GRiffith Health Group Board Agenda 2_2012
Thursday 3 May 2012

GRiffith University
Health Group Board Meeting
Agenda 2_2012

A meeting of the Griffith Health Group Board will be held at 12.30 pm on Thursday 3 May 2012 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.

Contents
1.0 Apologies
2.0 Confirmation of Minutes
3.0 Actions Arising from 1/2012 (March) Griffith Health Group Board Meeting
4.0 Chair Report
5.0 Dean (Learning & Teaching) Report
6.0 Dean (Research) Report
7.0 Planning and Financial Services Report
8.0 Information Services Report
9.0 External Relations Report
10.0 Human Resource Management Report
11.0 Development and Alumni Report
12.0 Griffith International Report

Section I: Matters for Debate and Decision
13.0 Health & Safety Operational Plan
14.0 Human Resource Policy Review
15.0 Program Changes Discussion Paper
16.0 Change to Assessment Board Processes
17.0 Health Group Program Changes
18.0 Med Other Change Submission (2012/0007516)
   1272 Bachelor of Medicine / Bachelor of Surgery – Concurrent Offering
   with 6001 Doctor of Philosophy

Section II: Matters Requiring Ratification or Executive Action
19.0 HSV Major Change Submission (2012/0007502)
   5476/5505/5518 Master of Social Work – IELTS Requirements
20.0 PHM Major Change Submission (2012/0007514)
   5369 Master of Pharmacy – IELTS Requirements
   5423 Master of Pharmacy with Honours – IELTS Requirements
21.0 DOH Minor Change Submission (2012/0007513)
   5402 Master of Dental Technology in Prosthetics – 7015PHM
22.0 HSV MAJOR CHANGE SUBMISSION (2012/0007510)
1282/1372 BACHELOR OF SOCIAL WORK – IELTS REQUIREMENTS

23.0 HSV MINOR CHANGE SUBMISSION (2012/0007511)
5475 MASTER OF MENTAL HEALTH PRACTICE – 7007HSV, 7048HSV

24.0 NRS MINOR CHANGE SUBMISSION (2012/0007515)
5424 MASTER OF ADVANCED PRACTICE – 8941NRS

25.0 DOH MAJOR CHANGE SUBMISSION (2012/0007509)
1261 BACHELOR OF ORAL HEALTH (POST-REGISTRATION) – INTERNATIONAL INTAKE

26.0 DOH MINOR CHANGE SUBMISSION (2012/0007507)
1260 BACHELOR OF ORAL HEALTH IN DENTAL TECHNOLOGY – 2015MSC AND INSTRUMENT FEES

27.0 DOH MINOR CHANGE SUBMISSION (2012/0007508)
1259 BACHELOR OF ORAL HEALTH IN DENTAL SCIENCE – 2015MSC AND INSTRUMENT FEES

28.0 NRS MAJOR CHANGE SUBMISSION (2012/0007506)
1161 BACHELOR OF NURSING – MENTAL HEALTH STRAND

29.0 PROGRAM CONVENOR, SCHOOL HONOURS ADVISOR AND FIRST YEAR ADVISOR CHANGES

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

30.0 HEADS OF SCHOOL/HEADS OF ELEMENT REPORTS

31.0 GRIFFITH HEALTH AQF COMPLIANCE WORKING PARTY MINUTES

32.0 TERMS OF REFERENCE – 5 YEAR REVIEW OF GRIFFITH INSTITUTE OF HIGHER EDUCATION

33.0 GLOBAL CORPORATE CHALLENGE

34.0 OTHER BUSINESS

35.0 BOARD MEETING DATES AND VENUES

**Significant Committee Events**

- This meeting of the Griffith Health Board will be held at 12.30 pm on Thursday 3 May 2012 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.
- The next meeting of the Griffith Health Board will be held at 12.30 pm on Thursday 24 May 2012 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.

**Committee TeamPlace Web Address**

- 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

### GRIFFITH HEALTH BOARD MEETING

### Faculty Board Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Debra Henly</td>
<td>Dean (Academic)</td>
</tr>
<tr>
<td>Professor Allan Cripps</td>
<td>Pro-Vice Chancellor (Health)</td>
</tr>
<tr>
<td>Professor Nick Buys</td>
<td>Dean (Learning &amp; Teaching), Health</td>
</tr>
<tr>
<td>Professor Lyn Griffiths</td>
<td>Dean (Research), Health</td>
</tr>
<tr>
<td>Professor Ros Sorensen</td>
<td>Head of School, School of Public Health</td>
</tr>
<tr>
<td>Professor Simon Broadley</td>
<td>Head of School, School of Medicine</td>
</tr>
<tr>
<td>Professor Elaine Duffy</td>
<td>Head and Dean, School of Nursing and Midwifery</td>
</tr>
<tr>
<td>Professor Patrick O'Leary</td>
<td>Head of School, School of Human Services and Social Work</td>
</tr>
<tr>
<td>Professor Tony Perkins</td>
<td>Head of School, School of Medical Science</td>
</tr>
<tr>
<td>Professor Andrew Davey</td>
<td>Head of School, School of Pharmacy</td>
</tr>
<tr>
<td>Professor Peter Milburn</td>
<td>Head of School, School of Physiotherapy &amp; Exercise Science</td>
</tr>
<tr>
<td>Professor Paul Martin</td>
<td>Head of School, School of Psychology</td>
</tr>
<tr>
<td>Professor Mark Forwood</td>
<td>Head of the Discipline of Anatomy</td>
</tr>
<tr>
<td></td>
<td>Co-opted</td>
</tr>
</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

- CARMS Binding copy (attachments)
- Spare copy
AGENDA

1.0 APOLOGIES

Apologies may be recorded by contacting Tristan Damen, Secretary x56465 (Mon, Tue, Thu) or x27288 (Wed, Fri), or by emailing t.damen@griffith.edu.au

2.0 CONFIRMATION OF MINUTES

The minutes of the 1_2012 meeting have been circulated.

To be taken as read and confirmed

3.0 ACTIONS ARISING FROM GRIFFITH HEALTH GROUP BOARD 1_2012 MEETING

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Responsible Officer/s</th>
<th>Status / Feedback</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forward questions to be asked of non-continuing students to the Dean (Learning &amp; Teaching) for inclusion in future surveys being prepared by the Office of Student Success as soon as possible.</td>
<td>Board Members</td>
<td></td>
</tr>
<tr>
<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</td>
<td></td>
</tr>
<tr>
<td>When available place on the Health Group Board Agenda the GIHE Terms of Reference for their five year review being held in 2012</td>
<td>Secretary</td>
<td>Action taken – see Item 32.0</td>
</tr>
</tbody>
</table>

4.0 CHAIR’S REPORT

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

5.0 DEAN (LEARNING & TEACHING) REPORT

The Dean (Learning & Teaching) Health will report on items of interest to the Board.

6.0 DEAN (RESEARCH) REPORT

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

7.0 PLANNING AND FINANCIAL SERVICES REPORT

The Group Resource Manager will report on items of interest to the Board.
8.0 INFORMATION SERVICES REPORT
The Manager, Academic Services, INS will report on items of interest to the Board.

9.0 EXTERNAL RELATIONS
The Marketing Manager (Health), External Relations or nominee will report on items of interest to the Board.

10.0 HUMAN RESOURCE MANAGEMENT
The Human Resources Manager (Health) will report on items of interest to the Board.

11.0 DEVELOPMENT AND ALUMNI
The Development and Alumni Coordinator (Health) will report on items of interest to the Board.

12.0 GRIFFITH INTERNATIONAL
The Director, International Business and Marketing 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

13.0 HEALTH & SAFETY OPERATIONAL PLAN
13.1 The Dean (Academic) will update the Group Board on matters relating to Health Group's Health and Safety Operational Plan.

For discussion

14.0 HUMAN RESOURCES POLICY REVIEW
14.1 The Dean (Academic) will update the Group Board on matters relating to the Academic Studies Program and Performance Management of Academic Staff.

For discussion

15.0 PROGRAM CHANGES – DISCUSSION PAPER
15.1 The Dean (Learning & Teaching) will present issues relating to the number of program changes presented each year.

For discussion

16.0 CHANGE TO ASSESSMENT BOARD PROCESSES
16.1 The Dean (Learning and Teaching) and Ms Karen Van Haeringen, Head of the Secretariat will inform the Group Board of changes to the Assessment Board process.

For debate and decision

17.0 HEALTH GROUP PROGRAM CHANGES

17.1 The program changes processed for the Health Group since the previous Griffith Health Group Board meeting are detailed in Section II of this agenda. All program changes have been considered and approved executively by the Dean (Learning and Teaching). Details of the submissions are contained in Section II of this agenda and all submissions are attached for reference. Members are asked to consider the list of program changes for information and to flag any submissions they wish to bring forward to Section I of this agenda for discussion.

For consideration

18.0 MED OTHER CHANGE SUBMISSION

1272 BACHELOR OF MEDICINE / BACHELOR OF SURGERY – CONCURRENT OFFERING WITH 6001 DOCTOR OF PHILOSOPHY

18.1 The Griffith Health Group Board is asked to consider the proposal for a concurrent offering of the 1272 Bachelor of Medicine / Bachelor of Surgery degree and 6001 Doctor of Philosophy.

For debate and decision

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

19.0 HSV MAJOR CHANGE SUBMISSION (2012/0007502)

5476/5505 MASTER OF SOCIAL WORK – IELTS REQUIREMENTS

19.1 The Griffith Health Group Board is asked to ratify the executive action of the Acting Dean (Learning and Teaching) and the Dean (Academic) in approving the major change submission proposing an update to the English language requirements for admission into the program so that they are in alignment with those requirements specified by the Australian Association of Social Workers for the purposes of registration.

For ratification

20.0 PHM MAJOR CHANGE SUBMISSION (2012/0007514)

5369 MASTER OF PHARMACY – IELTS REQUIREMENTS

5423 MASTER OF PHARMACY WITH HONOURS – IELTS REQUIREMENTS

20.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) in approving the major change submission proposing an update to the English language requirements for admission into the program so that they are in alignment with those requirements specified by the Pharmacy Board of Australia for the purposes of registration.

For ratification
21.0  DOH MINOR CHANGE SUBMISSION (2012/0007513)
5402 MASTER OF DENTAL TECHNOLOGY IN PROSTHETICS – 7015PHM

21.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) and the Dean (Academic) in approving the minor change submission proposing the re-coding of 7007DOH to 7015PHM as the course is now hosted by the School of Pharmacy.

For ratification

22.0  HSV MAJOR CHANGE SUBMISSION (2012/0007510)
1282/1372 BACHELOR OF SOCIAL WORK – IELTS REQUIREMENTS

22.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) in approving the major change submission proposing an update to the English language requirements for admission into the program so that they are in alignment with those requirements specified by the Australian Association of Social Workers for the purposes of registration.

For ratification

23.0  HSV MINOR CHANGE SUBMISSION (2012/0007511)
5475 MASTER OF MENTAL HEALTH PRACTICE – 7007HSV, 7048HSV

23.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) and the Dean (Academic) in approving the minor change submission proposing a Semester 1 offering for 7048HSV Mental Health Placement and 7007HSV Independent Study 1.

For ratification

24.0  NRS MINOR CHANGE SUBMISSION (2012/0007515)
5424 MASTER OF ADVANCED PRACTICE – 8941 NRS

24.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) in approving the minor change submission proposing a change to the semester of offer of 8941NRS to Semester 1 only.

For ratification

25.0  DOH MAJOR CHANGE SUBMISSION (2012/0007509)
1261 BACHELOR OF ORAL HEALTH (POST-REGISTRATION) – INTERNATIONAL INTAKE

25.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) in approving the major change submission proposing an international intake for the 1261 Bachelor of Oral Health in Dental Technology (Post-Registration) program.

For ratification
26.0  DOH MINOR CHANGE SUBMISSION (2012/0007507)
1260 BACHELOR OF ORAL HEALTH IN DENTAL TECHNOLOGY – 2015MSC AND INSTRUMENT FEES

26.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) in approving the minor change submission proposing a change in code to 2008DOH to 2015MSC as the course is now run by the School of Medical Science.

For ratification

27.0  DOH MINOR CHANGE SUBMISSION (2012/0007508)
1259 BACHELOR OF ORAL HEALTH IN DENTAL SCIENCE – 2015MSC AND INSTRUMENT FEES

27.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) in approving the minor change submission proposing a change in code to 2008DOH to 2015MSC as the course is now run by the School of Medical Science.

For ratification

28.0  NRS MAJOR CHANGE SUBMISSION (2012/0007506)
1161 BACHELOR OF NURSING – MENTAL HEALTH STRAND

28.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) in approving the major change submission proposing the establishment of a Mental Health Strand.

For ratification

29.0  PROGRAM CONVENOR, SCHOOL HONOURS ADVISOR AND FIRST YEAR ADVISOR CHANGES

29.1 The Griffith Health Group Board is asked to ratify the following Program Convenor changes for 2012:

School of Dentistry and Oral Health
1262 Bachelor of Oral Health in Oral Health Therapy Ms Urvashnee Govender

For ratification

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

30.0  HEADS OF SCHOOL/HEAD OF ELEMENT REPORTS

30.1 Reports received from Heads of School and Heads of Element are attached for noting.

For noting
31.0  GRIFFITH HEALTH AQF COMPLIANCE WORKING PARTY MINUTES

31.1 Attached are the minutes of the Griffith Health AQF Compliance Working Party 1/2012 (March) for noting.

For noting

32.0 TERMS OF REFERENCE – 5 YEAR REVIEW OF GRIFFITH INSTITUTE OF HIGHER EDUCATION

32.1 Attached are the approved Terms of Reference for the five year review of the Griffith Institute of Higher Education which will be carried out in October 2012.

For noting

33.0 GLOBAL CORPORATE CHALLENGE

33.1 Attached is information regarding the Global Corporate Challenge event which aims to increase physical activity participation rates amongst employees.

For noting

34.0 OTHER BUSINESS

35.0 BOARD MEETING DATES AND VENUES

35.1 The next meeting of the Griffith Health Board will be held on Thursday 24 May 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.

35.2 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>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>24 May</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
<tr>
<td>21 June</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
<tr>
<td>26 July</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
<tr>
<td>23 August</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
<tr>
<td>20 September</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
<tr>
<td>25 October</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
<tr>
<td>22 November</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
</tbody>
</table>

For noting