GRiffith Health Group Board Agenda 2_2013

Wednesday 15 May 2013

A meeting of the Griffith Health Group Board will be held at 12.30 pm on Wednesday 15 May 2013 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.

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**Significant Committee Events**  
- This meeting of the Griffith Health Board will be held at 12.30 pm on Thursday 21 March 2013 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.  
- The next meeting of the Health Group Board will be held at 12:30 pm on Thursday 18 April 2013 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.
# Griffith Health Board Meeting

## Distribution List

<table>
<thead>
<tr>
<th>Faculty Board Members</th>
<th>Appointment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Professor Tony Perkins</td>
<td>Acting 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 David Shum</td>
<td>Dean (Research), Health</td>
</tr>
<tr>
<td>Professor Ros Sorensen</td>
<td>Head of School, School of Public Health</td>
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<tr>
<td>Professor Simon Broadley</td>
<td>Head of School, School of Medicine</td>
</tr>
<tr>
<td>Professor Ward Massey</td>
<td>Head of School, School of Dentistry &amp; Oral Health</td>
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<tr>
<td>Professor Elaine Duffy</td>
<td>Head and Dean, School of Nursing and Midwifery</td>
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<tr>
<td>Professor Patrick O'Leary</td>
<td>Head of School, School of Human Services and Social Work</td>
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<tr>
<td>Professor Mark Forwood</td>
<td>Acting Head of School, School of Medical Science</td>
</tr>
<tr>
<td>Professor Andrew Davey</td>
<td>Head of School, School of Pharmacy</td>
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<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 Applied Psychology</td>
</tr>
<tr>
<td>Professor Lyn Griffiths</td>
<td>Director, Griffith Health Institute</td>
</tr>
</tbody>
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### 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
GRIFFITH HEALTH GROUP BOARD MEETING

A meeting of the Griffith Health Group Board will be held at 12.30 pm on Wednesday 15 May 2013 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.

Secretary
Tristan Damen

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_2013 (March) meeting have been circulated.

To be taken as read and confirmed

3.0 ACTIONS ARISING FROM GRIFFITH HEALTH GROUP BOARD 6_2012 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</td>
<td>Heads of School</td>
<td>Ongoing – Items will be distributed to Heads of School for action after 02/2012</td>
</tr>
<tr>
<td>their respective School Committees and highlight requirements of staff</td>
<td></td>
<td>meeting of the Griffith Health Group, Health &amp; Safety Committee.</td>
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<td>to complete Health and Safety training.</td>
<td></td>
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<tr>
<td>Investigate whether reports detailing country of origin for incoming</td>
<td>Deputy Director, International</td>
<td>WIP</td>
</tr>
<tr>
<td>international students can be produced and disseminated to Heads of School.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forward summary of International Student Barometer results to members</td>
<td>Deputy Director, International</td>
<td>WIP</td>
</tr>
<tr>
<td>for consideration.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Send nomination template to all Heads of School and confirm details of</td>
<td>Development and Alumni Manager (Health)</td>
<td>In progress – Template has been distributed to Heads of School.</td>
</tr>
<tr>
<td>current 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</td>
<td>All members</td>
<td>In progress – Lists have been distributed with additional documents being sent</td>
</tr>
<tr>
<td>Development and Alumni Manager (Health) for action.</td>
<td></td>
<td>out the week commencing 13 May.</td>
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</table>

4.0 CHAIR’S REPORT

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

5.0 PRO VICE-CHANCELLOR (HEALTH) REPORT

The Pro Vice-Chancellor (Health) will report on items of interest to the Board.
6.0 DEAN (LEARNING & TEACHING) REPORT

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

7.0 DEAN (RESEARCH) REPORT

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

8.0 DIRECTOR, GRIFFITH HEALTH INSTITUTE REPORT

The Director, Griffith Health Institute will report on items of interest to the Board.

9.0 SUPPORT SERVICES REPORTS

Reports from representatives from Planning and Financial Services, Information Services, External Relations, Human Resource Management, Development and Alumni, and Griffith International have been submitted for consideration by members and are attached for reference. Members are asked to flag any reports that they wish to bring forward to Section I of this agenda for discussion.

10.0 QIBT PERFORMANCE – HEALTH GROUP PROGRAMS

The College Director and Director, Academic Programs and Student Services will report on the performance of students enrolled in Health programs at the Queensland Institute of Business Technology that articulate into Health Group degree programs.

11.0 WORKERS’ COMPENSATION AND REHABILITATION

The Workplace Health and Rehabilitation Co-ordinator will brief members on a training program regarding workers’ compensation and rehabilitation that has been developed with the intention of reducing the cost of claims.

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

12.0 AUSTRALIAN QUALIFICATIONS FRAMEWORK ISSUES

12.1 At its 03/2013 (May) meeting Programs Committee requested that the Griffith Health Group Board provide feedback on the following papers that are attached for consideration:
  - Draft revised policy on Academic Awards, Programs, Nomenclature and Abbreviations
  - Draft revised Structure and Requirements of Degrees Awarded by Griffith University
  - Draft revised Credit Transfer Policy
  - Discussion paper on program and award titles

12.2 The AQF Traffic Light Report which was considered at the 02/2013 (April) meeting of Programs Committee is also attached for the consideration of members.
12.3 A discussion paper on research components in AQF Level 8 and 9 qualifications was also considered at the 03/2013 (May) meeting of Programs Committee and a revised version will be distributed before the meeting.

12.4 The Dean (Learning & Teaching) will speak to this item.

For discussion

13.0 CODE OF PROFESSIONAL PRACTICE – GRIFFITH HEALTH

13.1 The Griffith Health Group Board, on the recommendation of the Dean (Learning & Teaching) is asked to consider the attached draft of the Code of Professional Practice – Griffith Health document, as detailed in 2013/0005802.

13.2 It is proposed that the Code of Professional Practice – Griffith Health document applies to all students enrolled in Griffith Health programs in addition to the Codes of Conduct employed by individual professions. The Code grades concerns according to severity and the frequency of breaches are also accounted for.

13.3 Members are asked to note that Council, at its 01/2013 (March) meeting, 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.

13.4 The Executive Officer, Griffith Health will speak to this item.

For discussion

14.0 HSV NEW PROGRAM PROPOSAL

5578 MASTER OF REHABILITATION COUNSELLING

14.1 The Griffith Health Group Board, on the recommendation of the Dean (Learning & Teaching) is asked to consider the attached proposal to establish the Master of Rehabilitation Counselling (5578), as detailed in 2013/0005804, for implementation in Semester 1, 2014.

14.2 The School of Human Services proposes to introduce a 1.5 year (120CP) Master of Rehabilitation Counselling degree to be offered in lieu of the Master of Human Services (Rehabilitation Counselling major) (5169). The proposal also includes an Advanced Standing strand to provide a 1 year (80CP) pathway for students that have completed an AQF Level 8 qualification in an appropriate allied health field.

14.3 To be eligible for the award of Master of Rehabilitation Counselling (MRehabCounsel), a student must acquire 120 credit points as prescribed below:

- gain 80 credit points for the core courses, including 10 credit points for the field placement; and
- gain 10 credit points for 7007HSV Independent Study I and 30 credit points for listed electives; or
- gain 40 credit points for the dissertation component.
14.4 To be eligible for the award of Master of Rehabilitation Counselling (MRehabCounsel), a student in the Advanced Standing strand must attain 120 credit points as prescribed below:
- gain 40 credit points of advanced standing for a completed Level 8 qualification in an appropriate allied health field; and
- gain 80 credit points for core courses.

14.5 The Master of Rehabilitation Counselling will be an AQF Level 9 – Masters (Coursework) qualification. Information which maps the learning outcomes against AQF Level 9 – Masters (Coursework) specifications has been included in the program proposal.

14.6 The University’s standard minimum English language requirements for entry to postgraduate programs will apply.

Recommendation

14.7 The Griffith Health Group Board, on the recommendation of the Dean (Learning & Teaching), is asked to recommend to Programs Committee the proposal to establish the Master of Rehabilitation Counselling, as detailed in 2013/0005804, for implementation in Semester 1, 2014.

For approval

15.0 HEALTH GROUP PROGRAM CHANGES

15.1 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

SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

16.0 PBH MINOR CHANGE SUBMISSION (2013/0005778)
4094 GRADUATE DIPLOMA OF PUBLIC HEALTH
5263 MASTER OF PUBLIC HEALTH

16.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the proposed changes to the Graduate Diploma of Public Health (4094) and Master of Public Health (5263), as detailed in 2013/0005778, for implementation in Semester 2, 2013.

16.2 The School proposes to rationalise the program’s listed elective offering by withdrawing 7303PBH Health Research Methodology and 7118PBH Global Health, Equity and Human Rights.

For ratification
17.0 PBH MINOR CHANGE SUBMISSION (2013/0005781)

5266 MASTER OF HEALTH SERVICES MANAGEMENT
5405 MASTER OF HEALTH SERVICES MANAGEMENT WITH HONOURS
5530 MASTER OF HEALTH SERVICES MANAGEMENT (ADVANCED) (INCORPORATING HONOURS)

17.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the proposed changes to the Master of Health Services Management (5266), Master of Health Services Management with Honours (5405), and Master of Health Services Management (Advanced) (incorporating Honours), as detailed in 2013/0005781, for implementation in Semester 2, 2013.

17.2 The School proposes to withdraw 7303PBH Health Research Methodology and replace it with 7001HSV Foundations of Research Inquiry in Health in order to reduce the amount of like courses offered across the Health Group.

For ratification

18.0 HSV MINOR CHANGE SUBMISSION (2013/0005782)

1263 BACHELOR OF HUMAN SERVICES / BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE

18.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the proposed changes to the Bachelor of Human Services / Bachelor of Criminology and Criminal Justice (1263), as detailed in 2013/0005782, for implementation in Semester 2, 2013.

18.2 The School proposes to change course lists across multiple cohorts due to changes to courses offered by the School of Criminology and Criminal Justice.

For ratification

19.0 NRS MAJOR CHANGE SUBMISSION (2013/0005783)

5570 MASTER OF NURSING
5571 MASTER OF NURSING WITH HONOURS

19.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the proposed changes to the Master of Nursing (5570) and Master of Nursing with Honours (5571) programs, as detailed in 2013/0005783, for implementation in Semester 2, 2013.

19.2 The School of Nursing and Midwifery proposes to change the mode of offer for the Critical Care Nursing strand to off-campus only and it is envisaged that this will lead to a significant increase in enrolments.

19.3 The withdrawal of the on-campus offering of this strand will also necessitate the removal of the availability of this strand to International students.

19.4 The School is aware that these changes will not render the Master of Nursing program AQF compliant and this issue will be addressed in a future proposal.

For ratification
20.0 PSY MINOR CHANGE SUBMISSION (2013/0005784)
5280 MASTER OF ORGANISATIONAL PSYCHOLOGY
6007 DOCTOR OF PHILOSOPHY IN ORGANISATIONAL PSYCHOLOGY

20.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the proposed changes to the Master of Organisational Psychology (5280) and Doctor of Philosophy in Organisational Psychology (6007), as detailed in 2013/0005784, for implementation in Semester 2, 2013.

20.2 Due to increased expressions of interest from potential students, the School proposes to reinstate the Semester 2 intakes of these programs.

For ratification

21.0 MSC MAJOR CHANGE (2013/0005786)
1370 BACHELOR OF MEDICAL LABORATORY SCIENCE

21.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the proposed changes to the Bachelor of Medical Laboratory Science (1370), as detailed in 2013/0005786 (Revised: 2013/0005751, 2013/0005776, for implementation in Semester 1, 2014.

21.2 The School of Medical Science had proposed, in order to meet accreditation requirements for the Australian Institute of Medical Scientists and the Institute of Biomedical Sciences (UK), to:
- offer 2001MSC (recoded to 1003MSC) Introduction to Clinical Pathology in Year 1 as an introductory course and to move 1002MSC Introduction to Biomedical Data Analysis to Year 2.
- change 4003MSC Clinical Laboratory from 10 credit points to 20 credit points (as a new course 4004MSC Clinical Laboratory Discipline Based Project) and remove the listed electives from the program structure.

21.3 The revised proposal includes details about the accreditation requirements for the professional organisations. The School is proposing retrospective changes to structures for students admitted in 2011 and these changes will not disadvantage students as the first cohort was admitted in 2011 and will be completing semester 2 courses of the final year in 2014.

21.4 To be eligible for the award of Bachelor of Medical Laboratory Science (BMedLabSc), a student must acquire 320 credit points as prescribed below:
- 270 credit points for core courses
- 10 credit points for free-choice electives
- 40 credit points for the clinical placement.

For ratification

22.0 HSV MINOR CHANGE SUBMISSION (2013/0005791)
5476, 5505 MASTER OF SOCIAL WORK (LG, GC)

22.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the proposed changes to the Master of Social Work (5476 – LG, 5505 – GC), as detailed in 2013/0005791, for implementation in Semester 2, 2013.
22.2 The School of Human Services and Social Work proposes to remove 7005HSV Vocational Evaluation from the listed electives list for the on-campus offerings of the Master of Social Work program. This change is necessary as the course was designed to be a part of the Rehabilitation Counselling program and has been deemed unsuitable to be studied in isolation by Social Work students. The course has already been removed from the listed elective list for the OUA offering of the Master of Social Work (5518).

For ratification

23.0 HLS MINOR CHANGE SUBMISSION (2013/0005795)
4161 GRADUATE DIPLOMA OF HEALTH RESEARCH

23.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the proposed changes to the Graduate Diploma of Health Research (4161), as detailed in 2013/0005795, for implementation in Semester 2, 2013.

23.2 Due to resourcing issues and limited enrolments, 6003HLS Advanced Research Statistics and 7312PBH Epidemiology: Principles and Practices will be offered in Semester 1 only.

For ratification

24.0 HSV PROGRAM WITHDRAWAL SUBMISSION (2013/0005794)
5509 MASTER OF MENTAL HEALTH PRACTICE WITH HONOURS

24.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the withdrawal of the Master of Mental Health Practice with Honours (5509), as detailed in 2013/0005794, for implementation in Semester 1, 2013.

24.2 The School of Human Services and Social Work proposes to withdraw the program as its nomenclature is not compliant with the revised Australian Qualifications Framework.

24.3 No students have been admitted to the program since it was established in 2009, so no transition arrangements are required.

For ratification

25.0 RHS MINOR CHANGE SUBMISSION (2013/0005796)
1344 BACHELOR OF EXERCISE SCIENCE (PRE-PHYSIO)

25.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the proposed changes to the Bachelor of Exercise Science (Pre-Physio) (1344), as detailed in 2013/0005796, for implementation in Semester 2, 2013.

25.2 The School of Rehabilitation Sciences has proposed to remove 3002PES Field Project B from the listed elective offering to facilitate enrolments from the Bachelor of Exercise Science (1171) and associated double degrees.

For ratification
26.0 HSV MINOR CHANGE SUBMISSION (2013/0005798)
1098, 1394 BACHELOR OF HUMAN SERVICES (LG, GC)
1263 BACHELOR OF HUMAN SERVICES / BACHELOR OF CRIMINOLOGY AND
CRIMINAL JUSTICE
1095 BACHELOR OF CHILD AND FAMILY STUDIES
1244 BACHELOR OF CHILD AND FAMILY STUDIES / BACHELOR OF EDUCATION
– PRIMARY
1282, 1372 BACHELOR OF SOCIAL WORK (LG, GC)

26.1 The Griffith Health Group Board is asked to ratify the executive action of the
Dean (Learning & Teaching) in approving the proposed changes to the
Bachelor of Human Services (1098 – LG, 1394 – GC), Bachelor of Human
Services / Bachelor of Criminology and Criminal Justice (1263), Bachelor of
Child and Family Studies (1095), Bachelor of Child and Family Studies /
Bachelor of Education – Primary (1244), and Bachelor of Social Work (1282 –
LG, 1372 – GC), as detailed in 2013/0005798, for implementation in Semester
1, 2014.

26.2 Following advice from Programs Committee that 0CP courses must be
removed from all degree programs, the School of Human Services and Social
Work proposes the following action:

26.2.1 Withdraw 1000HSV Common Time and embed course content in
all first year courses offered by the School of Human Services and
Social Work.

26.2.2 Reconfigure all undergraduate placement courses to be offered as
year-long courses.

26.3 All students currently enrolled in affected programs will be notified by email of
all changes to their programs by the field placement liaison staff. Any issues
which arise will be dealt with on a case by case basis.

For ratification

27.0 HSV OTHER CHANGE SUBMISSION (2013/0005799)
5169 MASTER OF HUMAN SERVICES
5171 MASTER OF HUMAN SERVICES WITH HONOURS

27.1 The Griffith Health Group Board is asked to ratify the executive action of the
Dean (Learning & Teaching) in approving the proposed changes to the Master
of Human Services (5169) and Master of Human Services with Honours
(5171), as detailed in 2013/0005799, for implementation in Semester 1, 2014.

27.2 The School of Human Services and Social Work proposes to reinstate the
Orientation and Mobility major for the Master of Human Services (5169)
program.

27.3 Given that eligibility for admission into the Master of Human Services with
Honours (5171) is determined by students’ grades in their best six courses
across the Master of Human Services (5169), the 2014 intake will be unable to
progress to the Honours program as there can be no intake in non-AQF
compliant programs after 1 January 2015.

27.4 No changes have been made to the degree requirements and program
structure that have previously been approved.
27.5 The intake will not proceed if the University is unable to attract sufficient enrolments in the major.

For ratification

28.0 COURSE PROFILE CHANGES

28.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving new course profiles in addition to changes to existing profiles for courses run in Summer Semester (November/December 2012), Summer Semester (January/February 2013), and Semester 1, 2013 as per the attached spreadsheet.

For ratification

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

29.1 The Griffith Health Group Board is asked to ratify the following Program Convenor changes for 2013:

**School of Human Services and Social Work**
- 1095 Bachelor of Child and Family Studies   Dr Jennifer Cartmel
- 1244 Bachelor of Child and Family Studies / Bachelor of Education – Primary   Dr Jennifer Cartmel
- 1282 Bachelor of Social Work   Mr Peter Walsh

**School of Pharmacy**
- 5369 Master of Pharmacy   Ms Nicola Shapland

**School of Rehabilitation Sciences**
- 1344 Bachelor of Exercise Science (Pre-Physiotherapy)   A/Prof Liisa Laakso

For ratification

29.2 The Griffith Health Group Board is asked to ratify 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

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

30.0 HEALTH GROUP HEALTH & SAFETY COMMITTEE MINUTES

30.1 The minutes of the 1/2013 (March) meeting of the Health Group Health and Safety Committee are attached for noting.

For noting

31.0 OTHER BUSINESS

32.0 BOARD MEETING DATES AND VENUES

32.1 The next meeting of the Griffith Health Group Board will be held on Thursday 20 June 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.

32.2 The confirmed 2012 dates for Griffith Health Group meetings will be held at 12:30 pm on the following dates:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Venue</th>
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<td>20 June</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
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<td>1 August</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
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<td>19 September</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
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<td>24 October</td>
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<td>21 November</td>
<td>Gold Coast</td>
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For noting