A meeting of the Programs Committee was held on Thursday 7 June 2018 at 9.30am via videoconference in the Room 2.06, Bray Centre (N54), Nathan campus; Room 2.27, Information Services (L03) Logan campus and Room 4.09, Clinical Sciences 2 (G16), Gold Coast campus.

Present:

Professor Wendy Loughlin (Chair)
Professor Nick Buys
Associate Professor Jane Evans
Ms Kathy Grgic
Dr Rene Hexel
Associate Professor Christopher Klopper
Professor Fran Sheldon
Ms Maureen Sullivan
Dr Jude Williams
Associate Professor Michelle Whitford (Acting Dean (L&T))
Ms Rowena Bower

Apologies:

Professor Robert Ellis
Professor Ross Guest
Dr Anita Love
Mr David Noonan
Professor Michael Sankey
Ms Karen van Haeringen

Present by Invitation (item 13):

Professor Nick Barter
Dr Kirsten MacDonald
Professor Sharon Mickan

University Committees SharePoint Web Address

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1.0 CONFIRMATION OF MINUTES

The minutes of the 2/2017 (3 May) meeting were taken as read and were 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.
3.0 PROGRAMS COMMITTEE CONSTITUTION

3.1 The implementation strategies for the recommendations from the Review of Academic Committee included conducting a mapping process to ensure relevant requirements of the TEQSA Standards (Threshold Standards 2015) are addressed in the University’s academic governance structure. A revised Committee Constitution template has been developed as part of the approach to undertaking this exercise, and to facilitate responding to the review report recommendations requiring confirmation that:
- the functions of the committee are currently being undertaken by the Committee;
- the role of the committee is aligned with the Strategic and Academic Plans;
- the committee’s delegations are appropriate;
- the committee’s responsibility for oversight of University policy is appropriate; and
- the membership of the committee is appropriate.

3.2 The revised Programs Committee constitution (2018/9007018) was provided for the consideration of members.

3.3 Programs Committee members discussed the revised constitution and noted that the primary role of the committee related to the consideration and approval of new awards, including degree requirements, program structure and content and changes to existing awards. It was agreed the role statement in the constitution should be amended to include this activity.

Resolution

3.4 Programs Committee endorsed the Programs Committee Constitution, as amended in paragraph 3.3 above (2018/9007019), for forwarding to Academic Committee for approval.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

4.0 ESC NEW PROGRAM PROPOSAL 2018/1271.1
1592 BACHELOR OF SCIENCE/BACHELOR OF ARTS

4.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Sciences (28 May 2018), considered the new program proposal for the Bachelor of Science/Bachelor of Arts (1592) as described in 2018/1271.1, for implementation in Trimester 1, 2019.

4.2 The Bachelor of Science/Bachelor of Arts is a four year double degree that will be offered on the Gold Coast and Nathan campuses to domestic and international students with intakes in Trimester 1, Trimester 2 and Trimester 3.

4.3 The University’s Standard English language requirements for admission to undergraduate programs will apply for this program.

4.4 To be eligible for the award of Bachelor of Science/Bachelor of Arts (BSc/BA) Domestic students and International students not required to complete the English Language Enhancement course must acquire 320 credit points for core courses AND:
- 60 credit points for a Science major, 60 credit points for an Arts non-language major and 30 credit points of free-choice electives; or
- 70 credit points for the Physics major, 60 credit points for an Arts non-language major and 20 credit points of free-choice electives; or
- 60 credit points for a Science major, 80 credit points for an Arts Language major and 10 credit points of free-choice electives; or
- 70 credit points for the Physics major and 80 credit points for an Arts Language major.
4.5 To be eligible for the award of Bachelor of Science/Bachelor of Arts (BSc/BA) International students required to complete the English Language Enhancement course must acquire 320 credit points for core courses AND:
- 5903LHS Language and Communication for Sciences; and
- 60 credit points for a Science major, 60 credit points for an Arts non-language major and 20 credit points of free-choice electives; or
- 70 credit points for the Physics major, 60 credit points for an Arts non-language major and 10 credit points of free-choice electives; or
- 60 credit points for a Science major, 80 credit points for an Arts Language major.

4.6 Programs Committee members noted that currently the languages offered in the program were restricted to those offered by Griffith University. It was agreed that wording should be added to the program entry to advise students if they wished to undertake a language other than those listed they should consult the Program Director or alternatively students could undertake a Diploma in Languages.

Resolution

4.7 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Sciences (28 May 2018), resolved to approve the new program proposal for the Bachelor of Science/Bachelor of Arts (1592) as described in 2018/1271.1, for implementation in Trimester 1, 2019.

5.0 HSV MAJOR CHANGE PROGRAM PROPOSAL 2018/1202.2
1416/1417 BACHELOR OF SOCIAL WORK (HONOURS)

5.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Health (15 May 2018), considered the proposal for changes to the Bachelor of Social Work (Honours) (1416/1417) as described in 2018/1202.2, for implementation in Trimester 2, 2018.

5.2 The Bachelor of Social Work (Honours) is an embedded honours model where students transfer into the AQF 8 honours program after completion of two years in the AQF 7 pass program. The proposal extends the program to be offered by distance education through the addition of an “other” campus offering. Students are currently able to complete the Bachelor of Social Work pass program via distance education.

5.3 Programs Committee members noted that a review of the mode of delivery for all programs offered with a campus of 'other' would be required with the introduction of the digital campus

Resolution

5.4 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Health (15 May 2018), resolved to approve the major change proposal for the Bachelor of Social Work (Honours) (1416/1417) as described in 2018/1202.2, for implementation in Trimester 2, 2018.

6.0 GBS MAJOR CHANGE PROGRAM PROPOSAL 2018/1249.3
3267 GRADUATE CERTIFICATE IN LEADERSHIP AND MANAGEMENT

6.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Business School (17 May 2018), considered the proposal for changes to the Graduate Certificate in Leadership and Management (3267) as described in 2018/1249.3, for implementation in Trimester 2, 2018.

6.2 At the 1/2018 meeting of Programs Committee, members ratified the approval of the offering of the Graduate Certificate in Leadership and Management to a cohort of staff from South 32, an international mining company.
6.3 International staff from South 32 will be sponsored to undertake the program. As a result an international tab must be added to the program entry on Programs and Courses to enable these students to enrol correctly. The program will not be available to other international students.

Resolution

6.4 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Business School (17 May 2018), resolved to approve the major change proposal for the Graduate Certificate in Leadership and Management (3267) as described in 2018/1249.3, for implementation in Trimester 2, 2018.

7.0 GBS MAJOR CHANGE PROGRAM PROPOSAL 2018/1209.6
3306 GRADUATE CERTIFICATE IN BUSINESS

7.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Business School (28 May 2018), considered the proposal for changes to the Graduate Certificate in Business (3306) as described in 2018/1209.6, for implementation in Trimester 2, 2018.

7.2 From trimester 2, 2018, the program was to amend their admission requirements such that only students with five years’ work experience were able to undertake the degree. The proposal reinstates the requirement that students who hold a bachelor degree may enter the program without the need to satisfy the five year work experience component.

Resolution

7.3 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Business School (28 May 2018), resolved to approve the major change proposal for the Graduate Certificate in Business (3306) as described in 2018/1209.6, for implementation in Trimester 2, 2018.

8.0 GBS MAJOR CHANGE PROGRAM PROPOSAL 2018/1080.6
5632 MASTER OF BUSINESS

8.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Business School (28 May 2018), considered the proposal for changes to the Master of Business (5632) as described in 2018/1080.6, for implementation in Trimester 2, 2018.

8.2 The proposal adds the Graduate Certificate in Policy Analysis as a pathway for entry to the Master of Business. Students completing the Graduate Certificate would receive 40 credit points of credit.

Resolution

8.3 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Business School (28 May 2018), resolved to approve the major change proposal for the Master of Business (5632) as described in 2018/1080.6, for implementation in Trimester 2, 2018.
9.0 HSV MAJOR CHANGE PROGRAM PROPOSAL 2018/1265.2
5625 MASTER OF MENTAL HEALTH PRACTICE

9.1 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Health (29 May 2018), considered the proposal for changes to the Master of Mental Health Practice (5625) as described in 2018/1265.2, for implementation in Trimester 1, 2019.

9.2 The proposal amends the admission requirements for the program such that applicants who hold a bachelor degree will no longer need to meet the threshold of a grade point average of 5. By removing the GPA threshold, the admission requirements are aligned across the other programs offered in the School.

9.3 Programs Committee members discussed the removal of the GPA threshold. It was agreed that a threshold should be retained, but that it could be lowered to 4.0.

Resolution

9.4 Programs Committee, on the executive recommendation of the Dean (Learning and Teaching), Griffith Health (29 May 2018), resolved to approve the major change proposal for the Master of Mental Health Practice (5625), with amendments as outlined in paragraph 9.3 above and as described in 2018/1265.3, for implementation in Trimester 1, 2019.

10.0 UNDERGRADUATE ADMISSIONS POLICY

10.1 The Chair of Programs Committee has approved the creation of the Year 12 Subject Adjustment scheme (2018/9006023) to be published in the policy library as Schedule E to the Undergraduate Admissions Policy. The table lists those subjects for which Griffith University will award an adjustment factor to a students’ rank, and is currently listed as clause 3.7.4.1 in the policy.

Resolution

10.2 Programs Committee ratified the executive action of the Chair of Programs Committee to approve Schedule E: Year 12 Subject Adjustment scheme (2018/9006023) for publishing in the Policy Library.

11.0 GBS MAJOR CHANGE PROPOSAL 2018/1197.2
9354 MASTERS QUALIFYING PROGRAM

11.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Business School (2 May 2018), has approved the proposal for major changes to the Masters Qualifying Program (9354), as described in 2018/1197.2, for implementation from Trimester 2, 2018.

11.2 Due to low demand, the Gold Coast offering of the program has been withdrawn. The program will continue to be offered on the Mt Gravatt campus.

Resolution

11.3 Programs Committee ratified the executive action of the Chair of Programs Committee to approve the proposal for major changes to the Masters Qualifying Program (9354), as described in 2018/1197.2, for implementation from Trimester 2, 2018.
12.0 PHM MAJOR CHANGE PROPOSAL 2018/1264.1
1395 BACHELOR OF PHARMACY

12.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning and Teaching) Griffith Health (26 May 2018), has approved the proposal for major changes to the Bachelor of Pharmacy (1395), as described in 2018/1264.1, for implementation from Trimester 1, 2019.

12.2 Following approval from the Australian Pharmacy Council, the Bachelor of Pharmacy will move to adopt the assumed knowledge framework for admission from 2019.

12.3 Amendments to Schedule D: Amendments to Schedule D: Undergraduate Programs with requisites that are an exception to the Policy (2018/9007017) have also been approved to reflect this change.

Resolution

12.4 Programs Committee ratified the executive action of the Chair of Programs Committee to approve the proposal for major changes to the Bachelor of Pharmacy (1395), as described in 2018/1264.1, for implementation from Trimester 1, 2019.

12.5 Programs Committee ratified the executive action of the Chair of Programs Committee to approve changes to Schedule D: Undergraduate Programs with requisites that are an exception to the Policy (2018/9007017).

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 GRIFFITH UNIVERSITY DIGITAL STRATEGY – MICRO-CREDENTIALS

13.1 At the 2/2018 meeting of Programs Committee, members discussed issues relating to digital badges and micro-credentials. It was agreed that further discussion of the policy, processes and systems required to support digital badges and micro-credentials was required.

13.2 To assist the discussions, the Academic Registrar and Deputy Academic Registrar gave an overview of the presentation given by the at the Academic Managers forum on 25 May 2018. The following documents, had also been circulated to members:
- Digital Badge Policy (2018/9005042);
- Digital Badges Planning Tool (2018/9005052);
- Advice to Program Directors regarding micro-credentials; and
- Digital Badges Program Logic Model.

13.3 Key representatives from across the University who are involved in digital badges and micro-credentials had been invited to attend the meeting for the discussion. These include the Deputy Academic Registrar, the Academic Director, Griffith Online, the Deputy Director (Learning Transformations) Learning Futures, and staff members from each Group who are currently pursuing incorporating digital badges and micro-credentials into their teaching.

13.4 Programs Committee members discussed the following:
- Griffith University was well placed to adopt this type of activity due to the current credit policies and practices recognising informal and non-formal learning, and the evidence that academic standards were maintained when students were admitted to programs on this basis.
- Not all micro-credentials would result in a digital badge, and not all digital badges would lead to a micro-credential. For example, the Griffith Graduate of Influence digital badge would not be linked to a micro-credential.
- Recognition of prior learning and short courses were two of the many models for micro-credentials.
- Micro-credentials would be aligned to the Australian Qualifications Framework standards, but in themselves they would not be an AQF award.
- The attainment of competency for the learning outcome was the critical factor rather than the volume of learning associated with the micro-credential.
- Queensland Tertiary Admissions Centre (QTAC) were exploring opportunities to undertake the assessment of workplace learning and issue digital badges on an institution’s behalf. QTAC have access to assessment standards and rubrics to undertake this activity. Use of a third party such as QTAC to undertake this assessment provided a degree of transparency for Griffith University.
- The University had opted to adopt Acclaim as the platform for issuing digital badges. The project to implement Acclaim would commence at the end of June.
- It was noted that to increase the scale of potential applicants undertaking micro-credentials, it would be important to get the right infrastructure and systems in place. Consideration should be given to whether a student number was a required piece of information for micro-credential participants or whether a student number was only assigned when articulating to an award program. What would be the implications for each approach?
- Four case studies from across the Groups were identified:
  - recognition of Engineers Australia Stage 2 competencies for articulation into a relevant masters program
  - recognition of work place learning for articulation into the Graduate Certificate in Financial Planning
  - development and credentialing professional development and leadership capabilities for Health Professionals
  - digitising the activities undertaken currently through the Professional Learning Hub, School of Education and Professional Studies
- It was agreed that each case study should assess the existing documentation and record changes that may be required. Refinement of the tools in this way would assist other areas in the adoption of micro-credentials.

Resolution

13.5 Programs Committee members agreed that:
13.5.1 a project group should be established for each of the case studies identified above to further develop the adoption of micro-credentials at Griffith University;
13.5.2 in conjunction with the project groups, systems and student management issues be identified and options proposed;
13.5.3 regular reports on the progress of the project groups be provided to Programs Committee.

14.0 ITEMS IN PROGRESS

14.1 Programs Committee members noted the Chair’s approval of the following proposals which were revised to incorporate amendments requested by the Committee:
- Bachelor of Environmental Science/Bachelor of Data Science (1600) – 9/2017 meeting minute item 9

14.2 Programs Committee members noted the following submissions remain in progress:
- Bachelor of Science/Bachelor of Data Science (1601/1602) – 9/2017 meeting minute item 8
- FutureLearn courses – 2/2018 meeting minute item 3
  - submission of program certificate for approval by Academic Registrar;
  - course content for mapping to identify courses for credit.
15.0 WITHDRAWALS

15.1 Programs Committee members noted the withdrawal of the trimester 2 intake for the Bachelor of Nutrition and Dietetics for all applicants other than Griffith University students applying via internal transfer.

16.0 OTHER BUSINESS

16.1 Notation of postgraduate majors on testamurs
Programs Committee discussed the inclusion of majors on testamurs for postgraduate programs and noted that the current Postgraduate Qualifications (AQF Level 8 & 9) Policy stated that students may receive a Masters award with one 40 credit point major. Members noted there were circumstances where there was sufficient capacity for a student to complete their program with two majors. Members supported a report on this issue being brought back to Programs Committee.

17.0 CHAIR’S REPORT

17.1 The Chair advised members of the Committee of the following items:
- The University Assessment Committee had recently held a retreat from which an action plan had been developed. The action plan would be considered by University Assessment Committee at their 4/2018 meeting.
- Griffith College Academic Board had met recently. It was reported that articulation rates from Griffith College to Griffith University sat at 89%.

18.0 NEXT MEETING

The Committee noted the next meeting of Programs Committee is scheduled to be held on Thursday, 5 July 2018.
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<td>Professor Nick Buys</td>
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<td>Nominee for Dean, Learning Futures</td>
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<td>Associate Professor Christopher Klopper</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Arts, Education and Law)</td>
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<td>Associate Professor Jane Evans</td>
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<tr>
<td>Ms Rowena Bower</td>
<td>Secretary</td>
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