semester of study, prior to commencing 30CP of field placement in semester 1, year 1 of their program. The intensive mode course 3039HSV Working in Human Service Organisations will comprise both face-to-face teaching and flexible mode (resource book and assessment tasks). Assessment tasks for this course must be completed before field placement commences.

14.5 The use of existing courses from the Master of Human Services and Bachelor of Social Work programs will be maximised. The program structure includes existing courses from the Master of Human Services and Bachelor of Social Work programs.

14.6 The proposed admission requirements for the program are as follows:

A suitable bachelor’s degree in related fields (other than Social Work) covering required courses in psychology and social sciences. This will include, but not be limited to, programs in human services, social sciences, behavioural sciences, nursing, and education.

14.7 The proposed degree requirements are as follows:

To be eligible for the award of Master of Social Work a student must gain 175CP as prescribed below:

- Gain 175CP for courses in Years 1 and 2 including 105CP of core courses, 60CP of practicum, and 10CP Listed Field of Practice elective; and
- No more than 20CP (10CP per year) in which the grade of Pass Conceded (PC) has been attained may be counted towards the degree requirements.
14.8 Designated Courses for the Purposes of Exclusion

3012HSV Social Work Field Placement 1
4012HSV Social Work Field Placement 2

14.9 The proposed funding source for the program includes Commonwealth supported students and international students. English language requirements for international students will be in accordance with standard requirements for entry into postgraduate programs.

Recommendation

14.10 The Griffith Health Board (Faculty) is asked to recommend the new program submission (07/0012323) proposing to establish the 175CP Master of Social Work program from Semester 1, 2008 to Programs Committee.

For discussion

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

15.0 HSV MINOR CHANGE SUBMISSION (07/0012312)
1095 B HUMAN SERVICES IN CHILD & FAMILY STUDIES

15.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean (Learning & Teaching) in executive approving the minor change submission (07/0012312) proposing the following changes to the Bachelor of Human Services in Child and Family Studies program, effective Semester 1 2008:

(1) To offer practicum course 3026HSV in semester one as well as semester two to provide greater flexibility for students.

(2) To change the name of the generic major currently entitled ‘Prescribed Program’ to ‘Children’s Services’.

For ratification

16.0 HSV MINOR CHANGE SUBMISSION (07/0012313)
1098 B HUMAN SERVICES

16.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean (Learning & Teaching) in executive approving the minor change submission (07/0012313) proposing the following changes to the Bachelor of Human Services program, effective Semester 1 2008:

- Offer the practicum courses for the Community & Family Studies, Disability and Studies in Ageing majors (3016HSV, 3017HSV and 3018HSV) in both semesters, rather than semester two only, to provide greater flexibility for students.
- Change the title of course 3018HSV from ‘Practicum – Welfare’ to ‘Practicum – Community and Family Studies’ to be more indicative of the content of this practicum and to reflect the title of the major.
- Clarify course selection for students by specifying in the program catalogue that students can only complete one of either 2001HSV Disability: Theory & Philosophy and 2015HSV Introduction to Rehabilitation Counselling in their Bachelor of Human Services program (due to the similarity of content of these two courses) and specify that students completing the Rehabilitation Counselling major must complete 2015HSV for accreditation purposes.
For ratification

17.0 HSV MINOR CHANGE SUBMISSION (07/0012314)
1244 B HUMAN SERVICES IN CHILD & FAMILY STUDIES / B EDUCATION (PRIMARY)

17.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean (Learning & Teaching) in executively approving the minor change submission (07/0012314) proposing the following change to the Bachelor of Human Services in Child and Family Studies / B Education (Primary) program, effective Semester 1 2008:

- To offer practicum course 3019HSV (Practicum – Human Services) in semester one as well as semester two to provide greater flexibility for students.

For ratification

18.0 MSC / BPS SPECIAL PURPOSE SUBMISSION (07/0012309)
1280 / 1306 B MEDICAL SCIENCE

18.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the acting Dean (Academic) in executively approving the special purpose submission (07/0012309) proposing the following changes to the Bachelor of Medical Science program offered at Nathan by the School of Biomolecular & Physical Sciences and at Gold Coast by the School of Medical Science, with immediate effect:

- Change to admission requirements to restate the requirement for OP1 for admission as a preference, rather than absolute requirement;
- Close program to international students
- Clarify requirements for guaranteed entry into the B Medicine / B Surgery program.

18.2 The special purpose submission was approved by the Dean (Learning & Teaching) SEET Group and the acting Dean (Academic), Health, following consultation with relevant Schools (Medicine, Biomolecular & Physical Sciences, and Medical Science). The 5/2007 Programs Committee has approved this submission.

For ratification

19.0 CHANGE OF FIRST YEAR ADVISER
1093 B HEALTH SCIENCE
1161 B NURSING (NATHAN)

19.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean (Learning & Teaching) in approving changes of first year adviser for the following programs:

- 1093 Bachelor of Health Science – Ms Eda Beck replaced by Dr Helen Naug
- 1161 Bachelor of Nursing (Logan) – Dr Lorraine Venturato replaced by Dr Amy Johnston

For ratification

20.0 COURSE OUTLINES

20.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the following Semester 2 2007 course outlines.

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

21.0 EXTERNAL ACCREDITATION - MIDTERM REPORT TO QNC: DRUG THERAPY PROTOCOL - SEXUAL & REPRODUCTIVE HEALTH PROGRAM, JUNE 2007

21.1 The Head of School, Nursing and Midwifery executively approved the Mid Term Report for the Drug therapy Protocol - Sexual & Reproductive Health Program (June, 2007) which has been developed in accordance with the QNC Nursing and Midwifery education policy: An accreditation framework policy (2005).

21.2 This document provides evidence that the approved courses 7914NRS, 8914NRS, 9915NRS and 9916NRS continue to meet the standards under which the unconditional accreditation was granted and that there has been a process of ongoing quality improvement based on evaluation outcomes. The document also outlines the minor changes with supporting rationale for changes that have been instigated since the accreditation was granted.

21.3 Professor Allan Cripps, PVC (Health) endorsed the mid-term report and supporting documentation on behalf of the Health Executive on 4 July 2007, for reference to the Queensland Nursing Council.

For noting

22.0 LOGAN PATHWAYS PROJECT – ARTICULATION / DIRECT ENTRY ARRANGEMENTS TAFE / GU

1095 BACHELOR OF HUMAN SERVICES IN CHILD & FAMILY STUDIES

22.1 The Program Convenor, Bachelor of Human Services in Child and Family Studies, received funding from the University for the School of Human Services to work with Metropolitan South Institute of TAFE to develop a pathway from Certificate III to provide a career pathway for those who wish to work in the Community Services Industry. The project team has mapped a pathway that allows students to complete a Certificate III, Diploma and Bachelors degree over a three year period.

22.2 The Dean (Learning & Teaching), Health Group has approved the following arrangements to facilitate articulation and direct entry for TAFE students:

- Articulation arrangements of 80CP for students who complete
  - Certificate III in Children’s Services (CHC30402) and
  - 5 units of competency from the Diploma of Children’s Services, and
- Direct entry arrangements to the Bachelor of Human Services in Child & Family Studies program for students who have completed
  - Certificate III in Children’s Services (CHC30402) and
  - 5 units of competency from the Diploma of Children’s Services, and
  - CTP 200A Language and Literacy (a unit from the Certificate IV in Tertiary Access to Griffith University).
23.0 AQUA: CROSS CAMPUS CONSISTENCY GUIDELINES SELF-REVIEW REPORT

23.1 The University is required to provide progress reports on recommendations arising from the cycle 1 AQUA audit. Recommendation 6 of cycle 1AUQA audit (detailed below) led to the development of the Cross Campus Consistency Guidelines:

That Griffith University continue its efforts to ensure cross-campus equivalence of academic programs by providing opportunities for staff discussion and clarification of what this entails in practice. Consideration could be given to developing a set of principles to guide the University’s cross-campus offerings.

23.2 Accordingly, a self-review report was prepared and submitted on behalf of the Health Group. The report addressed the application of the Cross Campus Consistency Guidelines since implementation, and provided a report on outcomes and areas requiring further attention. The self-review report applied the University’s P.I.R.I (Plan, Implement, Review, Improve) model of quality improvement in responding to issues to be addressed as part of the review.

For noting

24.0 NSW UNIVERSITIES ADMISSION CENTRE – INCLUSION OF GOLD COAST PROGRAMS

24.1 With effect from Semester 1 2008 the great majority of programs offered at the Gold Coast campus will be made available to applicants in NSW and the ACT via the NSW Universities Admission Centre (UAC) as well as through QTAC. Details on UAC can be found at www.uac.edu.au.

24.2 Currently a substantial number of applicants from northern NSW in particular apply via QTAC (at an additional cost to their UAC application). This will allow those programs to gain exposure to a substantially larger pool of possible applicants via the UAC catalogue. It is hoped exposure through UAC will increase the profile of Griffith University. Currently Southern Cross University and University of New England admit student through both QTAC and UAC.

24.3 A working group has been set up to oversee the administrative and operational issues. The Griffith University entry in the UAC 2008 Guide is presently being developed. The Griffith University Program Catalogue entry information is also being updated to include the UAC course entry code and other relevant information. The University’s Admissions Manager, Margaret Price will contact relevant program convenors at appropriate point.

24.4 The relevant Health Group programs are as follows:

<table>
<thead>
<tr>
<th>GRIFFITH HEALTH</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>School of Medical Science</strong></td>
<td></td>
</tr>
<tr>
<td>283301</td>
<td>B Health Science</td>
</tr>
<tr>
<td>283302</td>
<td>B Biomedical Science</td>
</tr>
<tr>
<td>293302</td>
<td>B Biomedical Science - DFee Paying Program</td>
</tr>
<tr>
<td>283303</td>
<td>B Medical Science</td>
</tr>
<tr>
<td><strong>School of Physiotherapy and Exercise Science</strong></td>
<td></td>
</tr>
<tr>
<td>283304</td>
<td>B Physiotherapy/B Exercise Science</td>
</tr>
<tr>
<td>293304</td>
<td>B Physiotherapy/B Exercise Science - DFee</td>
</tr>
</tbody>
</table>
## Paying Program

<table>
<thead>
<tr>
<th>Code</th>
<th>Program</th>
<th>Year</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>283305</td>
<td>B Exercise Science</td>
<td>1171</td>
<td>3F</td>
</tr>
<tr>
<td>283306</td>
<td>B Exercise Science/B Business (Sport Management)</td>
<td>1172</td>
<td>4F</td>
</tr>
<tr>
<td>283307</td>
<td>B Exercise Science/B Psychological Science</td>
<td>1225</td>
<td>4F</td>
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</table>

## School of Nursing and Midwifery

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>283308</td>
<td>B Nursing</td>
<td>1162</td>
<td>3F/6P</td>
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</table>

## School of Pharmacy

<table>
<thead>
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<th>Program</th>
<th>Year</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>283309</td>
<td>B Pharmaceutical Science</td>
<td>1242</td>
<td>3F</td>
</tr>
<tr>
<td>293309</td>
<td>B Pharmaceutical Science - DFee Paying Program</td>
<td>1242</td>
<td>3F</td>
</tr>
</tbody>
</table>

## School of Dentistry and Oral Health

<table>
<thead>
<tr>
<th>Code</th>
<th>Program</th>
<th>Year</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>283310</td>
<td>B Oral Health in Dental Science</td>
<td>1259</td>
<td>3F</td>
</tr>
<tr>
<td>293310</td>
<td>B Oral Health in Dental Science - DFee Paying Program</td>
<td>1259</td>
<td>3F</td>
</tr>
<tr>
<td>283311</td>
<td>B Oral Health in Oral Health Therapy</td>
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</tr>
<tr>
<td>283312</td>
<td>B Oral Health in Dental Technology</td>
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<td>3F</td>
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</table>

## School of Psychology

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<th>Code</th>
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<th>Duration</th>
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<tr>
<td>283313</td>
<td>B Psychological Science</td>
<td>1012</td>
<td>3F</td>
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<tr>
<td>283314</td>
<td>B Psychology</td>
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<td>4F</td>
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</table>

## School of Public Health

<table>
<thead>
<tr>
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<th>Program</th>
<th>Year</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>283315</td>
<td>B Public Health</td>
<td>1333</td>
<td>3F</td>
</tr>
</tbody>
</table>

### For noting

#### 25.0 POLICY, PROCEDURE AND FORM UPDATES

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

**Change of Name/Change of Address Form**
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738BAE04D5F4A256AECC007E2B25/02D17F68FBEC983D4A256C1C0063E7E1?OpenDocument

**Honours Program - Change to Course Enrolment/Cancellation of Enrolment/Leave of Absence Form**

**Student Notification of Tax File Number Form**

**Application for a Deferred Examination**

**Application for Special Consideration**

**Internal Transfer Form**

www.griffith.edu.au/committees
Application for Admission to Honours Programs Form
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/67BB4
4B5FC7873F84A256C1D0063D27C?OpenDocument

Application for Alternate Examination Sitting
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/6F268
DAA57F4391F4A256C1D0063D27C?OpenDocument

Request for Official Academic Transcript Form
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/7D897
C81552FA9624A256C1D006401C5?OpenDocument

Application for Enrolment as a Cross-Institutional Student at Griffith University Form
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/7DC62
E003D26334F4A256C1D0063D27C?OpenDocument

Request for Refund of Payments Form
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/A61D4
835000C193F4A256C1D006401C5?OpenDocument

Request for Official Statement Form
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/B2DBF
169422A63754A256C1D006401C5?OpenDocument

Cancellation of Enrolment/Leave of Absence Form
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/BBB0D
04D644B44D84A256C1D0063D27C?OpenDocument

Application for Direct Admission to Undergraduate Programs Form
9A11CFC2CF54A256C1D0063DA98?OpenDocument

Credit Transfer Application
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/E3750
A996D893F284A256BA00062F6BF?OpenDocument

Application for Review of Grade
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/E6D1A
C63D1E64D154A256C360063D745?OpenDocument

Application for Cross-Institutional Study at Another Institution
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738B5E04D5F4A256AEC007E2B25/E6D1A
C63D1E64D154A256C360063D745?OpenDocument
http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738BAE04D5F4A256AEC007E2B25/F565623C0B0F2EB54A256C360063D1E0?OpenDocument

**Notification of Clash Form**

**Request for Replacement Testamur (Degree Certificate)**
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738BAE04D5F4A256AEC007E2B25/3596F4329BB0D1A84A256EC90063DF3D?OpenDocument

**Application for Direct Admission to a Graduate Entry Program**

**Request to withdraw after the census date due to special circumstances**
URL: http://domdoc03.domino.gu.edu.au/policylibrary.nsf/76BE8738BAE04D5F4A256AEC007E2B25/5EC3C5D8459932BF4A256F940063F54D?OpenDocument

**Credit Transfer Application for International Students**

26.0 **OTHER BUSINESS**

27.0 **NEXT MEETING**

27.1 The next meeting of the Griffith Health Board (Faculty) will be held on Wednesday 22 August 2007 at 1.00 pm in G34 2.02, Gold Coast campus.