A meeting of the Griffith Health Board (Faculty) was held on Wednesday 19 October 2005 at G18_3.02, Gold Coast Campus.

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The Board will next meet on Wednesday 16 November 2005, 2.30pm, G18_3.02, Gold Coast Campus.

Deadlines

21 September 2005 – Final Griffith Health Board (Faculty) meeting for consideration of major program changes for semester 1, 2006.

Committee QuickPlace Web Address

https://qplace02.domino.gu.edu.au/QuickPlace/sec-university-committees/Main.nsf/h_Toc/dc93ed94a6ce679b4a256d040002e3f0/?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 28557 for advice or if experiencing difficulties.
A meeting of the Griffith Health Board (Faculty) was held on Wednesday 19 October 2005 at G18_3.02, Gold Coast Campus.

MINUTES

PRESENT: 
Professor Debra Creedy, (Chair)
Dr Elizabeth Patterson
Associate Professor Peter Creed
Dr Roger Hughes
Dr Helen Massa
Dr Jane Fowler
Professor Nerida Smith
Dr Lewis Adams

APOLOGIES:
Professor Allan Cripps
Professor Max Standage
Professor Stephanie Short
Professor Gillian Bushell
Mr David Edwards
Professor Newell Johnson
Professor Judith Searle
Professor Lyn Griffiths
Dr Jayne Clapton

Acting Secretary: Ms Sharon Clifford

Present by invitation:
Dr Glenda Andrews, Deputy Head, School of Psychology
Mr Peter Westwood, Executive Officer, Medical/Oral Health
Ms Veronica Dawson, INS Advisor
Ms Carmel Johnson, Coordinator, Administrative Support, Health
Ms Joanna Peters, Student Services, for item 29.0

1.0 CONFIRMATION OF MINUTES

The Minutes of the 7/2005 meeting of the Griffith Health Board (Faculty), having been circulated, were taken as read and confirmed.

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

2.0 FACULTY LEARNING AND TEACHING CITATIONS

2.1 The Griffith Health Board (Faculty) had before it a tabled paper recommending the names of the four proposed recipients of the Faculty Learning and Teaching Citations and two proposed recipients of Certificates of Commendation, as recommended by the Learning and Teaching (Health) Committee.

2.2 At the Griffith Health Board (Faculty) 6/2005 meeting it was agreed that the Learning and Teaching (Health) Committee would act as the selection panel and make recommendations to this meeting for consideration. The Learning and Teaching (Health) Committee considered a total of 10 applications and recommended the following applicants, listed in alphabetical order, to the Board for forwarding to the University’s Educational Excellence Committee for approval.

Citations:
Dr Paula Brough, School of Psychology
Ms Kym Macfarlane, School of Human Services
Associate Professor Margaret McAllister, School of Nursing and Midwifery
Commendations:
Dr Heather Alexander, School of Medicine
Dr Gary Grant, School of Pharmacy

Resolution

2.3 The Griffith Health Board (Faculty), on the recommendation of the Learning and Teaching (Health) Committee, resolved to recommend the proposed recipients of the Griffith Health Group Learning and Teaching Citations and Commendations to the Educational Excellence Committee for approval, and announcement by the Deputy Vice Chancellor (Teaching and Learning) on 28 October 2005.

3.0 PBH MAJOR CHANGE SUBMISSION 2005/0037560
5263 MASTER OF PUBLIC HEALTH
4094 GRADUATE DIPLOMA OF PUBLIC HEALTH
3147 GRADUATE CERTIFICATE IN PUBLIC HEALTH

3.1 The Griffith Health Board (Faculty) considered the Major Change Submission proposing changes to 5263 Master of Public Health, 4094 Graduate Diploma of Public Health and 3147 Graduate Certificate in Public Health, as outlined in document 2005/0037560, to take effect from semester 1 2006.

3.2 The School of Public Health is proposing a change to the structure of the Master of Public Health and related programs as a result of significant changes in the public health education environment; competency standards set by the Australian National Academic Public Health Institutions and the re-funding of the PHERP program which provides incentives for Schools delivering public health programs to develop programs and courses that address priority areas of public health nutrition, physical activity, obesity prevention, bio-security, disaster management and indigenous health.

3.3 The changes have also been prompted by the discontinuation of the tripartite agreements with the University of Queensland and Queensland University of Technology in the offering of this program.

3.4 It is proposed to:
- dismantle the current 4 stream major options to produce a generic MPH;
- increase the MPH requirement for core courses from 40 CP to 50CP with the addition of 7111PBH: Environment & Population Health as a core course in the MPH;
- replace courses from UQ (Epidemiology: An Introduction) and QUT (Health Care Delivery Systems) with GU courses (new course 7312PBH Epidemiology: An Introduction and existing course 7322PBH: Change Management in Dynamic Healthcare Systems);
- add new courses to fill gaps in the curriculum associated with changes in the Queensland Centre for Public Health regarding sharing core courses, and to support cross-institutional enrolments associated with existing PHERP innovations (eg. 7411PBH: Capacity Building for Public Health Action);
- add electives to include: 7041PBH Public Health Nutrition and 7307PBH Health Economics,
- delete electives from the School of Nursing and Midwifery: 7021NRS Research Evidence & Clinical Practice, 8014NRS End of Life Studies, 8017NRS Working with Families in Illness & Health;
- increase flexibility of delivery of courses to better capture off campus student markets.

3.5 As a result, the degree requirements will change as follows:
To be eligible for the award of **Graduate Certificate in Public Health** (GCertPH), a student must acquire 40CP as prescribed below:
- gain 40CP for the core courses;
- a student shall gain no more than 10CP in courses in which the grade of Pass Conceded (PC) has been attained.

To be eligible for the award of **Graduate Diploma of Public Health** (GDipPH), a student must acquire 80CP as prescribed below:
- gain 50CP for the core courses;
- gain 30CP for elective courses;
- a student shall gain no more than 10CP in courses in which the grade of Pass Conceded (PC) has been attained.

To be eligible for the award of **Master of Public Health** (MPH), a student must acquire 120CP as prescribed below:
- gain 50CP for core courses;
- gain 30CP for elective courses
- successfully complete the 40CP dissertation;
- a student shall gain no more than 10CP in courses in which the grade of Pass Conceded (PC) has been attained.

**Resolution**

3.6 The Griffith Health Board (Faculty) resolved to recommend to the Programs Committee the Major Change submission proposing changes to 5263 Master of Public Health, 4094 Graduate Diploma of Public Health and 3147 Graduate Certificate in Public Health, as outlined in document 2005/0037560, from semester 1 2006.

**4.0 PSY MAJOR CHANGE SUBMISSION 2005/0037555**
**6010 DOCTOR OF PSYCHOLOGY (CLINICAL)**

4.1 The Griffith Health Board (Faculty), considered the Major Change Submission proposing changes to 6010 Doctor of Psychology (Clinical) as detailed in 2005/0037555, for introduction from semester 1 2006.

4.2 The merger of the two Psychology schools into the School of Psychology has resulted in a review of all programs offered across both Mt Gravatt and Gold Coast campuses to ensure the School is compliant with University guidelines on cross-campus consistency and program structure. The programs offered at Mt Gravatt and Gold Coast campuses are structurally different. The changes are also in response to the accreditation guidelines of the Australian Psychological Society.

4.3 The proposed change introduces a standard 10CP or 20CP credit weighting of courses and has a standard 40CP distribution over each semester of study. It is further proposed that practicum courses be noted as designed courses for the purposes of exclusion.

4.4 The School is proposing that rules for interrupting and resuming studies be included in the program structure so that students are aware of these rules. The School has identified the importance of managing student load in correlation to availability of clinical supervisors and is seeking the following –
- Deferred admission is not permitted. Students who do not take up an offer in the semester immediately following the offer will be required to reapply;
- Leave of absence must be obtain from the Director of Clinical Training and not normally exceed six months;
- Readmission to the program is not guaranteed for students who have discontinued enrolment;
- Discretion to exclude a student who has not completed the program within eight years from the date of first enrolment.

4.5 Degree requirements are noted as –
To be eligible for the award of the Doctor of Psychology (Clinical) [DPsych] a candidate must acquire 240CP as prescribed by the requirements set out below:
- gain 90CP for the Coursework component;
- gain 90CP for the Research component;
- gain 60CP for the Practicum component.

Designated Courses for the Purposes of Exclusion
The courses listed below are designated for the purposes of the University Policy on Academic Standing, Progress and Exclusion. A student who fails a designated course will be subject to review by the Health Assessment Board and may be excluded from the program.

- 8081PSY_P1 - Practicum 1A
- 8081PSY_P2 - Practicum 1B
- 8082PSY_P1 - Practicum 2A
- 8082PSY_P2 - Practicum 2B
- 8083PSY - Practicum 3
- 8084PSY - Practicum 4
- 8085PSY – Practicum 5
- 8086PSY – Practicum 6

4.6 It is noted that the changes to the Doctor of Psychology (Clinical) program offered from the Mt Gravatt campus will be introduced from 2007 because of the overlap with the Doctor of Psychology (Organisational) and Doctor of Psychology (Forensic) programs. Changes to all postgraduate programs will be implemented from 2007.

Resolution

4.7 The Griffith Health Board (Faculty) resolved to recommend to the Programs Committee the Major Change submission proposing changes to 6010 Doctor of Psychology (Clinical), as outlined in document 2005/0037555, from semester 1 2006.

5.0 PSY MAJOR CHANGE SUBMISSION 2005/0037556
5070 MASTER OF CLINICAL PSYCHOLOGY
6003 DOCTOR OF PHILOSOPHY IN CLINICAL PSYCHOLOGY

5.1 The Griffith Health Board (Faculty), considered the Major Change Submission proposing changes to 5070 Master of Clinical Psychology and 6003 Doctor of Psychology in Clinical Psychology as detailed in 2005/0037556, for introduction from semester 1 2006.

5.2 The merger of the two Psychology schools into the School of Psychology has resulted in a review of all programs offered across both Mt Gravatt and Gold Coast campuses to ensure the School is compliant with University guidelines on cross-campus consistency and program structure. The changes are also in response to the accreditation guidelines of the Australian Psychological Society.

5.3 The proposed change introduces a 10CP weighting for each coursework and some practicum courses, 10CP or 20CP credit for dissertation courses and 5CP for some practicum courses.

5.4 It is further proposed that practicum courses be noted as designated courses for the purposes of exclusion in both programs.

5.5 The School is proposing that rules for interrupting and resuming studies in 5070 Master of Clinical Psychology be included in the program structure so that students are aware of
these rules. The School has identified the importance of managing student load in correlation to availability of clinical supervisors and is seeking the following:

- Deferred admission is not permitted. Students who do not take up an offer in the semester immediately following the offer will be required to reapply;
- Leave of absence must be obtain from the Director of Clinical Training and not normally exceed six months;
- Readmission to the program is not guaranteed for students who have discontinued enrolment;
- Discretion to exclude a student who has not completed the program within eight years from the date of first enrolment.

Resolution

5.6 The Griffith Health Board (Faculty) resolved to recommend to the Programs Committee and the Research and Postgraduate Studies Committee the Major Change submission proposing changes to 6003 Doctor of Philosophy in Clinical Psychology and 5070 Master of Clinical Psychology, as outlined in document 2005/0037555, from semester 1 2006.

6.0 NRS SPECIAL PURPOSE SUBMISSION 2005/0037558
5424 MASTER OF ADVANCED PRACTICE

6.1 The Griffith Health Board (Faculty) considered the Special Purpose Submission proposing an articulation arrangement for graduates of 5416 Master of Forensic Mental Health into 5424 Master of Advanced Practice, Mental Health Nursing strand, as detailed in document 2005/0037558, to take effect from 2006.

6.2 The Master of Forensic Mental Health is a collaborative venture between the Schools of Criminology and Criminal Justice and Nursing and Midwifery and The Park Centre for Mental Health (Queensland Health) and the first cohort of students will graduate at the end of 2005.

6.3 The School of Nursing & Midwifery is proposing that graduates from the Master of Forensic Mental Health who are registered nurses be granted 40CP of specified credit towards the Master of Advanced Practice, Mental Health Nursing strand. The completion of the Master of Advanced Practice (Mental Health Nursing) would enable graduates to seek mental health endorsement with the Queensland Nursing Council.

6.4 It is proposed that 40CP of specified credit would be granted for –

- 8923NRS Practical Mental Health Nursing Skills 1
- 8021NRS Health Leadership and Management
- 8922NRS Counselling
- Unspecified Elective.

6.5 Students would be required to complete the following -

- Year 1 Semester 1 8921NRS Directions in Mental Health Then & Now
- Year 1 Semester 1 7018NRS Qualitative Research
- Year 1 Semester 2 8924NRS Practical Mental Health Nursing Skills 2
- Year 1 Semester 2 7019NRS Quantitative Research

6.6 To be eligible for this articulation applicants must hold a Bachelor of Nursing degree or equivalent from a recognised tertiary institution and hold current registration or temporary registration as a nurse with the Queensland Nursing Council and have successfully completed the Master of Forensic Mental Health program.

6.7 It is proposed that the articulation be introduced from 2006 to cater for the first cohort of graduates from the Master of Forensic Mental Health.

Resolution
6.8 The Griffith Health Board (Faculty) resolved to recommend to the Programs Committee the Special Purpose Submission proposing the articulation arrangement from 5416 Master of Forensic Mental Health to 5424 Master of Advanced Practice, Mental Health Nursing strand, as outlined in the document 2005/0037558, from semester 1 2006.

7.0 NRS SPECIAL PURPOSE SUBMISSION 2005/0037562
5424 MASTER OF ADVANCED OF PRACTICE (CRITICAL CARE NURSING STRAND)

7.1 The Griffith Health Board (Faculty) considered the memorandum from the School of Nursing and Midwifery proposing to relax the admission requirements into the Master of Advanced Practice (Critical Care Nursing strand) for international students in 2006, as detailed in document 2005/0037562.

7.2 It is noted that the current criteria states – Applicants must hold current registration or temporary registration as a nurse in Australia and be employed as a registered nurse in a critical care unit for a minimum of two days per week. PLEASE BE AWARE THAT GRIFFITH UNIVERSITY DOES NOT ARRANGE REGISTRATION OR EMPLOYMENT and that this must be done independently. Please contact Dr Patricia Johnson for further information.

7.3 A number of conditional offers have been made to international students into the Master of Advanced Practice, Critical Care Nursing strand and four students are currently on campus undertaking an ELICOS program with the intention of commencing in the Critical Care Nursing strand in 2006. These students are of the opinion that the School was responsible for arranging registration and placement. Discussions with the International Office have shown that the admission requirements in the offer letter are not clearly stated at the beginning of the letter and could be misleading.

7.4 Applications have been reviewed and seven of the applicants are experienced critical care nurses in their country of origin. Unit Managers of three critical care units in the Gold Coast area have indicated their willingness to accommodate experienced international registered nurses on a supernumerary basis, on the proviso that the University provides some level of support for such students, for example, reimbursement for staff to be taken off line for student orientation and student clinical assessment. It is proposed that these students would be placed in clinical settings in the same way as undergraduate student nurses and would be covered by university insurance.

7.5 The School of Nursing & Midwifery is proposing the admission rules for international students into the Critical Care Nursing strand be relaxed to allow registered, experienced critical care nurses in their own country to commence in the program. It is further proposed that this be treated as a pilot project and reviewed in semester 2 2006.

Resolution

7.6 The Griffith Health Board (Faculty) resolved to recommend to the Programs Committee the proposal to relax the admission rules for international students into the Master of Advanced Practice (Critical Care Nursing strand), as outlined in the document 2005/0037562, to enable registered, experienced critical care nurses in their own country to commence study in 2006.

8.0 PES SPECIAL PURPOSE SUBMISSION 2005/0037559
1173 BACHELOR OF EXERCISE SCIENCE/BACHELOR OF EDUCATION
8.1 The Griffith Health Board (Faculty) considered the Special Purpose Submission proposing changes to 1173 Bachelor of Exercise Science/Bachelor of Education, as detailed in 2005/0037559, to take effect for 2005 graduating students.

8.2 The School of Physiotherapy and Exercise Science is proposing that the Level 2 coaching certificate requirement and a Level 1 in gymnastics be removed from the eligibility to graduate criteria for this program.

8.3 It is noted that a Level 2 coaching certificate is not required in like programs offered by other Universities and gymnastics is not longer offered in the HPE curriculum at the majority of schools.

Resolution

8.4 The Griffith Health Board (Faculty) resolved to recommend to the Programs Committee the Special Purpose Submission proposing to amend the degree requirements for 1173 Bachelor of Exercise Science/Bachelor of Education, as detailed in document 2005/0037559 for implementation for the 2005 graduating students.

9.0 MSC WITHDRAWAL OF PROGRAM 2005/0035761
2060 BACHELOR OF HUMAN NUTRITION WITH HONOURS

9.1 The Griffith Health Board (Faculty) considered the Program Withdrawal submission proposing to withdraw 2060 Bachelor of Human Nutrition with Honours, as outlined in document 2005/0035761, from 2006.

9.2 The Board noted that this Honours program had intended to be introduced in line with the establishment of the Bachelor of Human Nutrition that was to commence in 2002, but it did not have an intake of students at any time. Further, there has been no intake into the Bachelor of Human Nutrition with Honours program.

Resolution

9.3 The Griffith Health Board (Faculty) resolved to recommend to the Programs Committee the withdrawal of 2060 Bachelor of Human Nutrition with Honours, as outlined in document 2005/0035761, from 2006.

SECTION B: ACTION UNDER DELEGATED AUTHORITY OR EXECUTIVE ACTION

10.0 HSV WITHDRAWAL OF PROGRAM 2005/0037552
1227 BACHELOR OF HUMAN SERVICES/BACHELOR OF THEOLOGY

10.1 The Griffith Health Board (Faculty) noted the executive action of the Dean, Learning & Teaching (Health) in approving Withdrawal of a Program submission to withdraw 1227 Bachelor of Human Services/Bachelor of Theology, as outlined in document 2005/0037552, from semester 1 2006.

10.2 It is noted that the withdrawal of the program resulted from discussions with the Brisbane College of Theology and staff from the Faculty of Arts. The School of Human Services expressed concern that the School had no opportunity to consider alternate programs that could be more appropriate for church-based human services employees before this program was withdrawn. No transition arrangements will be necessary for the one continuing student in this program.
10.3 The Board noted that this submission was approved at the 7/2005 meeting of the Programs Committee held on 4 October 2005.

Resolution

10.4 The Griffith Health Board (Faculty) resolved to ratify the Dean’s executive action in approving and forwarding to the Programs Committee the Program Withdrawal Submission for 1227 Bachelor of Human Services/Bachelor of Theology, as outlined in document 2005/0037552, for semester 1, 2006.

11.0 HSV MAJOR CHANGE SUBMISSION 2005/0037550
5169 MASTER OF HUMAN SERVICES
5171 MASTER OF HUMAN SERVICES WITH HONOURS

11.1 The Griffith Health Board (Faculty), considered the executive action of the Dean, Learning & Teaching (Health) in approving the Major Change Submission to 5169 Master of Human Services and 5171 Master of Human Services with Honours, as detailed in 2005/0037550, for introduction from semester 1 2006.

11.2 The proposed change introduces a generic program structure and a new strand in Childhood Studies to the existing three discrete strands: Disability Studies; Rehabilitation counselling and Orientation and Mobility.

11.3 It is further proposed that
- the Orientation and Mobility strand not be offered in 2006;
- a number of courses, particular in the Disability Studies strand be offered in alternate years only;
- students undertaking a practicum course will not be permitted to undertake that practicum in their current place of employment.

11.4 Degree requirements are noted as:

To be eligible for the Master of Human Services (MHuServ), undertaking a strand in Disability Studies, Rehabilitation Counselling, or Orientation and Mobility, a student must acquire 80CP as prescribed below:
- complete 80CP of core courses;
- gain no more than 10CP for courses with a grade of Pass Conceded (PC).

To be eligible for the Master of Human Services (MHuServ), undertaking a strand in Childhood Studies, a student must acquire 80CP as prescribed below:
- complete 50CP of core course;
- complete 20CP of specified Human Services electives;
- complete 10CP unspecified elective course offered at Griffith University at postgraduate level;
- gain no more than 10CP for courses with a grade of Pass Conceded (PC).

To be eligible for the Master of Human Services, undertaking the generic program, a student must acquire 80CP as prescribed below:
- gain 30CP of core courses;
- complete 40CP of specified Human Services electives;
- complete 10CP unspecified elective course offered at Griffith University at postgraduate level;
- gain no more than 10CP for courses with a grade of Pass Conceded (PC).

To be eligible for the Master of Human Services with Honours (MHuServ), a student must acquire 120CP as prescribed below:
- complete 80CP from one of the four strands or the Generic program offered;
- successfully complete the 40CP dissertation;
- gain no more than 10CP for courses with a grade of Pass Conceded (PC).
11.5 This submission was approved at the 7/2005 meeting of the Programs Committee held on 4 October 2005.

Resolution

11.6 The Griffith Health Board (Faculty) resolved to ratify the Dean’s executive action in approving and forwarding to the Programs Committee the Major Change Submission to 5169 Master of Human Services and 5171 Master of Human Services with Honours, as outlined in 2005/0037550, for semester 1, 2006.

12.0 PBH MAJOR CHANGE SUBMISSION 2005/0037557
2031 BACHELOR OF SCIENCE WITH HONOURS IN ENVIRONMENTAL HEALTH

12.1 The Griffith Health Board (Faculty) considered the executive action of the Dean, Learning & Teaching (Health) in approving the Major Change Submission to 2031 Bachelor of Science with Honours in Environmental Health, as outlined in document 2005/0037557, from semester 1 2006.

12.2 The School of Public Health is proposing to change the name of this program to Bachelor of Public Health with Honours to allow graduating students from a range of public health-related undergraduate programs across the University to undertake a more specialised and advanced study with a research pathway in the public health field.

12.3 It is further proposed that the structure be amended as:
   - Replace 7161AES Research Design & Planning with 7303PBH Health Research Methodology, and
   - Replace elective study with 7709PBH Advanced Studies in Public Health.
   These changes do not affect degree requirements.

12.4 It is noted that there is 1 student in the program who will complete under the current degree requirements without the need for any transition arrangements. The Australian School of Environmental Studies and the Faculty of Environmental Sciences have been consulted about the load shift in replacing 7161AES and are in agreement with the change.

Resolution

12.5 The Griffith Health Board (Faculty) resolved to ratify the Dean’s executive action in approving and forwarding to the Programs Committee the Major Change Submission to 2031 Bachelor of Science with Honours in Environmental Health, as outlined in document 2005/0037557, for semester 1, 2006.

13.0 HSV MINOR CHANGE SUBMISSION 2005/0037551
1098 BACHELOR OF HUMAN SERVICES

13.1 The Griffith Health Board (Faculty) considered the executive action of the Dean, Learning & Teaching (Health) in approving the Minor Change Submission to 1098 Bachelor of Human Services, as outlined in document 2005/0037551, from semester 1 2006.

13.2 The School of Human Services is proposing:
   - core course 2015HSV Introduction to Rehabilitation and Disability Studies in the Disability Studies major be replaced with 2001HSV Disability: Theory and Philosophy;
   - 2015HSV will continue to be offered as a core course in the Rehabilitation major;
   - 2015HSV Introduction to Rehabilitation and Disability Studies be renamed Introduction to Rehabilitation Counselling;
- 3025HSV Ethics and Disability offered in the Disability Studies major be withdrawn and replaced with elective study.

13.3 It is noted that 2001HSV Disability: Theory and Philosophy was withdrawn from this study some years ago and will be re-introduced.

Resolution

13.4 The Griffith Health Board (Faculty) resolved to ratify the Dean’s executive action in approving and forwarding to the Programs Committee the Minor Change Submission to 1098 Bachelor of Human Services, as outlined in document 2005/0037551, for semester 1, 2006.

14.0 HSV MINOR CHANGE SUBMISSION 2005/0037554

1282 BACHELOR OF SOCIAL WORK

14.1 The Griffith Health Board (Faculty) considered the executive action of the Dean, Learning & Teaching (Health) in approving the Minor Change Submission to 1282 Bachelor of Social Work, as outline in document 2005/0037554, from semester 1 2006.

14.2 The School of Human Services is proposing to replace Year 2 Semester 2 core course 2033HSV Direct Practice Skills with an unspecified elective. A review of curriculum development in this new program has determined that this additional practice course was unnecessary and that the program would be enhanced by the inclusion of an additional elective choice.

14.3 The submission will also clarify the intent of the approved submission that elective study in Year 3 should be at 2nd or 3rd year level.

14.4 The proposed change will affect degree requirements as follows -

To be eligible for the award of the Bachelor of Social Work (BSocWk), a student in the **four year program** must acquire 320CP as prescribed below:
- gain 80CP for the prescribed first year courses;
- gain 80CP for second year courses including:
  - 60CP for core courses
  - 10CP for specified elective
  - 10CP unspecified elective
- gain 160CP for courses in Years 3 and 4 including:
  - 80CP for core courses
  - 60CP for practicum
  - 10CP for specified elective
  - 10CP for unspecified elective at 2nd or 3rd year level;
- no more than 40CP (10CP per year) in which the grade of Pass Conceded (PC) has been attained may be counted towards the degree requirements.

To be eligible for the award of the Bachelor of Social Work (BSocWk), a student in the **accelerated entry program** must have completed the equivalent of two full-time years of study in the social or behavioural sciences [such as psychology; human development; education; nursing; sociology; social policy; government; economics; Australian history and society; criminology] and must also acquire 175CP as prescribed below:
- gain 175CP for courses in Years 3 and 4 including:
  - 105CP for core courses
  - 60CP for practicum
  - 10CP for unspecified electives;
- no more than 20CP (10CP per year) in which the grade of Pass Conceded (PC) has been attained may be counted towards the degree requirements.
14.5 The proposed change will take affect from semester 1 2006.

Resolution 14.6 The Griffith Health Board (Faculty) resolved to ratify the Dean’s executive action in approving and forwarding to the Programs Committee the Minor Change Submission to 1282 Bachelor of Social Work, as outline in document 2005/0037554, for semester 1, 2006.

15.0 DOH NEW PROGRAM CONCEPT PROPOSAL 2005/0037553 GRADUATE DIPLOMA OF DENTISTRY

15.1 The Griffith Health Board (Faculty) noted the decision by the Dean to approve the New Program Concept Proposal submitted by the School of Dentistry and Oral Health to introduce a Graduate Diploma of Dentistry, as detailed in 2005/0037553, from semester 1 2007.

15.2 The Board noted that this 160CP Graduate Diploma will follow the Bachelor of Oral Health in Dental Science program to prepare students for registration under the Dental Practitioner Registration Bill (2001). The introduction of the program in 2007 will allow the first cohort of graduates from the Bachelor of Oral Health in Dental Science to continue study to gain registration.

15.3 The Board also noted that the funding source for this Program will be Fee Paying Postgraduate Student Fees.

Resolution 15.4 The Griffith Health Board (Faculty) resolved to ratify the Dean’s executive action in approving and forwarding to the Pro-Vice Chancellor (Health) for approval the New Program Concept Proposal to establish the Graduate Diploma of Dentistry, as outlined in document 2005/0037553, for introduction in semester 1, 2007.

16.0 ASSESSMENT BOARD PROCESSES

16.1 The Dean sought feedback on past Assessment Board processes, in preparation for Assessment Board meetings to be held on Semester 2.

16.2 General comment was that members were satisfied with the current processes, although the role of the Dean and the Dean, Teaching and Learning needs clarification.

17.0 COURSE OUTLINES

17.1 Course Outline Project

17.1.1 The Chair sought a nomination for an academic staff representative to the Change Management Group to replace Dr Chris Purcell. The Acting Secretary advised that the person taking up this nomination would be in a good position to implement the new Course Outline system for 2006. Dr Glenda Andrews, Deputy Head, School of Psychology, agreed to consider taking up this nomination and to advise the Chair in the next 24 hours.

17.1.2 Members were again advised of the introductory session for Course Convenors, to be held on 6 January, on use of the new Course Outline system and template. Schools were again requested to promote the attendance of all convenors to this session if they have not already attended one.
17.2 **Course Outlines to be approved**

17.2.1 The Griffith Health Board (Faculty) considered the new course outlines for:
- 7312PBH, Epidemiology – an Introduction, (05/0037565)
- 7411PBH, Capacity Building for Public Health Action (05/0037566).

**Resolution**

17.2.2 The Board resolved to approve the Course Outlines for 7312PBH, Epidemiology – an Introduction (05/0037565), and 7411PBH, Capacity Building for Public Health Action (05/0037566).

18.0 **CHANGE OF PROGRAM CONVENOR**

18.1 The Board considered the following Program Convenor changes, which have been executively approved:
- 1013 Bachelor of Business (Human Resource Management)/Bachelor of Arts in Psychology from Dr Glenda Andrews to Dr Karen Murphy;
- 1173 Bachelor of Exercise Science/Bachelor of Education from Dr Belinda Beck to Dr Lewis Adams.

**Resolution**

18.1.1 The Griffith Health Board (Faculty) resolved to ratify the Dean's executive action in approving the Course Outlines for 7312PBH, Epidemiology – an Introduction (05/0037565), and 7411PBH, Capacity Building for Public Health Action (05/0037566).

**SECTION C: OTHER RECOMMENDATIONS AND REPORTS**

[TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEES]

**SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION**

19.0 **FEES AND CHARGES POLICY**

19.1 The Griffith Health Board (Faculty) noted recent advice from the Office of Graduate Studies to Section 6 of the Fees and charges Policy that specifically refers to fees for non-international fee-paying postgraduate studies. The Policy outlines that non-international postgraduate student tuition fees are fixed for 3 years only. When a student enrolls in their program for the 4th year since their commencement in the program their tuition fee will be reset to the approved tuition fee applicable to the program in the current semester. This is irrespective of whether or not the student has taken a leave of absence.

19.2 Heads of Schools were requested to ensure that staff within their school who conduct student recruitment, orientation, academic advisement or student administration activities are aware of the detail of the policy.
20.0 HOSPITALITY PROVIDED BY THE UNIVERSITY POLICY

20.1 The Griffith Health Board (Faculty) noted the recently approved policy titled *Hospitality Provided by the University* which sets out the circumstances under which hospitality expenditure may be incurred and the guidelines to be followed by staff when arranging or approving hospitality expenditure.

20.2 Members were asked to encourage staff to familiarise themselves with this policy which can be accessed at the following web site:


21.0 CAREER SMARTER INFORMATION SESSIONS

21.1 Members were referred to email communication from Professor John Dewar, Deputy Vice Chancellor, Teaching and Learning, 4 October, inviting all staff to attend an information session to introduce the new on-line program, Career Smarter. The program has been developed at Griffith and contains content and interactive features designed to engage students with career development and job searching from the commencement of their programs.

21.2 Session details are –

- Mount Gravatt – Monday 17 October, 10.30am-11.30am, M23 Auditorium
- Gold Coast – Tuesday 18 October, 4.00pm-5.00pm, G17 Theatre 4
- Logan – Wednesday 19 October, 2.30pm-3.30pm, L06 Auditorium
- Nathan – Thursday 20 October, 2.30pm-3.30pm, N18 Theatre 1
- South Bank – Friday 21 October, 2.30pm-3.30pm, S05-2.04, Lecture Theatre

21.3 Heads of Schools were asked to promote the session within their School.

22.0 ELECTIVE CHOICES WEBSITE

22.1 Members were advised that the development of the Elective Choices website is nearing completion and will ‘go live’ prior to the commencement of semester 1 2006 enrolment.

22.2 Staff were invited to preview the site and provide any feedback to the Project Officer, Ms Susan Allen, by email to: s.allen@griffith.edu.au. To view the site please go to

http://www1.griffith.edu.au/ua/aa/pccat/ccat/electives/

23.0 CHAIR’S REPORT

23.1 The Dean, Griffith Health, advised as follows:

23.1.1 Acting Dean of Health: Professor Creedy thanked Dr Elizabeth Patterson for fulfilling the responsibilities of Dean during her recent absence.

23.1.2 Academic Services Officer: Upon her return from leave Ms Lorraine Lauriston will take up the position of Executive Officer to the Dean, Teaching and Learning in the Science and Technology Group. Professor Creedy expressed her appreciation for Lorraine’s contribution to the work of the Health Group. Ms Michele Britton has been appointed to the position of Academic Services Officer for the Health Group until June 2006.

23.1.3 Master of Public Health: The Commonwealth Department of Health and Ageing (CDHA) has advised that the PHERP program will be renewed at the same level of funding for 5 years. Professor Stephanie Short and Dr Roger Hughes have
subsequently met with QUT and UQ to discuss the Queensland Centre for Public Health. Innovations funding will give priority to:
1. indigenous health
2. biosecurity and emergency preparedness
3. physical activity and nutrition

23.1.4 Accreditation: The Master of Nutrition & Dietetics Program (PBH) has received full accreditation for the next 5 years, with numerous commendations and recommendations. The Dean will forward copies of the letter from the President of DAA. A key theme of the accreditation panel's commendations was the innovative and "can do" approach at Griffith. Congratulations to Ben Desbrow and Dr Roger Hughes.

The Bachelor of Nursing (Cornerstone) has received 3 years accreditation from the Singapore Nurses Registration Board. The Bachelor of Nursing has received 5 years accreditation from the Queensland Nursing Council. Congratulations to the SON&M and especially Drs Patricia Johnson and Marion Mitchell for their excellent work in preparing these programs for accreditation.

Congratulations also to Professor De Leo. The Australian Institute for Suicide Research and Prevention was recently designated as a WHO Collaborating centre for Research and training in Suicide Prevention.

23.1.5 Teaching Fellowship: Congratulations to Dr Debra Bath who was awarded a GU Teaching Fellowship for her project "First-year learning environment".

23.1.6 Griffith Innovation Challenge: 57 applications for the business plan competition were received and the Organising Committee accepted 37. This is more than even the most optimistic forecasters were predicting! The primary reason for rejection was that the project was not a new concept or innovation. Within Health, six applications were accepted and two rejected. The outcomes should be known soon. Thank you to those staff who encouraged and worked with student groups to prepare a submission.

23.1.7 Research: The Research Centre for Clinical Practice Innovation is currently hosting two international visitors:
1. Dr Denise Polit, Sir Allan Sewell visiting fellow; 22 September to 3 November.
2. Dr Gerry Richardson, health economist from the University of York; 20 Sept to 15 December.

23.1.8 Research Publication Survey database: The research Administration Database, that stores the Research Publication Survey data, is currently being redeveloped to take advantage of features available in PeopleSoft Version 8 and to incorporate additional functionality. While the redevelopment is being undertaken, 'My Publications' will only be available to display records for previous years and staff will not be able to enter publications for the 2005 year. It is expected that the redeveloped system will be available in mid to late October.

The new system will incorporate the following key changes:
- New fields relating to International Linkages to facilitate reporting of KPIs contained in the Universities Strategic Plan;
- Incorporation of email functionality to email researchers when changes are made to publications (ie. downgraded from a DEST category publication to a non DEST category) or when additional verification is required;
- Entry of past years’ publications. At present only publications relating to the current collection period can be entered. Should any publications be
missed, or academics commence at Griffith, there is no capacity to enter historical publications;
- The introduction of additional publication types to indicate that an item wasn’t included in the IGS but that it really was a DEST category publication;
- Providing researchers with the capability to indicate their top 5 or 10 publications.

The Research Administration Systems Team welcomes input. If staff have any suggestions for improving the process of inputting research data or would be interested in participating in usability tests for the new system, please advise Kylie Poulton. (k.poulton@griffith.edu.au).

23.1.9 GURIP: The 2006 round of the Griffith University Research Infrastructure Program (GURIP) is now open and applications are invited. The closing date for applications is Monday, 31 October 2005 with the Office for Research.

23.1.10 Community Partnership Projects: Applications for the 2006 Community Partnership Project funds are now being invited. Applications are sought for projects that enhance the University's engagement with the communities it serves, and builds community understanding of the University's capacity to contribute. Griffith staff can apply for up to $20,000 for projects which are to be completed by 31 December 2006.

The closing date for applications is 21 October 2005. Applications must be submitted by email to Cathy Wallace. In addition, a hard copy must be either faxed to (07) 338 21441 or sent to Mrs Cathy Wallace, Office for Community Partnerships, LO3_3.15, Logan Campus.

23.1.11 Internationalization: Professor Creedy recently participated in a Deans’ delegation to Canada and Europe. The trip was important in building linkages with Canadian Colleges, reviewing credit articulation arrangements, and investigating MOU possibilities including staff and student exchanges and research collaborations. As a follow-up to this tour Mr Knut Berghnut, Director of International Affairs, Malmo University, Sweden, is visiting Griffith University this week.

24.0 DEAN, LEARNING & TEACHING (HEALTH) GROUP REPORT

24.1 The Dean, Learning & Teaching (Health) was absent from the meeting, and there was no report.

25.0 HEALTH GROUP RESEARCH COMMITTEE REPORT

25.1 The Chairperson, Health Group Research Committee was absent from the meeting and provided a written report on items discussed at the meeting held on 12 October, as follows:

25.1.1 Griffith Institute of Health and Medical Research (GIHMR) Workshop: The GIHMR Workshop was held at the Logan Campus on Wednesday 28 September 2005 from 1:00 to 5:00pm and was extremely well attended.

The Workshop had much lively discussion regarding the Griffith Institute of Health and Medical Research Vision and Mission Statement. Several changes to the Vision and Mission Statement were proposed at the workshop as well as some changes to the Themes presented. These are still to be integrated into a revised GIHMR plan. A draft document prepared by Mr Peter Westwood was
circulated to the Committee members. This document outlines the ‘Healthy Communities’ concept and highlights some of the themes suggested at the GIHMR Workshop.

25.1.2 Research Quality Framework: Comments submitted by staff regarding the Journal Ranking exercise have been passed on to Professor Allan Cripps to present to the DVC(R). Professor Cripps thanked all staff involved in this exercise and is very pleased with the outcome.

Staff have been asked to submit further comments regarding the ranking of journals into discipline-specific tiers. Each School and Centre has been asked to rank the journals in tiers 1, 2 and 3 and to decide the impact factor cut-off within their discipline. These comments will also be passed on to Professor Cripps to present to the DVC (R).

25.1.3 Australian Institute for Suicide Research and Prevention (AISRAP) – WHO Collaborating Centre: Professor Diego De Leo announced that the AISRAP has been appointed as a World Health Organisation (WHO) Collaborating Centre for Research and Training on Suicide Prevention. This will be the second of only two collaborating centres in the world. An inaugural ceremony will be organised by the end of January/beginning of February 2006 in order to launch a new study on 24 countries in the WHO Western Pacific Region.

The Committee extended their congratulations to Professor Diego De Deo for this excellent achievement.

25.1.4 Qld Health and Medical Research Conference: Griffith Health is sponsoring the ‘Queensland’s New Inventors’ segment of the QLD Health 5th Annual Health and Medical Research Conference to be held on 3 and 4 November 2005 in Brisbane. Staff have been offered a total of 12 registrations for the two-day conference. Each staff member will provide attendance at the Griffith Health trade booth at some stage over the two days to promote Griffith Health Research, develop contacts, and nurture relationships.

25.1.5 NHMRC Grants: The Committee extended their congratulations to Professor Lyn Griffiths and Professor Alan Mackay-Sim who both received an NHMRC Project Grant. Professor Lyn Griffiths will receive funding for her Norfolk Island Project and Professor Alan Mackay-Sim for his work in Adult Stem Cell Therapy for Parkinson’s Disease.

26.0 GRIFFITH HEALTH INTERNATIONALISATION COMMITTEE REPORT

26.1 There was no report.

27.0 HEALTH GROUP COORDINATOR ADMINISTRATIVE REPORT

27.1 Ms Carmel Johnson tabled a comprehensive report, which is attached.

28.0 INFORMATION SERVICES REPORT

28.1 Ms Veronica Dawson reported as follows on items of interest to the Board.

28.1.1 INS Review: The external review panel visited Griffith during the week 10-14th October and gave a brief verbal report of their commendations and recommendations on Friday 14th. The panel gave a very positive report for the Division.
28.1.2 Digital Theses: Australian Digital Theses (ADT) Program Expansion and Redevelopment Project. This project is managed by UNSW and a number of other universities including Griffith, Adelaide, Melbourne, Swinburne, South Australia, and Western Sydney, are participating in the project.

The project is:
- Testing a newly customised Digital Commons software provided by ProQuest for the deposit of digitised theses into a trial repository hosted by ProQuest.
- The goal is to give Australian research wider exposure worldwide.

64 Griffith pre 2003 theses have digitised and the oldest so far was dated 1988. Another 90 Griffith authors have accepted the invitation to have their theses digitised and be involved in the project.

These theses, digitised as part of the trial, will also be uploaded to the regular ADT website. Presently all of Griffith’s doctoral and research Masters graduands are required to deposit a digital copy of their thesis in order to graduate and these are included on the ADT program website.

28.1.3 Nursing & Business Dissertations from ProQuest: 10,700 Nursing and 11,300 Business dissertations are available in full text from ProQuest. These are now listed in the library catalogue.

29.0 STUDENT SERVICES PRESENTATION

29.1 Ms Joanna Peters, Director, Student Services attended the meeting to make presentations as follows:

29.1.1 Report on Orientation 2005 at Faculty level
Ms Peters provided feedback regarding the Faculty’s 2005 Orientation activities, and highlighted strategies being adopted across the University to improve Orientation in 2006. The 2005 Orientation Survey Report (Internal Distribution Only), prepared by the Orientation and Engagement Committee, and a summarising PowerPoint presentation were tabled at the meeting.

29.1.2 Support from Student Services in Achieving Strategic Plan Performance Outcomes
Ms Peters provided a brief overview of current and new services and programs offered by Student Services, which can assist Faculties to achieve targets under ‘Learning’ in the Griffith Strategic Plan. A PowerPoint presentation was tabled at the meeting.

30.0 PROGRAM MATRIX

30.1 The Griffith Health Board (Faculty) noted the Program Matrix which outlines the progress of proposed new programs within the Group.
31.0 **NEXT MEETING**

31.1 The next meeting of the Griffith Health Board (Faculty) will be held on Wednesday, 16 November, 2.30pm, Boardroom, G18_3.02, Gold Coast Campus.

Confirmed: ...................................................

(Chair)

Date: ..................................................

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- Administrative Officers – Griffith Health Group
- School Secretary – Griffith Heath Group

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