# GRIFFITH UNIVERSITY
## HEALTH GROUP BOARD MEETING

A meeting of the Griffith Health Group Board was held at 12.30 pm on Thursday 26 March 2015 in Room 2.02, The Chancellery (G34) Gold Coast campus.

### MINUTES

<table>
<thead>
<tr>
<th>PRESENT:</th>
<th>APOLOGIES:</th>
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</thead>
<tbody>
<tr>
<td>Professor Tony Perkins, Dean (Academic) (Chair)</td>
<td>Professor Allan Cripps, PVC (Health)</td>
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<td>Professor Nicholas Buys, Dean (L&amp;T)</td>
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<td>Professor David Shum, Dean (Research)</td>
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<td>Professor Peter Milburn, HoS – AHS</td>
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<td>Professor Ramon Shaban, Acting HoS – NRS</td>
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<td>Professor Simon Broadley, HoS – MED</td>
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<td>Professor Mark Forwood, HoS – MSC</td>
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<td>Professor Andrew Davey, HoS – PHM</td>
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<td>Professor Ward Massey, HoS – DOH</td>
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<td>Professor Patrick O’Leary, HoS – HSV</td>
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<tr>
<td>Professor Analise O’Donovan, HoS – PSY</td>
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<tr>
<td>Ms Rebecca Voisey – Secretary</td>
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### Present by invitation:
- A/Prof Andrea Bialocerkowski, DHoS (L&T) – AHS
- A/Prof David Neumann, DHoS (L&T) – PSY
- A/Prof Roselyn Rose’Meyer, DHoS (L&T) – MSC
- Mr Peter Westwood, EO
- Ms Andrea Lerche, HR
- Mr Geoffrey van Geyzel, GRM
- Mr Andrew Jarousek, OMC
- Ms Sam Ermer, INS
- Ms Susie Head, TS
- Mr Grant Shepherdson, Manager Tech Services (Health)

### Observers:
- A/Prof Donna McAuliffe, DHoS (L&T) - HSV
- Professor Jeroen Kroon, DHoS (L&T) – DOH
- Professor Norm Morris, DHoS (Research) – AHS
- Professor Gary Rogers, DHoS (L&T) – MED
- A/Prof Nigel McMillan, DHoS (Research) – MSC
- Ms Heidi Piper, Director, Griffith International
- Mr Hamish Townsend, Communications Officer, OMC
- Ms Gillian Rumpf, Development & Alumni Manager (Health)

1.0 **CONFIRMATION OF MINUTES**

The minutes of the 4/2014 (August 28) meeting of the Griffith Health Group Board were taken as read and confirmed.

2.0 **DECLARATION OF INTEREST**

None declared.

3.0 **ACTIONS ARISING FROM 4/2014 (AUGUST) HEALTH GROUP BOARD MEETING**

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Responsible Officer/s</th>
<th>Status / Feedback</th>
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</thead>
<tbody>
<tr>
<td>The Chair requested that members provide a list of names of suitable Health Group ambassadors, (good academic staff), for recruitment events.</td>
<td>All members</td>
<td>Ongoing.</td>
</tr>
<tr>
<td>Health Group ASO to source response rates for the external surveys, in particular CEQ.</td>
<td>Health ASO</td>
<td>Awaiting response from Office of Planning Services.</td>
</tr>
<tr>
<td>Heads of School to provide feedback on the draft Griffith Health Guidelines for Teaching Allocations to the Chair of Health Group Board</td>
<td>Heads of School</td>
<td>Completed.</td>
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</tbody>
</table>
during September for consideration by the Health Group Working Party.

Chair to discuss the HoS Group Board reports with the PVC (Health) to clarify content requirements, and a template to be provided following this consultation.

Chair to provide a template.

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

Nil.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

The Griffith Health Group Board resolved to ratify the following executive approvals:

4.0 NEW PROGRAMS AND MAJOR CHANGE PROPOSALS

4.1 On the recommendation of the Dean (Learning and Teaching), the Health Group Board has ratified the following new program/major change proposals that were executively approved in order for them to be considered at Programs Committee meetings:

- #20140004402 GBS/PSY MAJOR CHANGE 1325 BBUS DOUBLE DEGREE
- #20140004641 NRS MAJOR CHANGE 5599/3292 GRAD CERT AND MASTER OF HEALTH PROFESSIONAL EDUCATION
- #20140004642 NRS MAJOR CHANGE 598/3291 GRAD CERT AND MASTER OF EMERGENCY NURSING
- #20140004643 NRS MAJOR CHANGE_5596_Acute Care_5597_Critical Care_5600 Infection Prevention and Control
- #20140004645 MED MAJOR CHANGE 5263/4094/3147 MPH 5 YEAR PROGRAM REVIEW
- #20140004654 HLS MAJOR CHANGE 4161/3267 GRAD DIP AND GRAD CERT IN HEALTH RESEARCH
- #20140004688 HSV MAJOR CHANGE 1263 BHS_BCCJ_EXTERNAL
- #20140004690 NRS MAJOR CHANGE LOA RESTRICTION_WITHDRAWN POSTGRADUATE PROGRAMS
- #20140004691 NRS MAJOR CHANGE LOA RESTRICTION_NEW POSTGRADUATE PROGRAMS
- #20156003000 HSV FULL PROGRAM PROPOSAL 1531 BHUMANSERVICES_CUHKEXTEND_OFFSHORE
- #20156003001 PSY MAJOR CHANGE 1013 BBUSBPSYCHSCI_ADDITIONAL MAJORS
- #20156003003 MSC_NCS MAJOR CHANGE 1094/1031 B BIOMED SCIENCE AND 1358/1392 B BIOMED SCI WITH HONS
- #20140004661 PHM FULL PROGRAM PROPOSAL 1528 BPHARMTOX
- #20140005675 PHM FULL PROGRAM PROPOSAL 1528 BPHARM_TOX (FINAL)
- #20140004662 PHM FULL PROGRAM PROPOSAL_BPHARMACOLTOK_LLB
- #20140005677 PHM FULL PROGRAM PROPOSAL 1530 BPHARM_TOX_LLB (FINAL)
- #20140004663 PHM FULL PROGRAM PROPOSAL 1529 BPHARMTOX WITH HONS
5.0 PROGRAM WITHDRAWAL SUBMISSIONS

5.1 On the recommendation of the Dean (Learning and Teaching), the Health Group Board has ratified the following program withdrawal submissions in order for them to be considered at Programs Committee meetings:

- #20140004658 MED Program Withdrawal 3279 Grad Cert in Health Informatics_OUA
- #20156003005 PHM PROGRAM WITHDRAWAL 5369 M PHARMACY
- #20156003014 PHM PROGRAM WITHDRAWAL 1242 B PHARMACEUTICAL SCIENCE
- #20156003015 PHM PROGRAM WITHDRAWAL 2091 B PHARMACEUTICAL SCIENCE WITH HONOURS
- #20156003016 PHM PROGRAM WITHDRAWAL 1387 B PHARMACEUTICAL SCIENCE/B BUSINESS

6.0 MINOR CHANGE PROPOSALS

6.1 On the recommendation of the Dean (Learning and Teaching), Health Group Board has ratified the following minor change proposals:

- #20140004396 PSY Minor change 1013/132 Listed Elec_Removal of 2021PSY
- #20140004634 AHS Minor Change 5461 M Nutrition and Dietetics
- #20140004635 PHM Minor Change 1395 Bachelor of Pharmacy
- #20140004648 PSY Minor Change 5279/6006/6011 M Clin Psych_D Psych(Clin)_DPhil ClinPsych
- #20140004649 PSY Minor Changes 5070/6003 M Clin Psych_D Phil (Clinical Psych)
- #20140004656 AHS Minor Change 1172 B Ex Sci /B Bus Listed Electives FINAL
- #20140004667 HSV Minor Change 5578 M Rehabilitation Counselling
- #20140004668 NRS Minor Change 5424/5568/5569/5570/5571 addition of listed electives
- #20140004674 PSY Minor Change 1325/1178/1014/1012 et al PSY undergrad programs Removal of 2011PSY
- #20140004678 HSV Minor Change 3050 GCert Case Management_7030HSV
- #20140004682 AHS Minor change 5567 MSpeechPathology 7021NRS
- #20140004684 PSY Minor change 1014 and all PSY Undergrad Programs_new elective 2010PSY from S2 2015
- #20140004686 HSV Minor Change 1372/1282 B Social Work (electives)

7.0 PROGRAM REVIEWS

7.1 On the recommendation of the Dean (Learning and Teaching), Health Group Board has ratified the following program review documents:

- #20140004646 MED 5 Year Program Review Report_5263 Master of Public Health
8.0 PROGRAM LEARNING OUTCOMES

8.1 On the recommendation of the Dean (Learning and Teaching), Health Group Board has ratified the following program learning outcomes:

- #20140004661 BPharmToxPLO
- #20140004662 BPharmToxLLBPLO
- #20140004663 BPharmToxHonsPLO
- #20140004664 BPharmToxBBusPLO

9.0 COURSE PROFILES AND CHANGES

9.1 On the recommendation of the Dean (Learning and Teaching), Health Group Board has ratified the following new course profiles and major course profile changes:

- Attachment 03.0 2202NRS Foundations of Psychosocial Care_LTAS 8_2014
- Attachment 07.0 2801NRS_LTAS 8_2014
- #20140004685 PSY Course Profile_2010PSY Intro to Health Psychology

10.0 GRIFFITH HEALTH CODE OF PROFESSIONAL PRACTICE (20140004632)

10.1 The Griffith Health Group Board, on the executive recommendation of the Chair, has ratified the revised and final Griffith Health Code of Professional Practice (#20140004632).

11.0 PROGRAM DIRECTOR/PROGRAM ADVISOR CHANGES AND APPOINTMENTS

11.1 The Griffith Health Group Board, on the executive recommendation of the Dean (Learning and Teaching), has ratified the following Program Director/Program Advisor changes and appointments for 2014/2015:

5099 Doctor of Medicine
Program Advisor: Professor David Ellwood (Lead in Admissions & Assessment)

1161, 1162, 1165 – Bachelor of Nursing – Program Director/Cross-campus Convenor
From: Dr Thea van de Mortel
To: Ms Jayne Hewitt

1165 – Bachelor of Nursing – Program Advisor/Campus Convenor (LG campus)
From: Ms Hazel Rands
To: Ms Sharon Latimer

1162 – Bachelor of Nursing – Program Advisor/Campus Convenor (GC campus)
From: Ms Jayne Hewitt
To: Ms Creina Mitchell

5661 – Master of Pharmacy - Program Director
From: Dr Shailendra Anoopkumar-Dukie
To: Professor Andrew Davey
From: Professor Andrew Davey
To: Dr Fiona Kelly

5369 – Master of Pharmacy - Program Director
From: Dr Shailendra Anoopkumar-Dukie
To: Professor Andrew Davey
From: Professor Andrew Davey
To: Dr Fiona Kelly

5578 – Master of Rehabilitation Counselling
3050 – Graduate Certificate in Case Management
1345 – Bachelor of Human Services/Master of Rehabilitation Counselling (being phased out)
From: Dr Christine Randall
To: Dr Vanette McLennan (Acting)
From: Friday 26 September - Monday 3rd November

2097 – Bachelor of Oral Health in Dental Science with Honours - Program Director
2098 – Bachelor of Oral Health in Dental Technology with Honours - Program Director
From: Professor Ward Massey
To: Professor Florian Mack

3276 – Graduate Certificate in Health Research
From: Professor Marie Cooke
To: Dr Jing Sun

5621, 5622, 5620, 5518, 5505, 5476 Master of Social Work
From: Dr Jennifer Boddy
To: Ms Teresa Scott (from 8th January 2015 until 21st January 2015)
To: Associate Professor Donna McAuliffe (from 21st January, 2015 until 1st July, 2015)

5598 Master of Emergency Nursing
3291/3070 Graduate Certificate in Emergency Nursing
From: Dr Martha Manash
To: Dr Frances Lin

5570 Master of Nursing
From: Dr Elisabeth Coyne
To: Dr Elisabeth Coyne (Acute Care Nursing strand)
To: Dr Frances Lin (Critical Care Nursing strand)
To: Dr Frances Lin (Emergency Nursing strand)

1282 Bachelor of Social Work
From: Mr Peter Walsh
To: Dr Pat Dorsett

1171 – Bachelor of Exercise Science - Program Director
From: Associate Professor Belinda Beck (Acting)
To: Professor Lewis Adams

SECTION C: OTHER RECOMMENDATIONS AND REPORTS
[TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEE(S)]

Nil

SECTION D: MATTERS NOTED, CONSIDERED, OR REMAINING UNDER DISCUSSION
12.0 **CHAIR'S REPORT**

The Chair reported on the following matters:

- **QTAC enrolments and load.**
  - Strong demand and higher than usual acceptance.
  - Still some weakness in Social Health Sciences.

- **Budget 2014, 2015, 2016.**
  - 2016 planning underway for the “bottom up” approach to building the budget.

- **Staffing.**
  - Professor Sheena Reilly has been appointed as Director, MHIQ.
  - Other senior recruitment occurring for Menzies Foundation Prof, HoS-AHS and HoS-HSV.
  - Numerous positions in SONM, Tech Services.

- **Board Membership.**
  - Chair thanked Professor Peter Milburn and Professor Patrick O’Leary for their contribution to the Health Group as Heads of School for the School of Allied Health Sciences and the School of Human Services and Social Work respectively.
  - Chair welcomed Professor Ramon Shaban to the role of Acting Head of School for the School of Nursing and Midwifery.

- **Program planning.**
  - New programs for 2016 and international articulations under development for HSV and AHS.
  - Professional accreditation visits scheduled for a number of programs.
  - Marketing initiatives underway to attract patients and the launch of the MENZIES HIQ was held on the 9th April.

- **Space. Health Group to expand presence in G01.**

- **Clinic and Clinical Education.**
  - Grad program launched for 2015.
  - AH clinics developing well.

13.0 **PRO VICE-CHANCELLOR (HEALTH) REPORT**

The Pro Vice-Chancellor (Health) tendered apologies for the meeting.

14.0 **DEAN (LEARNING & TEACHING) REPORT**

The Dean (Learning & Teaching) reported on the following matters:

- **L&T Activities.**
  - Go Health – 980 students enrolled in Griffith Health, Griffith Exercise Science and Griffith Biology across 90 schools.
  - PASS – in Sem 1, 2015 there are 82 PASS sessions being conducted across 10 courses and four campuses involving 28 PASS leaders.
  - Blended Learning – BL staff members are working with academics on 45 course/program related developments.
  - Curriculum and Assessment Review – completed for the B Psych science at the end of 2014. Next one will be conducted on the Bachelor or Oral Health in Dental Technology to support the formal University Program Review.

- **Continuing Professional Development.**
  - Process for introducing CPD courses was outlined and provided.

- **QLD Rural Medical Education Network (QRME) Long Look placements.**
  - Group working with QRME to possibly extend Long Look placements to other professional degrees in the Health Group.

- **Annual Program Review and Improvement (APRI) Report.**
From 2015 APRI reports will only be required for three Health Group programs nominated by the Health Group.

- Review of Academic Planning, Program Development and Improvement.
  - Review undertaken by an independent consultant and provides opportunity for Groups to have input to program development process. Health Group consultation session is Friday 27 March.
- L&T Citations and Awards and L&T Grants – please promote to staff.

15.0 DEAN (RESEARCH) REPORT

The Dean (Research), reported on the following matters:

- HDR Mid Year Scholarship Round 2015 – mid-year round closing date of Monday, 27th April 2015.
- Health Group Postgraduate Research Scholarships.
  - Up to three scholarships will be awarded offering the APA stipend rate of $25,392 p.a. (indexed annually) plus a top up of $5,000 p.a. for three years. Applications are open for domestic candidates only.
- Allied Health Clinic PhD Scholarship.
  - Applicants being sought for a project to develop innovative approaches for prevention and/or management of chronic musculoskeletal conditions as well as to contribute to clinics activity by undertaking a minimum of one-day clinical practice. Living stipend valued at $30,000 per annum for 3 years.
- The GODA Foundation PhD Scholarships.
  - These scholarships will ultimately play an important role in contributing to improving the health outcomes for the general populace within Australia and also on a global scale in the areas of:
    - Alzheimer’s Disease and Dementia
    - Examining and training the brain to promote successful aging.
  - Living stipend valued at $30,000 per annum for 3 years.
- Whiplash Injury Research PhD Scholarship.
  - Applicants being sought to investigate nociceptive, stress related and psychological processes involved in the development of chronic pain after injury and/or to explore new models of care including combined physiotherapy and psychological management in primary care. Living stipend valued at $25,849 and a top-up allowance of $5000 per year for 3 years.
- Australia has a new academy – Australian Academy of Health and Medical Sciences, to be headed by Professor Ian Frazer from the University of Queensland.
- ERA 2015 Progress Update.
  - Griffith’s ERA 2015 submission is progressing to schedule.
  - 2015 Health NHMRC and ARC Grant submission stats provided.
- EOI process to change for 2017 funding rounds. Professor Ned Pankhurst assessing current process. Dean (Research) to provide a proposal regarding the process to the Senior DVC by the end of April.
- Projects Awarded Report to be circulated and the highlighted text to be checked by Schools. Please check and discuss with Office of Research if there are issues.

16.0 DIRECTOR, MENZIES HEALTH INSTITUTE QUEENSLAND REPORT

The Director, of the new Menzies Health Institute Queensland has been appointed. No report was given at this meeting.

17.0 SUPPORT SERVICES REPORTS
Members noted the reports submitted by the following support services staff:

- Group Resource Manager, Health – Planning & Financial Services
- Human Resources Manager, Health – Human Resource Management
- Manager, Learning & Teaching, Health – Information Services
- Deputy Director, International – Griffith International
- Marketing Manager (Health) – Office of Marketing and Communications
- Manager, Health Group Health and Safety – Health H&S
- Manager, Technical Services (Health) – delivered a verbal report

18.0 HEAD OF SCHOOL/HEAD OF ELEMENT REPORTS

Members noted reports from the following Heads of School:

- Head of School, School of Nursing and Midwifery
- Head of School, School of Applied Psychology
- Head of School, School of Human Services and Social Work
- Head of School, School of Medical Science
- Head of School, School of Medicine – report plus GUMS First Quarter Report, GUMS 2015 Event Financial Reports and 2013 Griffith Health Group Budget.

19.0 HEALTH GROUP PROGRAM PROFILE PLAN

19.1 Members noted the following information in relation to program planning in the Health Group:

- Program planning timelines for new programs and program changes to be introduced for Semester 1, 2016.

**2016 Health Group Program Profile Planning Outcomes and Progress:**

<table>
<thead>
<tr>
<th>Program</th>
<th>Progress</th>
<th>Approvals</th>
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<tbody>
<tr>
<td><strong>New Programs</strong></td>
<td></td>
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<tr>
<td>1533 Bachelor of Paramedicine</td>
<td>IPP complete</td>
<td>IPP Approved</td>
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<tr>
<td>Master of International Public Health</td>
<td>IPP complete. More information from EXT and OMC to be provided.</td>
<td>Further investigation required</td>
</tr>
<tr>
<td>Associate Degree in Nursing</td>
<td>Not progressing</td>
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</tr>
<tr>
<td>Graduate Certificate/Graduate Diploma/Master of Science in Sport and Exercise Medicine</td>
<td>Deferred for 12 months</td>
<td>IPP Approved (for graduates with a medical degree only)</td>
</tr>
<tr>
<td>Bachelor of Psychological Science/Master of Human Resource Management</td>
<td>Not progressing due to issues with fee allocation/CSP for vertical degrees.</td>
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<tr>
<td><strong>Extensions to Campus/Major Changes</strong></td>
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<tr>
<td>Bachelor of Sport Development – Nathan campus</td>
<td>IPP being developed by School</td>
<td>Requested by Academic Provost.</td>
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<tr>
<td>Bachelor of Occupational Therapy – Nathan campus</td>
<td>On hold</td>
<td>Requested by Academic Provost.</td>
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<tr>
<td><strong>Transnational</strong></td>
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<tr>
<td>Bachelor of Human Services - CUHK</td>
<td>Complete. P&amp;C team to publish once legal agreement is finalised.</td>
<td>Approved by Academic Committee.</td>
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<tr>
<td><strong>Program Withdrawals</strong></td>
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<tr>
<td>Bachelor of Pharmaceutical Science</td>
<td>Complete. P&amp;C team processing.</td>
<td>Approved by Chair of Programs</td>
</tr>
<tr>
<td>Bachelor of Pharmaceutical Science with</td>
<td></td>
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<tr>
<td>Honours</td>
<td>Bachelor of Pharmaceutical Science/Bachelor of Business</td>
<td>Committee.</td>
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<tr>
<td>Master of Pharmacy</td>
<td>Complete. P&amp;C team processing.</td>
<td>Approved by Chair of Programs Committee.</td>
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<tr>
<td>Griffith/Pearson Alliance</td>
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<tr>
<td>Graduate Certificate in Health Informatics</td>
<td>IPP complete. Revisions were requested and are now complete.</td>
<td>Academic Provost has approved revised IPP. Awaiting approval from Pearson.</td>
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19.2 Members also noted out-of-phase 2016 program approvals:

<table>
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<tr>
<th>Program</th>
<th>Progress</th>
<th>Approval</th>
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<tbody>
<tr>
<td><strong>New Programs</strong></td>
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<tr>
<td>Master of Rural Medicine</td>
<td>IPP complete</td>
<td>IPP Approved by PVC and Ac Provost</td>
</tr>
<tr>
<td>Bachelor of Pharmacology and Toxicology</td>
<td>Complete. P&amp;C team processing.</td>
<td>Approved by Programs Committee</td>
</tr>
<tr>
<td>Bachelor of Applied Psychology</td>
<td>IPP complete. Awaiting business plan and market analysis.</td>
<td>To be forwarded to Ac Provost.</td>
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<tr>
<td><strong>Program Withdrawals</strong></td>
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</tr>
<tr>
<td>Bachelor of Psychological Science</td>
<td>Pending approval of the B Applied Psychology suite.</td>
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<tr>
<td><strong>Griffith/Pearson Alliance</strong></td>
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<tr>
<td>Master of Primary Maternity Care</td>
<td>EOI submitted</td>
<td>Awaiting response from Pearson</td>
</tr>
<tr>
<td>Master of Health Economics</td>
<td>IPP being developed</td>
<td>EOI Approved</td>
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20.0 HEALTH GROUP PROGRAM REVIEW SCHEDULE

20.1 Members noted the 5 Year Program Reviews and Program Accreditation, as approved on the 2016 Group PPP and outlined in the table below.

20.2 The Dean (L&T) advised that the Group would be adopting a different approach to program review and that a team within the Health Group would be assisting with curriculum review, working internally to review in ways that would benefit the program and the School.

<table>
<thead>
<tr>
<th>Planned 5 Year Program Review</th>
<th>2015</th>
<th>2016</th>
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<tbody>
<tr>
<td></td>
<td>1260 B Oral Health in Dental Technology</td>
<td>3292 G Cert Health Professional Education</td>
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<td></td>
<td>5557 M Clin Dent in Implant Dentistry</td>
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</table>

| Programs undergoing accreditation review | Queensland Nursing Council; Australian Nursing and Midwifery Accreditation Council 1161/1162/1165 B Nursing Exercise and Sports Science Australia 1171 Bachelor of Exercise Science 1344 Bachelor of Exercise Science (1171 & 1344 program review originally scheduled for 2015, brought forward to 2014). The Australian Institute of Medical Scientists 1370 B Medical Laboratory Science (Accreditation confirmed in 2014. Accredited from 2015 - 2018.) Australian Pharmacy Council 1395 Bachelor of Pharmacy 1387 Bachelor of Pharmaceutical Science*/Master of Pharmacy* 5369 Master of Pharmacy* Dietitians Association of Australia 1355 B Nutrition and Dietetics 5461 M Nutrition and Dietetics* (program withdrawn for new intakes from Sem 1, 2015) Australian Dental Council 1259 B Oral Health in Dental Science 4136 GDip Dentistry 6018 D Clin Dent (now 5609) |

*Withdrawn programs.

21.0 THE GRIFFITH MODEL
21.1 Members were advised by the Chair that a Griffith Model taskforce had been formed by the Academic Provost and the Deputy Vice Chancellor (Engagement) to discuss and develop the Griffith Model.

21.2 Members noted that campus briefings would commence to discuss the Griffith Model.

21.3 The Chair advised that the key attributes of the Griffith Model in development are:
   - Flexibility
     - different structures for curricula;
     - non-traditional degree structures;
     - different semester models, i.e., the Pearson model;
     - consultant has been appointed to discuss and assess the academic calendar.
   - Quality
     - emphasis on quality programs;
     - Health has some of the best quality intake;
   - Engaged/Market Relevant
     - QLD Health very engaged, so Health in a good position already.
   - Pureplay Course
     - online, dynamic and flexible course;
     - possibly one course in every program;
   - The Griffith Model also considers the Griffith Graduate Attributes.

21.4 The Chair advised that other key developments for the Health Group included possible expansion at Nathan campus, in particular for the School of Allied Health Sciences. This would require a building and redevelopment of the QEII hospital.

21.5 Members were advised that the development of the Griffith Model was moving quickly and that the intention of the University Executive was for the roll-out of changes to commence from 2017.

21.6 Members indicated that it would be important to have a process for acknowledging resource implications associated with the changes.

21.7 The Chair urged members to view the Griffith Model as an opportunity.

22.0 CORRECT PROCESS FOR TRANSNATIONAL EDUCATION

22.1 Members noted the correct process for approval of transnational offerings, including MOUs and LOIs.

22.2 On the advice of the Chair, members discussed and noted the attached Planning, Developing and Approving Transnational Programs Procedure policy and the Program Concept Proposal_Transnational template are attached for discussion.

22.3 Members also noted that:
   - The Health Group has a range of transnational developments from MOUs, LOIs to articulations;
   - The Health Group had experienced some terrible failures with transnational agreements;
   - Agreements were often occurring without proper authority or due diligence;
   - MOUs and LOIs must be sent to the PVC for signing;
While transnational agreements can be positive, there are risks.

22.4 Members were advised to consider the following issues before committing to a transnational agreement:
- Demographic;
- Political climate and environment;
- Staffing;
- Involvement of offshore teaching;
- Allocation of responsibility;
- Legal considerations;
- Accreditation;
- Clinical/professional placements.

23.0 CLINICAL PLACEMENT EXCHANGES AND GUIDELINES ON CONDUCT, BEHAVIOUR AND RESPONSIBILITIES OF PLACEMENT PARTICIPANTS

23.1 The Griffith Health Group Board, on the executive recommendation of the Chair, considered the issue of clinical placement exchanges and the proposed recommendations to change the Guidelines on Conduct, Behaviour and Responsibilities of Placement Participants.

23.2 The Head of School, School of Medicine, spoke to this item.

23.3 Students enrolled in the MD program are assigned clinical placements each year. Allocation of placements is random but takes into account student preferences. Within the School of Medicine, students are permitted to 'swap' placements where mutual agreement is reached between two students. In 2014 the School of Medicine became aware that some students were requesting a cash payment in exchange for arranging such a swap.

23.4 On the advice of the Vice President of Corporate Services and the Head of Legal Services, the School of Medicine is making two recommendations:
1) Recommending that the Health Group Board elevate the current Guidelines on Conduct, Behaviour and Responsibilities of Placement Participants to a policy;
2) Amend Section 4.1 Students of the Guidelines on Conduct, Behaviour and Responsibilities of Placement Participants, under the subheading “Students will not”, to include the words: “Offer or accept any payment, gift or benefit in exchange for placement swap”.

23.5 The Dean (L&T) raised concerns about introducing another policy and suggested that an addendum to the current Student Misconduct Policy may be more appropriate.

23.6 It was decided that the issue would be dealt with by the Health executive following the Board meeting and that the Academic Registrar, Deputy Academic Registrar and Vice President (Corporate Services) would need to be consulted.

ACTION: Policy change required to include the issue of payment for clinical placement allocations in the School of Medicine. To be discussed with the Deputy Academic Registrar, and advice sought.

24.0 ACCREDITATION DOCUMENTATION

24.1 Members noted the following accreditation documents:
- APAC_Griffith Accreditation Assessment Report 2014 FINAL
25.0 2014 GROUP LEARNING AND TEACHING CITATIONS

25.1 Members noted the 2014 Group Learning and Teaching Citations.

25.2 Griffith Health
Citations:
Dr Andrew Bulmer, School of Medical Science
Dr Lakal Dissabandara, School of Medicine
Serena Nicholls, School of Applied Psychology
Dr Ali Salajegheh, School of Medicine

Dean's Certificate of Commendation:
Dr Gregory Reddan, School of Allied Health Sciences
Dr Indu Singh, School of Medical Science
Dr Chris Stapelberg, School of Medicine
Associate Professor Eleanor Milligan and Peter Hamilton, School of Medicine

26.0 2014 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING

26.1 Members noted the 2014 Griffith Awards for Excellence in Teaching.

27.0 HEALTH GROUP HEALTH & SAFETY COMMITTEE MEETING MINUTES

27.1 Members noted minutes from the following Health Group Health and Safety Committee meetings:
- 03_2014 (August) Meeting
- 01_2015 (February) Meeting

28.0 OTHER BUSINESS

28.1 The Dean (L&T) advised members of the recent changes to the bachelor degree policy, in particular changes to program requirements for double degrees and the removal of the 66% rule.

28.2 Members were asked to look at the double degree programs within their Schools and to consider modifying programs given the recent policy changes.
28.3 Members were advised that vertical double degrees were also something that the Health Group would like to pursue, and to consider possible combinations for development.

29.0 BOARD MEETING DATES AND VENUES

29.1 Members noted the 2015 dates for Griffith Health Group meetings. Meetings will be held at 12:30 pm on the following dates:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 May</td>
<td>Gold Coast</td>
<td>Room 2.02 The Chancellery (G34)</td>
</tr>
<tr>
<td>13 August</td>
<td>Gold Coast</td>
<td>Room 1.05/1.06 The Chancellery (G34)</td>
</tr>
<tr>
<td>15 October</td>
<td>Gold Coast</td>
<td>Room 2.02 The Chancellery (G34)</td>
</tr>
</tbody>
</table>

30.0 SUMMARY OF ACTION ITEMS

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Responsible Officer/s</th>
<th>Status / Feedback</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Chair requested that members provide a list of names of suitable Health Group ambassadors, (good academic staff), for recruitment events. OMC asked Members to note that there will be two Open Day events in 2015.</td>
<td>All members</td>
<td>Ongoing.</td>
</tr>
<tr>
<td>Health Group ASC to source response rates for the external surveys, in particular CEO.</td>
<td>Health ASC</td>
<td>Complete. (See agenda item 18.0.)</td>
</tr>
<tr>
<td>Chair to provide a template for the HoS Group Board reports. School newsletters could be introduced as an adjunct to the HoS reports. Acting Head of School, School of Nursing and Midwifery to circulate a copy of the SONM Communications newsletter.</td>
<td>Chair and Acting Head of School, SONM</td>
<td>TBA by Chair regarding HoS Group Board reports. SONM School Communications newsletter provided. (See agenda item 12.0cii.)</td>
</tr>
<tr>
<td>Reduced presence of Griffith University in Open Universities Australia marketing material raised as a concern to be discussed with the University academic liaison, Professor Wendy Loughlin.</td>
<td>Health ASC</td>
<td>TBA</td>
</tr>
<tr>
<td>Policy change required to include the issue of payment for clinical placement allocations in the School of Medicine. To be discussed with the Deputy Academic Registrar, and advice sought.</td>
<td>Health ASC</td>
<td>Awaiting advice.</td>
</tr>
</tbody>
</table>

Confirmed: (Chair – Professor Tony Perkins)

Date: ___________________________