A meeting of the Programs Committee was held on **Thursday, 12 November 2015** at 9.30am via videoconference in the Bray Centre (N54) Nathan campus, Room 2.06 and the Chancellery (G34), Gold Coast campus, Room 1.04.

**Present:**
- Professor Wendy Loughlin (Chair)
- Professor Nan Bahr
- Professor Ross Guest
- Professor Nick Buys
- Professor Richard John
- Assoc Professor Halim Rane
- Dr Anita Love
- Dr Rene Hexel
- Ms Kathy Grgic
- Dr Judith Williams
- Ms Louise Howard
- Ms Sharon Clifford (Secretary)

**Apologies:**
- Professor Gary Rogers
- Ms Rosemary Marson
- Ms Kate Rees (items 3, 9, 10, 11, 12)

**Present by Invitation:**
- Professor Nan Bahr
- Ms Kate Rees

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**MINUTES**

1.0 **CONFIRMATION OF MINUTES**

The minutes of the 8/2015 (October) meeting were **taken as read and confirmed**.

2.0 **DECLARATION OF INTERESTS**

No members identified any conflict of interest, as outlined in the University policy, *Conflict of Interest and Personal Relationships in the Workplace*, which exists in respect of any of the items on the Agenda.

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

3.0 **GBS MAJOR CHANGE PROPOSAL 2015/6002110**

3.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Business School Board (4 November 2015), considered the proposal for major changes to the Bachelor of Asian Studies (1388), as described in 2015/60021110, for implementation from Semester 1, 2017.

3.2 The Dean, (Learning and Teaching) Arts, Education and Law Group introduced this item and outlined the following proposed changes:
- Revision to first year courses requiring students to complete 60CP of Asian studies courses plus 20CP of Asian language courses.
- Withdrawal of existing GBS 80CP award majors and 60CP majors.
- 60CP Language majors in Chinese, Indonesian, Korean and Japanese will be retained.
- Introduction of new 60CP majors in Asian Business, Politics, Law and Justice in Asia, International Relations and Security, and Asian Societies and Cultures. Students will be required to complete two 60CP majors.
- Addition of courses branded as ‘Griffith in Asia Initiative’.
- Students can complete up to 40CP of listed employability courses or elective courses offered across the University.

3.3 There are no changes to the admission requirements.

3.4 To be eligible for the award of Bachelor of Asian Studies (BAsSt), a student must acquire 240 credit points as prescribed below:

For Domestic and those International students not required to complete the English Language Enhancement course
- gain 80 credit points for Year 1 level courses;
- gain 160 credit points for courses including:
  - two 60 credit point majors and
  - 40 credit points for Griffith in Asia Initiative courses and/or electives
- complete at least 60 credit points of courses at Year 3 level;
- complete no more than 100 credit points of courses at Year 1 level.

For International students required to complete the English Language Enhancement course.
- gain 80 credit points for Year 1 level courses;
- gain 10 credit points for 5904LAL Language and Communication for Arts and Social Sciences;
- gain 150 credit points for courses including:
  - two 60 credit point majors and
  - 40 credit points for Griffith in Asia Initiative courses and/or electives
- complete at least 60 credit points of courses at Year 3 level;
- complete no more than 100 credit points of courses at Year 1 level.

3.5 Programs Committee commented and noted as follows:
- The Working Party may wish to consider using the existing relevant majors from the School of Humanities, rather than develop new majors - Security Studies in place of the proposed International Relations and Security; and Islam-West Relations in place of Islam in the Modern World. It was agreed to process the proposal with the current structure and if the Working Party agreed a further change proposal may be prepared.
- In relation to the language component, Programs Committee advised that the Asian languages are offered as part of the BULA Alliance (Griffith University, University of Queensland [UQ], and Queensland University of Technology [QUT]) and the study periods for the courses offered by UQ and QUT only align with the University’s proposed T1 entry. Students will need to be made aware of this when preparing their enrolment and study plan.
- The program includes courses as part of the Griffith in Asia Initiative, such as 3034IBA Asian Immersion Study Tour. This course supports student engagement and work experience in Asia countries. Programs Committee suggested that details be provided – particularly in terms of suitable assessment items – for those students, doing local-based courses (such as 3002LFC or 3001GBS) who are not able to undertake the work experience option in an Asian country.

Recommendation

3.6 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Business School Board (4 November 2015), resolved to recommend to Academic Committee the proposal for major changes to the Bachelor of Asian Studies (1388), subject to the amendments outlined above (revised document 2015/60029115), for implementation from Semester 1, 2017.
4.0 GBS MAJOR CHANGE PROPOSAL 2015/6002120
5675 MASTER OF BUSINESS ADVANCED
5672 MASTER OF INTERNATIONAL BUSINESS ADVANCED
5676/5677 MASTER OF HUMAN RESOURCE MANAGEMENT ADVANCED

4.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Business School Board (30 October 2015) considered the proposal for major changes to the Master of Business Advanced (5675), Master of International Business Advanced (5672), and Master of Human Resource management Advanced (5676/5677), as described in 2015/6002120, for implementation from Semester 1, 2016.

4.2 The Dean (Learning and Teaching), Griffith Business School introduced this item and highlighted the following proposed changes:
- The Professional Pathway will be removed from 2016;
- 7008GBS Professional Management Consulting will be withdrawn from 2016;
- 7005GBS and 7007GBS will be offered in the Standard Pathway;
- 7004GBS PG Internship I (10CP) will be added to the Standard Pathway.

4.3 There are no changes to the admission requirements or degree requirements except to remove the Professional Pathway.

Resolution

4.4 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Business School Board (30 October 2015), resolved to recommend to Academic Committee the proposal for major changes to the Master of Business Advanced (5675), Master of International Business Advanced (5672), and Master of Human Resource management Advanced (5676/5677), as described in 2015/6002120, for implementation from Semester 1, 2016.

5.0 MED 5099 DOCTOR OF MEDICINE

5.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Health (5 November 2015) considered the proposals concerning the Doctor of Medicine (MD) (5099), as described below, for immediate implementation.

5.2 The Dean (Learning and Teaching), Griffith Health introduced this item and outlined the following two issues from the School of Medicine.

5.3 Request to continue manual calculation of 'With Distinction' award for MD Graduates (2015/6003143)
In 2014 the calculation of the ‘with distinction’ award was undertaken manually, using the same formula that the School of Medicine has used for the past five years for its honours students. The calculation is a compilation of all marks over the final two years of the Doctor of Medicine and students who achieve at least 85% receive an award ‘with distinction’.

5.4 University Medal eligibility
The School requests consideration that Doctor of Medicine graduates be eligible for the University Medal for Masters (Extended) Programs in accordance with the University Medal Policy, as outlined in the attached document (2015/6003144).

To be eligible for the award of a University Medal, graduates of a Masters (Extended) program must have successfully completed a four year (or more) Masters (Extended) program with a 40CP research component.

5.5 In relation to the proposed criteria for the eligibility of MED students for the University Medal, Programs Committee wished to record that the 40 Credit Points of research relates to the University Medal calculation only and is not related to admission to a Higher Degree Research.
Resolution

5.6 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Health (5 November 2015), resolved to recommend to Academic Committee the following, for immediate implementation, in relation to the Doctor of Medicine, a Masters (Extended) program:
- The manual calculation for the award ‘with distinction’, as proposed in 2015/6003143;
- Graduates will be eligible for the University Medal for Masters (Extended) Programs, as proposed in 2015/6003144.

6.0 AISRAP MAJOR CHANGE PROPOSAL 2015/6003141
5666 MASTER OF SUICIDOLOGY
3110 GRADUATE CERTIFICATE IN SUICIDE PREVENTION STUDIES

6.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Health (4 November 2015), considered the proposal for major changes to the Master of Suicidology (5666) and Graduate Certificate in Suicide Prevention Studies (3110), as described in 2015/6003141, for implementation from Semester 1, 2016.

6.2 The Dean (Learning and Teaching) Griffith Health introduced this item. The Australian Institute for Suicide Research and Prevention (AISRAP) proposes the following changes to the Master of Suicidology and Graduate Certificate in Suicide Prevention Studies programs:
- Removal of program offer at Mt Gravatt campus – AISRAP does not have the capacity to deliver on-campus courses for these programs and therefore proposes to remove the Mt Gravatt offering and offer the Master of Suicidology and Graduate Certificate in Suicide Prevention Studies online from 2016.
- Add the requirement for an interview to the Admission Requirements - An interview has been a requirement for admission to the Master of Suicidology and Graduate Certificate in Suicide Prevention Studies programs since their introduction, however when the current versions of the programs were proposed in 2014 with changes to meet AQF requirements, the requirement for an interview was inadvertently omitted. It is therefore proposed that students are admitted to the Master of Suicidology and Graduate Certificate in Suicide Prevention Studies programs conditionally pending an interview with the Program Director.

6.3 There are no changes to the program structure, degree requirements or learning outcomes for these programs.

Resolution

6.4 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Health (4 November 2015), resolved to recommend to Academic Committee the proposal for major changes to the Master of Suicidology (5666) and Graduate Certificate in Suicide Prevention Studies (3110), as described in 2015/6003141, for implementation from Semester 1, 2016.

7.0 QIBT FOUNDATION PROGRAM PROPOSAL 2015/6009111

7.1 Programs Committee considered the proposal for the QIBT Foundation Program, as described in 2015/6009111, for implementation from Semester 1, 2016. The Chair, Programs Committee introduced this item.

7.2 The proposed QIBT Foundation Program bridges the gap between the qualifications a student has from high school and those needed to enter a Diploma at the College or a degree at Griffith University. The program is specifically designed for international students and complies with the National Standards for Foundation Programs. Courses from the Foundation program may also be undertaken by domestic students who have completed Year 12, but need to acquire knowledge in recommended areas of study that will help them to succeed in undertaking their chosen higher education award.
7.3 Students are required to complete the Foundation Program, including Academic Communication Skills 1 and 2. Four elective streams are offered as part of the program: Arts; Business; Science/IT/Engineering; and Health.

7.4 Programs Committee noted that upon completion of the Foundation Program students may seek admission to the University’s bachelor degrees and sought assurance concerning the academic standards of the courses listed in the Foundation Program. In particular, members queried the equivalence of the Academic Communications Skills courses to English 4SA, which is required for entry into the University’s programs. In relation to this point, members also queried the equivalencies of QIBT’s Essential Mathematics and Advanced Mathematics courses to Maths B and C.

7.5 Programs Committee agreed to recommend to QIBT that the Foundation Program submission (2015/60090111) be forwarded to the Queensland Curriculum and Assessment Authority (QCAA) with a request that advice be obtained from the QCAA on the equivalencies of the Academic Communication Skills courses and the Essential and Advanced Mathematics courses to the English 4SA requirement and to Maths B and C respectively.

Resolution

7.6 Programs Committee resolved to approve the QIBT Foundation Program, subject to confirmation and amendments as outlined above.

8.0 HUM NEW PROGRAM PROPOSAL 2015/6001154
CONTINUING EDUCATION CERTIFICATE IN LIBERAL STUDIES

8.1 Programs Committee, on the recommendation of the Arts, Education and Law Group Board (22 October 2015), considered the new program proposal for the non-award Continuing Education Certificate in Liberal Studies, as described in 2015/6001154, for implementation at the Logan campus from Semester 1, 2016.

8.2 The Dean (Learning and Teaching – Arts, Education and Law Group) introduced this item and advised that the program will be available to homeless people. The Continuing Education Certificate in Liberal Studies will utilise a network of existing programs offered around Australia by different universities, primarily by Australian Catholic University (ACU). Courses are selected (primarily from the Humanities) to maximise impact on individuals through processes of personal reflection on themselves and on the world in which they live; and are taught in a supported community setting in partnership with a range of community partners.

8.3 Students all undertake one course per semester over two years. One non-award course is offered per semester. Courses will be offered at Logan campus or in a local Logan community setting. Students will participate in a two hour lecture, have lunch together and then have two hours of individual learning assistance offered by a community volunteer learning partner (who may be from local professional agencies and/or alumni). A community agency (eg Centrecare) will provide a coordinator to attend each learning session and to assist students with any organisational matters.

8.4 In considering the proposal, Programs Committee commented and noted as follows:
- credit will not be available for courses completed in this non-award Continuing Education Certificate in Liberal Studies towards an award program offered at the University;
- some of the course names are similar to the names of courses offered by the School of Humanities. Programs Committee requested that the names in the Liberal Studies program be amended to differentiate between the award and non-award courses;
- a program code needs to be assigned to the Continuing Education Certificate in Liberal Studies.
Resolution

8.5 Programs Committee, on the recommendation of the Arts, Education and Law Group Board (22 October 2015), resolved to recommend to Academic Committee the new program proposal for the non-award Continuing Education Certificate in Liberal Studies, subject to amendments as outlined above (revised document 2015/6009116), for implementation at the Logan campus from Semester 1, 2016.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

NIL

SECTION C: OTHER RECOMMENDATIONS AND REPORTS
(to persons/committees other than the parent committee/s)

9.0 GBS MAJOR CHANGE PROPOSAL 2015/6002105
1034/1288/1347/1383 BACHELOR OF BUSINESS

9.1 Programs Committee, on the recommendation of the Griffith Business School Board (16 October 2015), considered the proposal for major changes to the Bachelor of Business (1034/1288/1347/1383) as described in 2015/6002105, for implementation from Semester 1, 2017.

9.2 The Dean (Learning and Teaching) Griffith Business School introduced this item and advised that the undergraduate programs from the Griffith Business School (GBS) have been restructured in line with the principles of the Griffith Model, taking particular account of the following:
- The principles of simplicity and clarity;
- Foundation courses in the B Business and B Commerce, and to a lesser extent, Bachelor of International Tourism and Hotel Management;
- Required courses listed as first year level, second year level, and third year level;
- 60CP majors;
- Embedding employability skills through the curriculum;
- Program delivery across three semesters.

9.3 The Griffith Business School is proposing the following changes:
- Introduction of a common 60CP first year across all majors. This will facilitate flexibility by allowing students to undertake electives earlier in their studies, as well as ease of transfer between the Bachelor of Business and the Bachelor of Commerce;
- Introduction of a summer semester (T3) intake for Nathan and Gold Coast as per the proposed Griffith Calendar for 2017;
- Introduction of a general Bachelor of Business qualification which does not require students to complete a major. This new option requires students to complete a number of Griffith Business School elective courses whilst allowing greater flexibility for students to personalise their degree;
- Withdrawal of 80 credit point award majors and the introduction of prescribed 60 credit point majors creating simplicity and consistency in requirements for each major. New majors in Asian Business and International Business have been developed. The Bachelor of International Business will be withdrawn;
- The International Management major will be withdrawn;
- Introduction of recommended employability electives that focus on students’ preparation for and gaining employment;
- Degree requirements have been revised.

9.4 There are no changes to the degree requirements.

9.5 To be eligible for the award of Bachelor of Business (BBus) a student must acquire 240 credit points as prescribed below – for the Bachelor of Business (1034/1288/1347)
For Domestic and those International students not required to complete the English Language Enhancement course
- complete 80 credit points for required courses

Students who do not wish to complete a major will complete 160 credit points for courses comprising:
- at least 60 credit points of courses from the Listed Business Electives.
- up to 100 credit points of elective courses from Griffith Business School or from other areas of the University.
- complete no more than 100 credit points of courses at Year 1 level
- complete at least 60 credit points of courses at Year 3 level.

Students who wish to complete a major will complete 160 credit points for courses comprising:
- at least one 60 credit point Business major AND
- 100 credit points comprising:
  - a second 60 credit point major and electives, OR
  - elective courses.
- complete no more than 100 credit points of courses at Year 1 level
- complete at least 60 credit points of courses at Year 3 level.

For International students required to complete the English Language Enhancement course
- complete 80 credit points for required courses and 10 credit points for 5901LAL Language and Communication for Business and Commerce

Students who do not wish to complete a major will complete 150 credit points for courses comprising:
- at least 60 credit points of courses from the Listed Business Electives.
- up to 90 credit points of elective courses from Griffith Business School or from other areas of the University.
- complete no more than 100 credit points of courses at Year 1 level
- complete at least 60 credit points of courses at Year 3 level.

Students who wish to complete a major will complete 150 credit points for courses comprising:
- at least one 60 credit point Business major, AND
- 90 credit points comprising:
  - a second 60 credit point major and electives, OR
  - elective courses.
- complete no more than 100 credit points of courses at Year 1 level
- complete at least 60 credit points of courses at Year 3 level.

9.6 To be eligible for the award of Bachelor of Business (BBus), an OUA student must acquire 24 units as follows – for the Bachelor of Business (1383):
- complete 8 units of required units and
- complete 16 units including:
  - at least one 6-unit Business major and
  - 10 units as follows:
    - a second 6-unit Business major and electives, OR
    - electives
- complete no more than 10 units at Year 1 level
- complete at least 6 units at Year 3 level.

9.7 Programs Committee commented and noted as follows:
- The proposed revised structure includes six first year courses and the Committee queried whether this provides an appropriate academic foundation for students undertaking this program. The Committee noted that, in accordance with the AQF, the University is required to ensure that there is an appropriate volume of learning at year 1, year 2 and year 3 of its bachelor degree programs. The GBS was asked to review the number of first year courses included in the revised Bachelor of Business in light of this concern.
- The program proposal refers to level 1, level 2 and level 3 courses, which the GBS claims reflect the academic knowledge acquired at these stages of the student’s progress through the Bachelor of Business. Programs Committee advised that the
University’s systems, including Programs and Courses and the Course Catalogue System, are built on the allocation of year levels to determine program structures. Furthermore, the University’s websites and enrolment systems are reliant upon these systems, which are designed to ensure that students can enrol unassisted: that is, without seeking routine assistance from School Administration Officers, Program Directors or Course Convenors. Programs Committee advised that it is not possible to re-design these systems and the procedures that they support to accommodate program structures built around levels of courses. The GBS was advised that further consideration of this issue was necessary in order to ensure that the revised program structure is compatible with the University’s Programs and Courses Systems and related websites.

- Members expressed concern over the presentation of the revised program and agreed that the program of study is not clear and, as it is currently presented, will inhibit students’ ability to understand the program structure and ability to enrol effectively. Programs Committee recommended that the presentation of the revised structure be re-worked to ensure that students can clearly understand the courses that they are required to complete (core) in year 1, year 2, and year 3; the pre-requisites that may apply; and the electives that are available to them. The Committee also recommended that this information be listed for T1, T2, and T3 entries, as appropriate.

- The program proposal refers to “required” courses and the Committee advised that the University’s policy stipulates the use of “core” courses that is, courses that are mandatory for the award (Structure and Requirements of Qualifications Awarded by Griffith University).

- The Committee noted within the ‘flexible major’ the academic identification of business knowledge, which ensures students have 3rd year level knowledge and a capstone experience. The degree requirements state that “students who do not wish to complete a major will complete 160 credit points of courses comprising…” Programs Committee recalled that according to the University’s Structure and Requirements of Qualifications Awarded by Griffith University the set of academic requirements which need to be attained in order for the qualification associated with the program to be conferred, includes an Academic Plan. Additionally, within these program requirements, a set of courses that develop a particular academic theme may be identified and designated as an academic plan. These include an Award major (80CP) or a Major (60CP). Programs Committee requested that the GBS reconsider this aspect of the degree requirements in light of this policy advice.

- In order for students to be eligible for Government’s Student Income Support scheme, students must be enrolled in 30 credit points in T1 and T2. The proposed revised structure needs to ensure that no student will be disadvantaged in terms of their application for Student Income Support.

- In order for international students to study on campus, students must be enrolled in 30CP in T1 and T2. The proposed revised structure needs to ensure that no student will be disadvantaged in relation to this matter.

Resolution

9.8 Programs Committee resolved to recommend that the proposal for major changes to the Bachelor of Business (1034/1288/1347/1383) be revised in accordance with the advice provided above and resubmitted for consideration at the 3 December meeting of Programs Committee.

10.0 GBS MAJOR CHANGE PROPOSAL 2015/6002107
1035/1286/1337 BACHELOR OF COMMERCE

10.1 Programs Committee, on the recommendation of the Griffith Business School Board (16 October 2015), considered the proposal for major changes to the Bachelor of Commerce (1035/1286/1337), as described in 2015/6002107, for implementation from Semester 1, 2017.

10.2 The Dean (Learning and Teaching) Griffith Business School introduced this item and advised that the undergraduate programs from the Griffith Business School (GBS) have
been restructured in line with the principles of the Griffith Model, and taking particular account of the following:

- The principles of simplicity and clarity;
- Foundation courses in the B Business and B Commerce, and to a lesser extent, Bachelor of International Tourism and Hotel Management;
- Required courses listed as first year level, second year level, and third year level;
- 60CP majors
- Embedding employability skills through the curriculum;
- Program delivery across three semesters

10.3 The Griffith Business School is proposing the following changes:

- Introduction of a common first year across all majors
- Introduction of a summer semester (T3) intake at Nathan and Gold Coast
- Withdrawal of 80 credit point award majors
- Introduction of prescribed 60 credit point majors
- Introduction of 40 credit point Taxation minor
- Introduction of listed employability electives

10.4 To be eligible for the award of Bachelor of Commerce (BCom), a student must acquire 240 credit points as prescribed below:

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

- gain 80 credit points for required courses
- complete at least one 60 credit point Commerce major and
- gain 100 credit points comprising:
  - A second 60 credit point major and electives, OR
  - Electives.
- complete at least 60 credit points at Year 3 level
- complete no more than 100 credit points of courses at Year 1 level.

For International students required to complete the English Language Enhancement course

- gain 80 credit points for required courses and 10 credit points for 5901LAL Language and Communication for Business and Commerce
- complete at least one 60 credit point commerce major and
- gain 90 credit points comprising:
  - A second 60 credit point major and electives, OR
  - Electives
- complete at least 60 credit points at Year 3 level
- complete no more than 100 credit points of courses at Year 1 level.

For the Professional stream in the Bachelor of Commerce (1337)

- complete courses in the prescribed sequence
- gain 80 credit points for required courses
- complete at least one 60 credit point Accounting major or 60 credit point Financial Planning major AND
- gain 100 credit points including:
  - A second 60 credit point major and electives, OR
  - Electives.
- complete the requirements of the professional development program
- achieve a GPA of no less than 5.0 in the first three semesters of study
- complete an approved internship of no less than 1920 hours (as evidenced by a professional portfolio and letter from employer)
- complete at least 60 credit points for courses at Year 3 level
- complete no more than 100 credit points for courses at Year 1 level.

10.5 There are no changes to the admission requirements.

10.6 Programs Committee commented and noted as follows:
- The proposed revised structure includes seven first year courses and the Committee queried whether this provides an appropriate academic foundation for students undertaking this program. The Committee noted that, in accordance with the AQF, the University is required to ensure that there is an appropriate volume of learning at year 1, year 2 and year 3 of its bachelor degree programs. The GBS was asked to review the number of first year courses included in the revised Bachelor of Commerce in light of this concern and AQF compliance requirements.

- The program proposal refers to level 1, level 2 and level 3 courses, which the GBS claims reflect the academic knowledge acquired at these stages of the student’s progress through the program. Programs Committee advised that the University’s systems, including Programs and Courses and the Course Catalogue System, are built on the allocation of year levels to determine program structures. Furthermore, the University’s websites and enrolment systems are reliant upon these systems, which are designed to ensure that students can enrol unassisted; that is, without seeking routine assistance from School Administration Officers, Program Directors or Course Convenors. Programs Committee advised that it is not possible to re-design these systems and the procedures that they support to accommodate program structures built around levels of courses. The GBS was advised that further consideration of this issue was necessary in order to ensure that the revised program structure is compatible with the University’s Programs and Courses Systems and related websites.

- Members expressed concern over the presentation of the revised program and agreed that the proposed program of study is not clear and, as it is currently presented, will inhibit students’ ability to understand the program structure and ability to enrol effectively. Programs Committee recommended that the presentation of the revised structure be re-worked so that students can clearly understand the courses that they are required to complete (core) in year 1, year 2, and year 3; the pre-requisites that may apply; and the electives that are available to them. The Committee also recommended that this information be listed for T1, T2, and T3 entries, as appropriate.

- The program proposal refers to “required” courses and the Committee advised that the University’s policy stipulates the use of “core” courses, that is, courses that are mandatory for the award (Structure and Requirements of Qualifications Awarded by Griffith University).

- In order for students to be eligible for Government’s Student Income Support scheme, students must be enrolled in 30 credit points in T1 and T2. The proposed revised structure needs to ensure that no student will be disadvantaged in terms of their application for Student Income Support.

- In order for international students to study on campus, students must be enrolled in 30CP in T1 and T2. The proposed revised structure needs to ensure that no student will be disadvantaged in relation to this matter.

Resolution

10.7 Programs Committee resolved to recommend that the proposal for major changes to the Bachelor of Commerce (1035/1286/1337) be revised in accordance with the advice provided above and resubmitted for consideration at the 3 December meeting of Programs Committee.

11.0 GBS MAJOR CHANGE PROPOSAL 2015/6002111
1389/1399 BACHELOR OF GOVERNMENT AND INTERNATIONAL RELATIONS

11.1 Programs Committee, on the recommendation of the Griffith Business School Board (16 October 2015), considered the proposal for major changes to the Bachelor of Government and International Relations (1389/1399), as described in 2015/6002111, for implementation from Semester 1, 2017.

11.2 The Dean (Learning and Teaching) Griffith Business School introduced this item and advised that the undergraduate programs from the Griffith Business School (GBS) have been restructured in line with the principles of the Griffith Model, taking particular account of the following:
- The principles of simplicity and clarity;
- Foundation courses in the B Business and B Commerce, and to a lesser extent, Bachelor of International Tourism and Hotel Management;
- Required courses listed as first year level, second year level, and third year level;
- 60CP majors;
- Embedding employability skills through the curriculum;
- Program delivery across three semesters.

11.3 The Griffith Business School is proposing the following changes:
- Revision to the existing first year to facilitate a coherent and flexible core;
- Revision to the existing majors;
- Minor changes to courses to enhance flexibility and marketability;
- Introduction of recommended, listed employability electives that focus on students' preparation for and gaining employment.

11.4 There are no changes to the admission requirements.

11.5 To be eligible for the award of Bachelor of Government and International Relations (BGovIntRel) a student must acquire 240 credit points as prescribed below:

For Domestic and those International students not required to complete the English Language Enhancement course
- complete 100 credit points of required courses
- complete at least one 60 credit point International Relations major or 60 credit point Politics and Public Policy major
- complete 80 credit points comprising
  - a second 60 credit point listed major and electives, OR
  - a major from any undergraduate program offered by Griffith Business School or by the University (must be completed according to the requirements of that program) and electives, OR
  - elective courses.
- complete no more than 100 credit points of courses at Year 1 level
- complete at least 60 credit points of courses at Year 3 level

For International students required to complete the English Language Enhancement course.
- complete 100 credit points of required courses and 10 credit points for 5904LAL Language and Communication for Arts and Social Science
- complete at least one 60 credit point International Relations major or 60 credit point Politics and Public Policy major
- complete 80 credit points comprising
  - a second 60 credit point listed major and electives, OR
  - a major from any undergraduate program offered by Griffith Business School or by the University (must be completed according to the requirements of that program) and electives, OR
  - elective courses.
- complete no more than 100 credit points of courses at Year 1 level
- complete at least 60 credit points of courses at Year 3 level

11.6 Programs Committee commented and noted as follows:
- The proposed revised structure includes four first year courses listed as part of the of the program structure listed on page 4. Programs Committee queried whether this provides an appropriate academic foundation for students undertaking this program. The Committee noted that, in accordance with the AQF, the University is required to ensure that there is an appropriate volume of learning at year 1, year 2 and year 3 of its bachelor degree programs. The GBS was asked to review the number of first year courses included in the revised Bachelor of Government and International Relations in light of this concern and AQF compliance requirements.
- The program proposal refers to level 1, level 2 and level 3 courses, which the GBS claims reflect the academic knowledge acquired at these stages of the student's progress through the program. Programs Committee advised that the University's
systems, including Programs and Courses and the Course Catalogue System, are built on the allocation of year levels to determine program structures. Furthermore, the University's websites and enrolment systems are reliant upon these systems, which are designed to ensure that students can enrol unassisted; that is, without seeking routine assistance from School Administration Officers, Program Directors or Course Convenors. Programs Committee advised that it is not possible to re-design these systems and the procedures that they support to accommodate program structures built around levels of courses. The GBS was advised that further consideration of this issue was necessary in order to ensure that the revised program structure is compatible with the University's Programs and Courses Systems and related websites.

- Members expressed concern over the presentation of the revised program and agreed that the program of study is not clear and, as it is currently presented, will inhibit students’ ability to understand the program structure and ability to enrol effectively. Programs Committee recommended that the presentation of the revised structure be re-worked to ensure that students can clearly understand the courses that they are required to complete (core) in year 1, year 2, and the electives that are available to them. The Committee also recommended that this information be listed for T1, T2, and T3 entries, as appropriate.

- The program proposal refers to “required” courses and the Committee advised that the University's policy stipulates the use of “core” courses, that is, courses that are mandatory for the award (Structure and Requirements of Qualifications Awarded by Griffith University).

- In order for students to be eligible for Government's Student Income Support scheme, a student must be enrolled in 30 credit points in T1 and T2. The proposed revised structure needs to ensure that no student will be disadvantaged in terms of their application for Student Income Support.

Resolution

11.7 Programs Committee resolved that the proposal for major changes to the Bachelor of Government and International Relations (1389/1399) be revised to address the comments outlined above and re-submitted for consideration at the 3 December meeting of the Programs Committee.

12.0 GBS MAJOR CHANGE PROPOSAL 2015/6002112
1408/1409 BACHELOR OF INTERNATIONAL TOURISM AND HOTEL MANAGEMENT
1481/1482 BACHELOR OF INTERNATIONAL TOURISM AND HOTEL MANAGEMENT/ BACHELOR OF BUSINESS

12.1 Programs Committee, on the recommendation of the Griffith Business School Board (16 October 2015) considered the proposal for major changes to the Bachelor of International Tourism and Hotel Management (1408/1409) and Bachelor of International Tourism and Hotel Management/Bachelor of Business (1481/1482), as described in 2015/60021112, for implementation from Semester 1, 2017. The Dean (Learning and Teaching) Griffith Business School introduced this item.

12.2 The Dean (Learning and Teaching) Griffith Business School introduced this item and advised that the undergraduate programs from the Griffith Business School (GBS) have been restructured in line with the principles of the Griffith Model, taking particular account of the following:
- The principles of simplicity and clarity;
- Foundation courses in the B Business and B Commerce, and to a lesser extent, Bachelor of International Tourism and Hotel Management;
- Required courses listed as first year level, second year level, and third year level;
- 60CP majors;
- Embedding employability skills through the curriculum;
- Program delivery across three semesters

12.3 The Griffith Business School is proposing the following changes:
- Revision to the existing 80 credit point first year to facilitate a coherent and flexible core with 40 credit point aligning with the Bachelor of Business and Bachelor of Commerce;
- Introduction of a summer Trimester (T3) intake;
- Revision to the existing 60CP majors;
- Addition of Real Estate & Property Development major
- Minor course changes to enhance flexibility and marketability

12.4 There are no changes to the admission requirements.

12.5 To be eligible for the award of Bachelor of International Tourism and Hotel Management (BIntTourHoMgt), a student must acquire 240 credit points as prescribed below:

**For Domestic and those International students not required to complete the English Language Enhancement course**
- complete 110 credit points of required courses
- complete at least one 60 credit point Tourism Management major or 60 credit point Hospitality Management major
- complete 70 credit points comprising
  - a second 60 credit point major and electives, OR
  - elective courses
- complete no more than 100 credit points of courses at Year 1 level
- complete at least 60 credit points of courses at Year 3 level

**For International students required to complete the English Language Enhancement course.**
- complete 110 credit points of required courses and 10 credit points for 5901LAL Language and Communication for Business and Commerce
- complete at least one 60 credit point Tourism Management major or 60 credit point Hospitality Management major
- complete 60 credit points comprising
  - a second 60 credit point major, OR
  - elective courses.
- complete no more than 100 credit points of courses at Year 1 level
- complete at least 60 credit points of courses at Year 3 level

12.6 Programs Committee commented and noted as follows:
- The proposed revised structure includes five first year courses listed as part of the program structure listed on page 4. Programs Committee queried whether this provides an appropriate academic foundation for students undertaking this program. The Committee noted that, in accordance with the AQF, the University is required to ensure that there is an appropriate volume of learning at year 1, year 2 and year 3 of its bachelor degree programs. The GBS was asked to review the number of first year courses included in the revised Bachelor of International Tourism and Hotel Management in light of this concern and AQF compliance requirements.
- The program proposal refers to level 1, level 2 and level 3 courses, which the GBS claims reflect the academic knowledge acquired at these stages of the student’s progress through the program. Programs Committee advised that the University’s systems, including Programs and Courses and the Course Catalogue System, are built on the allocation of year levels to determine program structures. Furthermore, the University’s websites and enrolment systems are reliant upon these systems, which are designed to ensure that students can enrol unassisted; that is, without seeking routine assistance from School Administration Officers, Program Directors or Course Convenors. Programs Committee advised that it is not possible to re-design these systems and the procedures that they support to accommodate program structures built around levels of courses. The GBS was advised that further consideration of this issue was necessary in order to ensure that the revised program structure is compatible with the University’s Programs and Courses Systems and related websites.
- Members expressed concern over the presentation of the revised program and agreed that the program of study is not clear and, as it is currently presented, will inhibit
students’ ability to understand the program structure and ability to enrol effectively. Programs Committee recommended that the presentation of the revised structure be re-worked to ensure that students can clearly understand the courses that they are required to complete (core) in year 1, year 2, and the electives that are available to them. The Committee also recommended that this information be listed for T1, T2, and T3 entries, as appropriate.

- The program proposal refers to “required” courses and the Committee advised that the University’s policy stipulates the use of “core” courses, that is, courses that are mandatory for the award (Structure and Requirements of Qualifications Awarded by Griffith University).

- In order for students to be eligible for Government’s Student Income Support scheme, students must be enrolled in 30 credit points in T1 and T2. The proposed revised structure needs to ensure that no student will be disadvantaged in terms of their application for Student Income Support.

Resolution

12.7 Programs Committee resolved that the proposal for major changes to the Bachelor of International Tourism and Hotel Management (1408/1409), and Bachelor of International Tourism and Hotel Management/Bachelor of Business (1481/1482) be revised to address the comments outlined above and resubmitted for consideration to the 3 December meeting of Programs Committee.

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

13.0 QCA NEW PROGRAM PROPOSAL 2015/6001157
1541 BACHELOR OF INTERACTIVE MEDIA

13.1 The item was withdrawn from the Agenda prior to the meeting and will be brought forward at a future date, following more detailed discussions between the Arts, Education and Law Group and Griffith Sciences.

14.0 QUEENSLAND UNIVERSITIES – TRANSITION FROM THE OP TO THE ATAR SYSTEM OF TERTIARY ENTRANCE

14.1 The Academic Registrar introduced this item and reminded members that the Queensland Tertiary Admissions Centre has initiated discussions with Queensland Universities concerning the transition from the OP to the ATAR system of tertiary entrance. A copy of the University’s letter to QTAC (29 September 2015) was attached for members’ consideration.

14.2 Members recalled that at the 8/2015 meeting of Programs Committee the Academic Registrar provided an update on the University’s discussions with QTAC concerning issues associated with transitioning from the OP to the ATAR system of tertiary entrance and advised that a letter outlining the University’s concerns was forwarded to the Chief Executive Officer of QTAC on 29 September.

14.3 The Academic Registrar advised that the issues associated with transitioning from the OP to the ATAR system of tertiary entrance are complex, and include the fact that the University works over two TAC systems (NSW and QLD). Given this context, the Academic Registrar recommended that the item be brought forward to the 3 December meeting, when a more detailed update will be available.

15.0 ADVICE FROM GROUPS ON PROFESSIONAL ACCREDITATION STATUS

15.1 The University has received advice about professional accreditation or recognition for the following programs:
- Master of Physiotherapy: the Australian Physiotherapy Council (letter dated 20 October 2015) has accredited the Griffith University Master of Physiotherapy program for a period of 5 years, from December 31 2015 to December 31, 2020. There are no conditions attached to the accreditation.
- Bachelor of Pharmacy, Bachelor of Pharmaceutical Science/Master of Pharmacy, and Master of Pharmacy programs: the Australian Pharmacy Council has granted accreditation until 31 December 2016 with amended monitoring requirements for the Bachelor of Pharmacy and Master of Pharmacy programs (letter dated 5 August 2015).

15.2 Programs Committee noted the advice regarding the professional accreditation of these University programs.

16.0 PROGRAM LEARNING OUTCOMES

16.1 Programs Committee approved the following Program Learning Outcome, for publication on the Programs and Courses website:
- Graduate Certificate in Higher Education (3044).

17.0 CHAIR’S REPORT

The Chair reported on the following matters.

17.1 Transition from the OP to the ATAR system - ongoing discussions between the University and Queensland Universities concerning the transition from the OP to the ATAR system of tertiary entrance were highlighted with regular updates brought to Programs Committee by the Academic Registrar.

17.2 Launch of the Griffith College (QIBT) – official opening on 30 November – 1 December 2015. A rebranding campaign for the Griffith College, including the introduction of a new logo, will accompany the launch of the Griffith College. Academic Services is engaged in ongoing discussions with the College about procedures for developing the College’s Diploma programs to ensure compatibility with the University’s programs and our student support systems.

17.3 QIBT – Academic Board – positive discussions have taken place between the University and QIBT concerning the different IELTS levels - QIBT’s Diplomas programs - 5.5 and the University’s bachelor degrees – 6.5 – and how to accommodate this as both institutions moves towards a more integrated academic model.

18.0 NEXT MEETING

18.1 The next meeting of Programs Committee is scheduled to be held on Wednesday, 9 December, 2015 at 9.30am via videoconference at the following venues:
- Room 2.01 Bray Centre (N54), Nathan campus
- Room 3.18 Health Sciences (G05), Gold Coast campus
## DISTRIBUTION LIST

### Committee Members

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<tr>
<th>Name</th>
<th>Appointment Type</th>
<th>Term of Office</th>
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<tbody>
<tr>
<td>Professor Wendy Loughlin</td>
<td>Deputy Chairperson of Academic Committee</td>
<td>ex officio</td>
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<tr>
<td>(Chair)</td>
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<tr>
<td>Ms Kathy Grgic</td>
<td>Academic Registrar</td>
<td>ex officio</td>
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<tr>
<td>Professor Nan Bahr</td>
<td>Dean, Learning and Teaching (Arts, Education and Law)</td>
<td>ex officio</td>
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<tr>
<td>Professor Ross Guest</td>
<td>Dean, Learning and Teaching (Griffith Business School)</td>
<td>ex officio</td>
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<tr>
<td>Professor Nick Buys</td>
<td>Dean, Learning and Teaching (Griffith Health)</td>
<td>ex officio</td>
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<tr>
<td>Professor Richard John</td>
<td>Dean, Learning and Teaching (Griffith Sciences)</td>
<td>ex officio</td>
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<tr>
<td>Dr Judith Williams</td>
<td>Nominee for Dean, Learning Futures or Nominee</td>
<td>Two years (up to 31 December 2015)</td>
</tr>
<tr>
<td>Ms Louise Howard</td>
<td>Nominee for Pro Vice Chancellor, Information Services</td>
<td>Two years (up to 31 December 2016)</td>
</tr>
<tr>
<td>Associate Professor Halim Rane</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Arts, Education and Law)</td>
<td>Two years (up to 31 December 2016)</td>
</tr>
<tr>
<td>Dr Anita Love</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Business)</td>
<td>Two years (up to 31 December 2016)</td>
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<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>
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**Information Copies** (without attachments unless stated)
- Vice Chancellor – Professor Ian O’Connor
- Senior Deputy Vice Chancellor – Professor Ned Pankhurst
- Academic Provost – Professor Adam Shoemaker
- Deputy Vice Chancellor (Engagement) – Professor Martin Betts
- 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 (Sciences) – Professor Debra Henly
- Pro Vice Chancellor (International) – Professor Sarah Todd
- Dean, Learning Futures – Professor Alfred Lizzio
- Dean, Graduate Research School – Professor Sue Berners-Price
- Director, Student Admin – Ms Cathy McGrath
- Senior Manager, Enrolment and Fees – Mr Pascal Boucher
- Manager, Business Intelligence – Ms Anh Nguyen
- Technical Manager Griffith Sciences Technical Services (Nathan) – Mr George Klich
- Technical Manager Griffith Sciences Technical Services (Gold Coast) – Mr Stephen Boyd
- Student Services, Nathan (with attachments) – Ms Vicki Tolstof
- Deputy Academic Registrar (with attachments) – Ms Karen van Haeringen
- Secretary, Academic Committee (with attachments) – Ms Tasha Langham