**GRIFFITH UNIVERSITY**

**GRIFFITH HEALTH GROUP BOARD**

A meeting of the Health Group Board was held at 12.30pm on **Thursday 21 June 2012** in **Room 1.05/1.06, The Chancellery (G34), Gold Coast campus.**

**MINUTES**

<table>
<thead>
<tr>
<th>PRESENT:</th>
<th>APOLOGIES:</th>
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</thead>
<tbody>
<tr>
<td>Professor Tony Perkins, Dean (Academic) (Chair)</td>
<td>Professor Lyn Griffiths, Director – GHI</td>
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<td>Professor Nicholas Buys, Dean (L&amp;T)</td>
<td>Professor Simon Broadley, HoS – MED</td>
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<td>Professor Patrick O’Leary, HoS – HSV</td>
<td>Professor Ward Massey, HoS - DOH</td>
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<td>Professor Andrew Davey, HoS – PHM</td>
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<td>Professor Paul Martin, HoS – PSY</td>
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<td>Professor Mark Forwood, HoS – MSC</td>
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<td>Professor Elaine Duffy, HoS - NRS</td>
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<td>Professor Ros Sorensen, HoS – PBH</td>
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<td>Professor Peter Milburn, HoS – PES</td>
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<tr>
<td>Professor Allan Cripps, PVC (Health)</td>
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<tr>
<td>Mr Tristan Damen – Secretary</td>
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</tbody>
</table>

**Present by invitation:**

- Associate Professor Jenny Gamble, DHoS - NRS
- Dr Liisa Laakso, DHoS - PES
- Ms Gillian Rumpf, Development & Alumni Manager (Health)
- Mr Geoffrey van Geyzel, GRM
- Mr Phillip McDonald, INS
- Ms Susie Head, TS
- Mr Hamish Townsend, ER
- Ms Louise Durack, ER
- Ms Melanie Wickel, HR
- Professor Peter Reher, DHoS – DOH
- Assoc Professor Gary Rogers, DHoS – MED
- Ms Annette McCarthy, GI
- Ms Pamela Humphreys, GELI
- Mr Anthony Bradley, GI

**Non-Members:**

- Dr Louise Ward, DHoS – NRS
- Mr Peter Westwood, EO
- Dr Shirley Morrissey, DHoS – PSY
- Dr Analise O’Donovan, DHoS – PSY
- Ms Anita Hathaway – ER
- Ms Heidi Piper, GI
- Professor Diego De Leo, Director - AISRAP
- Ms Jenny McDonald, Director of Clinical Services – DOH

### 1.0 MEMBERSHIP

The Board welcomed the following staff to their first meeting:
- Professor David Shum, Dean (Research)

The Board welcomed the following guest speakers:
- Mr Anthony Bradley, Regional Manager - Canada, USA, Africa, Central & Eastern Europe, Griffith international
- Ms Annette McCarthy, Senior Manager, International Admissions, Griffith International
- Ms Pamela Humphreys, Academic Manager, Griffith English Language Institute

The Board acknowledged that Professor Debra Henly had accepted the position of Pro Vice-Chancellor (SEET Group). The Chair thanked Professor Henly for her significant contribution to the Health Group Board and congratulated her on her accomplishments as Dean (Academic) of Health Group. The Chair conveyed their best wishes to Professor Henly in assuming her new role.

### 2.0 CONFIRMATION OF MINUTES (*Agenda Item 3.0*)

The minutes of the 2/2012 (May) meeting of the Griffith Health Group Board were taken as read and confirmed.
3.0 ACTIONS ARISING FROM GRIFFITH HEALTH GROUP BOARD 7_2011 MEETING (Agenda Item 4.0)

<table>
<thead>
<tr>
<th>Action Item</th>
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<td>Compile a copy of the Head of School, Medicine’s paper (as provided at the Group Board 1_2012) along with a copy of the relevant policy and a one-page cover sheet to Executive Group.</td>
<td>PVC (Health) Executive Officer Head of School, School of Medicine Deputy Head of School, School of Medicine</td>
<td>Ongoing – PVC (Health) to resolve issue with assistance from HoS and DHoS, MED.</td>
</tr>
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<td>Secretary is to forward feedback regarding discussion paper for consideration of Programs Committee.</td>
<td>Secretary</td>
<td>Action taken</td>
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<td>The Chair to follow-up with Executive Officer, Health to progress implementation of generic statements regarding accreditation for use in AHEGS statements and the Programs and Courses website.</td>
<td>Chair</td>
<td>Action taken</td>
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<td>Heads of School are to present the Health &amp; Safety Operational Plan to their respective School Committees and highlight requirements of staff to complete Health and Safety training.</td>
<td>Heads of School</td>
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SECTION A: RECOMMENDATIONS AND REPORTS TO ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES

4.0 PHM FULL PROGRAM PROPOSAL (2012/0007578) (Agenda Item 16.0) 1395 BACHELOR OF PHARMACY

4.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the full program submission proposing the establishment of a Bachelor of Pharmacy program in Semester 1, 2013.

4.2 The Head of School, School of Pharmacy spoke to item.

4.3 The proposed program of 4 years duration was developed as a response to market concerns and misunderstanding regarding the School’s current offering of the Bachelor of Pharmaceutical Science that articulates into the Master of Pharmacy program which takes 4.5 years to complete.

4.4 The School of Pharmacy will still offer the Bachelor of Pharmaceutical Science / Master of Pharmacy pathway as it offers broader career outcomes to students whereas the new program is designed specifically for students looking to be employed as community pharmacists.

4.5 Members raised concerns over how the program would be resourced. The Head of School, School of Pharmacy advised that the increase in student load should eventually account for any resourcing issues. It was also noted that with the exception of one course, the first 1.5 years of the new program are common to that of the existing Bachelor of Pharmaceutical Science program.

4.6 Members asked whether the School of Pharmacy could commence marketing the program after receiving approval from Programs Committee. The Head of School, School of Pharmacy advised that the program could not be advertised until
accreditation was awarded by the Australian Pharmacy Council. Advice of the proposed program’s accreditation status should be received in July.

4.7 The Board resolved to **ratify** the proposal noting that concerns of resourcing the program and marketability had been addressed.

**Resolution**

4.8 On the recommendation of the Dean (Learning and Teaching), the Health Group Board resolved to recommend the establishment of the Bachelor of Pharmacy in Semester 1, 2013 to Programs Committee subject to the addition of information regarding the availability of second, third and fourth year courses to students who are admitted to the program with credit for prior study.

5.0 **PHM FULL PROGRAM PROPOSAL (2012/0007555) (Supplementary Agenda Item 1.0)**  
1387 BACHELOR OF PHARMACEUTICAL SCIENCE / BACHELOR OF BUSINESS

5.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the full program submission proposing the establishment of a Bachelor of Pharmaceutical Science / Bachelor of Business double degree program in Semester 1, 2013.

5.2 The Head of School, School of Pharmacy spoke to item.

5.3 The proposed program was developed to afford students multiple career pathways in the pharmaceutical industry. It was noted that there is a currently a need for graduates qualified to work in roles other than community pharmacy, with a wealth of positions in pharmaceutical sales, management and marketing.

5.4 Members were advised that the intake for the program was expected to be low, however, the impact would be minimal as the program is comprised of existing courses from both the School of Pharmacy and Griffith Business School.

5.5 The Board resolved to **ratify** the proposal.

**Resolution**

5.6 On the recommendation of the Dean (Learning and Teaching), the Health Group Board resolved to recommend the establishment of the Bachelor of Pharmaceutical Science / Bachelor of Business in Semester 1, 2013 to Programs Committee.

6.0 **PES MINOR CHANGE SUBMISSION (2012/0007567) (Agenda Item 29.0)**  
ALL UNDERGRADUATE PES PROGRAMS – 2013PES, 1008PSY AND 2016PES

6.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the minor change submission proposing the establishment of the new course, 2016PES Advanced Sports Coaching in Semester 2, 2012.

6.2 The Pro Vice-Chancellor (Health) sought clarification as to whether the new course had any resourcing implications for the School of Physiotherapy and Exercise Science. The Deputy Head of School, School of Physiotherapy and Exercise Science confirmed that the course had been factored into the workload of an existing staff member and that no additional resources were required.

6.3 The Board resolved to **ratify** the proposal noting that concerns of resourcing the new course had been addressed.

**Ratified**
SECTION B: ACTION UNDER DELEGATED AUTHORITY OR EXECUTIVE ACTION

The Griffith Health Group Board resolved to ratify the following executive approvals:

7.0 HSV MINOR CHANGE SUBMISSION (2012/0007517) (Agenda Item 18.0)
1244 BACHELOR OF CHILD AND FAMILY STUDIES – 1016EDN, 2019EDN

7.1 Minor change proposing a change to the semester of offer of two courses offered by the School of Education and Professional Studies.

8.0 PBH MINOR CHANGE SUBMISSION (2012/0007520) (Agenda Item 19.0)
1355 BACHELOR OF NUTRITION AND DIETETICS – ELECTIVES

19.1 Minor change proposing a change to the semester of offer of two listed electives in the program.

9.0 NRS MINOR CHANGE SUBMISSION (2012/0007518) (Agenda Item 20.0)
1326 BACHELOR OF NURSING (OFF-SHORE) – 2976NRS, 1201NRS

9.1 Minor change proposing a change to the year and semester of offer of two core courses in the program and a change to the title of three courses so that they are in alignment with on shore offerings.

10.0 NRS MINOR CHANGE SUBMISSION (2012/0007519) (Agenda Item 21.0)
1327 BACHELOR OF NURSING (POST-REGISTRATION) (OFF-SHORE)

10.1 Minor change submission proposing a change to the list of electives offered in the program.

11.0 HSV MAJOR CHANGE SUBMISSION (2012/0007523 - REVISED) (Agenda Item 22.0)
1282/1372 BACHELOR OF SOCIAL WORK – IELTS, ALIGNMENT OF COURSE OFFERINGS

11.1 Major change proposing a change to the English language requirements for the purposes of admission and changes to the semester of offer of two Year 2 courses so that the program is in alignment with the Logan campus offering of the Bachelor of Social Work program.

12.0 PSY MINOR CHANGE SUBMISSION (2012/0007538) (Agenda Item 23.0)
UNDERGRADUATE PSYCHOLOGY PROGRAMS – LISTED ELECTIVES

12.1 Minor change proposing a change to the listed psychology elective offering for all undergraduate psychology programs.

13.0 NRS MAJOR CHANGE SUBMISSION (2012/0007505) (Agenda Item 24.0)
1161/1162/1165 BACHELOR OF NURSING – IELTS

13.1 Major change proposing a change to the English language requirements for the purposes of admission so that they are in line with English language standards specified by the Nursing and Midwifery Board of Australia.
14.0 **PHM MAJOR CHANGE SUBMISSION (2012/0007544) (Agenda Item 25.0)**
5423 MASTER OF PHARMACY WITH HONOURS – ADMISSION PROCESS AND REQUIREMENTS

14.1 Major change proposing a change to the semester of offer and application process for admission into the program.

15.0 **NRS MINOR CHANGE SUBMISSION (2012/0007556) (Agenda Item 26.0)**
1354 BACHELOR OF MIDWIFERY – 3506NRS

15.1 Minor change proposing a change to the course title for 3506NRS.

16.0 **DOH OTHER CHANGE SUBMISSION (2012/0007557) (Agenda Item 27.0)**
5557 MASTER OF CLINICAL DENTISTRY IN IMPLANT DENTISTRY – SUSPEND INTAKE

16.1 Other change proposing a suspension of intake into the program.

17.0 **PES MINOR CHANGE SUBMISSION (2012/0007563) (Agenda Item 28.0)**
5567 MASTER OF SPEECH PATHOLOGY – 7001HSV

17.1 Minor change proposing the replacement of 7706PES Introduction to Research Methods with 7001HSV Applied Research Methods.

18.0 **NRS MINOR CHANGE PROPOSAL (2012/0007579) (Agenda Item 30.0)**
1161/1162/1165 BACHELOR OF NURSING – PART-TIME STRUCTURES AND REVISED EQUIVALENT COURSE LIST

18.1 Minor change proposing amendments to part-time structures and a revised course equivalent list.

19.0 **NRS PROGRAM WITHDRAWAL (2012/0007582) (Supplementary Agenda Item 2.0)**
1326 BACHELOR OF NURSING (OFF SHORE – ABU DHABI, AL AIN)

19.1 Program withdrawal submission proposing to cease intake into the program from Semester 1, 2012 (commences in September in United Arab Emirates).

20.0 **NRS PROGRAM WITHDRAWAL (2012/0007583) (Supplementary Agenda Item 3.0)**
1327 BACHELOR OF NURSING (POST-REGISTRATION) (OFF SHORE – ABU DHABI, AL AIN)

20.1 Program withdrawal submission proposing to cease intake into the program from Semester 1, 2012 (commences in September in United Arab Emirates).

21.0 **HLS FULL PROGRAM PROPOSAL (2012/0007584) (Supplementary Agenda Item 4.0)**
4161 GRADUATE DIPLOMA OF HEALTH RESEARCH
3276 GRADUATE CERTIFICATE IN HEALTH RESEARCH

21.1 Full program proposal to establish the 4161 Graduate Diploma of Health Research program from Semester 1, 2013.

21.2 The Graduate Diploma of Health Research (4161), including a Graduate Certificate exit point (3276), has been developed by Griffith Health to replace the non-award Higher
Degree Research (HDR) Qualifying Program (5361), hosted by the Griffith Graduate Research School (GGRS).

21.3 Proposed program will replace the 80CP Health Care Research strand of the Master of Health Practice (5568), offered by the School of Nursing and Midwifery (NRS).

22.0 HSV MAJOR PROGRAM PROPOSAL (2012/0007585) (Supplementary Agenda Item 5.0)
1372 BACHELOR OF SOCIAL WORK – ADVANCED STANDING STRAND

22.1 Major change proposing the establishment of an Advanced Standing strand for the program with admission requirements identical to that of the Logan campus offering: 1282 Bachelor of Social Work.

23.0 PROGRAM CONVENOR, SCHOOL HONOURS ADVISOR AND FIRST YEAR ADVISOR CHANGES (Agenda Item 31.0)

23.1 The Griffith Health Group Board resolved to ratify the following Program Convenor change for 2012:

School of Dentistry and Oral Health
5557 Master of Clinical Dentistry in Implant Dentistry
Professor Saso Ivanovski

SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES
[TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEE(S)]

Nil

SECTION D: MATTERS NOTED, CONSIDERED, OR REMAINING UNDER DISCUSSION

24.0 CHAIR’S REPORT (Agenda Item 5.0)

The Chair reported on the following matters:

Semester 2, 2012 Intake – Domestic applications via QTAC
Health Group has seen an increase in the number of applications for Semester 2, 2012. Demand for Health Group programs in Semester 2 intakes continues to be low, however, this is due to the small number of Health Group programs that have a mid-year entry options available.

Semester 2, 2012 Intake – International applications via Griffith International
The number of applications for admission from international students has decreased across the University with the exception of Health Group, where application numbers remain steady.

At this point, the Chair invited the Pro Vice-Chancellor Health to deliver a report. This item was not included in the agenda.

25.0 PRO VICE-CHANCELLOR (HEALTH) REPORT

The Pro Vice-Chancellor (Health) reported on the following matters:

Appointment of Professor Debra Henly to the position of Pro Vice-Chancellor (SEET)
The Pro Vice-Chancellor (Health) acknowledged the contribution of Professor Debra Henly to the Health Group as Chair of the Health Group Board and Dean (Academic). Health Group looks forward to furthering its positive relationship with the SEET Group.
Health Group Mini-Budget
The Pro Vice-Chancellor (Health) thanked the Group Resource Manager and Professor Debra Henly for their work in finalising the Health Group Mini-Budget. Balancing the Group’s budget was achieved without impacting on staffing.

Structural changes to the Health Group
Health Group will undergo structural change in the near future, with Heads of School reporting directly to the Pro Vice-Chancellor (Health). The Pro Vice-Chancellor (Health) advised that changes will be made to the Health Group Executive in the longer term with a view of achieving greater cohesion in terms of reporting between Schools and the Executive.

26.0 DEAN (LEARNING & TEACHING) REPORT (Agenda Item 6.0)
The Dean (Learning & Teaching) tabled the report at the meeting and highlighted items of interest.

27.0 DEAN (RESEARCH) REPORT (Agenda Item 7.0)
The Dean (Research) tabled the report at the meeting and highlighted items of interest.

28.0 PLANNING AND FINANCIAL SERVICES REPORT (Agenda Item 8.0)
The Group Resource Manager tabled the report at the meeting and highlighted items of interest.

29.0 INFORMATION SERVICES REPORT (Agenda Item 9.0)
The Acting Manager, Academic Services tabled the report at the meeting and highlighted items of interest.

30.0 EXTERNAL RELATIONS REPORT (Agenda Item 10.0)
The Marketing Manager (Health) tendered apologies for the meeting.

The Chair reported on the following items:

Tertiary Studies Expo – Saturday 21 and Sunday 22 July
All schools are required to have representation at TSXPO all day Saturday and Sunday.

Open Day – Sunday 12 August
All schools are required to have representation at all three campuses on Open Day (Nathan, South Bank and Gold Coast). The Centre for Medicine and Oral Health (GH1) will not be opened for this event. The Chair invited the School of Medicine and the School of Dentistry and Oral Health to present at the Gold Coast Parklands campus.

Medicine Information Evenings
These events were well attended by high school leavers and undergraduate students; however, interest from graduate-entry medicine applicants had dropped which was perhaps due to the high GAMSAT score required for admission into the Griffith University Bachelor of Medicine / Bachelor of Surgery program.

Continuing professional development
Griffith Health has allocated $10,000 in the marketing budget this year to support Schools who would like to offer Continuing Professional Development to industry partners and/or high school
teachers. If members had a Continuing Professional Development offering that they would like supported they were advised submit requests to the Dean (Academic).

The Communications Officer, External Relations reported on media coverage for Health Group Schools.

31.0 HUMAN RESOURCE MANAGEMENT REPORT (Agenda Item 11.0)

The Human Resources Manager (Health) reported on the following items:

Annual cycles – ASRP, ASP and Promotions
All applications are submitted through eRecruit and the following deadlines and requirements were noted:

- ASRP and ASP applications must be submitted by Friday 13 July
- Applications for Promotions must be submitted by no later than 5pm, Friday 10 August.
- Research-only staff seeking promotion to Level D or E must make an appointment with the Dean (Research)
- All other staff seeking promotion to Level D or E must make an appointment with the Dean (Academic)
- All staff seeking promotion to Level A, B or C are encouraged to make an appointment with the Dean (Academic)

ASRP for staff on probation
Members sought clarification as to whether academic staff members that are on probation are required to complete ASRP during the annual cycle. The Human Resources Manager (Health) confirmed that academic staff members on probation are to complete ASRP on their anniversary.

Action: Human Resource Manager (Health) is to confirm whether Deputy Heads of School are required to complete ASRP and AMRP.

32.0 DEVELOPMENT AND ALUMNI REPORT (Agenda Item 12.0)

The Development and Alumni Coordinator tabled the report at the meeting and highlighted items of interest.

33.0 GRIFFITH INTERNATIONAL REPORT (Agenda Item 13.0)

The Senior Manager, International Admissions tabled the report at the meeting and highlighted items of interest.

The Regional Manager, Griffith International reported on activity in the following markets: United States of America, Canada and Africa.

34.0 GENERIC ACCREDITATION STATEMENTS FOR USE IN AHEGS STATEMENTS AND THE PROGRAMS AND COURSES WEBSITE (Agenda Item 14.0)

34.1 The Board noted that at the 02/2012 meeting of the Health Group Board, the Executive Officer Health noted the development of a generic statement regarding accreditation for use with the Programs and Courses website.

34.2 Members agreed that the proposed statement was suitable for use with Health Group programs on the Programs and Courses website.

34.3 The Secretary noted that Schools would be required to advise Secretariat of any changes to the text or conditions for accreditation listed on the Programs and Courses
website in a timely manner or else the University would potentially be in breach of the ESOS Act.

Resolution

34.4 The Board **resolved** to implement the proposed generic statement on the Programs and Courses website for Health Group programs.

**Action:** Secretary to investigate process for implementing generic accreditation statement on the Programs and Courses website for all Health Group programs where professional accreditation information is listed.

35.0 ENGLISH LANGUAGE REQUIREMENTS – IELTS, LANGUAGE OF INSTRUCTION AND THE GRIFFITH ACADEMIC ENGLISH DIRECT ENTRY PROGRAM (Agenda Item 15.0)

35.1 The Dean (Learning and Teaching) introduced the item, noting that several proposals to increase the English language requirements for Health Group programs had not progressed from Programs Committee after concerns were raised in regards to the removal of Language of Instruction (LOI) pathways and the Direct Entry Program (DEP) from the admission requirements in each submission.

35.2 The Academic Manager, Griffith English Language Institute delivered a presentation that detailed the various English language pathways that students used for the purposes of admission into Griffith University programs in 2011. The Board noted that the language pathway with the best potential for academic success was found to be standardised tests such as IELTS.

35.3 The Senior Manager, International Admissions reported that English language requirements for Health-related programs offered by competitor institutions that led to professional accreditation varied on a provider by provider basis.

35.4 Members agreed that this matter required further consideration.

Resolution

35.5 The Chair **resolved** to hold discussion regarding this matter until the next meeting of the Health Group Board.

36.0 STUDENT RETENTION STRATEGY 2012-2014 (Supplementary Agenda 2 Item 1.0)

36.1 The Chair **resolved** that discussion regarding this item was to be held until the next meeting of the Health Group Board.

37.0 CLOSING THE LOOP: COURSE IMPROVEMENT PLAN (Supplementary Agenda 2 Item 2.0)

37.1 Members noted the revised Course Improvement Plan (CIP) document that had been developed by the Griffith Institute of Higher Education.

37.2 Members noted that there are plans for the (CIP) to be made electronically in future semesters.

37.3 The Dean (Learning and Teaching) requested that Heads of School distribute the new CIP to Course Convenors for use after each School’s Assessment Board meeting in Semester 1, 2012.

**Action:** Heads of School to distribute revised CIP to Course Convenors for use with courses run in Semester 1, 2012.
38.0 HEADS OF SCHOOL/HEAD OF ELEMENT REPORTS *(Agenda Item 33.0)*

38.1 The Board noted reports received from Heads of Schools.

Noted

39.0 HEALTH GROUP HEALTH AND SAFETY COMMITTEE MINUTES *(Agenda Item 32.0)*

39.1 The Board noted the minutes of the 01/2012 (March) meeting of the Health Group Health and Safety Committee.

Noted

40.0 SCHOOL OF PHYSIOTHERAPY AND EXERCISE SCIENCE APPLICATION TO AUSTRALIAN PHYSIOTHERAPY COUNCIL FOR ACCREDITATION OF PHYSIOTHERAPY PROGRAMS *(Agenda Item 34.0)*

40.1 The Board noted the accreditation report that the School of Physiotherapy and Exercise Science submitted to the Australian Physiotherapy Council for the accreditation of the 5320 Master of Physiotherapy and 1174 Bachelor of Exercise Science / Bachelor of Physiotherapy programs.

Noted

41.0 AUSTRALIAN ASSOCIATION OF SOCIAL WORKERS ACCREDITATION OF MASTER OF SOCIAL WORK PROGRAMS *(Agenda Item 35.0)*

41.1 The Board noted that the Australian Association of Social Workers has granted accreditation to the Master of Social Work programs offered by Griffith University until 2016.

Noted

42.0 OTHER BUSINESS *(Agenda Item 36.0)*

Professor Theunis Oberholzer

The Board acknowledged the contribution of Professor Theunis Oberholzer to the School Dentistry and Oral Health and expressed sympathy at his passing.

43.0 BOARD MEETING DATES AND VENUES *(Agenda Item 37.0)*

43.1 The next meeting of the Griffith Health Board will be held on Thursday 26 July 2012 at 12.30 pm in Room 1.05/1.06, The Chancellery (G34), Gold Coast campus. A light lunch will be available from 12 noon.

43.2 The confirmed 2012 dates for Griffith Health Group meetings will be held at 12.30pm on the following dates:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
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<tbody>
<tr>
<td>26 July</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
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<tr>
<td>23 August</td>
<td>Gold Coast</td>
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20 September Gold Coast Room 1.05/1.06 The Chancellery (G34)
25 October Gold Coast Room 1.05/1.06 The Chancellery (G34)
22 November Gold Coast Room 1.05/1.06 The Chancellery (G34)

Noted

44.0 SUMMARY OF ACTION ITEMS

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<td>Confirm whether Deputy Heads of School are required to complete ASRP and AMRP.</td>
<td>Human Resource Manager (Health)</td>
<td>WIP</td>
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<td>Investigate process for implementing generic accreditation statement on the Programs and Courses website for all Health Group programs where professional accreditation information is listed.</td>
<td>Secretary</td>
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<td>Distribute revised CIP to Course Convenors for use with courses run in Semester 1, 2012.</td>
<td>Heads of School</td>
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Confirmed: (Chair – Professor Tony Perkins)

Date: __________________________
## DISTRIBUTION LIST

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<tr>
<td>Professor Patrick O’Leary</td>
<td>Head, School of Human Services and Social Work</td>
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<tr>
<td>Professor Mark Forwood</td>
<td>Head, School of Medical Science</td>
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<td>Professor Andrew Davey</td>
<td>Head, School of Pharmacy</td>
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<tr>
<td>Professor Peter Milburn</td>
<td>Head, School of Physiotherapy &amp; Exercise Science</td>
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<td>Professor Paul Martin</td>
<td>Head, School of Applied Psychology</td>
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<tr>
<td>Professor Lyn Griffiths</td>
<td>Director, Griffith Health Institute</td>
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</tbody>
</table>

### Information Copies (without attachments unless stated)

- Deputy Heads of School
- Dean (Learning and Teaching), SEET Group
- School Administrative Officers – Griffith Health Group
- School Secretaries – Griffith Heath Group

### Other Copies

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