GRIFFITH UNIVERSITY

LEARNING AND TEACHING COMMITTEE

A meeting of the Learning and Teaching Committee was held on Monday, 7 August 2006 in M10_5.01 Social Sciences Building, Mt Gravatt campus.

ACTION SHEET

PRESENT:

Professor John Dewar (Chair)
Associate Professor Nicholas Buys
Professor Lorelle Frazer
Professor Royce Sadler
Dr Alf Lizzio
Dr Joo-Gim Heaney
Mr Dave Edwards
Dr Sally Borbasi
Dr Michael Crock

By invitation: Professor Marilyn McMeniman

Secretary: Christine Grimmer
Karen van Haeringen

APOLOGIES:

Professor Neil Dempster
Professor Lex Brown
Professor Paul Turnbull
Dr Heather Alexander
Professor Michelle Barker
Mr John Swinton
Associate Professor Jay Younger
Professor Joy Cumming
Dr Rodney Stewart

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<tr>
<th>Name of Item</th>
<th>Brief Description</th>
<th>Action</th>
<th>Attachment</th>
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<td>3.0 Chair’s Report</td>
<td>The Chair requested that thanks be recorded to Professor Neil Dempster for his outstanding contribution first as Chair of the Teaching and Learning Excellence Committee and as an academic member of the Learning and Teaching Committee and in particular, for his work on the Course Outline and Course Evaluation projects. The Chair requested that thanks be recorded to Joseph McDowall for his term of support for the work of the Teaching and Learning Excellence Committee and the Learning and Teaching Committee in his capacity as Chair of Programs Committee.</td>
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<td>3.1 CARRICK FELLOWSHIPS</td>
<td>Griffith University has submitted two applications for Carrick Institute Senior Fellowships as follows:</td>
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<td><strong>Associate Professor Stephen Billett</strong> – <strong>Securing transition to effective practice: Integrating students’ experiences in higher education and practice based settings</strong></td>
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<td><strong>Professor Michelle Barker</strong> – <strong>Culturally responsive pedagogy in Australian universities; Development and implementation of professional development programs and resources for academic staff</strong></td>
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<th>3.2 CARRICK INSTITUTE AWARDS</th>
<th>Griffith submitted the largest number of awards to date with five Teaching Excellence and four Program Award applications going forward on the due date of July 14 as follows:</th>
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<td>Sam Di Mauro – Teaching Excellence (Humanities and the Arts)</td>
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<td>Dr Keithia Wilson – Teaching Excellence (Social Sciences, including Education)</td>
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<td>Phillip Rodgers-Falk – Neville Bonner Award</td>
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<td>Dr Dianne Dredge- Early Career Award</td>
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<td>Dr. Bridget Cullen Mandikos and Dr Heather Douglas – Team Teaching Award</td>
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<td>U3A – Dr Rick Swindel Peer and Self Assessment (Professor Bruce. Burton, Mark, Freakley, Don. Lebler &amp; Matt. Hitchcock)</td>
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<td>3.2 Carrick Priority Program Grants</td>
<td>Griffith submitted one application for Carrick Priority Program Grant for an innovative model for the MBA from Professor Lorelle Frazer and Ngaire Bissett from Griffith Law School.</td>
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<td>3.3 FACULTY LEARNING AND TEACHING CITATIONS</td>
<td>The 2006 round for Faculty Learning and Teaching Citations has commenced. Group Academic Services officers forwarded advice to Chairs of Faculty Boards on 27 June requesting them to invite Faculty staff to apply for Faculty Learning and Teaching Citations. Submissions are to be forwarded to Secretaries of Faculty Boards and are to comprise a two-page (A4) statement of claim and a 100-word citation. <strong>Submissions are due on 22 September 2006</strong></td>
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| 3.4 LEARNING AND TEACHING PERFORMANCE FUND | The Minister for Education, Science and Training, announced changes to the Learning and Teaching Performance Fund, at the annual conference of the Higher Education Research and Development Society of Australasia in Perth on 10 July. The media release from the Minister suggests that the most significant change will be to allocate the $82 million available for 2007 on the basis of four broad discipline areas:  
  - science, computing, engineering, architecture and |
### 3.5 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING

The 2006 round of the Griffith Awards for Excellence in Teaching commenced with broadcast emails forwarded by the Deputy Vice Chancellor inviting staff and students to forward nominations to the Secretariat. Nominations closed on August 11, and applications are due on September 22. Announcements will be made on World Teachers Day at the end of October. Promotional flyers for the two broad award categories Excellence in Teaching and Innovation Across the Institution were tabled.

### 4.0 GROUP OPERATIONAL PLANS

Extracts from the Operational Plans for Health Group (2006.0007044) and Arts Education Law Group (2006/0007045) outlining Learning and Teaching progress reports and rolling plans against priorities and targets in the Strategic and Academic Plans were discussed. Professor Marilyn McMeniman and Associate Professor Nick Buys spoke at the meeting to the extracts for Arts Education and Law Group and Health Group respectively.

Regarding Health group the Chair focused on the following three matters:
- Opportunities for developing post graduate pathways from the Bachelor of Clinical Science and Bachelor of Health Science
- Focus on reform of the core of Learning and

The Chair requested Dr Alf Lizzio to develop a statement of direction for engagement with student quality in terms of curriculum and pedagogy rather than remediation.

Griffith Awards for Excellence in Teaching Guidelines 2006/0002793

Health Group (2006.0007044)

Arts Education Law Group (2006/0007045)
| 5.0 ACADEMIC INTEGRITY ADVISORY GROUP | Rescheduled for September meeting |
| 6.0 E-LEARNING STRATEGY | Rescheduled for October meeting |
| 7.0 COURSE EVALUATION REPORT | At its 4/2006 meeting, the Learning and Teaching Committee, received the final report for the Course Outline Project for consideration. In particular, the meeting considered Recommendations 1 and 2 of the report. |

**Recommendation 1: Publication Deadline**
That the Learning and Teaching Committee review the Course Outline publication deadlines set out in the Course Approval and Evaluation Policy within the next two years with a view to establishing earlier publication deadlines for Course Outlines.

**Rationale**

**Recommendation 2: Course Evaluation**
That the Learning and Teaching Committee review the Outline for a Course Evaluation Report and consider strategies to improve staff awareness of the University's course and teaching evaluation.

| The Chair will convene a small working party to finalise work on both the course evaluation report Outline and to take forward work on Program Evaluation. | Reports Arising from Student Evaluations of Courses and Teaching(2006/0007040) |
### 5.01 Mt Gravatt Campus

#### 7 August 2006

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### Learning and Teaching Committee Committee Action Sheet 6/2006

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**requirements, as set out in the Course Approval and Evaluation Policy.**

Professor Royce Sadler tabled a discussion paper from GIHE on the issues concerned.

There was agreement that the Program Convenor could have a more active role in the process.

The Chair noted two priorities at the conclusion of discussions:

- The closing of the loop to link outcomes of course evaluations to deliberations at Assessment boards
- Provide meaningful feedback for students

#### 8.0 CARRICK & GRIFFITH LEARNING AND TEACHING GRANTS

A “Griffith Grants for Learning and Teaching” scheme for 2006 was established in November 2005, primarily to support innovative approaches to learning and teaching consistent with the Griffith Academic Plan 2 and also to identify candidates for the Carrick Institute’s proposed Grants scheme.

Feedback on the Griffith Grants Scheme indicates that the timing of the 2005 clashed with deadlines for ARC Grants. Further there is some doubt about the capacity of the scheme to identify potential candidates for Carrick Grants in a timely manner.

The Learning and Teaching Committee was asked to

- review the timelines and structure of the Griffith Grants for Learning and Teaching scheme
- to consider additional strategies for identifying projects for Carrick

The Chair requested Karen van Haeringen to revise the Guidelines to include more specific reference to priorities in the Academic Plan.

Griffith Grants for Learning and Teaching Guidelines2006/0002264
### 9.1 STUDENT ORIENTATION AND ENGAGEMENT COMMITTEE

1. The Student orientation and Engagement Committee reported on preparations to launch the mid year orientation program

The Committee aims to table a Student Life Cycle Framework at the September meeting of the Learning and Teaching Committee

### 9.2 EDUCATIONAL EXCELLENCE COMMITTEE

The Educational Excellence Committee prepared revised Griffith Awards for Excellence in Teaching Guidelines

A response was drafted and forwarded to the Dean of Graduate Studies regarding strategies for improving participation of RHD Supervisors in the Griffith Awards for Excellence Scheme

Secretary to forward revised guidelines to Academic Committee for approval at its July meeting

### 9.3 LEARNING ENVIRONMENT COMMITTEE

The Learning Environment Committee has made progress on revision of the E-Learning Strategy and associated implementation plan

The E-learning Strategy and Implementation Plan will be tabled at the October meeting of the Learning and Teaching committee

Terms of Reference for an e-Learning Strategy (2006/0007036)


Attachment A Griffith University E-learning Strategy – Towards Implementation

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Confirmed: ................................................................. (Chair)

Date: .................................................................