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Significant Committee Events

- This meeting of the Griffith Health Board (Faculty) will be held on Wednesday 21 September 2005, 2.30pm, Boardroom, G18_3.02, Gold Coast Campus.
- The Board will next meet on Wednesday 19 October 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](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.
## DISTRIBUTION LIST

### GRIFFITH HEALTH BOARD (FACULTY) MEETING

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<td><em>ex officio</em> (Chair)</td>
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<td>Dean of Health</td>
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<tr>
<td>Professor Allan Cripps</td>
<td><em>ex officio</em></td>
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<td>Pro-Vice Chancellor (Health)</td>
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<td>Professor Max Standage</td>
<td><em>ex officio</em></td>
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<td>Pro-Vice Chancellor (Science &amp; Technology)</td>
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<td>Professor Stephanie Short</td>
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<td>Dean, Learning &amp; Teaching (Health) and Head of School, School of Public Health</td>
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<td>Professor Gillian Bushell</td>
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<td>Portfolio Dean, Research, Commercialisation &amp; Intellectual Property</td>
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<td>Mr David Edwards</td>
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<td>Portfolio Dean, Teaching &amp; Learning (Science &amp; Technology)</td>
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<td>Professor Judith Searle</td>
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<td>Dean and Head, Griffith Medical School</td>
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<td>Professor Newell Johnson</td>
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<td>Dean and Head, School of Dentistry &amp; Oral Health</td>
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<td>Dr Elizabeth Patterson</td>
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<td>Dean and Head, School of Nursing and Midwifery</td>
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<td>Dr Helen Massa</td>
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<td>Dr Jayne Clapton</td>
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<td>Professor Lyn Griffiths</td>
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<td>Professor Nerida Smith</td>
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<td>Dr Lewis Adams</td>
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<td>Associate Professor Peter Creed</td>
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**Information Copies** (without attachments unless stated)

- Deputy Heads of School
- Administrative Officers – Griffith Health Group
- School Secretary – Griffith Health Group

**Other Copies**

- Corporate Archives & Records Management copy (attachments)
- Binding copy (attachments)
- Spare copy
GRiffith Health Board (Faculty) Agenda 7/2005
Wednesday 21 September 2005

GRiffith University

Griffith Health Board (Faculty) Meeting

A meeting of the Griffith Health Board will be held at 2.30pm Wednesday 21 September 2005, Boardroom, G18_3.02, Gold Coast Campus.

Ms Lorraine Lauriston
Secretary

AGENDA

1.0 APOLOGIES

Apologies may be recorded by contacting the Secretary, x28557, or by emailing l.lauriston@griffith.edu.au. Apologies have been received from Professor Debra Creedy, Professor Allan Cripps, Professor Gillian Bushell, Dr Roger Hughes.

Professor Stephanie Short will chair the meeting in the absence of the Dean, Professor Debra Creedy.

2.0 CONFIRMATION OF MINUTES

Minutes of 6/2005 meeting have been circulated. To be taken as read and confirmed.

3.0 CHAIR’S REPORT

Professor Stephanie Short will present the Dean’s report.

4.0 DEAN, LEARNING & TEACHING (HEALTH) GROUP REPORT

The Dean, Learning & Teaching (Health) Committee to report on Faculty Board items.

5.0 HEALTH GROUP RESEARCH COMMITTEE REPORT

The Chairperson, Health Group Research Committee to report on Faculty Board items.

6.0 GRIFFITH HEALTH INTERNATIONALISATION COMMITTEE REPORT

The Chairperson, Griffith Health Internationalisation Committee to report on Faculty Board items.

7.0 HEALTH GROUP COORDINATOR ADMINISTRATIVE REPORT

Ms Carmel Johnson to report on items of interest to the Board.

8.0 INFORMATION SERVICES REPORT

Ms Veronica Dawson to 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

9.0 DISCUSSION PAPER – TOWARDS AN INTEGRATED STRATEGY FOR ACCESS, ENABLING, PREPARATION AND BRIDGING PROGRAMS (2005/0037545)

9.1 During 2005 the Deputy Vice Chancellor (Teaching and Learning) and the Academic Registrar have been conducting a project reviewing the University’s current activities in the area of preparatory, enabling, access and bridging programs. This project culminated in a workshop held on May 6 2005, which was attended by many of the staff who are involved in these activities.

9.2 The outcome of the project to date is a discussion paper and report, Towards an Integrated Strategy for Access, Enabling, Preparation and Bridging Programs. This document presents the finding of the project and the workshop, summaries the pertinent environmental factors and discusses the issues coming out of the project affecting the University’s success in this area.

9.3 The document has been considered by Executive Group and the July meeting of the Academic Committee. The Deputy Vice Chancellor (Teaching and Learning) has invited the staff who are currently involved in these activities and the staff who attended the workshop to contribute to the discussion of the document and its recommendations. The Deputy Vice Chancellor (Teaching and Learning) also wishes to hear the view of the Schools and Faculties on the recommendations and discussions points, and for this purpose, has asked that Faculty Boards consider the document.

9.4 The document puts forward 13 recommendations and 8 discussion points, which have been considered by the Learning and Teaching (Health) Committee, as follows:

9.4.1 Summary of recommendation –

Recommendation 1: The University is asked to endorse the concept of a scheme to profile and coordinate activities which provide pathways and preparation programs aimed at improving undergraduate student recruitment.

Recommendation 2: That in order to achieve some short term actions, a project officer be appointed in the Academic Registrar’s area with a specific brief of:
raising the profile of the various pathways and supports which assist persons to gain entry to undergraduate programs, particularly those pathways and supports which apply to non-traditional (non-school leaver) entrants.

Recommendation 3: That in order to achieve the objective of increasing the quantity and diversity of demand for undergraduate study, External Relations, in conjunction with other stakeholders, develop a marketing strategy for the university’s portfolio of access, preparation and bridging programs.

Recommendation 4: That the University develop a strategic framework for its interaction with secondary schools which positions it to respond to the opportunities presented by the new QCE.

Recommendation 5: That within this strategic framework, the University retain and, where appropriate expand the GUESTS program, with improvements as recommended in the GUESTS review.

Recommendation 6: That, in line with the latest consideration of strategies towards the University’s student equity objectives, a special admission scheme aimed at disadvantaged students be developed and introduced in time for the 2006 admission period.

Recommendation 7: That the Logan Tertiary Access Program and other TAFE Pathways, including OP bonuses, dual offer programs and articulation, be
given a higher profile in UG admission strategy, including through the proposed Griffith PLUS scheme.

Recommendation 8: That the revised set of Maths and Science bridging programs, coming from the Science & Technology Task Force, be promoted more broadly via Griffith PLUS and in the University’s student recruitment publications.

Recommendation 9: That the Office for Commercialisation be asked to investigate the central organisation and management of the S&T Bridging programs via a service level agreement with the relevant Schools.

Recommendation 10: That the revised set of Maths and Science bridging programs be offered across campuses with a consistent fee structure and a coordinated timetable of offering.

Recommendation 11: That Learning Services, in partnership with the Office for Commercialisation, continue to offer appropriate study skills programs on a fee basis to commencing students prior to the beginning of semester, seeking to increase the number of students who avail themselves of this program.

Recommendation 12: That the Science and Technology Group consider a special Science First Year offering at the Logan Campus, as described in section 3.8.

Recommendation 13: That the PVC (Equity and Community Partnerships) be requested to provide fee waiver scholarships to support students from disadvantaged backgrounds to access preparation, bridging and study skills programs.

Discussion points regarding a scheme to profile and coordinate activities which provide pathways and preparation programs aimed at improving undergraduate student recruitment were noted as –

Discussion Point 1: Is the set of activities listed as coming within the scope of this scheme appropriate?

Discussion Point 2: Should the label “Griffith PLUS” be applied to this activity?

Discussion Point 3: Should a “minimalist” or “maximalist” approach be adopted to support such activity? The minimalist approach involves boosting the activity in the Undergraduate Admissions Section and giving them a mandate to pursue the Griffith PLUS objectives. The maximalist approach involves creating an element for this purpose. Should the approach be to amalgamate all recruitment and admission areas into a single “Office of Prospective Students”?

Discussion Point 4: Should the Office for Commercialisation continue to promote and manage non-award education programs? If so, how can the issue of the name of the Office be addressed? Should the admission decisions be shifted from the Office for Commercialisation to the Undergraduate Admissions Section?

Discussion Point 5: Should the Office for Commercialisation be given a brief to expand its activities in Preparation Programs and Bridging programs (see section 3.6)?

Discussion Point 6: Should the University investigate the possibility of developing one or several preparation programs on the model of the Continuing Education Certificate, namely 40 CP of first year courses taken over two semesters, run on a fee paying basis, with study skills and academic preparation support included? Should such an investigation be undertaken by the Office for Commercialisation?.

Discussion Point 7: Are there opportunities for other short bridging programs to enhance the preparedness of students admitted to degrees in other areas?

Discussion Point 8: Should the university seek to expand its community service programs in mathematics as an activity to raise the university's profile with potential students and also to raise some revenue? If so, could such activities benefit from the involvement of the Office for Commercialisation?
9.5 The Learning and Teaching (Health) Committee was requested to prepare a Faculty response for consideration by the Griffith Health Board (Faculty). The report will be tabled at the meeting.

Recommendation

9.6 The Griffith Health Board (Faculty), on the recommendation of the Dean, Learning and Teaching (Health), is asked to consider and recommend the Griffith Health Faculty response, for forwarding to the Academic Registrar by 30 September 2005.

For consideration

10.0 GRIFFITH HEALTH STRATEGIC PAPER 2 – RESEARCH 2006-2010

10.1 The draft Griffith Health Strategic Paper 2 – Research 2006-2010 is the second in a series of planning papers developed to guide the future strategic directions of the Group. The paper was distributed with the Griffith Health Board (Strategic) 7/2005 Agenda and held over for consideration by the 7/2005 Griffith Health Board (Faculty).

10.2 The paper focuses on the development of the Group’s research activities over the next 5 years and will form the basis of the Group’s research submission for the Operational Plan which will be finalised by the end of October.

10.3 The paper identifies a number of topics with specific targets aimed to grow the Group’s research outputs, establish itself as one of the University’s research-intensive units and become a national and international leader in research.

Recommendation

10.4 The Griffith Health Board (Faculty) is asked to consider the paper and report feedback following the meeting to the Pro Vice Chancellor (Health) to enable the paper to be finalised for input into the Operational Plan.

For consideration

11.0 COURSE OUTLINE PROJECT

11.1 Heads of Schools were asked to consult with staff for interest in nominating as the academic representative to the Change Management Group to replace Dr Chris Purcell. To date no names have been put forward and Heads of Schools are asked to canvas staff within their School as a priority.

11.2 The Board has been advised of Course Outline system and template introductory sessions for Course Convenors to be held at each campus in the week beginning 19 September and repeated in the weeks beginning 10 October and 6 January. The sessions are designed to assist staff with the 2006 changeover. Schools are requested to promote the attendance of all convenors to these sessions and note the September dates as –

- Gold Coast: Monday 19 September
- Logan: Tuesday 20 September
- Mt Gravatt: Wednesday 21 September
- Nathan: Thursday 22 September
- South Bank: Friday 23 September
11.3 The Change Manager, Ms Liz O’Brien, has advised that Group specific training can be arranged with GIHE if Schools wish to avail themselves to this and should discuss their needs with Ms O’Brien.

11.3 Members discussed the delegation of authority to a Deputy Head of School (DHOS) to approve new course outlines and major changes to existing outlines at the 6/2005 Faculty Board meeting and it was noted subsequent to the meeting that the Teaching and Learning Committee 3/2005 meeting resolved that such approval must remain at the School Committee level with executive approval by the Head of School.

11.4 Concerns were raised with the Change Manager of the Project and it was suggested that a minimum number of cases would require Head of School (HOS) approval. The Board may consider the following suggestions to manage the process -

- DHOS be given View Access to all School outlines – no direct action can be taken on the system and the DHOS would need to communicate with the School Administrative Officer (SAO) to note comment;
- DHOS be given SAO access – comments could be made to Convenors; outlines published; notation to HOS that outline had been considered and is recommended for final approval by HOS. DHOS would receive all notifications that would be forwarded to SAO on daily activity;
- Present a case to the Learning and Teaching Committee for delegation of HOS authority to DHOS.

11.5 It is suggested that the Faculty may wish to work through a semester of operation to assess the impact of the process before requesting delegation of authority.

Recommendation

11.5 The Griffith Health Board (Faculty) is asked to consider and recommend the management of the Course Approval process for semester 1 2006.

For consideration

12.0 FIRST YEAR ADVISORS REPORTS

12.1 The Student Orientation and Engagement Committee has requested First Year Advisors complete a Semester 1 2005 Program Feedback form that has been designed to provide useful information for future planning at the School, Faculty and Group level on the induction of commencing students.

12.2 The Dean, Learning & Teaching (Health) has considered the feedback provided by First Year Advisors within the Health Group and a summary of responses to be forwarded to the Student Orientation and Engagement Committee will be tabled for the Board’s consideration.

12.3 The Board is advised that the role of the First Year Advisor statement was considered and approved at Academic Committee 4/2005 and will be published to the Policy Library and to the Learning and Teaching Web site.

Recommendation

12.4 The Griffith Health Board (Faculty) is asked to consider and recommend that the reports and Faculty response are forwarded to the Student Orientation and Engagement Committee for consideration.

For consideration
13.0 FIRST YEAR ADVISORS – 2006 (2005/0037544)

13.1 The Board is asked to consider the 2006 First Year Advisors nominated by Heads of Schools for their respective undergraduate programs. It is noted that some Schools will need to confirm advisors when staffing arrangements have been finalised.

Recommendation

13.2 The Griffith Health Board (Faculty) is asked to recommend the appointment of 2006 First Year Advisors as nominated by Heads of Schools for noting on the Program Catalogue.

For consideration

14.0 ACADEMIC STAFF RECRUITMENT INITIATIVE

14.1 Professor Stephanie Short will brief the Board on an equity initiative through the Office for Community Partnerships to increase Indigenous academic positions.

14.2 The initiative will allow for 3 post-graduate Indigenous Australian students to be identified and supported through PhD studies while gaining academic experience in a host School.

14.3 The Office for Community Partnerships will provide matching funding to Schools to support an Associate Lecturer A.1 for 5 years. The criteria to be addressed is noted as-

- Honours/post graduate student identified (preferably Griffith student, but may come from another University)
- School already has a number of Indigenous Australian students enrolled and demonstrating success (sustainability)
- School and Faculty Business and Research plans show existing and predicted growth in student numbers and research output (sustainability)
- School environment is demonstrably inclusive
- Head of School/Deputy Head of School must take on mentoring role
- 50% of salary provided to element on condition that continuing position is guaranteed at completion of PhD – business plan must demonstrate staffing strategy
- Workload allocation plans for intern must allow appropriate time for research (25% teaching, which will include time allowed to pastoral care roles – equate to no more than one course with lectures and tutorials, and student numbers must not be too large); 75% research
- GIHE position (and Indigenous Australian academic) should be providing expertise to interns and associated School staff on Indigenous teaching and learning content and pedagogy.

14.4 It is proposed that the position will be Associate Lecture Level A with annual increments; a renewable annual contract dependant on performance; performance review based on PhD progress and peer review of teaching. Upon completion of PhD an appointment of a continuing position with no probation period will be offered.

Recommendation

14.5 The Griffith Health Board (Faculty) to consider the intern initiative and to discuss how the Group may take advantage of this opportunity.

For consideration
15.0 POSTGRADUATE PROGRAM PLANNING AND APPROVAL PROCESS

15.1 The DVC (Teaching & Learning) and Dean, Graduate Studies have requested an amendment to the process for coordinating and reviewing proposed postgraduate program offerings that will be fashioned on the current process and timeline for managing undergraduate programs.

15.2 The Academic Registrar’s office coordinates the collection of all proposals for new or modified undergraduate programs in October/November, 14-15 months ahead of the relevant admission period. The suite of programs are considered en masse and approved by the Vice Chancellor’s Executive Group. This allows approved initiatives to be incorporated in relevant recruitment materials.

15.3 The Office of Graduate Studies has advised that details for the process and timeline for the review of postgraduate offerings will be communicated in October.

Recommendation

15.4 The Griffith Health Board (Faculty) is asked to consider new programs and modified programs for offering in 2007 for advice to the Learning and Teaching (Health) Committee for further consideration.

For consideration

16.0 MSC NEW PROGRAM SUBMISSION 2005/0037542
MASTER OF SCIENCE IN MEDICAL RESEARCH (5433)

16.1 The Griffith Health Board (Faculty), on the recommendation of the School of Medical Science, is asked to consider New Program submission proposing to establish 5433 Master of Science in Medical Research, as described in submission 2005/0037542, for introduction from semester 1 2006.

16.2 The Master of Science in Medical Research will provide graduates with high level research and problem-solving skills in medical science. The program will allow students graduating from the Medical Science programs within Griffith Health and from other relevant Health and Biological Science degree programs to undertake research at an advanced level in a variety of medical science disciplines.

16.3 The program consists of 30CP of coursework involving research methods and evaluation and presentation of research. The 50CP Research Thesis will require students to execute a research project and report results and conclusions from their studies in seminar and thesis format. It is noted that courses will be adapted from 2056 Bachelor of Biomedical Science with Honours and 2018 Bachelor of Health Science with Honours programs and will be coded at a Masters level with amended content.

16.4 To be eligible for the award of the Master of Science in Medical Research (MSc), a student must acquire 80CP as prescribed below:

- gain 30CP of prescribed coursework;
- gain 50CP for the dissertation/thesis component; and
- the grade of Pass Conceded (PC) will not be allowed in this program.

16.5 Applicants to the Master of Science in Medical Research must hold a Bachelors degree in an appropriate Medical Science program within Griffith Health or a relevant Health
and Biological Science degree from another university or institution which is of equivalent standard.

16.6 The English language requirements for admission of international students are according to the standard requirements for all postgraduate programs for 2006, that is:

- A minimum score of 575 on TOEFL (Test of English as a Foreign Language); or
- A computerised TOEFL score of 237;
- A minimum overall band score of 6.5 on IELTS (International English Language Testing System) with no sub-score of less than 6.0; or
- No score less than 3+ in each skill of the ISLPR (International Second Language Proficiency Rating).

English test results must be no more than two years old.

**Recommendation**

16.7 The Griffith Health Board (Faculty), on the recommendation of the School of Medical Science, is asked to recommend to the Programs Committee the establishment of the Master of Science in Medical Science (5433), as described in 2005/0037542, for introduction in semester 1 2006.

**For consideration**

17.0 **NRS MINOR CHANGE SUBMISSION 2005/0037540**

**BACHELOR OF NURSING (1161)**

17.1 The Griffith Health Board (Faculty) is asked to consider the Minor Change Submission to Bachelor of Nursing (1161), as outlined in document 2005/0037540, from semester 1 2006.

17.2 The School of Nursing and Midwifery is proposing to withdraw 7945NRS Critiquing an Issue in Aged Care offered in the Aged Care Strand as a consequent of the refocus of content in core course 3978NRS Adapting to Health Changes in the Older Adult. It is noted that the Aged Care strand will comprise 30CP of specified study.

**Recommendation**

17.3 The Griffith Health Board (Faculty), on the recommendation of the School of Nursing & Midwifery, is asked to recommend the change to program structure to the Bachelor of Nursing (1161), as described in 2005/0037540, for introduction in semester 1 2006.

**For consideration**

**SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION**

18.0 **NRS WITHDRAWAL OF PROGRAM 2005/0037538**

**CONTINUING EDUCATION CERTIFICATE IN HEALTH CARE (9272)**

18.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving the Withdrawal of a Program submission to withdraw Continuing Education Certificate in Health Care (9272), as outlined in document 2005/0037538, from semester 1 2006.

18.2 The submission to offer a Continuing Education Certificate in Aged Care, approved Griffith Health Board (Faculty) 6/2005, noted that this certificate would replace
Continuing Education Certificate in Health Care (9272) offered from the Nathan campus.

For ratification

19.0 NRS SPECIAL PURPOSE SUBMISSION 2005/0037536
BACHELOR OF NURSING (1161, 162, 1165)

19.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Special Purpose Submission to Bachelor of Nursing (1161, 1162, 1165), as outlined in document 2005/0037536, from semester 1 2006.

19.2 The School of Nursing and Midwifery is proposing to not offer the Re-entry/Registration Strand within the Bachelor of Nursing programs in 2006 to enable the School to re-work the requirements of this strand.

19.3 Problems have arisen when students are expected to undertake off-camps clinical placements and also attend second year classes for a full teaching semester.

19.4 It is noted that the International Office has made a small number of offers for 2006 and any students taking up the offer will be managed on a case by case basis.

For ratification

20.0 NRS MINOR CHANGE SUBMISSION 2005/0037541
BACHELOR OF NURSING (1162)
BACHELOR OF NURSING (POST-REGISTRATION) (1164)

20.1 The Griffith Health Board (Faculty), on the recommendation of the School of Nursing and Midwifery, is asked to ratify Minor Change Submission to Bachelor of Nursing (1162) and Bachelor of Nursing (Post-Registration) (1164) as detailed in document 2005/0037541, from semester 1 2006.

20.2 It was agreed by the Pro Vice Chancellor (Health) (memorandum 18/1/2005) that as a result of the transfer of Dr Kim Forrester from the School of Nursing & Midwifery to the School of Medicine the teaching of 2972NRS Health Law & Ethics in Gold Coast programs would be managed by the School of Medicine. The change will also affect 1093 Bachelor of Health Science and 1094 Bachelor of Biomedical Science.

20.3 2972NRS Health Law & Ethics (Gold Coast offering) will be recoded to 2972MED Health Law & Ethics.

For ratification

21.0 NRS MINOR CHANGE SUBMISSION 2005/0037537
GRADUATE CERTIFICATE IN INFECTION CONTROL (3072)
MASTER OF ADVANCED PRACTICE (5424)
MASTER OF ADVANCED PRACTICE WITH HONOURS (5425)

21.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Minor Change Submission to Graduate Certificate in Infection Control (3072), Master of Advanced Practice (5424) (Infection Control strand) and Master of Advanced Practice with Honours (5425) (Infection Control strand), as outlined in document 2005/0037537, from semester 1 2006.
21.2 The School of Nursing & Midwifery is proposing to re-code courses, where necessary, in the Infection Control strand to reflect the level of performance required of the two groups of students undertaking courses.

21.3 The proposal also notes the change of course code acronym for HSC to MSC courses.

For ratification

22.0 PES SPECIAL PURPOSE SUBMISSION 2005/0037533
BACHELOR OF EXERCISE SCIENCE/BACHELOR OF EDUCATION (1173)

22.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Special Purpose Submission to Bachelor of Exercise Science/Bachelor of Education (1173) as outlined in document 2005/0037533, from semester 1 2006.

22.2 The School of Physiotherapy and Exercise Science, on the recommendation of the School of Education and Professional Studies, is proposing not to offer an intake into this combined degree in 2006 because of changes to teacher registration requirements. The School of Education and Professional Studies will offer a one year Graduate Diploma teaching qualification from 2006 and it is anticipated that graduates from Bachelor of Exercise Science (1171) program wishing to pursue a career in secondary teaching will be offered a place in the Graduate Diploma program.

For ratification

23.0 DOH SPECIAL PURPOSE SUBMISSION 2005/0037535
BACHELOR OF ORAL HEALTH IN DENTAL SCIENCE (1259)
BACHELOR OF ORAL HEALTH IN DENTAL TECHNOLOGY (1260)
BACHELOR OF ORAL HEALTH IN ORAL HEALTH THERAPY (1262)

23.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Special Purpose Submission to Bachelor of Oral Health in Dental Science (1259), Bachelor of Oral Health in Dental Technology (1260) and Bachelor of Oral Health in Oral Health Therapy (1262) as outlined in document 2005/0037535, from semester 1 2006.

23.2 The School of Dentistry and Oral Health is proposing to offer each of the above programs to international students from 2006. The School has places and resources to take in 5 international students each year in each program.

23.3 It is noted that the fee structure has been modelled through a process that mirrors the established fee-paying domestic structure and have been set at a course level using three categories -
   General health science course
   Shared oral health or non-dentistry course
   Dentistry-specific course.

23.4 It is further noted that the English Language Entry Requirements (ELER) will be the same as the approved ELER for the School of Medicine at –
   - A minimum score of 580 on TOEFL (Test of English as a Foreign Language); or
   - A computerized TOEFL score of 237
• A minimum overall band score of 7 on IELTS (International English Language Testing System) with no sub-score of less than 6.5; or
• No score less than 3+ in each skill of the ISLPR (International Second Language Proficiency Rating)
• English test results must be no more than two years old

For ratification

24.0 PHM MINOR CHANGE SUBMISSION 2005/0037534
BACHELOR OF PHARMACEUTICAL SCIENCE (1242)

24.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Minor Change Submission to Bachelor of Pharmaceutical Science (1242), as outlined in document 2005/0037534, from semester 1 2006.

24.2 The School of Pharmacy is proposing to swap the semester of offer of two core courses in the Pre-Pharmacy major study as follows:

3033PHM Quality Use of Medicines from Year 3 Semester 2 to Year 3 Semester 1
3034PHM Drug Information & Evaluation from Year 3 Semester 1 to Year 3 Semester 2.

24.3 The change will provide students with a more sound understanding of drugs and their effects before undertaking 3034PHM Drug Information & Evaluation.

24.4 Students commencing study in 2004 and 2005 will follow the amended structure and there will be no transitional arrangements necessary for earlier cohorts.

For ratification

25.0 7901NRS TEACHING FOR LEARNING IN CLINICAL SETTINGS 2005/0037547

25.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Learning & Teaching (Health) in approving Course Outline 7901NRS Teaching for Learning in Clinical Settings to be offered as an elective postgraduate course from semester 1 2006.

For ratification

26.0 PLANNED ARTICULATION ARRANGEMENT 2005/0037543
BACHELOR OF HUMAN SERVICES IN CHILD & FAMILY STUDIES (1095)

26.1 The Griffith Health Board (Faculty) is asked to ratify the executive action of the Dean, Griffith Health, in approving the Planned Articulation Arrangement Approval Schedule with the Southbank Institute of TAFE into the Bachelor of Human Services in Child & Family Studies (1095), as outlined in 2005/0037543, from semester 1 2006.

26.2 Students who successfully complete the first year of the Diploma of Children’s Service through the Southbank TAFE will be awarded 60CP of specified credit into the Bachelor of Human Services in Child & Family Studies (1095) program. Students will study concurrently in their second year of study at Griffith University and Southbank TAFE and upon the successful completion of specified GU courses and TAFE courses will be awarded the Diploma of Children’s Service.
26.3 Students will be required to complete a further three semesters of study to graduate with the Bachelor of Human Services in Child & Family Studies.

26.4 Direct admission into the program will be managed by the Student Administration.

26.5 It is noted that an articulation arrangement does not require a Memorandum of Understanding from the University. TAFE may wish to draft one for consideration.

26.6 The School will consider how to best manage communicating program progression with students who enter the program via this pathway.

For noting

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

27.0 CHANGE OF COURSE ELEMENT CODE

The Board is asked to note that courses managed by the School of Medical Science will change their element code from HSC to MSC from 2006 to reflect the change of School name.

For noting

28.0 WEB PROGRAM CATALOGUE 2005/0037539
BACHELOR OF NURSING (1161, 11162, 1165)

The Board is asked to note an amendment to the mid-year entry into the Bachelor of Nursing programs to restrict the intake of international students. Mid-year entry is offered on a part-time basis which convenes an international student visa requirement to study on a full-time basis.

For noting

29.0 CHANGE OF PROGRAM CONVENOR

The Board is asked to note the change of Program Convenor of Bachelor of Human Services in Child and Family Studies (1095) to Ms Kym MacFarlane.

For noting

30.0 LEARNING AND TEACHING UPDATE

30.1 The Griffith Health Board (Faculty) is advised of matters of importance that have been discussed at Academic Committee 4/2005 meeting for noting –

- Carrick Institute of Learning and Teaching in Higher Education – Strategic Directions

The document (2005/0035255) lists the five major funding priorities of the Institute for 2006-2008. These comprise:

1. A Grants Scheme – Priority Projects Program
   A Competitive Grants program
   A Leadership Capacity Building program

2. Discipline Based activities
3. A Resource Identification Network
4. The Carrick Fellowship Scheme
5. The Carrick Awards for Australian University Teaching

In respect of the above five funding priorities, Griffith University has revised its reward and recognition schemes for learning and teaching and processes in order to participate in a significantly enhanced Australian Awards for University Teaching scheme, now named the Carrick Awards for Australian University Teaching. The Educational Excellence Committee has been established to manage, amongst a range of initiatives, University participation in internal and external award schemes and will feed information and developments to the Learning and Teaching Committee.

- **Learning and Teaching Performance Fund**

  Griffith has successfully met the criteria for Stage I eligibility for the Department of Education Science and Training’s Learning and Teaching Performance Fund as a ‘competently managed learning institution’.

  Griffith, as an eligible institution for the Stage 2 application process, received the attached institutional statement of results from the DEST allocation model (2005/0035259) which weights the three areas of student satisfaction, outcomes and success, and was invited to submit a contextual statement of no more than five pages to provide a context for the data and introduce unaccounted for factors for individual institutional performance.

  Prior to preparation of the University’s contextual statement, the attached document was prepared: Learning and Teaching Performance Fund Rank (2005/0035260).

  Griffith’s contextual statement (2005/0025013) is attached which includes preliminary observations and identifies the following four factors for which DEST has not made adequate adjustment:

  i. The younger age of school leavers in Queensland entering university and transitioning into the workplace
  ii. Location in the broad regions outside ACT, NSW and Victoria
  iii. The proportion of student load in the creative arts
  iv. The multi-campus nature of the Institution and the dispersion of load among in-State campuses

- **Griffith Faculty Learning And Teaching Citation Process**

  The Faculty Learning and Teaching Citation Process has been developed in response to enhancements by the Commonwealth government to the Australian Awards for University Teaching (AAUT). The new Faculty citation process is both a mechanism for rewarding excellence in teaching and a means of increasing the pool of applications for the AAUT.

  Twenty-four Learning and Teaching Citations valued at $2,000 each will be awarded annually.
• Chairs of the Newly Established Learning and Teaching Committees
  - Learning and Teaching Committee – Professor John Dewar
  - Educational Excellence Committee – Professor Michelle Barker
  - Learning Environment Committee – Professor Paul Turnbull
  - Student Orientation and Engagement Committee – Dr Alf Lizzio

30.2 Documents referred to above can be obtained from the Secretary.

30.3 The Board is reminded that Learning and Teaching Citation applications should be forwarded to the Secretary, l.lauriston@griffith.edu.au, by 30 September and that Heads of Schools are asked to encourage staff to submit an application.

For noting

31.0 THE CSHE FIRST YEAR EXPERIENCE SURVEY

31.1 Academic Committee 4/2005 considered the report, *First Year Experience at Griffith University* (2005/0035257), prepared by the Centre for the Study of Higher Education (CSHE) at the University of Melbourne that presented findings from a survey of 372 first year students at Griffith. The University commissioned CSHE to conduct this survey as part of their national survey of students in first year to enable Griffith to compare its data with a national sample.

31.2 The 2004 CSHE national study of the first year experience was the third in a series conducted at five-year intervals. The three studies, spanning a decade, have assembled a unique database on the changing character of first year students’ attitudes, expectations, study patterns and overall experiences on campus. There have been substantial shifts in the Australian higher education system over the past decade, which have contributed to changes in the nature of the first year experience. They include:

• A policy environment which has established the conditions for greater competition between universities for undergraduate students, leading to intensified marketing activities by universities and greater student choice in courses and subjects, more flexibility in modes of delivery and more pressure on staff to be innovative in teaching and learning.
• The internationalisation of Australian higher education, with vigorous recruitment of international students from South-East Asia and beyond, greater student diversity, and consequent reflection and adjustment in approaches to teaching and learning, the curriculum and modes of delivery.
• Greater responsiveness to the needs of first year students during their transition to university and their first year on campus, in part as a result of the findings of the first CSHE study in 1994. The number and range of transition programs and support services designed principally or primarily for first year students appear to have risen dramatically. The quality of teaching overall has also been the subject of scrutiny and enhancement as part of the wider trend towards evaluation, accountability and quality assurance for all university activities.
• A dramatic change in the use of information and communication technologies in teaching and learning and other aspects of university activities. Australian universities are in various stages in the adoption of university-wide learning management systems that provide academic staff and students with new teaching and learning opportunities.
• Changing patterns of student finance and student debt which impact on the decision-making of prospective students. Once enrolled at university, many students now undertake significant amounts of part-time paid employment.
31.3 A summary of the conclusions and implications of the survey results can be found from page 48 onwards of the First Year Experience at Griffith University report.

31.4 The report will be tabled at the Faculty Board meeting and members are requested to consider ways in which they might respond to the findings that relate to areas over which they have control, to Professor Stephanie Short, Learning & Teaching (Health) Committee for consideration at the 6/2005 Learning & Teaching (Health) Committee, 5 October 2005. Responses should be forwarded to Professor Short by Monday 3 October.

For noting

32.0 COMMUNITY PARTNERSHIPS PROJECT

32.1 Members are asked to note and promote to their School that applications for the 2006 Community Partnership Project funds 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.

32.2 Applications should be submitted by 21 October 2006 by email to Cathy Wallace, c.Wallace@griffith.edu.au, with a hard copy to follow. Application guidelines and form can be downloaded from the Office for Community Partnerships web site, http://www3.Griffith.edu.au/01/ocp/

For noting

33.0 UNIVERSITY PRIVACY PLAN

The Board is asked to note the revised Privacy Plan that is available at the following website, http://www.griffith.edu.au/ua/aa/vc/pp/

Members are requested to encourage staff to familiarise themselves with the Privacy Policy.

For noting

34.0 WORK INTEGRATED LEARNING SYMPOSIUM

The Board is asked to note the invitation from the Deputy Vice Chancellor (Teaching & Learning) to academic and general staff to attend a Work Integrated Learning Symposium, Wednesday 2 November, Club 88, Webb Centre, QCA, South Bank. Heads of Schools are asked to promote the symposium within their Schools.

For noting

35.0 COURSE EVALUATION@GRIFFITH

The Board is asked to note that the Learning and Teaching Committee may request that all semester 2 2005 courses are evaluated in line with the semester 1 2005 requirement. It is expected that details will be forwarded to Schools in the near future.

For noting
36.0 PROGRAM MATRIX

Griffith Health Program Matrix outlines the progress of proposed new programs within the Group.

For noting

37.0 OTHER BUSINESS

38.0 NEXT MEETING

The next meeting of the Griffith Health Board (Faculty) will be held on Wednesday, 19 October, 2.30pm, Boardroom, G18_3.02, Gold Coast Campus.