GRiffith University

GRiffith Health Group Board

A meeting of the Health Group Board was held at 12.30pm on Thursday 16 June in Room 1.05/1.06, The Chancellery (G34), Gold Coast campus.

minutes

Present:

Prof Debra Henly, Dean (Academic), Chair
Prof Nick Buys, Dean (Learning & Teaching)
Prof Lyn Griffiths, Dean (Research)
Prof Lesley Chenoweth, Acting Head, School of Human Services and Social Work
Prof Tony Perkins, Head, School of Medical Science
Prof Elaine Duffy, Head, School of Nursing and Midwifery
Dr Neil Harris, Acting Head, School of Public Health
Prof Peter Milburn, Head, School of Physiotherapy & Exercise Science
Prof Andrew Davey, Head, School of Pharmacy
Prof Mark Forwood, Head of Discipline of Anatomy
Elizabeth Hewitt (Secretary)

Apologies:

Prof Allan Cripps, Group Pro-Vice Chancellor
Prof Paul Martin, Head, School of Psychology
Prof Simon Broadley, Head, School of Medicine
Prof Ward Massey, Head, School of Dentistry & Oral Health

Non-Members:

Dr Liisa Laakso, Deputy Head, School of Physiotherapy & Exercise Science
Dr Analise O’Donovan, Deputy Head, School of Psychology
Mr Stephen O’Grady, Communications Officer, External Relations

Present by invitation:

Mr Peter Westwood, Executive Officer
Mr Geoffrey van Geyzel, Group Resource Manager, Health
Mr Martin Temi, Human Resource Manager, Health
Ms Anita Hathaway, Marketing Manager, Health
Dr Louise Ward, Deputy Head, School of Nursing and Midwifery
A/Prof Gary Rogers, Deputy Head, School of Medicine
Dr Shirley Morrissey, Deputy Head, School of Psychology
Ms Diane Smith, Information Services
Ms Heidi Piper, Griffith International
Ms Susie Head, Acting Manager, Technical Services

1.0 membership

The Board farewelled Dr Neil Harris, Acting Head, School of Public Health and thanked him for his contribution.

2.0 confirmation of minutes

The minutes of the 2/2011 meeting of the Griffith Health Group Board were taken as read and confirmed.
### 3.0 ACTIONS ARISING FROM GRIFFITH HEALTH GROUP BOARD 2 2011 MEETING

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Responsible Officer/s</th>
<th>Status / Feedback</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Year. Consult with Schools in the Health Group to solicit further feedback with respect to proposed model</td>
<td>Professor Tony Perkins and Associate Professor Jay Browning, MSC</td>
<td>WIP</td>
</tr>
<tr>
<td>Amend the full program proposal for the Master of Speech Pathology (5567) and then forward to Programs Committee.</td>
<td>Secretary</td>
<td>WIP</td>
</tr>
<tr>
<td>Forward the Annual Program Review and Improvement Report prepared by the Dean (Learning &amp; Teaching) to Programs Committee.</td>
<td>Secretary</td>
<td>Action taken</td>
</tr>
<tr>
<td>Arrange for relevant Health postgraduate program/s to have their IELTS updated on the program catalogue by submitting a major change submission to the Secretary.</td>
<td>Head of School</td>
<td>WIP</td>
</tr>
<tr>
<td>Chair a Working Party with Heads of Schools affected to discuss how the Group will become AQF compliant.</td>
<td>Professor Peter Milburn</td>
<td>WIP</td>
</tr>
<tr>
<td>Confirm with Exercise Sports Science Australia regarding the IELTS requirement and to amend the Full Program Proposal if applicable. Consider extending Proposal to include Masters and Masters with Honours.</td>
<td>Professor Peter Milburn</td>
<td>Action taken</td>
</tr>
<tr>
<td>Liaise with Sharon Clifford regarding the Major Change Submission for the Master of Physiotherapy (5320) program to clarify the wording for admission requirements and then bring the submission back to the Group Board for noting</td>
<td>Secretary and Dr Liisa Laakso</td>
<td>Action taken</td>
</tr>
</tbody>
</table>

### SECTION A: RECOMMENDATIONS AND REPORTS TO ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES

#### 4.0 PES FULL PROGRAM PROPOSAL (2011/0003782) (Agenda Item 21.0 & Supp Agenda Item 4.0)

4.1 On the recommendation of the Chair, the Griffith Health Group Board considered the Full Program Proposal, proposing the introduction of the Graduate Diploma of Exercise Science, effective Semester 1, 2012.

4.2 The Group Board recommended that the IELTS requirement be changed to 7.0 with no sub score less than 7.0.

4.3 The Group Board agreed with the School of Physiotherapy and Exercise Science to only offer the Graduate Diploma of Exercise Science for the following reasons:

- 4.3.1 to enhance the chances of the program being eligible for CGS-supported places, and
- 4.3.2 to ensure a smooth path towards accreditation with Exercise & Sport Science Australia next year.
- 4.3.3 With regards to the research option, the School will advise students to apply for the Bachelor in Exercise Science honours year if they wish to undertake a HDR program.
Resolution

4.4 On the recommendation of the Chair, the Group Board resolved to recommend to Programs Committee the Full Program Proposal (2011/0003782) proposing the establishment of the Graduate Diploma of Exercise Science for introduction in semester 1, 2012, subject to the change to the IELTS requirement.

Action: Secretary to amend the full program proposal for the Graduate Diploma of Exercise Science (4157) and then forward to Programs Committee.

SECTION B: ACTION UNDER DELEGATED AUTHORITY OR EXECUTIVE ACTION

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

5.0 PSY MINOR CHANGE SUBMISSION (2011/0003768) (Agenda Item 17.0)
1014, 1178 BACHELOR OF PSYCHOLOGY

5.1 Minor change submission 2011/0003768 proposing to reverse the decision to make Lifespan Development a 2nd year course and leave it as it was before the program restructure as a 3rd year course, effective Semester 2, 2011.

6.0 PBH MINOR CHANGE SUBMISSION (2011/0003780) (Agenda Item 18.0)
1355 BACHELOR OF NUTRITION AND DIETETICS

6.1 Minor change submission 2011/0003780 proposing to change the structure in the Bachelor of Nutrition and Dietetics (1355) program Gold Coast, effective Semester 1, 2012 to:

6.1.1 Further integrate the 3rd and 4th years of the Bachelor of Nutrition and Dietetics program with the 2 years of the Master of Nutrition and Dietetics program

6.1.2 Reorganise the curriculum in response to external professional accreditation requirements.

7.0 PBH MINOR CHANGE SUBMISSION (2011/0003781) (Agenda Item 19.0)
4142 GRADUATE DIPLOMA OF NUTRITION (EXIT POINT ONLY)
5461 MASTER OF NUTRITION AND DIETETICS

7.1 Minor change submission 2011/0003781 proposing to change the structure in the Master of Nutrition and Dietetics (1355) program Gold Coast, effective Semester 1, 2012 to:

7.1.1 Integrate with the 3rd and 4th years of the Bachelor of Nutrition and Dietetics program

7.1.2 Reorganise the curriculum in response to external professional accreditation requirements.

8.0 NRS MINOR CHANGE SUBMISSION (2011/0003784) (Agenda Item 20.0)
1161, 1162, 1165 BACHELOR OF NURSING

8.1 Minor change submission 2011/0003784 proposing to change the course code for 1507NRS Research Evidence and Clinical Practice to 1979NRS Understanding Research in Practice, effective Semester 2, 2011

9.0 HSV MAJOR CHANGE SUBMISSION (2011/0003785) (Agenda Item 22.0)
1095 BACHELOR OF CHILD AND FAMILY STUDIES

9.1 Major change submission proposing 2011/0003785 to create a pathway for Advanced Diploma students, effective Semester 2, 2011
10.0 NRS MAJOR CHANGE SUBMISSION (2011/0003788) (Agenda Item 23.0)
1165 BACHELOR OF NURSING

10.1 Major change submission 2011/0003788 proposing to withdraw the offering of the dual enrolled (concurrent) Metropolitan South Institute of TAFE - Diploma of Nursing / Bachelor of Nursing strand of the Bachelor of Nursing (1165) program at Logan campus to commencing students, effective Semester 2, 2011.

11.0 PES MAJOR CHANGE SUBMISSION (2011/0003786) (Supp Agenda Item 2.0)
5320 MASTER OF PHYSIOTHERAPY

11.1 Major change submission 2011/0003786 proposing changes to the IELTS and admission requirements, effective Semester 2, 2011.

12.0 PHM MINOR CHANGE SUBMISSION (2011/0003789) (Supp Agenda Item 3.0)
1242 BACHELOR OF PHARMACEUTICAL SCIENCES

12.1 Minor change submission 2011/0003789 proposing to move the semester of offer for 2001PHM Drug Information and Evaluation I from Semester 1 to Semester 2 to bring the program in line with current international articulation agreements, effective Semester 2, 2011.

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

13.0 PVC REPORT (Agenda Item 5.0)

The Pro Vice Chancellor (Health) tendered apologies for the meeting.

14.0 CHAIR’S REPORT (Agenda Item 6.0)

14.1 The Chair reported on the following matters:

- **Staff**

  Congratulations to Professor Newell Johnson who has been appointed a Companion in the Order of St Michael and St George (CMG) for his services to oral medicine and to public health internationally.

  Congratulations to Professor Suzanne Chambers, recipient of the Clinical Research Award at the prestigious Queensland Health and Medical Research Awards.

  Members were advised that Professor Marie Cooke will be stepping down as Deputy Head, School of Nursing and Midwifery to focus on her research. The Board thanked Professor Cooke for her outstanding contribution to the School and the Health Group over the many years that she has been Deputy Head.

- **Accreditation**

  Congratulations to the School of Nursing and Midwifery on receiving accreditation for their Bachelor of Nursing program. Special thanks go to Dr Louise Ward and Professor Anne McMurray for their efforts in preparing the documentation for accreditation.
• **Health Group Strategic Planning Retreat**  
  Members were reminded that the Health Group Strategic Planning Retreat is being held on 18 July 2011.

• **Staff Development**  
  Members are advised that the Future Leaders program for 2011/2012 will be commencing in July 2011. An email will be sent out by the Chair calling for participants. Members were asked to think about who they would like to support to be part of this program.

  LH Martin program for Senior Leaders took place on 6 & 7 June and positive feedback has been received on this program.

• **International Applications**  
  Members were advised that international applications for Semester 2 for the University have decreased however the Health Group had an increase in their intake.

• **HR Deadlines**  
  Members were reminded of the following HR deadlines:

  - ASRP due 24 June
  - ASP due 1 July
  - Promotion applications due 29 July

• **Marketing**  
  Members were advised that the Logan Careers day was a huge success.

  Thank you to those staff who wore red on 15 June for Go Red for Women’s Health promotion.

  Members were advised that the Health Group will be supporting the Indigenous Rugby Carnival being held on 22 – 25 September 2011. The School of Physiotherapy and Exercise Science will be providing physiotherapy to the players.

15.0 **DEAN (LEARNING & TEACHING) REPORT** *(Agenda Item 7.0)*

The Dean (Learning & Teaching) Health reported on the following matters:

• **Learning and Teaching Awards**  
  Members were reminded that applications are due mid July for Learning and Teaching Grants and Citations.

• **Retention**  
  Members were advised that the Health Group had a drop in retention by 1.85% from 09/10 to 10/11.

• **Course Profiles**  
  Members were advised that Course Profiles are due to be published by Friday 24 June.

16.0 **DEAN (RESEARCH) REPORT** *(Agenda Item 8.0)*

The Dean (Research) Health highlighted points of interest from the report circulated with the agenda.
17.0 PLANNING AND FINANCIAL SERVICES REPORT (Agenda Item 9.0)

The Group Resource Manager tabled the report at the meeting and highlighted items of interest.

18.0 INFORMATION SERVICES REPORT (Agenda Item 10.0)

The Manager, Academic Services, INS highlighted points of interest from the report circulated with the agenda.

19.0 EXTERNAL RELATIONS (Agenda Item 11.0)

The Marketing Manager highlighted points of interest from the report circulated with the agenda.

20.0 HUMAN RESOURCE MANAGEMENT (Agenda Item 12.0)

The Human Resources Manager reported on the following items:

- **Sessionals Online**
  Members were advised that there will be no trial for this system for the Health Group as previously advised as the system will be going live soon. An email will be sent out shortly to Schools advising of the process.

21.0 DEVELOPMENT AND ALUMNI (Agenda Item 13.0)

The Development and Alumni Coordinator position has not been filled therefore a report was not submitted.

22.0 GRIFFITH INTERNATIONAL (Agenda Item 14.0)

The Manager, Study Abroad & Exchange tabled the report and highlighted points of interest.

23.0 FRAMEWORK FOR INTER-PROFESSIONAL LEARNING (Agenda Item 15.0)

23.1 Associate Professor Gary Rogers, Program Lead for Inter-professional Education within Health IDEAS, addressed the Board to seek feedback and approval on the Framework for Inter-professional Learning.

Resolution

16.5 The Group Board resolved to support and accept the Framework for Inter-professional Learning.

24.0 ARC LINKAGE ROUND 2, 2011 (Agenda Item 26.0)

24.1 The Board congratulated the following ARC Linkage Round 2. 2011 recipients:

**Professor Elizabeth Kendall, Professor Steve Kisely, Mrs Carolyn Ehrlich and Dr Kylie Armstrong** - granted $396,703 for their project *Improving the physical and oral health of people with severe mental illness: using Normalisation Process Theory to support new practices*. The collaborating partners are General Practice Queensland and Queensland Health

24.2 The Board congratulated the following successful researchers on grants led by other universities:

**Professor David Shum and Associate Professor Patrick Thomas** are part of a team that was awarded $90,000 for a grant awarded to RMIT for a project *titled Resonance: a digital media art work for cooperative group interaction*
in the rehabilitation of acquired brain injury, in collaboration with the Australia Council.

Noted

25.0 GRIFFITH GRANTS AND FELLOWSHIPS FOR LEARNING AND TEACHING SCHEME (Agenda Item 27.0)

25.1 The Board noted that the DVC (A), Professor Sue Spence has forwarded advice that the Griffith Grants and Fellowships for Learning and Teaching scheme is now open. $600,000 has been allocated for submissions for grants and/or fellowships that support the University’s strategic priorities as outlined in Academic Plan 2011-2013: Implementing our Vision. The Fellowships are a new component of the scheme designed to attract applicants who are outstanding scholars in their field with demonstrated leadership capacity.

Noted

26.0 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING AND GROUP LEARNING AND TEACHING CITATIONS (Agenda Item 28.0)

26.1 The Board noted that the DVC (A), Professor Sue Spence has announced the commencement of the 2011 round of the Group Learning and Teaching Citations and the Griffith Awards for Excellence in Teaching, Griffith’s flagship programs for recognising and rewarding the hard work and great achievements of our staff in a broad range of learning and teaching activities.

Griffith Awards and Citations for Excellence in Teaching are offered as follows:

1) Group Learning and Teaching Citations
2) Excellence in Teaching Category
3) Programs and Teams that Enhance Learning Category

Noted

27.0 5 YEAR PROGRAM REVIEW PROGRESS REPORT (2011/0003790) (Supp Agenda Item 5.0)
3232 GRADUATE CERTIFICATE IN MENTAL HEALTH PRACTICE
5475 MASTER OF MENTAL HEALTH PRACTICE

27.1 The Board noted the attached progress report for the 5 year program review of the Graduate Certificate in Mental Health Practice (3232) and the Master of Mental Health Practice (5475) programs.

Noted

28.0 UK QUEEN’S BIRTHDAY HONOURS LIST (Supp Agenda Item 6.0)

28.1 The Board congratulated Professor Newell Johnson who has been appointed a Companion in the Order of St Michael and St George (CMG) for his services to oral medicine and to public health internationally.

Noted
29.0 OTHER BUSINESS

Nil

30.0 BOARD MEETING DATES AND VENUES

30.1 The next meeting of the Griffith Health Board will be held on Thursday 21 July 2011 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.

30.2 The confirmed 2011 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>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 July</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
<tr>
<td>25 August</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
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<tr>
<td>22 September</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
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<tr>
<td>27 October</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
<tr>
<td>24 November</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
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Noted

31.0 SUMMARY OF ACTION ITEMS

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<td>Secretary</td>
<td>Action taken</td>
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Confirmed: __________________________ (Chair – Professor Debra Henly)

Date: __________________________
DISTRIBUTION LIST

Faculty Board Members
Name.............................................Appointment Type
Professor Debra Henly
   Dean (Academic)..............................ex officio (Chair)
Professor Allan Cripps
   Pro-Vice Chancellor (Health)..............ex officio
Professor Nick Buys
   Dean (Learning & Teaching), Health......ex officio
Professor Lyn Griffiths
   Dean (Research), Health....................ex officio
Dr Neil Harris
   Acting Head, School of Public Health....ex officio
Professor Simon Broadley
   Head, School of Medicine................ex officio
Professor Ward Massey
   Head, School of Dentistry & Oral Health.ex officio
Professor Elaine Duffy
   Head, School of Nursing and Midwifery..ex officio
Professor Lesley Chenoweth
   Acting Head, School of Human Services and Social Work.ex officio
Professor Tony Perkins
   Head, School of Medical Science..........ex officio
Professor Andrew Davey
   Head, School of Pharmacy................ex officio
Professor Peter Milburn
   Head, School of Physiotherapy & Exercise Science.ex officio
Professor Paul Martin
   Head, School of Psychology..............ex officio
Professor Mark Forwood
   Head of the Discipline of Anatomy......Co-opted

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
Corporate Archives & Records Management copy (attachments)
Binding copy (attachments)
Spare copy