A meeting of the Programs Committee was held on Thursday 4 December 2014 at 9.30am via videoconference in the Bray Centre (N54) Nathan campus, Room 2.06, Information Services (L03) Logan campus, Room 2.27; and the Chancellery (G34), Gold Coast campus, Room 1.04.

Present:
Assoc Prof Wendy Loughlin (Chair)
Prof Nick Buys
Prof Lorelle Frazer
Ms Kathy Grgic
Dr Rene Hexel
Prof Gary Rogers
Dr Judith Williams
Ms Debi Howarth

Apologies:
Prof Richard John
Prof Glenn Finger
Assoc Prof Ruth McPhail
Assoc Prof Ray Brown
Ms Kerry Young

Present by Invitation:
Dr Christopher Klopper, item 4
Ms Emma Farley, item 3
Ms Megan Tucker (Minute Secretary)

MINUTES

1.0 CONFIRMATION OF MINUTES

1.1 The minutes of the 9/2014 (November) meeting were taken as read and confirmed.

2.0 DECLARATION OF INTERESTS

Nil

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

3.0 EXPEDITED APPROVAL PROCESSES FOR GRIFFITH PROGRAMS

3.1 Programs Committee noted the following extract from the Program Planning, Development, Approval and Review Processes, section 8.5:

**Expedited Approval Processes**

Where academic elements propose changes to program scheduling to cater for flexible delivery an expedited approval process is available. Typically this will be applicable for non-award programs such as the Griffith University Preparatory Program and ELICOS programs, but may also apply to the University’s award programs.

Where an academic element wishes to change the scheduling of a program a Program Proposal is prepared, typically immediately after a current teaching period, outlining the proposed changes; it will address any resource implications, including space and financial, associated with the proposed change. The proposal is to be endorsed by the relevant Head of School, relevant Dean and Group Pro Vice Chancellor and forwarded.
via the Group Academic Services Officer to the Secretary, Programs Committee or Board of Graduate Research who will liaise with the Chair of the relevant Committee to ensure compliance with University policies. After the Chair of the relevant Committee considers and is satisfied with the Program Proposal it is recommended to the Academic Provost for approval.

The proposal will subsequently be ratified by Academic Committee and its relevant sub-committee.

3.2 The Committee considered the following papers for this item:
- diagrammatic presentation of the approval process for existing programs to be offered under the 6-week teaching period model
- information about the expected timelines to cater for initial identification through to final approval to offer programs using this 6-week teaching period model.

3.3 In order to cater for proposals that require expedited approval, members considered a proposal to establish a Sub-Committee of Programs Committee, as follows:
- to comprise the Chair of Programs Committee, two other members and the Manager, Academic Program Services (as Secretary to Programs Committee);
- membership for the two other members be on a rolling basis for a specified period of time, such as 3 months, and these members be on-call to consider program proposals that fall under clause 8.5 (as above) requiring expedited approval before the next scheduled Programs Committee meeting.

3.4 Programs Committee also considered issues regarding the development of carousel models for potential 160CP postgraduate and 240CP undergraduate programs.

3.5 Programs Committee noted proposals will be forthcoming early in 2015 for the following:
- Around 12 January: Feedback provided by Pearson regarding market analysis to offer the Master of Financial Planning; if positive a program proposal will need to be considered and approved at the February Programs Committee meeting.
- If the Griffith/Pearson Joint Steering Committee (JSC) agrees to proceed to market analysis to offer a Master of Finance (proposal to be considered at JSC meeting in December 2014) feedback will be provided by Pearson regarding market analysis in early February; if positive a program proposal will need to be considered for approval at a Programs Committee Sub-committee meeting in mid-February.

3.6 The Chair, Programs Committee spoke to this item. In considering the proposal to establish a Sub-Committee of Programs Committee the following comments were made and/or issues raised:
- The University has now signed the contract with Pearson. The key innovation is the 'carousel' model of online delivery, whereby courses in a program are delivered in rotation over six week teaching periods. The Griffith Business School has taken the lead and will deliver the first program in the model, the Master of Business Administration, from March 2015. This program has been approved via the University’s Program approval processes and is ready for delivery. Students have begun to enrol.
- Programs Committee noted the University will need to launch 12 programs by the end of 2017 in accordance with the contract with Pearson.
- The Chair advised that the proposal to establish a Sub-Committee of Programs Committee is to assure the academic quality of programs, while allowing for expedited approval due to the extra pressures associated with Pearson business processes. The Sub-Committee would provide an opportunity for greater academic scrutiny than where a proposal is executively approved by the Chair; program proposals would be presented for ratification at the next meeting of Programs Committee.
- The Committee noted new program proposals generally have a timescale of approximately 18 months from concept to delivery. In the case of Pearson programs, the approval process will require a significantly tighter timeframe. Once the JSC has agreed to investigate market viability the host Group/School will commence preparation of the Program Proposal. The timeframe to determine market viability is
six weeks; if the outcome is to proceed, the University must act quickly to approve and publicise the Program Proposal in order to meet the terms of the legal agreement to commence the program.

- The Committee noted the documents outlining the approval processes and key dates relate to existing programs offered in a different mode.
- Concerns were expressed about the proposal to establish a Sub-Committee given the momentous change to the way the University delivers programs under the carousel model. While acknowledging there are time pressures, it was suggested the academic scrutiny of Programs Committee is especially important in these circumstances.
- Members discussed the possibility of establishing a separate approval process outside this Committee. The Academic Registrar advised although there is pressure to develop a streamlined program approval process, to accommodate changes associated with both the carousel model and trimester formats, a separate process would need to be enshrined in policy.
- There was discussion around whether Programs Committee itself needed to be streamlined and remodelled in terms of its membership and meetings. A view was expressed that the Committee is performing its remit appropriately. However the quality of program proposals needs improvement.
- Members agreed with the Chair’s proposal that the alternative to establishing a Sub-Committee is to ensure strict timelines are monitored and enforced to ensure approval of proposals by Programs Committee, to meet the terms of the legal agreement with Pearson, and to cater for future developments with a trimester model.

3.7 Ms Emma Farley, Principal Adviser, Academic Quality attended the meeting to answer any administrative questions in relation to the Pearson model. In considering issues regarding the development of carousel models for potential 160CP postgraduate and 240CP undergraduate programs, the following comments were made and/or issues raised:

- The Committee noted a 120CP program delivered under the carousel model whereby students complete only one course each teaching could potentially be completed in 12 teaching periods, equating to two years of part-time study, whereas in a traditional mode of delivery part-time students taking two courses each semester would complete in three years.
- The Dean (Learning & Teaching), Griffith Business School mentioned that consideration was being given to offering 15CP courses for 160CP and 240CP programs in order to reduce the time to complete the award. The Secretary, Programs Committee advised that this may be problematic; under the current workload model a 15CP course would equate to approximately 30 hours of work per week which may be excessive for students with full-time employment.
- Members noted undergraduate degrees delivered in the carousel model will have unique issues pedagogically and administratively. For both undergraduate and postgraduate programs there will be issues with curriculum design, academic integrity, meeting prerequisite requirements, assessment and failure of courses. In discussion of these issues:
  - It was suggested the University could run two parallel carousels to enable the effective operation of prerequisite courses. Students could enter carousel two once they had completed the prerequisites in carousel one. However this would be difficult when a program has ‘pipeline’ prerequisites across different year levels.
  - Scaffolding of assessment will be difficult given that first year courses should have less complex learning outcomes, and these should become more complex as students build knowledge and skills in second and third years. This issue could be addressed in the same way as pre-requisites; with concurrent carousels for each year level. Students could enter at any point in the first year carousel, but would have to complete all courses in the first carousel before entering the second year carousel.
  - It was observed that if a student fails a course they will have to wait until the next offering, which could be quite some time.
- Members queried whether students can switch between the Pearson and the standard Griffith programs. The Principal Adviser, Academic Quality advised that students could transfer between programs but only students enrolled in the Pearson program are permitted to undertake courses in the carousel model.
- In response to a query relating to international students the Committee noted the Pearson carousel model will be available to international students studying online in their own country.
- These issues will require substantial consideration. The Academic Registrar advised that many of these issues will be discussed at the Senior Leadership Conference. Programs Committee agreed to continue these discussions in the first quarter of 2015.

4.0 EDN NEW PROGRAM PROPOSAL (2014/0004253)
MASTER OF TRAINING AND DEVELOPMENT (SINGAPORE)

4.1 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law (24 November 2014), considered the proposal to introduce a new Master of Training and Development (Singapore), as contained in 2014/0004253, for introduction in Semester 3, 2015.

4.2 The School of Education and Professional Studies proposed to introduce a new off-shore AQF compliant Master of Training and Development (Singapore) to service an agreement with the Institute of Adult Learning (IAL) of the Workforce Development Agency (WDA) within the Ministry of Manpower Singapore. The Master of Training and Development (MTD) (Singapore) is a professional development degree, offering a coursework pathway in the training and development sector. This program has been taught in Singapore since 2011 and the Singaporean government wishes to proceed with sponsoring further cohorts commencing in 2015. Griffith University staff are responsible for delivery of this program which in many cases has the same content, courses and assessment requirements as the domestic Master of Training and Development (5652). IAL and WDA sponsor student fees to approximate value of 60%, and are responsible for marketing the program and providing a number of administrative functions to support Griffith University staff.

4.3 To be eligible for admission to the Master of Training and Development, (Singapore) a student must:
- hold an undergraduate degree (Level 7) of at least 3 years duration, recognised by NOOSR as equivalent to an Australian undergraduate degree, with a minimum GPA of 4.5 (using a 7.0 scale); and
- have a minimum of three years work experience in the discipline/field of training and development (such as but no limited to adult, vocational and community education, training and professional development); and
- provide an evidence-informed case demonstrating relevant expertise gained from particular work experience, successful participation in professional development activities, and any learning acquired through experience in training/professional development contexts that can be aligned with AQF level 7 same discipline learning outcomes. The ‘case’ is made through a portfolio of expertise that should include evidence of the following:
  a. substantive engagement with a relevant topic/issue/short course with necessary illumination of the theoretical/research/policy research and literature
  b. the undertaking of pivotal roles, such as leadership or content expert roles, in the development and implementation of significant projects
  c. implementation of significant workplace innovation through vocational training or professional development activities.

4.4 The English language requirements for this program are the standard requirements for entry to Griffith University postgraduate programs.
4.5 To be eligible for the award of Master of Training and Development (Singapore) (MTrainDev) (Singapore) a student must acquire 120 credit points as prescribed below:
- Gain 100 credit points for core courses
- Gain 20 credit points for elective courses.

4.6 Dr Christopher Klopper, Director, Postgraduate Studies and HDR for the Arts, Education and Law Group, spoke to this item. In considering the proposal the following comments were made:
- The Committee noted the admission requirements take into account that students admitted to the Master of Training and Development are from a diverse range of backgrounds, and therefore students are required to submit an evidence-informed case demonstrating their experience.
- There are approximately 30 students in the existing 80CP program which has been withdrawn as it is not AQF compliant.
- The legal agreement with the Institute of Adult Learning of the Workforce Development Agency within the Ministry of Manpower Singapore will be signed once this program proposal has approval from Programs Committee and Academic Committee.
- Library Services can assist with sourcing digital material if required. Staff have been working to develop online material to complement this course in Singapore.
- The School is to review the program structure for this program as there are only 100CP of courses listed for the 120CP program. The proposal also refers to 6 semesters of study but there are only 5 semesters listed. The Director, Postgraduate Studies and HDR advised that the research methods courses are missing from the proposal.
- The School is to insert a clear statement in section 2.1 explaining the research component for the program.
- The Committee noted the Language of Instruction will be English and courses are delivered by Griffith University staff.

Resolution

4.7 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law (24 November 2014), resolved to recommend to Academic Committee:
- the proposal to introduce a new Master of Training and Development (Singapore), subject to the amendments as outlined above (revised document number 2014/0005693), for introduction in Semester 3, 2015; and
- that this program be accredited for a period of five years up to December 2019.

5.0 GBS MAJOR CHANGE PROPOSAL (2014/0004402)
1325 BACHELOR OF BUSINESS/BACHELOR OF PSYCHOLOGICAL SCIENCE
1380 BACHELOR OF BUSINESS/BACHELOR OF DIGITAL MEDIA
1382 BACHELOR OF MUSIC/BACHELOR OF BUSINESS
1442/1443 BACHELOR OF BUSINESS/BACHELOR OF COMMERCE
1444/1445 BACHELOR OF BUSINESS/BACHELOR OF INTERNATIONAL BUSINESS
1446/1447 BACHELOR OF BUSINESS/BACHELOR OF GOVERNMENT AND INTERNATIONAL RELATIONS
1481/1482 BACHELOR OF INTERNATIONAL TOURISM AND HOTEL MANAGEMENT/BACHELOR OF BUSINESS
1494/1495 BACHELOR OF BUSINESS/BACHELOR OF PUBLIC RELATIONS AND COMMUNICATIONS
1230/1293 BACHELOR OF ARTS/BACHELOR OF BUSINESS
1373/1374 BACHELOR OF BUSINESS/BACHELOR OF JOURNALISM
1529 BACHELOR OF PHARMACOLOGY AND TOXICOLOGY/BACHELOR OF BUSINESS

5.1 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (24 November 2014), considered the proposal for
changes to the Bachelor of Business double degree programs, as contained in 2014/0004402, for implementation in Semester 1, 2015.

5.2 Programs Committee 8/2014 (October) approved a major change to the 1034/1288 Bachelor of Business to introduce an 80 credit point award major and 60 credit point major titled Entrepreneurship and Self Employment, for introduction in Semester 1, 2015. The Griffith Business School proposed to add the award major to the Bachelor of Business double degree programs.

5.3 Program structure changes are detailed in Section 12.3 of the program proposal. The award major is offered at South Bank, Nathan and Gold Coast.

5.4 There are no changes proposed to degree requirements.

5.5 In considering the proposal the Committee noted the new award major is available to new students commencing from 2015 only.

Resolution

5.6 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (24 November 2014), resolved to recommend to Academic Committee the proposal for changes to the Bachelor of Business double degree programs, as contained in 2014/0004402, for implementation in Semester 1, 2015.

6.0 GBS MAJOR CHANGE PROPOSAL (2014/0004403)
1410 BACHELOR OF INTERNATIONAL TOURISM AND HOTEL MANAGEMENT
1314 BACHELOR OF BUSINESS (HOTEL MANAGEMENT)

6.1 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (November 2014), considered the proposal for changes to the Bachelor of International Tourism and Hotel Management (1410) and Bachelor of Business (Hotel Management) (1314), as contained in 2014/0004403, for implementation in Semester 2, 2015 (September).

6.2 The Griffith Business School proposed to defer the introduction of the 1410 Bachelor of International Tourism and Hotel Management until Semester 2, 2016 when the program is accredited.

6.3 The Griffith Business School currently offers the 1314 Bachelor of Business in Hong Kong with award majors in hotel management, marketing, management and event management. All four majors are accredited by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ). Changes due to the revised AQF resulted in the introduction of the Bachelor of International Tourism and Hotel Management and the withdrawal of the Hotel Management award major from the 1314 Bachelor of Business. These changes were effective from September 2015 in Hong Kong (Semester 2, 2015). Accreditation with HKCAAVQ does not include the Bachelor of International Tourism and Hotel Management. The agreement is currently being negotiated; therefore it is necessary to retain the Hotel Management award major in the 1314 Bachelor of Business for Semester 2, 2015.

6.4 In addition to the existing admission requirements contained in the submission, the Griffith Business School is seeking to add the following:

   Hotel Management award major:
   - students who have successfully completed an Associate Degree in Tourism, Hospitality Management or Business from a recognised education provider will be admitted with advanced standing of 120 credit points
   - students who have successfully completed a Higher Diploma in Tourism and Hospitality Management from the School of Continuing and Professional Studies, Chinese University of Hong Kong or a comparable qualification from a recognised education provider will be admitted with advanced standing of 160 credit points.
The degree requirements for this new award major are as follows:

**Hotel Management award major**

- **Option 1:**
  - gain 120 credit points of advanced standing
  - gain 120 credit points for courses offered by the Griffith Business School in Hong Kong and specified by the Program Director

- **Option 2:**
  - gain 160 credit points of advanced standing
  - gain 80 credit points for courses offered by the Griffith Business School in Hong Kong and specified by the Program Director

**Resolution**

Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (November 2014), resolved to recommend to Academic Committee the proposal for changes to the Bachelor of International Tourism and Hotel Management (1410) and Bachelor of Business (Hotel Management) (1314), as contained in 2014/0004403, for implementation in Semester 2, 2015 (September).

**GBS MAJOR CHANGE PROPOSAL (2014/0004395)**

**5311 MASTER OF INTERNATIONAL BUSINESS**

**3102 GRADUATE CERTIFICATE IN INTERNATIONAL BUSINESS**

Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (13 November 2014), considered the proposal for changes to the Master of International Business (5311) and Graduate Certificate in International Business (3102), as contained in 2014/0004395, for implementation in Semester 1, 2015.

The Griffith Business School proposed to amend the admission requirements in accordance with University policy for students who have completed the Graduate Certificate in International Business and seek admission to the Master of International Business.

**To be eligible for admission to the Master of International Business**, a student must:

- hold a bachelor degree in a related discipline from a recognised university (or another tertiary institution of equivalent standing) with a minimum GPA of 4.0 (using a 7.0 point scale), or
- hold a Graduate Certificate in International Business (or an equivalent qualification), from a recognised university (or another tertiary education institution of equivalent standing) with a minimum GPA of 4.0 (using a 7.0 scale). These students may be eligible for 40 credit points of Advanced Standing or eligible for up to 40 credit points of credit as determined by the Program Director.

**To be eligible for the award of Master of International Business (MIntBus), a student must acquire 120 credit points as prescribed below:**

- gain 80 credit points for the core courses; and
- gain 40 credit points for listed electives.

**Advanced standing**

To be eligible for the award of Master of International Business (MIntBus), a student must acquire 80 credit points as prescribed below:

- gain 40 credit points for the core courses
- gain 40 credit points for listed electives.

**Resolution**

Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (13 November 2014), resolved to recommend to Academic Committee the proposal for changes to the Master of International Business
8.0 **GBS MAJOR CHANGE PROPOSAL (2014/0004393)**

3255 GRADUATE CERTIFICATE IN INTERNATIONAL RELATIONS (OUA)

5640 MASTER OF INTERNATIONAL RELATIONS (OUA)

8.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (13 November 2014), has executively approved a proposal for changes to the Graduate Certificate in International Relations (3255) and Master of International Relations (5640) offered via OUA, as contained in 2014/0004393, for implementation in OUA Session 1, 2015.

8.2 The Graduate Certificate in International Relations (3255) and Master of International Relations (5640) programs have been approved for withdrawal with a last intake of Semester 2, 2014. These programs are offered via OUA. OUA has advised that students have been accepted into the Masters program to commence in 2015. The Griffith Business School proposed changes to the Graduate Certificate and Masters program which will allow these students to complete a program of study that still meets the requirements of the AQF. A revised 12 course program will be delivered to the OUA students who commence in Session 1, 2015.

8.3 To be eligible for the award of Master of International Relations (MIntRel), a student must complete twelve units (120 credit points) as prescribed below:
- complete twelve core units (120 credit points).

8.4 To be eligible for the award of Graduate Certificate in International Relations (GCertIntRel), a student must complete four units (40 credit points) as prescribed below:
- complete four core units (40 credit points).

**Resolution**

8.5 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal for changes to the Graduate Certificate in International Relations (3255) and Master of International Relations (5640), as contained in 2014/0004393, for implementation in OUA Session 1, 2015.

9.0 **HSV MAJOR CHANGE PROPOSAL (2014/0004688)**

1263 BACHELOR OF HUMAN SERVICES/BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE

9.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Health (21 November 2014), has executively approved a proposal for changes to the Bachelor of Human Services/Bachelor of Criminology and Criminal Justice (1263), as contained in 2014/0004688, for implementation in Semester 1, 2015.

9.2 The Bachelor of Human Services Logan (1098) is also impacted by this major change proposal.

9.3 The School of Human Services and Social Work proposed to offer the Bachelor of Human Services/Bachelor of Criminology and Criminal Justice via external study mode using a combination of online course offerings and three compulsory 5 day face-to-face intensives from Semester 1, 2015. The external offering of the Bachelor of Human Services (1394) program was approved at the 7/2014 (September) meeting of Programs Committee. The mode of offering will be ‘External’ rather than ‘Online’ due to the requirement that students attend face-to-face intensives. In 2015 the online offering of courses will only be available to students enrolled in the ‘External’ offering of the program while the School manages resourcing of the online courses and adapts to changes in learning and teaching strategies. The online offering will not be available to International students.
9.4 The proposed program has the support of the Griffith Health Executive.

9.5 No changes are proposed to degree requirements.

Resolution

9.6 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal for changes to the Bachelor of Human Services/Bachelor of Criminology and Criminal Justice (1263), as contained in 2014/0004688, for implementation in Semester 1, 2015.

10.0 NSC MAJOR CHANGE PROPOSAL (2014/0004969)

1368 BACHELOR OF FORENSIC SCIENCE/BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE

10.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Sciences (26 November 2014), has executively approved a proposal for changes to the Bachelor of Forensic Science/Bachelor of Criminology and Criminal Justice (1368), as contained in 2014/0004969, for implementation in Semester 1, 2015.

10.2 The School of Natural Sciences proposed changes to the program structure for the Bachelor of Forensic Science/Bachelor of Criminology and Criminal Justice. The proposed changes are:

- To move the semester of offering of course 3027NSC Instrumental Chemical Techniques from Year 4, Semester 1 to Year 4, Semester 2
- To include 3027NSC in the structure for students commencing 2012 as it had been omitted from the previously submitted program proposal
- This course will be offered in intensive mode during the Winter break immediately following the end of the semester one examination period (officially semester two). This change is necessary due to the heavy usage of the Chemistry Laboratories by other courses. This change is only required for the Forensic Chemistry major.

10.3 The proposed changes will also impact the degree requirements.

10.4 To be eligible for the award of Bachelor of Forensic Science/Bachelor of Criminology and Criminal Justice (BForSc/BCCJ), students must acquire 350 credit points as prescribed below:

For Domestic and those International students not required to complete the English Language Enhancement course

- gain 350 credit points by completing one of the following structures for majors offered in the program:
  - Forensic Chemistry consisting of 200 credit points of core Forensic Science and Science courses and 10 credit points of elective forensic science or science courses, 100 credit points of core and 40 credit points of elective Criminology and Criminal Justice courses
  - Forensic Molecular Biology consisting of 200 credit points of core and 10 credit points of elective Forensic Science and Science courses, 100 credit points of core and 40 credit points of elective Criminology and Criminal Justice courses.

- successfully complete all the requirements for first, second and third year in the degree structure for the Bachelor of Forensic Science/Bachelor of Criminal Justice before proceeding to the fourth year of the program
- successfully complete the following required courses for the purposes of eligibility to continue in the program:
  - 1008BPS AND
  - 2011BPS AND
  - 2104BPS OR
  - 2012BPS.

For International students required to complete the English Language Enhancement course
- gain 240 credit points for core courses
- gain 10 credit points for the English Language Enhancement course 5903LAL Language and Communication for Sciences
- gain 30 credit points for additional courses from the School of Criminology and Criminal Justice
- gain 70 credit points for a Forensic Science major
- successfully complete all the requirements for first, second and third year in the degree structure for the Bachelor of Forensic Science/Bachelor of Criminal Justice before proceeding to the fourth year of the program.
- successfully complete the following required courses for the purposes of eligibility to continue in the program:
  o 1008BPS AND
  o 2011BPS AND
  o 2104BPS OR
  o 2012BPS

Resolution

10.5 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal for changes to the Bachelor of Forensic Science/Bachelor of Criminology and Criminal Justice (1368), as contained in 2014/0004969, for implementation in Semester 1, 2015.

11.0 EDN PROGRAM WITHDRAWAL PROPOSAL (2014/0004247)
1065 BACHELOR OF ADULT AND VOCATIONAL EDUCATION

11.1 The Chair of Programs Committee, on the executive recommendation of the Pro Vice Chancellor, Arts, Education and Law (18 November 2014), has executively approved a proposal to withdraw the Bachelor of Adult and Vocational Education (1065), as contained in 2014/0004247, with a last admit term of Semester 1, 2014.

11.2 The School of Education and Professional Studies proposed to withdraw the Bachelor of Adult and Vocational Education due to low student enrolment numbers and a number of issues identified with the program.

11.3 There are currently 9 domestic students and no international students admitted to the program.

11.4 The School will provide marked up program structures to cater for transition arrangements.

Resolution

11.5 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal to withdraw the Bachelor of Adult and Vocational Education (1065), as contained in 2014/0004247, with a last admit term of Semester 1, 2014.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

12.0 PROGRAM LEARNING OUTCOMES

12.1 Programs Committee considered the following Program Learning Outcomes, for publication on the Programs and Courses website:
- Master of Teaching Primary (5587)
  Graduate Certificate in Learning and Teaching (3286) (2014/0005687)
- Graduate Certificate in Interactive Media (3323) (2014/0005644)
- Graduate Certificate in Supply Chain Management (3229)
  Graduate Diploma of Supply Network Management (4159) (2013/0007060)
12.2 In considering this item, the Committee noted that Dr Jude Williams, Senior Program Development Consultant, Learning Futures will be reviewing and editing the PLOs to ensure they are AQF compliant.

Resolution

12.3 Programs Committee resolved to approve the above finalised Program Learning Outcomes, subject to any changes identified by the Senior Program Development Consultant to be executively approved by the Chair, for publication on the Programs and Courses website.

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

13.0 NRS MAJOR CHANGE PROPOSAL (2014/0004690)
5424 MASTER OF ADVANCED PRACTICE
5425 MASTER OF ADVANCED PRACTICE WITH HONOURS
5244 MASTER OF MIDWIFERY WITH HONOURS
5568 MASTER OF HEALTH PRACTICE
5569 MASTER OF HEALTH PRACTICE WITH HONOURS
5570 MASTER OF NURSING
5571 MASTER OF NURSING WITH HONOURS

13.1 Members were advised at the meeting that this item has been withdrawn from the agenda. The proposal will be discussed with the School and may be resubmitted for consideration at a future meeting.

14.0 NRS MAJOR CHANGE PROPOSALS (2014/0004691), (2014/0004692)
3289 GRADUATE CERTIFICATE IN ACUTE CARE NURSING
5596 MASTER OF ACUTE CARE NURSING
3290 GRADUATE CERTIFICATE IN CRITICAL CARE NURSING
5597 MASTER OF CRITICAL CARE NURSING
3291 GRADUATE CERTIFICATE IN EMERGENCY NURSING
5598 MASTER OF EMERGENCY NURSING
3292 GRADUATE CERTIFICATE IN HEALTH PROFESSIONAL EDUCATION
14.1 Members were advised at the meeting that this item has been withdrawn from the agenda. The proposal will be discussed with the School and may be resubmitted for consideration at a future meeting.

15.0 PHM MAJOR CHANGE PROPOSALS
1242 BACHELOR OF PHARMACEUTICAL SCIENCE (2014/0004693)
1395 BACHELOR OF PHARMACY (2014/0004694)
5369 MASTERS OF PHARMACY (2014/0004695)
5661 MASTERS OF PHARMACY (2014/0004696)

15.1 Members were advised at the meeting that this item has been withdrawn from the agenda. The proposal will be discussed with the School and may be resubmitted for consideration at a future meeting.

16.0 ADVICE FROM GROUPS ON PROFESSIONAL ACCREDITATION STATUS

16.1 The University has received advice about professional accreditation or recognition for the following programs as described in the attached documents:

Australian Human Resources Institute Limited
Bachelor of Business (HRM)
Master of Human Resource Management

Resolution

16.2 Programs Committee noted the advice regarding professional accreditiation of the University's degrees.

17.0 CHAIR’S REPORT

17.1 The Chair reported on issues since the last meeting:
- The Chair acknowledged the work of Academic Services and the TEQSA Project Team, who are in the final stages of preparing the University’s TEQSA renewal of registration application, for submission before 15 December.
- The Chair thanked all members for their contribution to the work of the Committee and wished them a safe and happy holiday season.

18.0 MEMBERSHIP

18.1 The Committee thanked Ms Debi Howarth, Library Services Manager for her contribution to Programs Committee as nominee for the Pro Vice Chancellor (Information Services).

19.0 OTHER BUSINESS

Nil
20.0 **NEXT MEETING**

20.1 The next meeting of Programs Committee is scheduled to be held on **Thursday 5 February 2014** at 9.30am via videoconference at the following venues:
- Room 2.06, Bray Centre (N54), Nathan campus
- Room 1.04, The Chancellery (G34), Gold Coast campus

21.0 **FUTURE ITEMS**

Nil

Minutes Confirmed: ____________________________ Date: 5 February 2014

Assoc Prof Wendy Loughlin (Chair)
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### Committee Members

<table>
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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Associate Professor Wendy Loughlin (Chair)</td>
<td>Deputy Chairperson of Academic Committee</td>
<td>ex officio</td>
</tr>
<tr>
<td>Ms Kathy Grgic</td>
<td>Academic Registrar</td>
<td>ex officio</td>
</tr>
<tr>
<td>Professor Glenn Finger</td>
<td>Acting Dean, Learning &amp; Teaching (Arts, Education and Law)</td>
<td>ex officio</td>
</tr>
<tr>
<td>Professor Lorelle Frazer</td>
<td>Dean, Learning &amp; Teaching (Griffith Business School)</td>
<td>ex officio</td>
</tr>
<tr>
<td>Professor Nick Buys</td>
<td>Dean, Learning &amp; Teaching (Griffith Health)</td>
<td>ex officio</td>
</tr>
<tr>
<td>Professor Richard John</td>
<td>Dean, Learning &amp; Teaching (Griffith Sciences)</td>
<td>ex officio</td>
</tr>
<tr>
<td>Dr Judith Williams</td>
<td>Dean, Centre for Learning Futures or Nominee</td>
<td>Two years (up to 31 December 2014)</td>
</tr>
<tr>
<td>Ms Debi Howarth</td>
<td>Pro Vice Chancellor, Information Services or Nominee</td>
<td>Two years (up to 31 December 2014)</td>
</tr>
<tr>
<td>Associate Professor Ray Brown</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Arts, Education and Law)</td>
<td>Two years (up to 31 December 2014)</td>
</tr>
<tr>
<td>Associate Professor Ruth McPhail</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Business)</td>
<td>Two years (up to 31 December 2014)</td>
</tr>
<tr>
<td>Professor Gary Rogers</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Health)</td>
<td>Two years (up to 31 December 2015)</td>
</tr>
<tr>
<td>Dr Rene Hexel</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Griffith Sciences)</td>
<td>Two years (up to 31 December 2015)</td>
</tr>
<tr>
<td>Ms Sharon Clifford</td>
<td>Secretary</td>
<td></td>
</tr>
</tbody>
</table>

### Other Copies

- Binding (CARMS) (attachments)
- Spare copy (attachments)

### Information Copies

- (without attachments unless stated)
- Vice Chancellor – Professor Ian O'Connor
- Deputy Vice Chancellor (Academic) – Professor Adam Shoemaker
- Deputy Vice Chancellor (Research) – Professor Ned Pankhurst
- Pro-Vice Chancellor (Arts, Education and Law) – Professor Paul Mazerolle
- Pro-Vice Chancellor (Business) – Professor Michael Powell
- Pro-Vice Chancellor (Health) – Professor Allan Cripps
- Pro-Vice Chancellor (Griffith Sciences) – Professor Debra Henly
- Pro-Vice Chancellor (international) – Professor Sarah Todd
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- Dean, Griffith Graduate Research School – Professor Sue Berners-Price
- Director, Student Admin – Ms Cathy McGrath
- Director, Office of Marketing and Communications – Mr Dean Gould
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- Manager, Business Intelligence – Mr Clinton McGregor
- Publications Manager, OMC
- Student Services, Nathan – Ms Vicki Tolstoff (with attachments)
- Deputy Academic Registrar – Ms Karen van Haeringen (with attachments)
- Secretary, Academic Committee – Ms Tasha Langham (with attachments)
- Manager, Group Academic Services – Ms Kerry Young (with attachments)