A meeting of the Internationalisation Advisory Committee was held on Thursday, 22nd March 2012, from 1:00pm – 3:00pm via videoconference in Room 2.06, Bray Centre (N54) and Room 1.04, The Chancellery (G34).

MINUTES

PRESENT:
Professor Gillian Bushell (Chair)
Mr Chris Madden
Mr Tony Shiel
Professor Michelle Barker
Professor Claire Wyatt-Smith
Professor Yew-Chaye Loo
Professor Debra Henly
Ms Nicole Brigg
Ms Joanna Peters
Ms Kerry Sutcliffe
Ms Sinikiwe Mbanje
Ms Rosemary Marson (Secretary)

APOLOGIES:
Professor Parlo Singh
Ms Margaret Price
Professor Chris Auld

1.0 CONFIRMATION OF MINUTES

The minutes of the 4/2011 meeting of the Internationalisation Advisory Committee (IAC), having been circulated, were taken as read and confirmed subject to changing the reference to Level 1 to Level 2 in paragraph 3.4 of the Minutes.

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

2.0 2012 DRAFT WORKPLAN FOR THE INTERNATIONALISATION ADVISORY COMMITTEE

2.1 Members considered the following draft Work Plan for 2012 for the Internationalisation Advisory Committee (IAC) and agreed to endorse it as an appropriate set of activities for the IAC to undertake during 2012.

<table>
<thead>
<tr>
<th>2012 Annual Work Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Activity/ Project Name:</strong></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
Resolution

2.2 Members resolved to recommend the 2012 IAC Work Plan to the Academic Committee for noting.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

3.0 IAC ANNUAL REPORT 2011

3.1 The IAC recalled that in 2011 the University introduced the requirement that university-level committees complete annual reports. The IAC noted the attached Annual Report for the IAC for 2011 and agreed to ratify the Chair’s executive approval of the Annual Report. The IAC noted that the 2011 Annual Report will be forwarded to the Academic Committee.

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

4.0 MEMBERSHIP

4.1 The Internationalisation Advisory Committee welcomed the following new members to the IAC:

Ms Sinikiwe Mbanje (undergraduate student representative (BBiomedical Sc)),
Ms Kerry Sutcliffe, Director, GELI, and
Ms Nicole Brig, Director, International (as a co-opted member).

4.2 The IAC thanked the following outgoing members for their contributions to the work of the IAC during 2011:

Ms Lucinda Chappell, and
Ms Ilva Sporne (postgraduate student representative).

5.0 ORIENTATION OF NEW MEMBERS

5.1 The Committee welcomed its new members and the Chair briefly outlined the core purpose and functions of the IAC, as indicated in the Constitution and the structure of the Agenda. In particular the Chair highlighted that the IAC is responsible for providing advice to the University’s Executive Group, Academic Committee and its sub-committees on matters concerning the policy and strategy relating to international and transnational matters. The IAC is also charged with providing advice to Griffith International on plans to achieve the aims and objectives for international activities set out by the University in policy and strategy.
6.0 HIGHER DEGREE RESEARCH POLICY

6.1 The IAC noted that at its 2/2012 meeting, the Board of Graduate Research recommended that the Higher Degree Research policy be revised to include additional information on the use of English as a medium of instruction, as evidence of English Language proficiency.

6.2 In line with the request from the Board of Graduate Research, the Internationalisation Advisory Committee considered the revised policy and agreed to forward it to the Academic Committee for consideration.

7.0 REPORT ON ENGLISH LANGUAGE ADMISSION PATHWAYS

7.1 The IAC noted that the Director, Griffith English Language Institute had provided a brief report which updated the IAC on the current English language admission pathways used at Griffith.

8.0 KNIGHT REVIEW IMPLEMENTATION

8.1 The Director, Griffith International introduced the Report on the implementation of the Knight Review and particularly drew members’ attention to the following points:

8.1.1 On 14 February Griffith, along with 39 other Australian universities, submitted a proposal to DIAC to opt-in to streamlined visa arrangements (SVA).

8.1.2 The opt-in document required a report provided by an independent expert that included detailed advice on (1) How does the University set English Entry Levels? (condition 4); and (2) What English language support does the University provide to International students? (condition 5). ESL consultant, Ms Jill Schiffman, prepared the Report for Griffith.

8.1.3 The opt-in document required Griffith to nominate any pathway partners that it would work with under the SVA, and Griffith nominated QIBT.

8.2 The IAC was advised that the core of the SVA is to allow universities to recruit students in countries that DIAC considers high risk (AL 3 and 4) on the same terms and conditions as we access AL 1 and 2 countries. Under this policy it will be the responsibility of universities to ensure the student has sufficient funds to complete their studies in Australia effectively. Under the SVA, universities recruiting in AL 3 and AL 4 countries will be required to establish that students are ‘genuine’ through applicant checklist processes to be administered by agents or in the case of direct applications, by the university itself.

8.3 DIAC will continue to do financial checks at the point of student visa application. However these financial checks will be at AL1 level with the expectation that universities and their agents have established the applicant’s financial capacity during the counselling and recruitment stage. Processes are now being developed by all universities that will see agents take on a greater role in scrutinising financials and determining that applicants are genuine students.

8.4 The IAC agreed that these revised terms place some risk upon the University when admitting students to ensure that the students comply with the government regulations, the benefits of the SVA to Griffith and the international education industry as a whole, such as faster visa approvals, outweigh these risks. While DIAC will no longer be accepting full responsibility for ensuring an applicant’s positive financial capacity, Griffith International and its agent network will work closely together to ensure applications are received from “genuine” applicants only.
9.0 INTERNATIONALISATION WEBSITE

9.1 The Chair (IAC) advised that the Internationalisation information on the Griffith website is under review. The Review of content is led by the DVC (Academic)'s office, in consultation with the Chair (IAC). Members noted that prior to the meeting the link to the trial site had been distributed to members, so that they could bring their comments to the meeting.

9.2 The Executive Officer (DVC (A)) and the Web Publisher (GIHE) attended the meeting for this item, and asked members to consider the following questions concerning the proposed Internationalisation website:

How will people access the published site?

What existing pages should carry a link to this site?

9.3 The Chair introduced this item and reminded members that the overall strategy in developing this site has been to provide a front page for Internationalisation that is easily accessible for staff and students and will largely comprise links to other relevant sites within the Griffith Website. The Chair reminded members that the proposed site will not replicate information currently included in the Griffith International or academic Group pages.

9.4 The IAC endorsed this strategy and made the following suggestions:

9.4.1 the revised site needs to be practical in terms of the increasing use of mobile technology (phones, iPads);

9.4.2 the inclusion of support for students (under the Staff heading) is commendable, as this is often a key source of interest for international students;

9.4.3 links to the academic groups may be a useful addition.

9.5 The Chair invited members to forward any additional comments to the Executive Officer (DVC (A)) by Thursday, 5 April.

10.0 CHAIR’S REPORT

10.1 The Chair advised the IAC that the key items of interest were included in the Agenda.

11.0 PRO-VICE CHANCELLOR’S (INTERNATIONAL) REPORT

11.1 The PVC (International) drew members’ attention to the following key factors that have impacted on Griffith’s international student body since the Committee last met in October, 2012:

a) Drop in international student numbers – Although the University is waiting for the final figures post Census Date, it appears that there is a significant drop in the number of commencing students (10%); in addition there appears to be a 1.9% drop in continuing students. The high cost of living in Brisbane and the high Australian dollar are the main factors for this drop in international student numbers.

b) 2012 will be the worst year for enrolling international students. The University is engaged in some preliminary long-term planning to address this situation, and
anticipates that there will be a modest increase in enrolling international students numbers in 2014, and 2015 may see a return to 2009 international student numbers (commencing).

c) Griffith International has completed its 2012-2013 Business Plan that includes 14 strategic initiatives.

d) The PVC (International) reported that he is a member of the Chaney Committee, which is responsible for the development of a five year plan for International Education in Australia. The PVC advised that the Report will be released in mid-April for comments from the higher education sector.

e) As part of the University’s five year cycle of reviews, Griffith International is due to be reviewed in November 2012.

12.0 DEANS AND DIRECTORS (INTERNATIONAL) REPORTS

12.1 The Chair invited each of the Deans/Directors (International) to provide a brief report on internationalisation activities in their areas.

12.1.1 The Director, Student Services (AA), Ms Joanna Peters, advised members that the e-Mentoring grant received in 2011 to develop mentoring options for International students is progressing well and that a suitable software system has been purchased which will enable Student Services to implement connections between students studying at Griffith and their home countries. An Amenities Fee for Student Services will be introduced in mid-2012 and this will assist in lifting support levels for International students.

12.1.2 SEET – Professor Yew-Chaye Loo reported on the SEET Group’s continued discussions with Singapore have secured professional recognition of Griffith’s engineering degrees.

12.1.3 Griffith Health – Professor Debra Henly reported that Griffith Health is focusing its recruitment strategies and resources on the Singapore and Canadian markets. Recent visits to the Medical Board in Singapore have facilitated progress towards recognition of Griffith medical degrees in Singapore. Negotiations are also underway with the Pharmacy Board in Singapore. Discussions are also underway with Simon Fraser University, Canada concerning the intake of medical students to Griffith for 2013.

12.1.4 Arts, Education and Law Group – Professor Claire Wyatt-Smith advised that AEL has introduced a number of strategies concerned with enhancing the student experience for the Group’s international cohort. For example, the Group has introduced a Go-to contact person in each element who acts as a cultural guide and general source of information for international students. The Group has also undertaken an audit of the international contacts of academic staff and these connections will be utilised in terms of exploring further international student markets and collaborative research possibilities.

12.1.5 Office for Research – Mr Tony Shiel reported on Griffith’s placement in the top 500 global universities on four of the major and most credible world university rankings: the Academic Ranking of World Universities (ARWU), QS World University Rankings; the Times HE World University Ranking; and the Leiden Ranking.
12.1.6 The Chair thanked the Deans and Directors but suggested that in future they also report on the kinds of support the element is providing for international students.

13.0 A GLOBALLY-MINDED CAMPUS – A RESOURCE FOR ACADEMIC DEPARTMENTS

13.1 The IAC noted the following link to a comprehensive 160-page resource that is recommended as a useful resource for staff within the higher education sector who are working with international students.

http://www.truworld.ca/internationalization/internal/gmc_tru.html

14.0 INTERNATIONALISATION IMPLEMENTATION STRATEGY

14.1 The IAC noted that the Academic Committee (1/2012 meeting) approved the Internationalisation Strategy and Implementation Plan for immediate implementation.

15.0 CULTURAL DIVERSITY AND INTERNATIONALISATION COMMUNITY OF PRACTICE

15.1 The IAC agreed to defer discussion of this item to the 2/2012 meeting (14 June).

16.0 NEXT MEETING

16.1 The next meeting of the Internationalisation Advisory Committee will be held on Thursday, 14 June from 1:00pm – 3:00pm via videoconference in Room 2.06, Bray Centre (N54), Nathan campus and Room 1.04, The Chancellery (G34), Gold Coast campus.

17.0 MEETING DATES FOR 2012

17.1 Meetings will be held from 1:00pm to 3:00pm on the following dates:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Confirmed Venues</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nathan</td>
</tr>
<tr>
<td>29 March</td>
<td>N54_2.06</td>
</tr>
<tr>
<td>14 June</td>
<td>N54_2.06</td>
</tr>
<tr>
<td>23 August</td>
<td>N54_2.06</td>
</tr>
<tr>
<td>11 October</td>
<td>N54_2.06</td>
</tr>
<tr>
<td>29 November *</td>
<td>N54_2.06</td>
</tr>
</tbody>
</table>

* will only proceed if business warrants.

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

(Chair)

Date: .....................................................
DISTRIBUTION LIST

Committee Members

CHAIRPERSON OF THE COMMITTEE

PRO VICE CHANCELLOR (INTERNATIONAL), OR NOMINEE

DEPUTY CHAIR, ACADEMIC COMMITTEE

Mr Chris Madden

DEAN, GRIFTH GRADUATE RESEARCH SCHOOL

Professor Parlo Singh

DEPUTY VICE CHANCELLOR (RESEARCH) OR NOMINEE

Mr Tony Shiel (nominee)

DEAN (STUDENT OUTCOMES) AND DIRECTOR, GIHE OR NOMINEE FROM AMONGST THE ACADEMIC STAFF OF THE GIHE

Professor Michelle Barker (nominee)

A DEAN OR DIRECTOR FROM EACH ACADEMIC GROUP WITH RESPONSIBILITY FOR INTERNATIONALISATION

Professor Claire Wyatt-Smith (Arts, Education and Law)
Professor Chris Auld (Griffith Business School)
Professor Debra Henly (Griffith Health)
Professor Yew-Chaye Loo (Science, Environment, Engineering and Technology)

ACADEMIC REGISTRAR OR NOMINEE

Ms Margaret Price (nominee)

DIRECTOR, STUDENT SERVICES OR NOMINEE

Ms Joanna Peters

DIRECTOR, GRIFFITH ENGLISH LANGUAGE INSTITUTE OR NOMINEE

Ms Kerry Sutcliffe

ONE UNDERGRADUATE INTERNATIONAL STUDENT, APPOINTED BY THE DEPUTY CHAIR, ACADEMIC COMMITTEE

Ms Sinikiwe Mbanje One year up to 31 December 2012

ONE POSTGRADUATE INTERNATIONAL STUDENT, APPOINTED BY THE DEAN, GRIFFITH GRADUATE RESEARCH SCHOOL

Vacant One year up to 31 December 2012

COOPTED MEMBERS – ANY MEMBER OF THE UNIVERSITY COMMUNITY OR AN EXTERNAL EXPERT WHERE PARTICULAR EXPERTISE OR INSIGHTS ARE REQUIRED

Ms Nicole Briggs, Director, Griffith International

Secretary: Ms Rosemary Marson (ext 54393)

Other Copies (with attachments)

Binding (CARMs) copy
Working copy
Spare copy