A meeting of the Griffith Health Board will be held at 1.00 pm on Wednesday 17 September 2008 in Room 2.02, The Chancellery (G34) Gold Coast campus.

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33.0 NEXT MEETING
**Significant Committee Events**

- This meeting of the Griffith Health Board will be held at 1.00 pm on Wednesday 17 September 2008 in Room 2.02, The Chancellery (G34) Gold Coast campus.
- The next meeting of the Griffith Health Board will be held at 1.00 pm on Wednesday 22 October 2008 in Room 2.02, The Chancellery (G34), Gold Coast campus.

**Deadlines**

- Agenda items due with Secretary, Programs Committee for 9 October meeting by 18 September 2008.

**Committee QuickPlace Web Address**

- [https://qplace01.domino.griffith.edu.au/QuickPlace/sec-university-committees/Main.nsf/h_Toc/dc93ed94a6ce679b4a256d040002e3f0/?OpenDocument](https://qplace01.domino.griffith.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 56465 for advice or if experiencing difficulties.
# DISTRIBUTION LIST

## GRIFFITH HEALTH BOARD MEETING

### Board Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Nick Buys</td>
<td><em>ex officio</em> (Chair)</td>
</tr>
<tr>
<td>Dean (Academic)</td>
<td></td>
</tr>
<tr>
<td>Professor Allan Cripps</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Pro-Vice Chancellor (Health)</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Alf Lizzio</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Dean (Learning &amp; Teaching), Health</td>
<td></td>
</tr>
<tr>
<td>Professor Lyn Griffiths</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Dean (Research), Health</td>
<td></td>
</tr>
<tr>
<td>Professor Donald Stewart</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head of School, School of Public Health</td>
<td></td>
</tr>
<tr>
<td>Professor Judith Searle</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head and Dean, Griffith Medical School</td>
<td></td>
</tr>
<tr>
<td>Professor Newell Johnson</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head and Dean, School of Dentistry &amp; Oral Health</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Elizabeth Patterson</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head and Dean, School of Nursing and Midwifery</td>
<td></td>
</tr>
<tr>
<td>Dr Belinda Beck</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head of School, School of Anatomy</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Jayne Clapton</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head of School, School of Human Services</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Tony Perkins</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head of School, School of Medical Science</td>
<td></td>
</tr>
<tr>
<td>Professor Nerida Smith</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head of School, School of Pharmacy</td>
<td></td>
</tr>
<tr>
<td>Professor Peter Milburn</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head of School, School of Physiotherapy &amp; Exercise Science</td>
<td></td>
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<tr>
<td>Professor Kim Halford</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head of School, School of Psychology</td>
<td></td>
</tr>
<tr>
<td>Professor Claire Rickard</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Director, Research Centre for Clinical Practice Innovation</td>
<td></td>
</tr>
</tbody>
</table>

### Information Copies (without attachments unless stated)

- Deputy Heads of School
- Director, Learning and Teaching, Griffith Science & Technology
- Group Resource Manager (Health)
- School Administrative Officers – Griffith Health Group
- School Secretaries – Griffith Health Group

### Other Copies

- Corporate Archives & Records Management copy (attachments)
- Binding copy (attachments)
- Spare copy
GRiffith University
GRiffith Health Board Meeting

A meeting of the Griffith Health Board will be held at 1.00 pm on Wednesday 17 September in Room 2.02 the Chancellery (G34) Gold Coast campus.

Michele Britton
Secretary

AGENDA

1.0 APOLOGIES
Apologies may be recorded by contacting Michele Britton, Secretary, x56465, or by emailing m.britton@griffith.edu.au

2.0 CONFIRMATION OF MINUTES
The minutes of the 5/2008 meeting have been circulated. To be taken as read and confirmed.

3.0 PVC’S REPORT
The Pro Vice Chancellor (Health) will report on items of interest to the Board, including:
   o Areas of Strategic Importance
   o HEEF Bid
   o Consultancy Infrastructure Costs

4.0 CHAIR’S REPORT
The Dean (Academic) has tendered apologies for this meeting.

5.0 DEAN (LEARNING & TEACHING) REPORT
The Dean (Learning & Teaching) Health will report on items of interest to the Board

6.0 DEAN (RESEARCH) REPORT
The Dean (Research) Health) will report on items of interest to the Board

7.0 FINANCE AND BUSINESS SERVICES REPORT
The Group Resource Manager will report on items of interest to the Board

8.0 INFORMATION SERVICES REPORT
The Senior Librarian has tendered apologies for this meeting.

9.0 HEALTH & SAFETY REPORT
The Health & Safety Risk Adviser to report on items of interest to the Board.

10.0 PRESENTATION: AUSAID MARKETING OPPORTUNITIES
Ms Ingeborg Loon, Deputy Director, International Marketing and Mr Jack Johnston, Coordinator, International Marketing will present to the Board regarding AusAID marketing opportunities for Health.

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

11.0 GRIFFITH HEALTH BOARD

11.1 The Health Executive has agreed Strategic Board meetings will no longer be held separately to Faculty Board meetings. Matters formerly discussed at the Strategic Board meetings will now be incorporated into the Faculty Board agenda. Heads of Schools’ Reports will be due every second month (next report due October meeting). The Griffith Health Board (Faculty) meetings will be retitled ‘Griffith Health Board’ meetings. Changes to the agenda will take effect from the September 2008 meeting.

For discussion/noting

12.0 QUALITY ISSUES DISCUSSION

The Board is asked to consider the following quality issues:

12.1 Annual Program Monitoring

The University is in the process of introducing a new on-line program planning, development, approval and review system. The annual program monitoring process forms part of the new system. An Annual Program Review & Improvement Report template for use in the annual monitoring process is under development. It is anticipated the new on-line system will become operational in mid to late September 2008, and subsequently, reports on undergraduate programs, using 2007 data, will be required to be prepared and submitted.

The annual program monitoring process will also assess the extent of work integrated learning, internationalisation of the curriculum and blended learning strategy implementation. (This is a commitment the University made as part of the AUQA submission and the data is to be collected from this year). Eventually this data will also be included as part of the online annual program monitoring system, but it is likely to be collected separately to the online system in 2008.

Attached for the purpose of consultation and feedback is the draft tool designed to identify the degree to which the curriculum of a program incorporates WIL, internationalisation and blended learning. Feedback will be provided to the Pro Vice Chancellor (Learning & Student Outcomes).

For discussion/noting

12.2 SEC & SET DATA

The Pro Vice Chancellor (Learning & Student Outcomes) will shortly seek advice from Deans and Heads of School regarding how issues identified via SEC and SET will be addressed, particularly in relation to courses with poor ratings. The Griffith Health Board is asked to commence discussions as to how these issues might be consistently addressed across the Group.
13.0 ENHANCING ENGLISH COMPETENCY OF INTERNATIONAL STUDENTS

13.1 The Board is advised the Executive Group yesterday approved the attached paper ‘A Strategy for Enhancing English Competency of International Students at Griffith University.’ The aim of the strategy is to produce a system in which:

1. more students are well prepared in terms of English language skills prior to admission to the university and prior to commencing their studies;
2. those with English language problems at the point of entry receive immediate English language education; and
3. the University is able to demonstrate that those with initial English language weaknesses graduate with strong English language competency.

13.2 There are significant implications for program structures, with changes to be implemented in 2010. An initial summary of program changes has been prepared and is attached for consideration.

For discussion

14.0 2010 PROGRAM PROFILE PLAN – NEW PROGRAMS

14.1 The Board will recall proposals for new programs were discussed at the 5/2008 meeting. The Health Executive has had an initial meeting to discuss the Group’s program profile plan and to consider program concept proposals for new programs. The Health Executive requires additional information in relation to a number of the proposals and will re-convene on 9 October 2008 to reach final decisions regarding which proposals may be added to the Group’s program profile plan for 2010 for consideration by the University’s Executive Group and the Deputy Vice Chancellor (Academic) in mid October 2008.

14.2 The next steps in the 2010 program planning process are:

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>September</td>
<td>Schools to prepare and submit Requests for FLAS Resources Supporting Program Development for existing programs that require FLAS and for those new program proposals approved by the Health Executive that require FLAS.</td>
</tr>
<tr>
<td>Early October</td>
<td>Executive Group will consider the Group program profile plans, program concept proposals and requests for FLAS resources. The DVC (Academic) will subsequently make decisions regarding program concept proposals and FLAS requests.</td>
</tr>
<tr>
<td>Early October – Early November</td>
<td>Groups will be required to prepare initial program proposals for major changes and for new programs approved for further development by the DVC (A). FLAS staff will begin to scope FLAS requests for subsequent prioritisation.</td>
</tr>
<tr>
<td>Early November – late November</td>
<td>Group ASO undertakes consultation with service elements regarding resource and other implications of proposals</td>
</tr>
<tr>
<td>Late November</td>
<td>A meeting will be held between the DVC (A), Health Executive, External Relations, Admissions Manager, Academic Registrar and Group ASO to discuss the Group’s program profile plan.</td>
</tr>
<tr>
<td>Early December</td>
<td>The DVC (A) will determine approval for advertising and full program development for approved proposals for introduction in 2010.</td>
</tr>
</tbody>
</table>

For discussion

15.0 2008 FACULTY LEARNING & TEACHING CITATIONS
15.1 The Faculty Learning and Teaching Citation (FLATC) process has been designed to recognise and reward truly engaged teachers who are student-centred and respect students as active members of the Faculty’s learning community. All academic staff (including casual academic staff) are eligible to receive a FLATC. An application for a FLATC may be made by individual teachers or by teaching teams.

15.2 The Board may choose not to award a citation or may choose joint citation winners. In the latter case the available funds shall be shared. The Board may also choose to award a Dean's Certificate of Commendation to recognise teachers who are contributing to quality student learning.

15.3 The Dean (Learning and Teaching) Health formed a committee to assess the six applications received for the 2008 Faculty Learning & Teaching Citation round. The sub-committee members comprised:

   Associate Professor Alf Lizzio (Chair)
   Ms Janine Chipperfield, HLS
   Associate Professor Rod Barrett (PES)
   Associate Professor Keithia Wilson (PSY)

15.4 The Dean (Learning & Teaching) wishes to express his thanks to the members of the committee for their assistance in assessing the applications.

15.5 The applications and recommendations have been circulated to Board members in hard copy to preserve confidentiality of the applicants until after decisions are formally conveyed. The applications were ranked on the basis of how effectively the applicants have demonstrated the development of an approach that improves student learning.

15.6 The Griffith Health Board is asked to consider the applications, and recommendations of the working party. There are a maximum 5 citations available, each valued at $2,000. The funds are to be utilized for professional development as university teachers.

15.7 The Deputy Vice Chancellor (Academic) will announce the citation winners on Friday 31 October 2008. The decision of the Board in relation to citation applications will be conveyed by the Chair of the Griffith Health Board prior to the announcement by the Deputy Vice Chancellor (Academic).

For consideration

16.0 TECHNICAL SERVICES (HEALTH) 2009 BUDGET BID

16.1 The Manager, Technical Services has identified specific budget related pressure areas requiring consideration for 2009 and beyond, resulting in increased requests over the 2008 budget allocation. These are summarised in the table below and additional detail is provided in the attached copy email referred to the Group Pro Vice Chancellor (Health) by the Manager, Technical Services (Health) on 28 August 2008:
<table>
<thead>
<tr>
<th>Work area</th>
<th>Support detail</th>
<th>Casual Funding Request</th>
<th>Continuing position request</th>
<th>Other funding</th>
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</thead>
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<tr>
<td>GH1 Stores</td>
<td>request from DOH for continuing position supported</td>
<td></td>
<td></td>
<td>HEW4/5</td>
</tr>
<tr>
<td>GH1 Stores</td>
<td>potential SEET changes to store services</td>
<td></td>
<td>yet to be identified</td>
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<tr>
<td>NRS - all campuses</td>
<td>industry loadings for 3 x STO positions</td>
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<td>$15K total p.a</td>
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<tr>
<td>NRS - all campuses</td>
<td>increasing demands on staff</td>
<td>$15K (total)</td>
<td></td>
<td></td>
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<tr>
<td>NRS - Gold Coast</td>
<td>Accelerated program impacts</td>
<td>$5K</td>
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<tr>
<td>NRS - Nathan</td>
<td>wet lab support</td>
<td>$10,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MED</td>
<td>industry loading for SSO position</td>
<td></td>
<td>$5K p.a</td>
<td></td>
</tr>
<tr>
<td>PSY</td>
<td>industry loading for STO position</td>
<td></td>
<td>$5K p.a</td>
<td></td>
</tr>
<tr>
<td>PSY</td>
<td>increased AV/multimedia support to Group</td>
<td></td>
<td>$10K</td>
<td></td>
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<tr>
<td>DOH</td>
<td>increased support needs - Clin Skills and Dental lab</td>
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<td>HEW4</td>
<td></td>
</tr>
<tr>
<td>DOH</td>
<td>industry loading for SSO position</td>
<td></td>
<td>$5K p.a</td>
<td></td>
</tr>
<tr>
<td>PBH - Gold Coast</td>
<td>introduction of lab activities for first time</td>
<td></td>
<td>$8K</td>
<td></td>
</tr>
<tr>
<td>Research</td>
<td>backfilling for staff</td>
<td>$10K</td>
<td></td>
<td>HEW4/5</td>
</tr>
<tr>
<td>Research</td>
<td>ongoing requests for continuing support</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For discussion

17.0 PBH FULL PROGRAM PROPOSAL (080004822)  
M HEALTH SERVICES MANAGEMENT (ADVANCED)

17.1 The Griffith Health Board is asked to consider full program proposal seeking to introduce new program Master of Health Services Management (Advanced) at South Bank campus, effective Semester 2 2009. The out of phase proposal has been approved by the Deputy Vice Chancellor (Academic) for the purpose of advertising and seeking formal approval through the University’s accreditation process.

17.2 Program Overview

The 160 CP Master of Health Services Management (Advanced) program will complement the existing Master of Health Services Management (80CP) and the Master of Health Services Management (Honours) (120CP). The new program will offer a unique blend of class-based theory, research and a 40CP work integrated learning practicum and will be attractive to international and domestic students. Eligible students will have the option of completing a 40CP dissertation in Year 2, Semester 1 of the program. Remaining students will instead undertake 40CP coursework in Year 2, Semester 1. All students will undertake the 40CP practicum in the final semester of the program.

17.3 Viability

Student, employer groups and the International Office have been involved and consulted in the development of this new program. While there is strong support and interest from current cohorts of students and the willingness of employer groups to accommodate student projects as part of the Work Integrated Learning Practicum, the International Office and its overseas agents have shown strong support for the move to an expanded 2-year Masters of Health Services Management Program. Most interest
has come from Singapore, India, Pakistan, the Middle East and Asia. It is anticipated that there will be at least 20 EFTSL enrolments in the program with a move to a 2-year program that incorporates a work placement.

17.5 **Resources**

Existing courses will be utilised for the program and courses in the program will be available either on or off campus. Although the proposal sought appointment of additional academic staff to provide teaching, support and research assistance in the areas of the work integrated learning component, and health law, the Health Executive has determined PBH must utilise existing staff resources to deliver this program until the number of enrolments justify the recruitment of a dedicated WIL appointment.

Comments from the various service elements have been sought regarding resource implications and any other feedback. Responses received have been collated and included in the proposal.

17.6 **Accreditation**

Accreditation for the Health Services suite of Programs is presently being sought through Australian College of Health Service Executives (ACHSE). On completion of the accredited program students will be eligible for admission to the College of Health Service Executives as an Associate Fellow.

17.7 **Admission Requirements**

Applicants for admission will normally hold an undergraduate degree in a relevant discipline. Entry to the program is subject to the program convenor’s approval. Applicants with extensive experience in health services management who do not hold such a qualification may be admitted to the Graduate Certificate in Health Services Management, with progress to the Master of Health Services Management (Advanced) being dependant on a minimum pass grade in all courses. The standard English language requirements for entry into postgraduate programs will apply.

17.8 **Degree Requirements**

To be eligible for the award of Master of Health Services Management - (Advanced) a student must acquire 160CP as prescribed below:

- gain 70CP for the core courses
- gain 10CP for one elective from Elective List A
- gain 40CP for listed electives from Elective List B
- gain 40CP for work integrated learning
- gain no more than 10CP in coursework or dissertation in which the grade of Pass Conceded (PC) has been attained.

To be eligible for the award of Master of Health Services Management - (Advanced with Honours) a student must acquire 160CP as prescribed below:

- gain 70CP for the core courses
- gain 10CP for one elective from List A
- gain 40CP for dissertation
- gain 40CP for work integrated learning
- gain no more than 10CP in coursework or dissertation in which the grade of Pass Conceded (PC) has been attained.
Testamur titles

Master of Health Services Management - (Advanced)
Master of Health Services Management – (Advanced with Honours)

Exit points -

To be eligible for the award of Graduate Certificate in Health Services Management, a student must acquire 40CP as prescribed below:

- gain 40CP for the core courses.

To be eligible for the award of Master of Health Services Management a student must acquire 80CP as prescribed below:

- gain 60CP for the prescribed first year courses
- gain 20CP for the listed electives

To be eligible for the award of Master of Health Services Management with Honours a student must acquire 120CP as prescribed below:

- gain 70CP for the core courses
- gain 10CP for the listed elective courses
- gain 40CP for the dissertation.

Honours Classification:

This degree with Honours can be awarded in the following classes:

- First Class Honours (I)
- Second Class - Division A Honours (IIA)
- Second Class - Division B Honours (IIB)
- Third Class Honours (III)

The class of Honours to be awarded to each student in this degree will be determined by the relevant Assessment Board on the basis of the Honours Weighted Average (HWA) and the Standard Cut-Offs as outlined in the Masters Degrees with Honours section of the Policy for the Award of Masters Degrees other than the Master of Philosophy.

17.9 Marketing

As this is an out of phase proposal, if the program is approved, the School will work with Griffith International in relation to a marketing strategy to target those countries most likely to be interested in a 2 year program in this discipline area. The program will be advertised in GU brochures for 2010.

For discussion
SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

18.0 HLS SPECIAL PURPOSE SUBMISSION (08/0004853)
2080 GRIFFITH HEALTH GROUP HONOURS

18.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the special purpose submission proposing the inclusion of the following specialization streams within the Griffith Health Group Honours program, effective Summer Semester (Jan/Feb) 2009:

- Bachelor of Oral Health in Oral Health Therapy
- Bachelor of Oral Health in Dental Science
- Bachelor of Oral Health in Dental Technology

For ratification

19.0 HLS MINOR CHANGE SUBMISSION (08/0004856)
3221 G CERT HEALTH PROFESSIONAL EDUCATION
5424 M ADVANCED PRACTICE (HEALTH PROFESSIONAL EDUCATION)

19.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the minor change submission proposing the following changes to course titles, effective Semester 1 2009:

- 7002HLS from Engaging with Educational Theory and Effective Communication Skills to Integrating Educational Theory in Practice
- 7004HLS from Education in the Clinical Setting to Effective Communication Skills in Professional Practice
- 7005HLS from Assessment and Evaluation to Assessment and Evaluation in Health Professional Education

For ratification

20.0 HSV MINOR CHANGE SUBMISSION (08/0017556)
1244 B HUMAN SERVICES IN CHILD & FAMILY STUDIES / B EDUCATION (PRIMARY)

20.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the minor change submission (08/0017556) proposing changes of year of offer of courses, and change of course titles for Education courses within this double degree program, effective Semester 1 2009. The changes do not affect the Human Services component of the program.

For ratification

21.0 NRS MINOR CHANGE SUBMISSION (08/0004841)
3072 G CERT INFECTION CONTROL & PREVENTION
5424 M ADVANCED PRACTICE (INFECTION CONTROL & PREVENTION)
5425 M ADVANCED PRACTICE WITH HONOURS (INFECTION CONTROL & PREVENTION)

21.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the minor change submission (08/0004841) proposing to reduce the number of times courses within the G Cert / Master Advanced Practice / M Advanced Practice with Hons (Infection Control & Prevention) strand are offered from twice annually to once annually for the following courses:
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>8848NRS</td>
<td>Human Dimensions of Infection Control</td>
<td>Semester 1 only</td>
</tr>
<tr>
<td>8849NRS</td>
<td>Contemporary Infection Control Practice</td>
<td>Semester 2 only</td>
</tr>
<tr>
<td>8850NRS</td>
<td>Microbiology in Infection Control</td>
<td>Semester 1 only</td>
</tr>
<tr>
<td>8851NRS</td>
<td>Prevention of Infection</td>
<td>Semester 2 only</td>
</tr>
</tbody>
</table>

21.2 The proposed change is in response to Academic Plan 3 targets. This change is proposed to take effect from Semester 1, 2009. There will be minor changes to courses required to enable the new course sequencing. There will be no transitional arrangements.

21.3 This change will also affect the M Infection Control & Prevention (OUA offering). NRS have communicated direct with OUA regarding the proposed change.

For ratification

22.0 NRS SPECIAL PURPOSE SUBMISSION (08/0004840)

5425 M ADVANCED PRACTICE WITH HONOURS

22.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the special purpose submission (08/0004840) proposing to introduce a free choice elective for Master of Advanced Practice with Honours students in substitution for a listed (research) elective course. This proposed change also requires amendment to degree requirements. This change will take effect from Semester 1 2009.

For ratification

23.0 PBH MINOR CHANGE SUBMISSION (08/0004839)

4094 G DIP PUBLIC HEALTH
5263 M PUBLIC HEALTH
5266 M HEALTH SERVICES MANAGEMENT
5405 M HEALTH SERVICES MANAGEMENT WITH HONS

23.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the minor change submission proposing changes to course titles in postgraduate programs offered by the School of Public Health. The changes are to take effect from Semester 2 2008. Details of course title changes are as follows:

7401PBH Healthy & Ecologically Sustainable Development for Public Health to become 7401PBH Social Action for Sustainability & Health;
7305PBH Health Workforce Development to become 7305PBH Health Workforce

For ratification

24.0 PSY MINOR CHANGE SUBMISSIONS (08/0004838) and (08/0004842)

B PSYCHOLOGICAL SCIENCE (1012)
B PSYCHOLOGICAL SCIENCE (1312)
B PSYCHOLOGY (1014)
B PSYCHOLOGY (1178)
B BUSINESS (HUMAN RESOURCE MANAGEMENT)/B PSYCHOLOGICAL SCIENCE (1013)
B BUSINESS/B PSYCHOLOGICAL SCIENCE (1325)
B EXERCISE SCIENCE/B PSYCHOLOGICAL SCIENCE (1225)
B PSYCHOLOGICAL SCIENCE/B CRIMINOLOGY AND CRIMINAL JUSTICE (1115)
B LAWS / B PSYCHOLOGICAL SCIENCE (1136/1139)
CONT ED CERT PSYCHOLOGY (GENERAL) (9014)
CONT ED CERT PSYCHOLOGY (GENERAL) (9326)
24.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving minor change submissions (08/0004838 and 08/0004842) proposing change of semester of offer for course 1009PSY Introduction to Psychological Science and Society from Semester 2 to Semester 1 in Year 1 for all single degree programs. It has not been possible to locate 1009PSY Introduction to Psychological Science and Society in Year 1, Semester 1 of the combined programs due to the difficulties in accommodating prescribed courses for two disciplines within one program structure. Therefore, it has been necessary to accommodate the course 1009PSY elsewhere in the structure, as detailed in submission 08/0004838 and 08/0004842. This change is to take effect from Semester 1 2009.

For ratification

25.0 CHANGES OF PROGRAM CONVENOR/ FIRST YEAR ADVISER

1272 BACHELOR OF MEDICINE / BACHELOR OF SURGERY
5239 M LEGAL MEDICINE
1164 B NURSING POST-REGISTRATION (GOLD COAST)
1224 B NURSING / B HEALTH PROMOTION

25.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the following:

Change of program convenor for 1272 Bachelor of Medicine / Bachelor of Surgery and 5239 Master of Legal Medicine from Associate Professor Michele Groves to Associate Professor Raymond Tedman, effective Semester 2 2008.

Change of program convenor for 1164 B Nursing (Post-Registration) from Ms Katya May to Dr Clare Fenwick and change of first year adviser from Mr Gary Mellor to Ms Katya May, effective Semester 2 2008.

Change of program convenor for 1224 B Nursing / B Health Promotion from Ms Snez Stolic to Professor Sally Borbasi, effective Semester 2 2008.

For ratification

26.0 COURSE OUTLINES

26.1 The Griffith Health Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the following Semester 2 course outlines:

8001DOH_Y2 Advanced Clinical Practice I
8002DOH Clinical Sciences II
6002HLS Quantitative Research
7004HLS Education in the Clinical Setting
7005HLS Assessment & Evaluation
7006PHM Professional Pharmacy Practice II

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

27.0 HLS SPECIAL PURPOSE SUBMISSION (08/0004855)

27.1 The Griffith Health Board is asked to note a number of advisory changes to information contained on the program catalogue entry for the Master of Medical Research program. As these changes are administrative in nature only, no formal approval is required. Consultation in relation to these changes was undertaken with all Schools involved in delivering the program, with Griffith International and with the Griffith Graduate Research School.

For noting

28.0 HSV FULL PROGRAM PROPOSAL (08/0004828)

28.1 The Griffith Health Board considered and approved the full program proposal seeking introduction of the Bachelor of Human Services / Master of Rehabilitation Counselling program at the Logan campus effective Semester 1 2009 by flying minute distributed on 25 July 2008. The proposal was subsequently considered at the 7 August meeting of Programs Committee and was executively approved by the Chair, Programs Committee on 10 September 2008. Details of the proposal are as follows:

28.2 The continuing evolution of the Rehabilitation Counselling profession makes it timely to move to a 4 year full-time equivalent (320CP) qualification, in line with comparable professions like Occupational Therapy, Psychology and Social Work. The proposed Bachelor of Human Services / Master of Rehabilitation Counselling program is innovative in Queensland in that students undertake a combination of undergraduate and postgraduate studies within the program. The program is intended to attract high-achieving students who will be able to complete two degrees and be eligible for professional accreditation as a Rehabilitation Counsellor with the Rehabilitation Counselling Association of Australasia and the Australian Society of Rehabilitation Counsellors in 4 years full-time equivalent study fast-tracked in 3.5 years.

28.3 The program will use existing undergraduate and postgraduate courses, apart from the additional 20CP of practicum placements and the 20CP of independent project work, which will require some supervision and marking.

28.4 Admission Requirements

The University’s undergraduate admission policy will apply. The program is initially for domestic students only. Students could include school leavers or mature aged individuals who are seeking a career change and a professional qualification in a helping profession.

Standard Postgraduate English language requirements will apply. For administrative reasons, students enrolled in this program will be deemed to be in the undergraduate career for the duration of their program. However, the structure of the program requires students to commence undertaking postgraduate courses from first semester, second year. Accordingly, in order to ensure students from a non-English speaking background have the capacity to successfully undertake this coursework, it is proposed the standard postgraduate English language requirements will apply for entry. (Note the program will not be available to International students therefore this requirement has the potential to apply to an extremely small number of students).
28.5 **Degree Requirements**

Students may exit the program with the Bachelor of Human Services (Rehabilitation Counselling) upon completion of the first three years of the program.

Students who complete the final year of the program will be eligible for the awards of Bachelor of Human Services and Master of Rehabilitation Counselling.

**Bachelor of Human Services /Master of Rehabilitation Counselling**

To be eligible for the awards of Bachelor of Human Services and Master of Rehabilitation Counselling, a student must acquire 320CP as prescribed below:

- gain 80CP for prescribed first year courses comprising
  - 70CP for prescribed first year courses
  - 10CP for a free choice elective course
- gain 180CP for courses in Years 2 and 3 including:
  - 140CP for core courses
  - 40CP for practicum courses
- gain 60CP for courses in Year 4 including:
  - 30CP for core courses OR 20CP for core courses and 10CP for elective course (approved by Program Convenor)
  - 10CP for practicum course 7045HSV
  - 20CP for independent project 7046HSV
- gain no more than 30CP for courses in which the grade of *Pass Conceded* has been attained.

To progress to the second year of the Bachelor of Human Services/ Master of Rehabilitation students must achieve a GPA of 5.0. Students whose GPA falls below 5.0 upon conclusion of first year will be transferred to the Bachelor of Human Services (1098) program.

**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.

- **3015HSV** Practicum - Rehabilitation
- **7045HSV** Practicum/RC – Parts 1 to 3.

**Exit Point for the Bachelor of Human Services (Rehabilitation Counselling)**

- gain 80CP for prescribed first year courses comprising
  - 70CP for prescribed first year courses
  - 10CP for a free choice elective course
- gain 170CP for courses in Years 2 and 3 including:
  - 130CP for core courses #
  - 30CP for practicum course 3015HSV
- gain no more than 30CP for courses in which the grade of *Pass Conceded* has been attained.
Students choosing to exit the program with a Bachelor of Human Services (Rehabilitation Counselling) are not required to complete the practicum courses 7045HSV_P1 and 7045HSV_P2 or 3024HSV in Years 2 and 3. Students may elect to complete 3024HSV and will therefore graduate with a total of 250CP.

Master of Rehabilitation Counselling with Honours

- Complete the Bachelor of Human Services /Master of Rehabilitation Counselling program above
- gain 40CP for the Dissertation
- the grade of Pass Conceded will not be awarded for any course.

Honours Classification:

This degree with Honours can be awarded in the following classes:

- First Class Honours (I)
- Second Class - Division A Honours (IIA)
- Second Class - Division B Honours (IIB)
- Third Class Honours (III)

The class of Honours to be awarded to each student in this degree will be determined by the relevant Assessment Board on the basis of Honours Weighted Average (HWA) and the Standard Cut-Offs as outlined in the Masters Degrees with Honours section of the Policy for the Award of Masters Degrees other than the Master of Philosophy.

Progression to second year of this program will be limited to high-achieving first year students. Accordingly, achievement of a minimum GPA of 5.0 at the conclusion of first year will be required in order to be eligible to progress to year 2. Those students who do not meet this requirement will be transferred to the Bachelor of Human Services (1098). The 1098 program has a foundation year equivalent to the first year of the Bachelor of Human Services / Master of Rehabilitation Counselling. Students who are transferred to the 1098 program may then elect to undertake either the prescribed program or a major in either: Rehabilitation Counselling, Community and Family Studies, Studies in Ageing or Disability during the final two years of their program.

Upon completion of the combined program, graduates will be eligible for two awards:

- the Bachelor of Human Services and
- the Master of Rehabilitation Counselling.

Students may exit the program with the Bachelor of Human Services (Rehabilitation Counselling) [1098] upon completion of the first three years (245CP) of the program.

For noting

29.0 GRIFFITH BONUS ADMISSION SCHEME

29.1 The Board is alerted to the introduction of the Griffith Bonus Admission Scheme. Details are as follows:

Griffith University recognises that there are some subjects and studies undertaken by high school students that require a high level of skill and knowledge and that better prepare students for the rigour and diversity of tertiary study.
OP eligible students (or equivalent interstate students) successfully completing nominated subjects or studies will automatically be granted bonus admission ranks when applying to study at Griffith University.

The bonus admission scheme applies to the following subjects or study:

<table>
<thead>
<tr>
<th>Subject or study area – Core QCE</th>
<th>Rank bonus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maths C (or equivalent)</td>
<td>2 ranks*</td>
</tr>
<tr>
<td>Languages other than English (LOTE)</td>
<td>2 ranks*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Advanced Study – QCE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Griffith University Early Start to Tertiary Study program (GUESTS)#</td>
<td>1 rank*</td>
</tr>
<tr>
<td>Recognised GUESTS equivalent from other Tertiary Institutions. (eg START QUT, UQ ESP program).</td>
<td>1 rank*</td>
</tr>
</tbody>
</table>

* A maximum of 5 bonus admission ranks will be applied.

# Griffith University runs a number of programs off campus or in high schools which are deemed the equivalent of GUESTS, these include but are restricted to GriffChem, GriffPhys, Whites Hill State College Marketing Course, Runcorn State High School Japanese Program.

Frequently asked questions

What is a rank?
To allow QTAC and Universities to fairly compare one applicant to another, regardless of whether they are a school leaver with OP, school leaver without OP, mature age, interstate or international applicant, they are assigned a rank based on their previous study, education and experience. For OP eligible students, there is a rank equivalent.

For example in 2007 an OP 5 was equivalent to a Rank 92. With a bonus of 4 ranks, this would have been a Rank 96 which was equivalent to an OP 3.

Ranks and OP equivalents are available on the QTAC website.

How do I apply?
Apply as normal through QTAC. There is no need for you to do anything different or special for the bonus admission ranks to be applied.

When will I know?
As you are applying through the normal QTAC process, you will be advised of the outcome of your application in the same way as all other applicants.

Do I still have to meet other prerequisites?
Yes, even with bonus admission ranks applied, you will still need to meet any normal prerequisites, including subject prerequisites, interview, portfolio or audition requirements that apply to the program/s you are preferencing.

Who can I talk to?
For more information or assistance contact Griffith University Student Administration on 1800 677 728.
30.0  AUSTRALIAN LEARNING & TEACHING COUNCIL GRANTS

30.1  Applications are invited for Australian Learning and Teaching Council (ALTC) Grants for funding in 2009. The ALTC Grants Scheme has three programs:

1. Competitive Grants Program
2. Leadership for Excellence in Learning and Teaching Program
3. Priority Projects Program

Further information may be obtained from the Guidelines on the ALTC website at: http://www.altc.edu.au/carrick/go/home/grants/pid/54

Internal Deadlines
Applicants may submit either an expression of interest or full proposal. Final copies of applications must be submitted to the Secretariat by:

- 20 October 2008 for Competitive Grants
- 2 March 2009 for Leadership Grants
- 23 March 2009 for Priority Projects Grants

Where to go for help?
GIHE will provide workshops at the Gold Coast and Mt Gravatt campuses as follows to assist with the process of preparing grants:

- Mt Gravatt – Tuesday 21st October 1.30-3.30pm in the GIHE Seminar Room 4.11, Social Sciences building (M10)
- Gold Coast – Friday 24th October 1.30-3.30pm in the GIHE Seminar Room 1.03 Business 3 building (G06)

Registrations for the workshops should be forwarded to gihe-register@griffith.edu.au.

Queries regarding GIHE support for writing applications – Chris Grimmer, C.Grimmer@griffith.edu.au, Phone: 27046

Queries regarding the grants scheme, documentation and submission – Rae-Anne Locke, R.Locke@griffith.edu.au, Phone: 57945

For noting

31.0  2009 GRIFFITH HEALTH GROUP MEETING DATES

31.1  The list of dates for Griffith Health Group meetings for 2009 for the Griffith Health Board, Research Committee and HRM Committees is attached for reference. Dates for the Group Learning & Teaching Committee are yet to be scheduled. Venues for meetings will be confirmed in due course.

For noting

32.0  OTHER BUSINESS

33.0  NEXT MEETING

33.1  The next meeting of the Griffith Health Board will be held on Wednesday 22 October 2008 at 1.00 pm in Room 2.02, The Chancellery (G34), Gold Coast.