A meeting of the Griffith Health Group Board will be held at 12.30 pm on Thursday 1 August 2013 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.

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27.0 BOARD MEETING DATES AND VENUES

Significant Committee Events

- This meeting of the Griffith Health Board will be held at 12.30 pm on Thursday 1 August 2013 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.
- The next meeting of the Health Group Board will be held at 12:30 pm on Thursday 19 September 2013 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.

Committee TeamPlace Web Address

- Use the left navigation bar to select the relevant committee site. Username is your staff number and password is the same as your Novell login. Call the Secretary on 56465 for advice or if experiencing difficulties.
**Faculty Board Members**

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Tony Perkins</td>
<td>Acting Dean (Academic)</td>
</tr>
<tr>
<td>Professor Allan Cripps</td>
<td>ex officio</td>
</tr>
<tr>
<td>Professor Nick Buys</td>
<td>Dean (Learning &amp; Teaching), Health</td>
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<tr>
<td>Professor David Shum</td>
<td>Dean (Research), Health</td>
</tr>
<tr>
<td>Professor Ros Sorensen</td>
<td>Head of School, School of Public Health</td>
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<tr>
<td>Professor Simon Broadley</td>
<td>Head of School, School of Medicine</td>
</tr>
<tr>
<td>Professor Ward Massey</td>
<td>Head of School, School of Dentistry &amp; Oral Health</td>
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<tr>
<td>Professor Elaine Duffy</td>
<td>Head and Dean, School of Nursing and Midwifery</td>
</tr>
<tr>
<td>Professor Patrick O'Leary</td>
<td>Head of School, School of Human Services and Social Work</td>
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<tr>
<td>Professor Mark Forwood</td>
<td>Acting Head of School, School of Medical Science</td>
</tr>
<tr>
<td>Professor Andrew Davey</td>
<td>Head of School, School of Pharmacy</td>
</tr>
<tr>
<td>Professor Peter Milburn</td>
<td>Head of School, School of Physiotherapy &amp; Exercise Science</td>
</tr>
<tr>
<td>Professor Paul Martin</td>
<td>Head of School, School of Applied Psychology</td>
</tr>
<tr>
<td>Professor Lyn Griffiths</td>
<td>Director, Griffith Health Institute</td>
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<td></td>
<td>co-opted</td>
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</tbody>
</table>

**Information Copies** (without attachments unless stated)

- Deputy Heads of School
- Dean (Learning and Teaching), SEET Group
- School Administrative Officers – Griffith Health Group
- School Secretaries – Griffith Heath Group

**Other Copies**

- CARMS Binding copy (attachments)
- Spare copy
GRiffith Health Group Board Meeting

A meeting of the Griffith Health Group Board will be held at 12.30 pm on Thursday 1 August 2013 in Room 1.05/1.06, The Chancellery (G34) Gold Coast campus.

Secretary
Tristan Damen

AGENDA

1.0 APOLOGIES

Apologies may be recorded by contacting Tristan Damen, Secretary x56465 (Mon, Tue, Thu) or x27288 (Wed, Fri), or by emailing t.damen@griffith.edu.au

2.0 CONFIRMATION OF MINUTES

The minutes of the 3_2013 (June) meeting have been circulated.

To be taken as read and confirmed

3.0 ACTIONS ARISING FROM GRIFFITH HEALTH GROUP BOARD 3_2013 MEETING

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Responsible Officer/s</th>
<th>Status / Feedback</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heads of School are to present the Health &amp; Safety Operational Plan to their respective School Committees and highlight requirements of staff to complete Health and Safety training.</td>
<td>Heads of School</td>
<td>Ongoing – Items will be distributed to Heads of School for action after 02/2012 meeting of the Griffith Health Group, Health &amp; Safety Committee.</td>
</tr>
</tbody>
</table>

4.0 CHAIR’S REPORT

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

5.0 PRO VICE-CHANCELLOR (HEALTH) REPORT

The Pro Vice-Chancellor (Health) will report on items of interest to the Board.

6.0 DEAN (LEARNING & TEACHING) REPORT

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

7.0 DEAN (RESEARCH) REPORT

The Dean (Research), Health Group will report on items of interest to the Board.
8.0 DIRECTOR, GRIFFITH HEALTH INSTITUTE REPORT

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

9.0 SUPPORT SERVICES REPORTS

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

10.0 REFEREE CHECKS IN THE RECRUITMENT PROCESS

The Director, Human Resource Management will address members to discuss the importance of referee checks in the staff recruitment process.

11.0 THE DEEBLE INSTITUTE

The Director, the Deeble Institute for Health Policy Research will address members regarding the activities of the Deeble Institute, an initiative of the Australian Healthcare and Hospitals Association.

ORDERING OF THE AGENDA

At this point in the agenda, members may propose that any matter on the agenda, not included in Section I, be so included.

SECTION I: MATTERS FOR DEBATE AND DECISION

12.0 MSC 5 YEAR PROGRAM REVIEW REPORTS

1093 BACHELOR OF HEALTH SCIENCE (2013/0005817)
1094 BACHELOR OF BIOMEDICAL SCIENCE (2013/0005818)
1280 BACHELOR OF MEDICAL SCIENCE
1358 BACHELOR OF BIOMEDICAL SCIENCE (HONOURS) ACCELERATED

12.1 The Griffith Health Group Board, on the executive recommendation of the Dean (Learning & Teaching), is asked to consider the attached 5 Year Program Review Reports for the Bachelor of Health Science (1093) and Bachelor of Biomedical Science (1094) suite which includes the Bachelor of Medical Science (1280) and the Bachelor of Biomedical Science (Honours) Accelerated (1358), as detailed in 2013/0005817 (1093) and 2013/0005818 (1094,1280,1358).

12.2 The 5 Year Review Reports were first tabled at the 03/2013 (June 20) meeting of the Griffith Health Group Board, however, members resolved to consider the papers at the next meeting as there was no representative from the School of Medical Science that was available to attend.

12.3 Five (5) Year Program Reviews are conducted for the purpose of continuous improvement, benchmarking, curriculum renewal and re-accreditation. Summary recommendations from the report include:
12.3.1 The Bachelor of Health Science, Bachelor of Biomedical Science and Bachelor of Medical Science programs are to be re-accredited for another 5 years and continue to be offered.

12.3.2 The listed elective offering for the Bachelor of Health Science, Bachelor of Biomedical Science and Bachelor of Medical Science programs will be expanded with additional minor changes to be made to each respective program structure.

12.3.3 A modified program structure with a reduced enrolment load has been proposed for the Bachelor of Health Science to facilitate student success amongst non-traditional (no OP) and higher OP students.

12.3.4 The Bachelor of Biomedical Science (Honours) Accelerated program is to be withdrawn from offer from Semester 1, 2014.

Recommendation

12.4 The Griffith Health Group Board, on the executive recommendation of the Dean (Learning & Teaching), is asked to consider the 5 Year Program Review Implementation Plan for the Bachelor of Health Science (1093) and Bachelor of Biomedical Science (1094) suite which includes the Bachelor of Medical Science (1280) and the Bachelor of Biomedical Science (Honours) Accelerated (1358), as detailed in 2013/0005817 (1093) and 2013/0005818 (1094,1280,1358), for implementation in Semester 1, 2014.

For debate and decision

13.0 APPROVAL PROCESS FOR STAFF TRAVELLING OVERSEAS

13.1 The Griffith Health Group Board, on the recommendation of the Dean (Academic), is asked to consider a new approval process for staff travelling overseas.

13.2 There is currently no formal process for staff to obtain approval for overseas travel. Staff are not currently required to disclose their contact details, health and safety concerns (such as travel warnings from the Department of Foreign Affairs and Trade) or funding details for their trip, or the purpose of their travel.

13.3 The Health Group proposes to introduce a form for staff to complete for consideration by academic managers. Members are asked to provide feedback on the form and reporting requirements for a process to be implemented in the near future.

13.4 A draft version of the form will be distributed before the meeting.

For debate and decision

14.0 BACHELOR DEGREE (AQF LEVEL 7) POLICY

14.1 The new Griffith Academic Plan has as one of its goals the development of graduates who are successful and influential. This goal is to be achieved at the bachelor degree level by providing students with a distinctive curriculum supported by experiential and broadening learning experiences. Attached for the information of the Committee is the document *Successful and Influential Graduates: The Griffith Experience* (2013/0007078).

14.2 Revisions to the Bachelor Degree Policy are proposed in order to implement the aforementioned Griffith Experience proposal and to align the University’s
policy with the AQF Bachelor degree learning outcomes descriptor. A revised Bachelor Degree (AQF Level 7) Policy (2013/0006536) in a marked up and clean format is attached for consideration.

14.3 The major changes to the policy include:
- revised definitions for qualification types;
- AQF Level 7 Bachelor Degree Learning Outcomes;
- program requirements consistent with recently approved changes to The Structure and Requirements of Qualifications at Griffith University;
- new provisions related to the Griffith Experience;
- a definition for designated courses;
- new provisions relating to Award Majors on the Testamur and awarding the degree with distinction;
- specification of the research component in the Bachelor degree and the Bachelor with Honours Degree;
- additional degree requirements and changed transition arrangements;
- revisions to the provisions related to the Bachelor Degree with Honours; and
- revisions to the credit provisions.

14.4 A discussion paper detailing the changes to the Bachelor Degree (AQF Level 7) Policy in further detail will be distributed prior to the meeting.

14.5 The following documents have also been attached for feedback:
- Research components (size and composition) in Griffith Qualifications progression table;
- updated version of the AQF Traffic Light Report first considered at the 02/2013 (May) meeting of Health Group Board.

Recommendation

14.6 The Griffith Health Group Board is asked to consider the revisions to the Bachelor Degree (AQF Level 7) Policy, as detailed in 2013/0007089, and provide feedback to Programs Committee.

For consideration

15.0 HEALTH GROUP PROGRAM CHANGES

15.1 The program changes processed for the Health Group since the previous Griffith Health Group Board meeting are detailed in Section II of this agenda. All program changes have been considered and approved executively by the Dean (Learning and Teaching). Details of the submissions are contained in Section II of this agenda and all submissions are attached for reference. Members are asked to consider the list of program changes for information and to flag any submissions they wish to bring forward to Section I of this agenda for discussion.

For consideration
SECTION II: MATTERS REQUIRING RATIFICATION OR EXECUTIVE ACTION

16.0 HSV PROGRAM WITHDRAWAL SUBMISSION (2013/0005838)  
5171 MASTER OF HUMAN SERVICES WITH HONOURS

16.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the withdrawal of the Master of Human Services with Honours (5171), as detailed in 2013/0005838, for implementation in Semester 1, 2014.

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

16.3 Although no students in the Master of Human Services (5169) have expressed an interest in progressing to the Honours program, the School intends to offer a final intake in 2014.

For ratification

17.0 PHM MINOR CHANGE SUBMISSION (2013/0005839)  
1242 BACHELOR OF PHARMACEUTICAL SCIENCE  
1387 BACHELOR OF PHARMACEUTICAL SCIENCE/ BACHELOR OF BUSINESS

17.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) in approving the proposed changes to the Bachelor of Pharmaceutical Science (1242) and Bachelor of Pharmaceutical Science/ Bachelor of Business (1387), as detailed in 2013/0005839, for implementation in Summer Semester (Jan/Feb), 2014.

17.2 The proposal seeks to correct an error in a previous submission where 2008PHM Pharmaceutical Analysis was incorrectly prescribed for students entering with prior qualifications. 2008PHM will be replaced by 2007PHM Quality Use of Medicines I.

For ratification

18.0 PBH PROGRAM WITHDRAWAL SUBMISSION (2013/0005840)  
5266 MASTER OF HEALTH SERVICES MANAGEMENT

18.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the withdrawal of the Master of Health Services Management (5266), as detailed in 2013/0005840, for implementation in Semester 2, 2013.

18.2 The School of Public Health proposes to withdraw the program in preparation for the introduction of the AQF compliant South Bank campus and Griffith Online offering of the Master of Health Services Management (5586) that was approved at the 03/2013 (June) meeting of Health Group Board.

18.3 No transition arrangements are required as courses offered as part of the current program will continue to be offered in the new program.

For ratification
19.0 PBH PROGRAM WITHDRAWAL SUBMISSION (2013/0005841)

5405 MASTER OF HEALTH SERVICES MANAGEMENT WITH HONOURS

19.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the withdrawal of the Master of Health Services Management with Honours (5405), as detailed in 2013/0005841, for implementation in Semester 2, 2013.

19.2 The School of Public Health proposes to withdraw the program in preparation for the introduction of the AQF compliant South Bank campus and Griffith Online offering of the Master of Health Services Management (5586) that was approved at the 03/2013 (June) meeting of Health Group Board.

19.3 No transition arrangements are required as courses offered as part of the current program will continue to be offered in the new program.

For ratification

20.0 DOH PROGRAM WITHDRAWAL SUBMISSION (2013/0005842)

5402 MASTER OF DENTAL TECHNOLOGY IN PROSTHETICS

20.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the withdrawal of the Master of Dental Technology in Prosthetics (5402), as detailed in 2013/0005842, for implementation in Semester 1, 2013.

20.2 The School of Dentistry and Oral Health proposes to withdraw the program as the volume of learning is not compliant with the revised Australian Qualifications Framework.

20.3 No transition arrangements are required as courses offered as part of the current program will continue to be offered in the new program.

For ratification

21.0 DOH MINOR CHANGE SUBMISSION (2013/0005845)

5402 MASTER OF DENTAL TECHNOLOGY IN PROSTHETICS

21.1 The Griffith Health Group Board is asked to ratify the executive action of the Dean (Learning and Teaching) in approving the proposed changes to the Master of Dental Technology (5402), as detailed in 2013/0005845, for implementation in Semester 1, 2014.

21.2 The School of Dentistry and Oral Health proposes to redistribute the credit point load of 7012DOH Clinical Prosthetics (previously 7001DOH) to accommodate the teaching of 7009DOH Applied Oral Biology (previously 7021MSC).

21.3 Teaching responsibility for 7009DOH has been returned to the School of Dentistry and Oral Health. The Pro Vice Chancellor (Health) has approved the load shift.

For ratification
22.0 HSV MINOR CHANGE PROPOSAL (2013/0005846)

5476, 5505, 5518 MASTER OF SOCIAL WORK (LG, GC, OUA)
5475 MASTER OF MENTAL HEALTH PRACTICE
5169 MASTER OF HUMAN SERVICES

22.1 The Griffith Health Group Board is asked to ratify the executive action of the
Dean (Learning and Teaching) in approving the proposed changes to the
Master of Social Work (5476, 5505, 5518), Master of Mental Health Practice
(5475) and Master of Human Services (5169), as detailed in 2013/0005846, for
implementation in Semester 1, 2014.

22.2 The School proposes to reconfigure all field placement courses across its
postgraduate programs so that they offered as year-long courses.

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

For ratification

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

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

School of Nursing and Midwifery
1354 Bachelor of Midwifery Ms Tania Milne

School of Human Services and Social Work
3272 Graduate Certificate in Human Services Dr Sandra Woodbridge
5476 Master of Social Work Ms Teresa Scott
5505 Master of Social Work Ms Teresa Scott
5518 Master of Social Work Ms Teresa Scott

School of Applied Psychology
1012 Bachelor of Psychological Science Associate Professor Fran O’Callaghan
1225 Bachelor of Exercise Science/ Bachelor of Psychological Science
Associate Professor Fran O’Callaghan
1013 Bachelor of Psychological Science/ Bachelor of Business (HRM)
Associate Professor Fran O’Callaghan
1136 Bachelor of Laws/ Bachelor of Psychological Science
Associate Professor Fran O’Callaghan
1403 Bachelor of Psychological Science/ Bachelor of Criminology and Criminal Justice
Associate Professor Fran O’Callaghan
1014 Bachelor of Psychology (Honours Convenor) Dr Glenda Andrews
2004 Bachelor of Psychological Science with Honours Dr Glenda Andrews
1178 Bachelor of Psychology (Honours Convenor) Dr Caroline Donovan
2033 Bachelor of Psychological Science with Honours Dr Caroline Donovan

School of Public Health
3147 Graduate Certificate in Public Health Professor Don Stewart
4094 Graduate Diploma of Public Health Professor Don Stewart

www.griffith.edu.au/committees
5263 Master of Public Health  
Professor Don Stewart  

For ratification  

23.2 The Griffith Health Group Board is asked to ratify the following First Year Coordinator change for 2013:  

School of Nursing and Midwifery  
1354 Bachelor of Midwifery  
Ms Janice Bass  

For ratification  

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

24.0 PSY PROPOSAL TO SUSPEND INTAKE (2013/0005809)  
6010, 6011 DOCTOR OF CLINICAL PSYCHOLOGY (GC, MG)  
6013 DOCTOR OF ORGANISATIONAL PSYCHOLOGY  

24.1 The Deputy Vice Chancellor (Academic) approved the suspension of the Doctor of Clinical Psychology (6010, 6011) and Doctor of Organisational Psychology (6013), as detailed in 2013/0005809, for implementation in Semester 1, 2014.  

24.2 The School of Applied Psychology propose to suspend the programs pending the outcome of the School Review and the Australian Psychology Accreditation Council accreditation review which are due to take place later in 2013 and 2014 respectively.  

24.3 The nomenclature of each program is not compliant with the revised Australian Qualifications Framework.  

For noting  

25.0 AUSTRALIAN COMMUNITY WORKERS ASSOCIATION APPROVAL  
1098 BACHELOR OF HUMAN SERVICES  
1095 BACHELOR OF CHILD AND FAMILY STUDIES  

25.1 Notices and certificates from the Australian Community Workers Association confirming campus approval for Logan campus and course approval for the Bachelor of Human Services (1098) and Bachelor of Child Family Studies (1095) are attached for noting.  

For noting  

26.0 OTHER BUSINESS  

27.0 BOARD MEETING DATES AND VENUES  

27.1 The next meeting of the Griffith Health Group Board will be held on Thursday 19 September at 12:30 pm in room 1.05/1.06, The Chancellery (G34), Gold Coast campus. A light lunch will be available from 12 noon.
27.2 The confirmed 2013 dates for Griffith Health Group meetings will be held at 12:30 pm on the following dates:

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

For noting