A meeting of the Health Group Board was held at 12.30pm on Thursday 21 March 2013 in Room 1.05/1.06, The Chancellery (G34), Gold Coast campus.

MINUTES

PRESENT:

Professor Tony Perkins, Dean (Academic) (Chair)
Professor Ros Sorensen, HoS – PBH
Professor Peter Milburn, HoS – PES
Professor Patrick O’Leary, HoS – HSV
Professor Paul Martin, HoS – PSY
Professor Nicholas Buys, Dean (L&T)
Professor Andrew Davey, HoS – PHM
A/Prof Gary Rogers, Acting HoS – MED
Mr Tristan Damen – Secretary

Present by invitation:

Ms Gillian Rumpf, Development & Alumni Manager (Health)
Professor Peter Reher, DHoS – DOH
Ms Anita Hathaway – ER
A/Prof Shirley Morrissey, DHoS – PSY
Ms Andrea Lerche, HR
Mr Geoffrey van Geyzel, GRM
Mr Peter Westwood, EO
A/Prof Jenny Gamble, DHoS (Research) – NRS
Professor Gary Day, DHoS (Academic) – NRS
Professor Ramon Shaban, DHoS (L&T) – NRS
Ms Jenny McDonald, Director of Clinical Services – DOH
Mr Phillip McDonald, INS

APOLOGIES:

Professor Allan Cripps, PVC (Health)
Professor Elaine Duffy, HoS - NRS
Professor Ward Massey, HoS – DOH
Professor David Shum, Dean (Research)
Professor Simon Broadley, HoS – MED
Professor Lyn Griffiths, Director – GHI
Professor Mark Forwood, HoS – MSC

Observers:

A/Prof Liisa Laakso, DHoS – PES
Professor Analise O’Donovan, DHoS – PSY
Ms Heidi Piper, GI
Ms Susie Head, TS

1.0 MEMBERSHIP

The Griffith Health Group Board welcomed the following staff to their first meeting:

- Professor Ramon Shaban – Deputy Head of School (Learning and Teaching), School of Nursing and Midwifery
- Professor Gary Day – Deputy Head of School (Academic), School of Nursing and Midwifery

The Griffith Health Group Board also farewelled the following staff and thanked them for their contribution:

- Mr Phillip McDonald, Information Services
- Ms Anita Hathaway, External Relations

2.0 CONFIRMATION OF MINUTES

The minutes of the 6/2012 (October) meeting of the Griffith Health Group Board were taken as read and confirmed.
### 3.0 ACTIONS ARISING FROM 6/2012 (OCTOBER) HEALTH GROUP BOARD MEETING

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Responsible Officer/s</th>
<th>Status / Feedback</th>
</tr>
</thead>
<tbody>
<tr>
<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>
<td>Ongoing – Items will be distributed to Heads of School for action after 02/2012 meeting of the Griffith Health Group, Health &amp; Safety Committee.</td>
</tr>
<tr>
<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>
<td>Completed – Statement has been applied to all programs where accreditation/registration details are current and on file with CARMS. Schools are asked to check registration data and report any errors/updates to the Secretary.</td>
</tr>
<tr>
<td>Revise proposals to raise the English language requirements for the 1161/1162/1165 Bachelor of Nursing, 1282/1372 Bachelor of Social Work, and 1259 Bachelor of Oral Health in Dental Science programs.</td>
<td>Dean (Learning &amp; Teaching), HoS – NRS, HSV, DOH</td>
<td>Completed – Proposal to increase the English Language requirements for the 1282/1372 Bachelor of Social Work has been approved for introduction in Semester 1, 2014.</td>
</tr>
<tr>
<td>Arrange meeting to progress the Doctor of Medicine proposal with the following participants: Dean (Learning &amp; Teaching), Dean (Academic), Academic Registrar, Secretary and Chair of Programs Committee, and Head of School, School of Medicine.</td>
<td>Secretary</td>
<td>Completed – Letter has been sent to the Chair, MedSAC.</td>
</tr>
<tr>
<td>Investigate whether reports detailing country of origin for incoming international students can be produced and disseminated to Heads of School.</td>
<td>Deputy Director, International</td>
<td>WIP</td>
</tr>
<tr>
<td>Forward summary of International Student Barometer results to members for consideration.</td>
<td>Deputy Director, International</td>
<td>WIP</td>
</tr>
<tr>
<td>Contact Head of School, School of Rehabilitation Sciences and advise of the need to revise double degree programs that do not allow for students to enrol in a standard, full-time load.</td>
<td>Secretary</td>
<td>Completed – School of Rehabilitation Sciences will assess content of double degree programs following the outcomes of ESSA NUCAP accreditation application to be lodged in January, 2013.</td>
</tr>
</tbody>
</table>

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

#### 4.0 ADMISSION TO HIGHER DEGREES BY RESEARCH ON THE BASIS OF A COMPLETED BACHELOR OF MEDICINE / BACHELOR OF SURGERY DEGREE

4.1 On the executive recommendation of the Dean (Academic) and Dean (Research), the Griffith Health Group Board was asked to consider the proposal for the Bachelor of Medicine/Bachelor of Surgery (1272) and Doctor of Medicine (5099) to be considered as qualifying degrees (equivalent to a Bachelors degree with first or second class (Division A) honours or Masters degree) for entry into a Doctor of Philosophy and (equivalent to second class (Division B) honours) Master of Philosophy programs.
4.2 Members were advised that graduates of these degrees are currently assessed for admission into Higher Degrees by Research (HDR) programs on a case-by-case basis. Assessment of applications is often prolonged and members expressed concern that students were being lost to competitor institutions as a result.

4.3 Members agreed that the issue should be escalated by the Pro Vice Chancellor (Health) to Executive Group before the proposal was sent to the Board of Graduate Research for further consideration.

Resolution

4.4 The Griffith Health Group Board resolved to recommend to Executive Group, the proposal for the Bachelor of Medicine/Bachelor of Surgery (1272) and Doctor of Medicine (5099) to be considered as qualifying degrees (equivalent to a Bachelors degree with first or second class (Division A) honours or Masters degree) for entry into a Doctor of Philosophy and (equivalent to second class (Division B) honours) Master of Philosophy programs.

SECTION B: ACTION UNDER DELEGATED AUTHORITY OR EXECUTIVE ACTION

5.0 DOH CODE OF PROFESSIONAL PRACTICE

5.1 The Griffith Health Group Board, on the executive recommendation of the Dean (Learning & Teaching), was asked to consider the DOH Code of Professional Practice policy document, as detailed in 2013/0005759, and the Code of Professional Practice Breach Record form, as detailed in 2013/0005760, for implementation in Semester 1, 2013.

5.2 The Deputy Head of School, School of Dentistry and Oral Health introduced both documents, advising members that they provide a mechanism for reporting instances of student misconduct that applies to all students across all courses offered by the School of Dentistry and Oral Health that include clinical components. Presently, there is no uniform approach to reporting these matters which has led to several complaints from students.

5.3 Members expressed concern that the code is too lenient with respect to multiple breaches. Further to that, there is nothing in the code that grades instances of misconduct in terms of severity, meaning that students could potentially be involved in several very serious breaches with no grounds for a penalty to be issued.

5.4 Members agreed that the code needs to apply to staff in addition to students and be made widely available for the consideration.

5.5 Members noted that at its 1/2013 (March) meeting, Council resolved to delegate to academic Group Boards the authority to approve Codes of Professional Practice that apply to students’ behaviour in courses that have practical sessions. Council noted that the delegation to Group Boards does not extend to the imposition of a penalty for breaches of professional practical standards more severe than exclusion from the practical course in question.

Resolution

5.6 The Griffith Health Group Board resolved to approve the DOH Code of Professional Practice policy document, as detailed in 2013/0005759, and the Code of Professional Practice Breach Record form, as detailed in 2013/0005760, for implementation in Semester 2, 2013, subject to amendments as required and executive approval from the Chair, Griffith Health Group Board.
The Griffith Health Group Board resolved to ratify the following executive approvals:

6.0 PBH NEW PROGRAM PROPOSAL (2013/0007006)
3279 GRADUATE CERTIFICATE IN HEALTH INFORMATICS

6.1 Full program proposal to establish the Graduate Certificate in Health Informatics for offer via Open Universities Australia in OUA Session 2, 2013.

7.0 HLS MAJOR PROGRAM SUBMISSION (2012/0007703)
2080 HEALTH GROUP HONOURS PROGRAM

7.1 Major change submission proposing to add Child and Family Studies to the list of specialisations in the program.

7.2 There are no changes to the admission requirements, program structure or degree requirements for the Griffith Health Group Honours program, other than to add this specialisation.

8.0 PHM MAJOR CHANGE SUBMISSION (20120007720)
5369 MASTER OF PHARMACY
5423 MASTER OF PHARMACY WITH HONOURS

8.1 Major change submission proposing to rationalise the distribution of content and reduce unnecessary administrative load through the merging of Advanced Pharmacy Practice and Research Project courses.

8.2 The proposal also includes provisions to withdraw courses designated for the purposes of exclusion to be in line with the Bachelor of Pharmaceutical Science (1242) program.

9.0 PHM MINOR CHANGE SUBMISSION (2012/0007710)
1242 BACHELOR OF PHARMACEUTICAL SCIENCE
1387 BACHELOR OF PHARMACEUTICAL SCIENCE / BACHELOR OF BUSINESS

9.1 Minor change submission proposing to merge the Drug Information and Evaluation courses, move Pharmaceutical Analysis to the second year of each program, and establish a new Pharmacognosy course.

10.0 NRS MINOR CHANGE SUBMISSION (2012/0007716)
1162 BACHELOR OF NURSING (GC)

10.1 Minor change submission proposing that the School of Nursing and Midwifery assume responsibility for teaching Anatomy & Physiology courses on the Gold Coast campus instead of the School of Medical Science.

11.0 QIBT MINOR CHANGE SUBMISSION (2012/0007724)
DIPLOMA OF HEALTH CARE

11.1 Minor change submission proposing to revert to the originally approved English entry score of IELTS 6.5 with no subscore less than 6.0 for the Diploma of Health Care program.
12.0 HSV MINOR CHANGE SUBMISSION (2012/0007744)
1244 BACHELOR OF CHILD AND FAMILY STUDIES / BACHELOR OF EDUCATION – PRIMARY

12.1 Minor change submission proposing to modify program structures across several cohorts due to the changing availability of courses offered by the School of Education and Professional Studies.

13.0 HSV MINOR CHANGE SUBMISSION (2012/0007745)
5169 MASTER OF HUMAN SERVICES
5171 MASTER OF HUMAN SERVICES WITH HONOURS

13.1 Minor change submission proposing to suspend offering the course 7014HSV pending a review of its future viability.

14.0 HSV MINOR CHANGE SUBMISSION (2012/0007752)
5169 MASTER OF HUMAN SERVICES
5171 MASTER OF HUMAN SERVICES WITH HONOURS

14.1 Minor change submission proposing to suspend intake into the Orientation and Mobility major due to limited interest.

15.0 HSV MINOR CHANGE SUBMISSION (2013/0005770)
1095 BACHELOR OF CHILD AND FAMILY STUDIES

15.1 Minor change submission proposing to replace two prescribed courses in the Advanced Diploma strand of the program following the withdrawal of two courses offered by the School of Education and Professional Studies.

16.0 PSY MINOR CHANGE SUBMISSION (2013/0005761)
1012/1312 BACHELOR OF PSYCHOLOGICAL SCIENCE (GC, MG)
1014/1178 BACHELOR OF PSYCHOLOGY (GC, MG)
1115 BACHELOR OF PSYCHOLOGICAL SCIENCE / BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE
1139/1136 BACHELOR OF LAWS / BACHELOR OF PSYCHOLOGICAL SCIENCE (MG/NA, GC)
1325/1013 BACHELOR OF PSYCHOLOGICAL SCIENCE / BACHELOR OF BUSINESS (NA, GC)
1177 BACHELOR OF BEHAVIOURAL SCIENCE

16.1 Minor change submission proposing to offer 3012PSY Adult Development and Ageing in Semester 1, 2013 as opposed to the usual Semester 2 offering.

17.0 PBH MINOR CHANGE SUBMISSION (2013/0005765)
1333 BACHELOR OF PUBLIC HEALTH

17.1 Minor change submission proposing to withdraw 1204PH Statistics for Public Health and replace it with 1003PSY Research Methods and Statistics 1.

17.2 The load shift has been approved by the Pro Vice Chancellor (Health).
18.0 HSV MINOR CHANGE SUBMISSION (2013/0005767)
1263 BACHELOR OF HUMAN SERVICES / BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE

18.1 Minor change submission proposing to move the listed Human Services elective to Year 3, Semester 2 due to the changing availability of courses offered by the School of Criminology and Criminal Justice.

19.0 RHS MINOR CHANGE SUBMISSION (2013/0005772)
1171 BACHELOR OF EXERCISE SCIENCE

19.1 Minor change submission proposing to offer 2016PES Advanced Sports Coaching in even years only due to limited enrolment numbers.

20.0 NRS MINOR CHANGE SUBMISSIONS
5424/5425 MASTER OF ADVANCED PRACTICE / WITH HONOURS (2013/0005773)
5568/5569 MASTER OF HEALTH PRACTICE / WITH HONOURS (2013/0005774)
5570/5571 MASTER OF NURSING / WITH HONOURS (2013/0005775)

20.1 Minor change submission proposing to withdraw 8023NRS Independent Practice Study and add 6004HSL Independent Study to the listed elective offering.

21.0 PHM MAJOR CHANGE (2013/0005771)
1242 BACHELOR OF PHARMACEUTICAL SCIENCE
1387 BACHELOR OF PHARMACEUTICAL SCIENCE / BACHELOR OF BUSINESS

21.1 Minor change submission proposing to offer an additional 10CP of Advanced Standing to students who are admitted on the basis of prior qualifications as a result of changes to and sequencing of course content across the Bachelor of Pharmaceutical Science and Master of Pharmacy programs.

21.2 1000PHM Introduction to Pharmacy is also to be introduced into the Bachelor of Pharmaceutical Science programs in place of 1002PES Biophysics. This change would align the Bachelor of Pharmaceutical Science with the new Bachelor of Pharmacy program.

21.3 The Pro Vice Chancellor (Health) has approved the load shift.

22.0 PROGRAM CONVENOR, SCHOOL HONOURS ADVISOR AND FIRST YEAR COORDINATOR CHANGES

22.1 The Griffith Health Group Board ratified the following Program Convenor changes for 2013:

**School of Human Services and Social Work**
5169 Master of Human Services Dr Pat Dorsett

**School of Nursing and Midwifery**
1161 Bachelor of Nursing (Nathan) Dr Matylda Howard
1162 Bachelor of Nursing (Gold Coast) Ms Jayne Hewitt

**School of Public Health**
1333 Bachelor of Public Health Dr Bernadette Sebar
5461 Master of Nutrition and Dietetics Dr Juliet Wiseman

**School of Rehabilitation Sciences**
22.2 The Griffith Health Group Board ratified the following First Year Coordinator changes for 2013:

**School of Human Services and Social Work**

- 1098 Bachelor of Human Services  
  Dr Caroline Lenette
- 1282 Bachelor of Social Work  
  Dr Caroline Lenette
- 1095 Bachelor of Child and Family Studies  
  Dr Caroline Lenette
- 1244 Bachelor of Child and Family Studies / Bachelor of Education Primary  
  Dr Caroline Lenette
- 1263 Bachelor of Human Services / Bachelor of Criminology and Criminal Justice  
  Dr Caroline Lenette

23.0 **COURSE TITLE CHANGES**

23.1 The Griffith Health Group Board ratified the following course title changes for 2012:

**School of Medical Science**

- 3007MSC Histology (previous title: Introductory Histology)

**School of Rehabilitation Sciences**

- 7702PES Foundations of Speech Pathology (previous title: Professional Communication Studies 1)
- 7703PES Communication and Swallowing Disorders 1 (previous title: Professional Communication Studies 2)
- 7705PES Communication and Swallowing Disorders 2 (previous title: Professional Communication Studies 3)
- 7708PES Communication and Swallowing Disorders 3 (previous title: Professional Communication Studies 4)
- 7709PES Evidence Based Practice and Clinical Research (previous title: Independent Study)

**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**

School Management Structure

The Chair advised that the management structure of most Health Group Schools will be changing with the appointment of portfolio Deputy Heads to the areas of Learning and Teaching, Research, and Academic. The new structure allows for increased engagement between the respective School’s management teams and staff.

Staffing

The Chair attended the recent Dean (Academic) forum where it was identified that all Groups are facing similar issues with regards to staffing and performance management. The Chair is working with Heads of School to address issues with staff performance as well as ensure that appropriate standards are developed so there is consistency across the Group. Members were
reminded of the upcoming workshop for Academic Managers scheduled in May that will provide a suite of resources to assist with the ASRP process.

2013 Admissions
The Chair reported that Health Group is enjoying strong enrolment figures in Semester 1, 2013. Achievements of note included a 5 percent increase in international enrolments as well as a strong increase in enrolments in postgraduate programs offered by the School of Public Health. The Chair acknowledged the work of the Executive Officer in securing increased enrolments in postgraduate programs offered by the School of Public Health.

25.0 PRO VICE-CHANCELLOR (HEALTH) REPORT
The Pro Vice-Chancellor (Health) tendered apologies for the meeting.

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

27.0 STUDENT SERVICES – STUDENT ENGAGEMENT AND RETENTION
The Director, Student Services and the Head, Counselling Service briefed members regarding the range of services offered to students and staff that can further assist with the Group’s student engagement and retention agenda.

28.0 DEAN (RESEARCH) REPORT
Members noted the report submitted by the Dean (Research).

29.0 PLANNING AND FINANCIAL SERVICES REPORT
The Group Planning and Resource Manager (Health) tabled the report at the meeting and highlighted items of interest.

30.0 INFORMATION SERVICES REPORT
The Acting Manager, Academic Services tabled the report at the meeting and highlighted items of interest.

31.0 EXTERNAL RELATIONS REPORT
The Marketing Manager (Health) tabled the report at the meeting and highlighted items of interest.

32.0 HUMAN RESOURCE MANAGEMENT REPORT
The Human Resources Manager, Health tabled the report at the meeting and highlighted items of interest.
33.0 DEVELOPMENT AND ALUMNI REPORT

The Development and Alumni Manager (Health) tabled the report at the meeting and highlighted items of interest.

Action: Members are to forward lists of stakeholders to be invited to the G40 opening to the Development and Alumni Manager (Health) for action.

34.0 GRIFFITH INTERNATIONAL REPORT

The Deputy Director, International tendered apologies for the meeting.

35.0 HEALTH GROUP ALUMNI SENATE REPORT

The Development and Alumni Manager (Health) sought assistance from members to help with expanding the membership of the Health Group Alumni Senate. Ideally, each School would have at least one representative in the Senate, with Schools able to appoint more than one representative.

Action: The Development and Alumni Manager (Health) to send nomination template to all Heads of School and confirm details of current Health Group Alumni Senate members.

36.0 HEALTH GROUP BOARD – INVITED NON-MEMBERS

36.1 On the recommendation of the Chair and Pro Vice Chancellor (Health), and in line with the changing management structure of Health Group Schools, the Griffith Health Group Board considered the proposal for portfolio Deputy Heads of School to be invited to attend future Health Group Board meetings. With regards to the constitution, Deputy Heads would have rights of audience but would not have voting rights.

36.2 Members considered changes to the format of the agenda and the running of future meetings, expressing concern that reports from support services accounted for a considerable amount of each meeting’s duration.

36.3 Members discussed an additional proposal to reduce the amount of meetings of the Griffith Health Group Board conducted each year. The Secretary reminded members that a minimum of four meetings are required each year, as per the constitution.

Resolution

36.4 On the recommendation of the Chair and Pro Vice Chancellor (Health), the Griffith Health Group Board accepted the proposal for portfolio Deputy Heads of School to be invited to attend future Health Group Board meetings.

36.5 Representatives from support services are required to submit written reports for the consideration of members prior to future meetings of the Griffith Health Group Board. Written reports must be submitted by the close of business on the Thursday of the week before the next meeting for distribution with the agenda.

36.6 Reports from support services representatives are to be tabled together in future meetings, with members able to raise questions regarding items raised in reports at Griffith Health Group Board meetings. Representatives from support services will no longer be expected to deliver a verbal report at future meetings.
37.0 MED MAJOR CHANGE SUBMISSION (2013/0005764)
1272 BACHELOR OF MEDICINE / BACHELOR OF SURGERY
5099 DOCTOR OF MEDICINE

37.1 The Griffith Health Group Board noted the executive action of the Dean (Learning and Teaching) and Chair, Programs Committee in approving the proposed changes to the Bachelor of Medicine / Bachelor of Surgery (1272) and Doctor of Medicine (5099), as detailed in 2013/0005764, for implementation in Semester 1, 2014.

37.2 The School proposed that the admission requirements for both programs were written in line with those advertised to potential students in the Graduate Entry Medical Schools Admissions System.

38.0 MSC MAJOR CHANGE SUBMISSION (2013/0005776)
1370 BACHELOR OF MEDICAL LABORATORY SCIENCE

38.1 The Griffith Health Group Board noted the executive action of the Dean (Academic) and Head of School, School of Medical Science in approving the proposed changes to the Bachelor of Medical Laboratory Science (1370), as detailed in 2013/0005776, for implementation in Semester 1, 2014.

38.2 In 2011, the Health Group Executive, on advice from the Academic Registrar considered changes to program’s prerequisite requirements to better manage applications and offer rounds as well as ensuring that potential students have adequate preparation in English, Mathematics and Science prior to admission to the program.

38.3 The increased prerequisite requirements have been advertised to High School students since 2011 in the QTAC Tertiary Prerequisites guide with the intent to implement from Semester 1, 2014.

39.0 MSC/BPS MAJOR CHANGE SUBMISSION (2013/0005777)
1280/1306 BACHELOR OF MEDICAL SCIENCE (GC, NA)

39.1 The Griffith Health Group Board noted the executive action of the Dean (Academic) and Head of School, School of Medical Science in approving the proposed changes to the Bachelor of Medical Science (1280, 1306), as detailed in 2013/0005777, for implementation in Semester 1, 2014.

39.2 In 2011, the Health Group Executive, on advice from the Academic Registrar considered changes to program’s prerequisite requirements to better manage applications and offer rounds as well as ensuring that potential students have adequate preparation in English, Mathematics and Science prior to admission to the program.

39.3 The increased prerequisite requirements have been advertised to High School students since 2011 in the QTAC Tertiary Prerequisites guide with the intent to implement from Semester 1, 2014.

40.0 HEALTH GROUP HEALTH AND SAFETY COMMITTEE MINUTES

40.1 The Griffith Health Group Board noted the minutes of the 04/2012 (November) meeting of the Health Group Health and Safety Committee.

41.0 HEAD OF SCHOOL/HEAD OF ELEMENT REPORTS

41.1 Members noted the reports from Heads of School and Heads of Element.
42.0 OFFSHORE PROGRAM AUDIT REPORT 2012 (2012/0002837)
1251 BACHELOR OF NURSING (POST-REGISTRATION) (SINGAPORE)

42.1 Members noted the Offshore Program Audit Report for the Bachelor of Nursing (Post-Registration) (Singapore) (1251) undertaken in 2012.

43.0 AUSTRALIAN SOCIETY OF REHABILITATION COUNSELLORS ACCREDITATION NOTICE

43.1 Members noted the notice and certificate from the Australian Society of Rehabilitation Counsellors confirming accreditation for the Bachelor of Human Services / Master of Rehabilitation Counselling (1345) program.

44.0 OTHER BUSINESS

44.1 Global Corporate Challenge
The Chair encouraged members to form teams for the Global Corporate Challenge program.

45.0 BOARD MEETING DATES AND VENUES

45.1 The next meeting of the Griffith Health Board will be held on Wednesday 15 May at 12.30 pm in Room 2.02, The Chancellery (G34), Gold Coast campus. A light lunch will be available from 12 noon.

45.2 The confirmed 2013 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>15 May</td>
<td>Gold Coast</td>
<td>Room 2.02, The Chancellery (G34)</td>
</tr>
<tr>
<td>20 June</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06, The Chancellery (G34)</td>
</tr>
<tr>
<td>01 August</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06, The Chancellery (G34)</td>
</tr>
<tr>
<td>19 September</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06, The Chancellery (G34)</td>
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<tr>
<td>24 October</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06, The Chancellery (G34)</td>
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<tr>
<td>21 November</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06, The Chancellery (G34)</td>
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</tbody>
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Noted

46.0 SUMMARY OF ACTION ITEMS

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<tr>
<td>for consideration.</td>
<td>Development and Alumni Manager (Health)</td>
<td>WIP</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
<td>----------------------------------------</td>
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</tr>
<tr>
<td>Send nomination template to all Heads of School and confirm details of current</td>
<td>Development and Alumni Manager (Health)</td>
<td>WIP</td>
</tr>
<tr>
<td>Health Group Alumni Senate members.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forward lists of stakeholders to be invited to the G40 opening to the Development</td>
<td>All members</td>
<td>WIP</td>
</tr>
<tr>
<td>and Alumni Manager (Health) for action.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Confirmed:  

(Chair – Professor Tony Perkins)

Date:  

______________________________
### DISTRIBUTION LIST

**Faculty Board Members**

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Tony Perkins</td>
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<td>Head, School of Public Health</td>
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<td>Head, School of Applied Psychology</td>
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<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**

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