A meeting of the Griffith Health Board will be held at 1.00 pm on Wednesday 18 June 2008 in Room 2.02 the Chancellery (G34) Gold Coast campus.

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28.0 NEXT MEETING

Significant Committee Events
   ▪ This meeting of the Griffith Health Board (Faculty) will be held at 1.00 pm on Wednesday 18 June 2008 in
     Room 2.02, The Chancellery (G34) Gold Coast campus.
   ▪ The next meeting of the Griffith Health Board (Faculty) will be held at 1.00 pm on Wednesday 23 July
     2008 in Room 2.02, The Chancellery (G34), Gold Coast campus.

Deadlines
   ▪ Agenda items due with Secretary, Programs Committee for 3 July meeting by 19 June 2008.

Committee QuickPlace Web Address
   ▪ https://qplace01.domino.griffith.edu.au/QuickPlace/sec-university-committees/Main.nsf/h_Toc/dc93ed94a6ce679b4a256d040002f3f0/?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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<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
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<tbody>
<tr>
<td>Professor Lewis Adams</td>
<td>ex officio (Chair)</td>
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<tr>
<td>Acting Dean (Academic)</td>
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<tr>
<td>Professor Allan Cripps</td>
<td>ex officio</td>
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<tr>
<td>Pro-Vice Chancellor (Health)</td>
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<td>Professor Nicholas Buys</td>
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<td>Dean (Learning &amp; Teaching), Health</td>
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<tr>
<td>Professor Lyn Griffiths</td>
<td>ex officio</td>
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<td>Dean (Research), Health</td>
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<td>Professor Donald Stewart</td>
<td>ex officio</td>
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<td>Head of School, School of Public Health</td>
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<td>Professor Judith Searle</td>
<td>ex officio</td>
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<tr>
<td>Head and Dean, Griffith Medical School</td>
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<td>Professor Newell Johnson</td>
<td>ex officio</td>
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<tr>
<td>Head and Dean, School of Dentistry &amp; Oral Health</td>
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<td>Associate Professor Elizabeth Patterson</td>
<td>ex officio</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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<tr>
<td>Head of School, School of Anatomy</td>
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<tr>
<td>Associate Professor Jayne Clapton</td>
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<tr>
<td>Head of School, School of Human Services</td>
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<tr>
<td>Associate Professor Tony Perkins</td>
<td>ex officio</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>ex officio</td>
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<tr>
<td>Head of School, School of Pharmacy</td>
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<tr>
<td>Associate Professor Norm Morris</td>
<td>ex officio</td>
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<tr>
<td>Acting Head of School, School of Physiotherapy &amp; Exercise Science</td>
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<td>Associate Professor Alf Lizzio</td>
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<tr>
<td>Head of School, School of Psychology</td>
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<tr>
<td>Professor Claire Rickard</td>
<td>ex officio</td>
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<tr>
<td>Acting 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 18 June 2008 in Room 2.02 the Chancellery (G34) Gold Coast campus.

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 3/2008 meeting have been circulated. To be taken as read and confirmed.

3.0 CHAIR’S REPORT

The acting Dean (Academic) will report on items of interest to the Board, including:

- Griffith Health Lecture Series
- Arts Intersections Symposium

4.0 INTERNATIONALISATION

The acting 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 Manager, Technical Services will report on items of interest to the Board.

ORDERING OF THE AGENDA

At this point in the agenda, members may propose that any matter on the agenda, not included in Section I, be so included.
SECTION I: MATTERS FOR DEBATE AND DECISION

9.0 AUQA / QUALITY ISSUES DISCUSSION

The Board is asked to consider the following AUQA and quality issues:

9.1 FEEDBACK ON AUQA OUTCOMES

The Chair will provide informal feedback on outcomes of the AUQA visit.

9.2 ACADEMIC PLAN 3 PROGRESS REPORT - COMPILATION

The Deputy Vice Chancellor (Academic) has extended thanks to all Groups for their contribution to the Academic Plan 3 (AP3) Progress Report. A compilation of all reports received has been consolidated into the attached document. The consolidated report provides evidence of a huge amount of work going on across the University to support implementation of AP3.

This Report serves a number of purposes:

- It will be reported to the next meeting of Academic Committee and to July Council. This will assist both bodies to discharge their governance roles in the University effectively, and enable maintenance of oversight of the implementation of this important Plan;
- It informs the University community as a whole of the work being done across the whole institution, and supports the sharing of ideas and good practice between different elements of the University; and
- Enables the Deputy Vice Chancellor (Academic) and Pro Vice Chancellor (Learning and Student Outcomes) to identify what is working, to support wider use of effective strategies, and to identify and support areas in which the University need to improve.

For discussion

10.0 FACULTY HOSTED COURSE: 6002HLS QUANTITATIVE RESEARCH

10.1 Issues have arisen regarding timing and delivery of course content of the new Honours/Masters 6002HLS Quantitative Research course, impacting other courses within the Programs. Students are finding it difficult to complete the relevant course content in their respective programs due to the format in which 6002HLS is delivered. Associate Professor Tony Perkins, Head of School, Medical Science will introduce this item.

For discussion

11.0 DEVELOPMENT OF PRINCIPLES TO GUIDE LEARNING & TEACHING

11.1 The Pro Vice Chancellor (Learning & Student Outcomes) has requested that Deans (Learning & Teaching) work with their respective Groups to collate suggestions to inform the development of the principles to guide learning and teaching at Griffith University. The principles are to reflect the Griffith identity and experience.

11.2 To facilitate discussions, the Pro Vice Chancellor (Learning & Student Outcomes) has provided the following documents:

- Draft Griffith University Principles of Learning & Teaching
- University of British Columbia Effective Teaching Principles and Practices
- University of Melbourne Nine Principles Guiding Teaching & Learning
11.3 The due date for feedback from Groups to the Pro Vice Chancellor (Learning & Student Outcomes), via the Dean (Learning & Teaching) is the end of June.

For discussion

12.0 2010 PROGRAM PLANNING ROUND

12.1 The timelines for the 2010 program profile planning round will shortly be announced by the Deputy Vice Chancellor (Academic).

12.2 With the approval of the Group Pro Vice Chancellor (Health), the 2010 program profile planning round will be coordinated by Michele Britton, Group Academic Services Officer. The process and timelines are as follows:

<table>
<thead>
<tr>
<th>Process</th>
<th>Timing</th>
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<tbody>
<tr>
<td>Liaise with Heads of School to ascertain proposals for new programs/major changes/FLAS requests/program withdrawals</td>
<td>June/July</td>
</tr>
<tr>
<td>Development of program concept proposals, including liaison with External Relations, and preparing draft 2010 program profile plan for presentation to Faculty Board</td>
<td>August/September</td>
</tr>
<tr>
<td>Submit Faculty Board endorsed program profile plan and supporting concept proposals to Group PVC for consideration</td>
<td>late September</td>
</tr>
<tr>
<td>Submit the final approved program profile plan and supporting concept proposals to Executive Group and subsequently the DVC (A) for decision</td>
<td>early October</td>
</tr>
<tr>
<td>Development of initial program proposals (for new programs/major changes), including undertaking resource checks with service elements, and development of FLAS requests</td>
<td>mid-late October</td>
</tr>
<tr>
<td>Submit completed initial program proposals and FLAS requests to Group PVC for endorsement</td>
<td>late October/early November</td>
</tr>
<tr>
<td>Submit final initial program proposals and FLAS requests to the DVC (A) for decision</td>
<td>late October / early November for decision by 30 November</td>
</tr>
<tr>
<td>Approved proposals submitted to External Relations, Griffith International and Student Administration for inclusion in marketing material</td>
<td>December</td>
</tr>
</tbody>
</table>

12.3 The current Health Group Program Profile is attached for information and review. The Program Profile details all existing programs, including those approved by the Deputy Vice Chancellor (Academic) for development, but not yet accredited by the University. At the end of spreadsheet is a list of ‘future’ programs. These are programs that have been flagged for development either formally or informally, but have not eventuated as yet. The Group Academic Services Officer will meet with Heads of School in the near future to ascertain 2010 program proposals for new programs, major changes to existing programs, withdrawal of programs and FLAS requests.

For discussion

13.0 NRS MAJOR CHANGE SUBMISSION (08/0004818)

1327 B NURSING POST-REGISTRATION (ABU DHABI)

13.1 The Griffith Health Board (Faculty) is asked to consider major change submission (08/0004817) approved executively by the Head of School, Nursing & Midwifery

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proposing changes to the Bachelor of Nursing (Post-Registration) (Abu Dhabi) program, effective as at 31 August 2008 to coincide with the first intake of students. The proposed changes have been negotiated following consultation with the international partner regarding program requirements.

13.2 The changes are summarised as follows:

- Changes to core courses effective 31.08.08 (commencement of Semester 1 2008 in Abu Dhabi);
- Introduction of a full-time offering in addition to a part-time offering, effective 31.08.08 (commencement of Semester 1 2008 in Abu Dhabi);
- Introduction of 20CP listed electives, and changes to remaining core courses effective August 2009 (commencement of Semester 1 2009 in Abu Dhabi).

Recommendation

13.3 The Griffith Health Board (Faculty) is asked to recommend to Programs Committee the major change submission (08/0004818) proposing changes to the structure, content and modes of offer of the Bachelor of Nursing (Post-Registration) program effective 31 August 2008.

For discussion

14.0 PBH MAJOR CHANGE SUBMISSION (08/0004817)
1332/1333 B PUBLIC HEALTH

14.1 The Griffith Health Board (Faculty) is asked to consider major change submission (08/0004817) approved executively by the Head of School, Public Health proposing to withdraw the Workplace Health & Safety major from the Bachelor of Public Health from Semester 2, 2008. It is also proposed to create a common first year for the program. Currently there are seven common courses in first year. Withdrawal of the Workplace Health & Safety major creates an opportunity for the School to offer an 80CP common first year by replacing 1114PBH Sociology of Work & Health in the Health Promotion major with 1980PBH Food Systems in Year 1 Semester 2.

Recommendation

14.2 The Griffith Health Board (Faculty) is asked to recommend to Programs Committee the major change submission (08/0004817) proposing withdrawal of the Workplace Health & Safety major and creation of a common first year in the Bachelor of Public Health program, effective Semester 2, 2008.

For discussion

15.0 PHM FULL PROGRAM PROPOSAL (08/0004823)
1352 B CLINICAL PHARMACY

15.1 The Griffith Health Board (Faculty) to consider full program proposal on the executive recommendation of the School of Pharmacy is asked to consider the full program proposal seeking introduction of the Bachelor of Clinical Pharmacy program at the Gold Coast campus in Semester 2, 2008.

15.2 The program is for international students only, targeting primarily the Saudi Arabian and Canadian market. The School of Pharmacy currently has 42 International students of which there are 12 Saudi students in Year 3 of the BPharmaceutSc and another 4 in Year 2 of that program. It has become apparent that the current articulated structure of the pharmacy programs (UG+PG degrees) presents a sponsorship barrier for Saudi Arabian students since the sponsors will fund only an UG program. This is creating uncertainty and stress for currently enrolled Saudi Arabian students who are facing the
prospect of no sponsorship for the remaining postgraduate portion (the Master of Pharmacy) of their articulated pharmacy program.

15.3 Therefore, it is proposed to put in place an undergraduate program with a clinical focus, the Bachelor of Clinical Pharmacy. This will meet the sponsors’ needs; the affected International Students (in this case, the Saudi Arabian students) can be transferred to this program. Additionally, this will create the structure (80CP Advanced Standing for eligible applicants for admission to the Bachelor of Clinical Pharmacy program) appropriate for marketing to international Pharmacy technicians who meet the entry criteria, for e.g., Pharmacy Technician Diploma graduates of selected Canadian Pharmacy Colleges. The proposed 3.5 year program will encompass the equivalent of all of the Years 2 and 3 of the BPharm Sc and Years 1 and 2 of the MPharm.

15.4 A number of overseas countries are experiencing pharmacist workforce shortages particularly in more advanced clinical roles; they have taken steps to expand their pharmacist workforce using pharmacists who have a sound background in clinical pharmacy. Griffith University can meet this need by providing both an undergraduate program with a clinical focus (offering advanced standing entry for Pharmacy Technicians) and extended studies for those with a pharmacist qualification in a clinically research-based postgraduate pathway that includes the Master of Medical Research (Clinical Pharmacy) and PhD (Clinical Pharmacy).

15.5 Admission Requirements

The Bachelor of Clinical Pharmacy will only be available to international students who meet the admission requirements, enabling advanced standing.

The School of Pharmacy offers 80CP Advanced Standing entry to international students who meet the following pre-requisites:

1. have completed a Pharmacy Technician Diploma (6 semesters, Intermediate University Degree) or equivalent, containing content equating to the Health Sciences Foundation First Year curriculum. Equivalency of content and eligibility for admission will be determined by the program convenor;
2. undertaken a minimum of twelve weeks work experience as a Pharmacy Technician in the community or hospital pharmacy environment;
3. have achieved a minimum cumulative GPA of 4.0.

English Language Requirements

The program has higher standards of English language requirements for entry.

The minimum English language proficiency requirements for such applicants to be eligible for entry to all Pharmacy programs are as follows:

- A minimum overall band score of 7.0 at the academic level of the IELTS (International English Language Testing System) with a minimum score of 6.0 in each of the four components or
- A minimum score of 580 on TOEFL (Test of English as a Foreign Language) or
- A computerized TOEFL score of 237 or
- An internet-based (iBT) TOEFL score of 92 (no score less than 22)
- No score less than 3+ in each skill of the ISLPR (International Second Language Proficiency Rating)
- English test results must be no more than two years old.

The above requirements are HIGHER than the requirements stipulated in the Admission Policy for Undergraduate Programs. Applicants should refer to this policy for exceptions to these overall requirements.
15.6 Fees

The fees for the proposed program will remain the same as for the international fees for the Bachelor of Pharmaceutical Science and the Master of Pharmacy i.e.

INT_PG_3B $239.00 per CP / $19120 per academic year for undergraduate courses
INT_PG_5A $410.00 per CP / $32800 per academic year for postgraduate courses

15.7 Degree Requirements

To be eligible for the award of Bachelor of Clinical Pharmacy, a student must acquire 280CP as prescribed below:

- satisfactorily complete 280CP in accordance with the program structure (the grade of Pass Conceded will not be awarded in this program).
- undertake a 25-minute English communication screening test administered through the School of Pharmacy in the second week of semester one, normally in the first year of study.

Recommendation

15.8 The Griffith Health Board (Faculty) is asked to recommend to Programs Committee the full program proposal (08/0004823) proposing to establish the Bachelor of Clinical Pharmacy program (1352) for international students only at Gold Coast campus from Semester 1, 2009.

For discussion

16.0 DOH SPECIAL PURPOSE SUBMISSION (08/0004824)

1259 B ORAL HEALTH IN DENTAL SCIENCE
1260 B ORAL HEALTH IN DENTAL TECHNOLOGY
1262 B ORAL HEALTH IN ORAL HEALTH THERAPY

16.1 The Griffith Health Board (Faculty) is asked to consider special purpose submission (08/0004824) proposing to amend the degree requirements for the Bachelor of Oral Health in Dental Science (1259), Bachelor of Oral Health in Dental Technology (1260), and Bachelor of Oral Health in Oral Health Therapy (1262) programs to clarify that students who have not successfully completed all Health Foundation Year courses in first semester of first year may not proceed to a DOH coded course in second semester of first year, effective Semester 2 2008.

For discussion

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

17.0 HSV MINOR CHANGE SUBMISSION (08/00027548)

1263 B HUMAN SERVICES/ BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE
1265 B FORENSIC SCIENCE/ BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE
1112 B CRIMINOLOGY AND CRIMINAL JUSTICE
8024 DIPLOMA CRIMINOLOGY AND CRIMINAL JUSTICE

17.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the acting Dean (Learning & Teaching) in approving minor change submission (08/00027548) proposing to change the name of the first year course 1007CCJ from The Law of Crime to Police, Courts and Criminal Law. The new name better reflects this revised content and is more likely to convey an accurate perception of the content to first year students.
The change submission has been approved by the Heads of School, Human Services and Criminology and Criminal Justice.

For ratification

18.0 NRS MINOR CHANGE SUBMISSION (08/0004821)
5424/5425 M ADVANCED PRACTICE (PALLIATIVE CARE)

18.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean (Learning & Teaching) in approving minor change submission (08/0004821) proposing replacement of 8987NRS The Art and Skill of Dementia Care from the Master of Advanced Practice (Palliative Care) program (5424 / 5425) with 8017NRS Working with Families in Illness and Health, effective Semester 2 2008. This change is primarily required to accommodate international students requiring on-campus course offerings. All courses in the Palliative Care strand are offered on-campus at the Gold Coast with the exception of 8987NRS The Art and Skill of Dementia Care which is offered on-campus at Nathan.

For ratification

19.0 NRS PROGRAM CONVENOR / FIRST YEAR ADVISER CHANGES
1161 B NURSING (NATHAN)
1163 B NURSING – POST-REGISTRATION (NATHAN)

19.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean (Learning & Teaching) and acting Dean (Learning & Teaching) in approving the following changes:

1161 B Nursing - program convenor change from Ms Jennifer Rowe to Ms Marion Tower, with immediate effect.
1163 B Nursing – Post-Registration – program convenor change from Dr Suzanne Goopy to Ms Marion Tower, with immediate effect.
1163 B Nursing – Post-Registration – first year adviser change from Dr Lorraine Venturato to Dr Suzanne Goopy, with immediate effect.

For ratification

20.0 PBH PROGRAM CONVENOR CHANGES
5461 M NUTRITION AND DIETETICS
3147 G CERT PUBLIC HEALTH
4094 G DIP PUBLIC HEALTH

20.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the acting Dean (Learning & Teaching) in approving the following program convenor changes:

5461 M Nutrition and Dietetics – program convenor change from Associate Professor Roger Hughes to Dr Michael Leveritt
3147 G Cert Public Health – program convenor change from Associate Professor Roger Hughes to Professor Don Stewart
4094 G Dip Public Health - program convenor change from Associate Professor Roger Hughes to Professor Don Stewart

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

21.0 BID FOR NEW NRS UNIVERSITY PLACES COMMENCING 2009

21.1 The University has made an individual bid to the Commonwealth Government for 50 new nursing places commencing 2009. Details of the bid are outlined in the attached document.

For noting

22.0 DEEWR 2008 APPLICATION ROUND – STUDENT INCOME SUPPORT FOR MASTERS PROGRAMS

22.1 The Department of Education, Employment and Workplace Relations has invited the University to apply for approval of Masters programs for student income support payments. This application round applies to:

- new programs to be offered from 2009,
- previously approved programs if external accreditation has subsequently expired,
- existing programs not currently included in the approval list or
- programs that have substantially changed since approval was previously given.

22.2 The Health Group made a number of applications in the inaugural round in 2007 and was successful in relation to the following programs:

Program
Master of Clinical Psychology
Master of Dental Technology in Prosthetics
Master of Human Services (Childhood Studies)
Master of Human Services (Orientation & Mobility)
Master of Human Services (Rehabilitation Counselling)
Master of Midwifery
Master of Nutrition & Dietetics
Master of Organisational Psychology
Master of Pharmacy
Master of Physiotherapy
Master of Social Work (Logan)

22.3 A number of programs were identified for application for the 2008 round. Applications have been submitted to DEEWR for the following programs:

- M Advanced Practice (Mental Health Nursing) (5424)
- M Social Work, Gold Coast (5505)
- M Social Work, OUA (5518)
  (The above programs are identical in content and structure to the M Social Work, Logan (5476) program which currently has DEEWR approval for student income support)
- M Social Work, Logan (5476)
  (Currently approved but updated application provided to note course/subject changes, new structure is detailed in the M Social Work 5505 and 5518 applications).
DEEWR anticipate the approval process will be completed by the end of July. Decisions in relation to these applications will be conveyed by DEEWR as soon as possible. Students should be advised that the revised list of approved Masters programs will be provided to Centrelink at the earliest opportunity.

For noting

23.0 COUNCIL NEWS (JUNE 2008 MEETING)

23.1 GRIFFITH 2015 - AREAS OF STRATEGIC INVESTMENT

At its December 2007 meeting, Council endorsed the strategic directions set out in the paper "Griffith 2015 - Implementing the Vision". The Vice Chancellor had advised Council that in order to achieve international recognition, the University needed to select and develop fields that were in the top 1 to 4 in Australia and in the top 200 to 300 in the world. In these key strategic areas the University would aspire to be the destination of choice for students and staff.

Council noted a tabled document “Griffith 2015 Areas of Strategic Investment”. The Vice Chancellor reported to the meeting on the identification of eight areas of strategic investment, as follows:

- Asian politics, trade and development
- Climate change adaptation
- Criminology with a focus on prevention
- Drug discovery with a focus on infectious diseases
- Health research with a focus on innovations in health care
- Music, the arts and the Asia Pacific region
- Tourism with a focus on sustainable tourism research
- Water science with a focus on freshwater, estuarine and urban water research

23.2 2008 FEDERAL BUDGET REPORT

Council noted a report on the impact of the 2008 budget on the higher education sector.

The Vice Chancellor highlighted the following key issues arising from the Federal Budget:

**Establishment of the Education Investment Fund (EIF) of $11 billion** - Effectively $608m available in 2009/10. Allocations to be via appropriation, informed by the Bradley review.

**Better Universities Renewal Fund** - One-off $500m to be distributed by end 2007/2008. Distributed by formula using domestic student load (70%) and Institutional Grant Scheme allocations (30%). Likely Griffith allocation $16.2m.

**Phase out of full fee-paying domestic students** - $249 million to fund new undergraduate university places and phase out full fee-paying domestic students.

**Encouraging students to study maths and science** - From 1 Jan 2009, the maximum HECS contribution for these disciplines will be reduced from the maximum ($7,405 per EFTSL) to the lowest national priority rate ($4,160 per EFTSL). Universities to be compensated, but no detail as to how. Funding of approx $67m set aside in the budget for this purpose.
Future Fellowships scheme - $326m over four years to create a Future Fellowships scheme for 1000 top mid-career researchers (commencing 2009).  

The Scholarships for a Competitive Future – Skills Shortages - $238.6m over four years from 2008-09 for the Scholarships for a Competitive Future program, to increase the number of higher education graduates in areas of skills shortages. This program will double the number of students receiving Commonwealth Scholarships from 44,000 to 88,000 by 2012.  

The Scholarships for a Competitive Future – Postgraduate Scholarships - $209m over four years to double the number of postgraduate scholarships available to higher degree research students by 2012.

23.3 NAME CHANGE FOR FACULTY OF ARTS AND SCHOOL OF ARTS

Council approved the following with effect from 1 January 2009:

a change of name of the Faculty of Arts to Faculty of Humanities and Social Sciences.

a change of name of the School of Arts to School of Humanities.

For noting

24.0 QTAC INTRODUCES ANNUAL ADMISSIONS ROUND

24.1 The Queensland Tertiary Admission Centre (QTAC) is enhancing flexibility for applicants and institutions by moving to a single annual admissions period from July 1. Under the new process, the admissions period will operate between July and the following June.

24.2 The change means applications can include programs commencing in Semester 3 (Summer Semester) of the same year and Semesters 1 and 2 of the next year.

24.3 2008 will be the last year QTAC conducts the mid-year admissions period.

24.4 From July 1, QTAC applications will open for all programs commencing in Semester 3/2008, Semester 1/2009 and Semester 2/2009. With Year 12 applicants receiving their results in December, they will only be assessable for and able to select programs beginning in Semester 1/2009 and/or Semester 2/2009.

24.5 Most Semester 1 programs will continue to have their major offer round in January and a number of performing arts programs will still have their major round in December.

24.6 Institutions can elect to make early offers to eligible applicants before the major offer round, subject to quota management guidelines. Applicants receiving offers in the major round will not be disadvantaged by the early offers with institutions required to offer at least to the level of any early offers in the major offer round.

Key dates for first QTAC annual admissions round, 2008/9:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1</td>
<td>Applications open</td>
</tr>
<tr>
<td>September 30</td>
<td>Deadline for on-time applications</td>
</tr>
<tr>
<td>December 17</td>
<td>Major offer round for some performing arts programs (QCGU)</td>
</tr>
</tbody>
</table>

Final deadline for Medical Science, Oral Health and Contemporary Australian Indigenous Art
Early offers round for some Semester 1 programs

December 19
December 19 Year 12 results mailed by Queensland Studies Authority
January 15
January 15 Major offer round for most Semester 1 programs
February 5
February 5 Top-up offer round for most Semester 1 programs

24.7 QTAC is also introducing a process to allow assessed applicants to learn if they have met minimum entry requirements as soon as they are assessed. The PARTE (Progressive Assessment and Reporting of Tertiary Eligibility) process will potentially give applicants the chance to address any minimum entry requirement gaps before the offer round, or change their preferences.

25.0 JULY 2008 GRADUATION CEREMONIES

25.1 Staff are invited and encouraged to attend Griffith's July graduation ceremonies for all campuses.

25.2 You are able to register to attend one or more ceremonies by visiting: https://intranet.secure.griffith.edu.au/teaching/graduation-registration-for-staff/graduations-at-griffith and selecting the Staff registration menu link on the left hand side of the page. You can also print the Staff Information Brochure from this page, which includes details about arrival time, guest tickets and academic dress.

25.3 Registration closes for all ceremonies on Monday 21 July 2008.

25.4 The complete schedule of graduating faculties, dates, times and venues is below.

<table>
<thead>
<tr>
<th>Ceremony date</th>
<th>Ceremony time</th>
<th>Graduating faculties</th>
<th>Graduating campus</th>
<th>Ceremony venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>28 July 2008 (Monday)</td>
<td>2.00pm</td>
<td>Griffith Business School</td>
<td>Gold Coast students</td>
<td>Gold Coast Convention and Exhibition Centre</td>
</tr>
<tr>
<td>28 July 2008 (Monday)</td>
<td>6.00pm</td>
<td>Faculty of Arts, Faculty of Education, Griffith Health, Griffith Law School, Queensland College of Art, Queensland Conservatorium, Science, Environment, Engineering and Technology</td>
<td>Graduating campus</td>
<td>Gold Coast Convention and Exhibition Centre</td>
</tr>
<tr>
<td>31 July 2008 (Thursday)</td>
<td>11.00am</td>
<td>Griffith Health, Griffith Business School - Group 2 (all programs except 1001, 1035, 1038, 1158, 1228, 1285, 1336, 1337, 2010, 3174, 4002, 5058, 5059, 5060, 5110, 5346, 5412, 5439, 5441)</td>
<td>Logan, Mt Gravatt, Nathan and South Bank students</td>
<td>Brisbane Convention and Exhibition Centre</td>
</tr>
<tr>
<td>31 July 2008 (Thursday)</td>
<td>3.00pm</td>
<td>Faculty of Arts, Griffith Law School, Griffith Business School - Group 1 (only programs 1001, 1035, 1038, 1158, 1228, 1285, 1336, 1337, 2010, 3174, 4002, 5058, 5059, 5060, 5110, 5346, 5412, 5439, 5441)</td>
<td>Logan, Mt Gravatt, Nathan and South Bank students</td>
<td>Brisbane Convention and Exhibition Centre</td>
</tr>
<tr>
<td>31 July 2008 (Thursday)</td>
<td>7.00pm</td>
<td>Faculty of Education, Queensland College of Art, Queensland Conservatorium, Science, Environment, Engineering and Technology</td>
<td>Logan, Mt Gravatt, Nathan and South Bank students</td>
<td>Brisbane Convention and Exhibition Centre</td>
</tr>
</tbody>
</table>
26.0 POLICY, PROCEDURE AND FORM UPDATES

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

26.1 RHD SUPERVISION POLICY

Academic Committee 3/2008 approved the Research Higher Degrees Supervisor Accreditation policy. Significant points are as follows:
- This revised policy caters for both existing and new staff to the University.
- Griffith Graduate Research School (GGRS) will keep a register of ‘accredited’ supervisors, recording the accreditation status as either ‘full’ or ‘transitional’.
- Existing staff who have a track record of successful RHD candidature completion will be given full accreditation status, as will newly appointed staff who meet eligibility requirements to be a principal supervisor.
- Existing staff who do not meet full accreditation requirements at the time of implementation of the policy will be given ‘transitional’ status and required to complete three seminar modules offered by GIHE, on ‘responsibilities of being an RHD supervisor’; ‘research ethics’ and ‘successful supervisory practice’.
- Griffith staff who wish to prepare for RHD supervision will also be required to complete the three GIHE seminar modules.
- Newly appointed staff who do not have a track record of successful supervision of RHD students but who have completed similar professional development activities in previous appointments may apply for recognition of such professional development.
- The policy outlines procedures for staff who experience problems with supervision.

Academic Committee members agreed the Policy is to be reviewed in 12 months. It was also agreed it requires further amendment as follows:
- a paragraph be included in Section I stating this is a Policy about supervising research higher degree students at Griffith University;
- reference in paragraph 6.5 to the Academic Report on Performance and the Academic Professional Development Plan be amended to reflect recent changes to these documents.

26.2 ADMISSION POLICY FOR UNDERGRADUATE PROGRAMS AND ADMISSIONS POLICY FOR COURSEWORK POSTGRADUATE PROGRAMS - ENGLISH LANGUAGE REQUIREMENTS

Academic Committee 3/2008 have approved amendments to the Admission Policy for Undergraduate Programs and Admissions Policy for Coursework Postgraduate Programs, as follows:

The Academic Committee may approve variations to the English language requirements for specific programs.

Approval for such variations must be obtained through the University’s program accreditation processes.

The Committee agreed that consideration of the Special Purpose Submission from the School of Nursing and Midwifery proposing that “application of the language of instruction provisions contained in the Admission Policy for Undergraduate Programs not be applied; that is all students not having studied Canada (excluding Quebec), New Zealand, Australia, United States or United Kingdom will be required to meet IELTS
requirements” be postponed until the next Academic Committee meeting when a representative from that School can speak to the submission.

26.3 RISK MANAGEMENT POLICY

This policy sets out the principles, objectives and responsibilities for risk management within the University.


26.4 APPROVING AUTHORITIES FOR UNIVERSITY POLICIES

This document provides a consolidated list of University policies and their approving authorities.


27.0 OTHER BUSINESS

28.0 NEXT MEETING

The next meeting of the Griffith Health Board (Faculty) will be held on Wednesday 23 July 2008 at 1.00 pm in Room 2.02, The Chancellery (G34), Gold Coast.