GRiffith Sciences Group Board Minutes 3/2015
Friday 14 August 2015

GRiffith University
GRiffith Sciences Group Board

A meeting of the Griffith Sciences Group Board was held at 10.00am on Friday 14 August in Room 2.02, Council Chamber, The Chancellery (G34), Gold Coast campus.

Minutes

Present:
Professor Sushila Chang (Chair)
Professor Debra Henly
Professor Richard John
Professor David Lambert
Professor Geoff Tansley
Professor Chris Frid
Professor Michael Blumenstein
Professor Robert Sang
Associate Professor Vallipuram
Muthukumarasamy
Associate Professor Kathryn Tonissen
Associate Professor Kylie Pitt
Professor Charles Lemckert
Dr Irwin Oh
Professor Abdul Sattar
Professor Zhihong Xu
Professor Mark von Itzstein
Associate Professor Kathy Andrews
Mr Etienne Van Wyk
Ms Glenda Graham
Ms Bernadette Walsh
Mr Stephen Boyd
Ms Lucy Butler

By invitation:
Ms Leigh Pointon
Ms Ann Poiner
Mr Bill Ryan
Ms Daina Garklavs

Secretary: Ms Kim Hillier (Secretary)

1.0 Declaration of Interests
Nil

2.0 Confirmation of Minutes

The minutes of the 2/2015 (15 May) meeting of the Griffith Sciences Group Board were taken as read and confirmed.

3.0 Matters Arising from the 2/2015 (15 May) Minutes
Griffith School of Environment to complete an Annual Program Review Report for 1009 Bachelor of Environmental Management in place of the previously required 5 Year Review Report, in view of the impact on this program of the proposal to introduce a Bachelor of Environmental Science in 2017.

Dean (Learning and Teaching) and ASC to develop a check list against which the Dean (Learning and Teaching) will executively consider new program proposals and major change proposals. Only proposals that tick all of the boxes will go forward to Programs Committee.

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

1.0
2.0
4.0 ENG NEW PROGRAM PROPOSALS (2015/6004090) (2015/6004091)
5xxx MASTER OF CIVIL ENGINEERING ADVANCED
5xxx MASTER OF ENGINEERING PROJECT MANAGEMENT ADVANCED

4.1 On the recommendation of the Dean (Academic), the Group Board considered the proposals (2015/6004090) and (2015/6004091) to introduce a new Master of Civil Engineering Advanced and Master of Engineering Project Management Advanced for introduction in semester 1, 2016.

4.2 The Board noted that these 160CP Masters programs comprise the existing 120CP of Masters coursework programs plus a 40CP IAP - Dissertation. The existing Graduate Certificate programs (3301) and (3311) will be offered as exit points in the these Masters programs.

Resolution

4.3 The Griffith Sciences Group Board, on the recommendation of the Dean (Academic), resolved to recommend to Programs Committee the attached full program proposals (2015/6004090) and (2015/6004091) to establish the Master of Civil Engineering Advanced and Master of Engineering Project Management Advanced, for introduction in semester 1, 2016.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

15.0 NEW PROGRAM PROPOSALS

5.1 The Griffith Sciences Group Board resolved to ratify the executive action of the Dean (Learning & Teaching) in approving the attached new program proposals as outlined below:

#20156004079 New Program 1534 1535 B Computer Science
#20140005596 New Program 4180_3314 GDip_GCert Res Studies ENV

6.0 MAJOR CHANGE PROPOSALS FOR RATIFICATION
6.1 The Griffith Sciences Group Board resolved to ratify the executive action of the Dean (Learning & Teaching) in approving the attached major change proposals as outlined below:

#20156004075 Major Change 1031 B Biomedical Science (electives in degree reqs)
#20156004078 Major Change 1109 1042 BIT

7.0 MINOR CHANGE PROPOSALS FOR RATIFICATION

7.1 The Griffith Sciences Group Board resolved to ratify the executive action of the Dean (Learning & Teaching) in approving the attached minor change proposals, as outlined below:

#20156004040 Minor Change 1042_1109 BIT
#20156004053 Minor Change 5613 & 5612 MIT
#20156004056 Minor Change 1367 B Aviation Management
#20156004072 Minor Change 1517 Bachelor of Aviation (Change to semester of offer)
#20156004076 Minor Change 1315 B Science in Ecology and Conservation Biology
#20156004073 Minor Change 5528 5467 5574 Eng Masters (Adding courses to Management course lists)

8.0 PROGRAM DIRECTOR CHANGES

8.1 On the recommendation of the Dean (Learning and Teaching), the Group Board resolved to ratify the following Program Director appointments:

Program: 1028 Bachelor of Aviation
To: Professor Tim Ryley

Program: 1328 Bachelor of Marine Science
To: Professor Rod Connolly

Program: 1004 Bachelor of Science (Environment)
To: Associate Professor Fran Sheldon

Programs: 3313 Graduate Certificate in Research Studies in IT; 4174 Graduate Diploma of Research Studies in IT
To: Dr Ruben Gonzalez (Acting) for Gold Coast and Professor Kewen Wang for Nathan

Program: 1411 BEng with Honours in Civil Engineering
To: Dr Kriengsak Panuwatwanich

Programs: 5642 Master of Civil Engineering; 5682 Master of Civil Engineering/Master of Engineering Project Management
To: Dr Ivan Gratchev

Programs 1018 Bachelor of Science; 1210 Bachelor of Science; 1330 Bachelor of Science Advanced with Honours; 1342 Bachelor of Science Advanced (exit point)
To: Dr Jeremy Brownlie

Programs: 1240 Bachelor of Photonics and Nanoscience; 1429 Bachelor of Photonics and Nanoscience (exit point); 1430 Bachelor of Photonics and Nanoscience with Honours
To: Dr Mirko Lobino
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

9.0 PRESENTATION: QIBT

Leigh Pointon, College Director and Principal, QIBT and Ann Poiner, Director, Academic Programs and Student Services, QIBT attended the meeting to provide an update on QIBT activities. Data was presented on the Diploma of Engineering, Diploma of Information Technology and Diploma of Biosciences including:

- intakes into the Diplomas
- numbers of students continuing from the Diplomas to a Griffith bachelor degree: International and Domestic.
- performance of Diploma graduates in the Griffith bachelor degree: QIBT compared with non-QIBT International and Domestic.
- QIBT is working with Schools to examine factors that might be impacting on performance and is monitoring the retention of domestic students.
- changes to the Diplomas include: the provision of Maths support through the inclusion of Maths 1A; renaming of the Diploma of Biosciences to the Diploma of Sciences and content changes to extend articulation options; changes to the Diploma of IT to extend articulation to the Bachelor of Computer Science. The Chair recommended that Schools keep QIBT informed about the significant program changes planned for 2017 to ensure that the impact of these changes on the Diplomas is communicated and articulating students are well prepared for their bachelor degree studies.

10.0 PRESENTATION: DIRECTOR, HRM

Mr Bill Ryan, Director HRM attended the meeting to introduce himself to Board members and to speak about the range of services provided by HR in areas such as workforce management, ASRP, promotion rounds, recruitment. The Board was advised that a major upgrade is being made to the PeopleSoft HR Information System (HCM) to provide an integrated system for recruitment, appointment, onboarding, induction and performance management. HR is reviewing a range of areas and will seek input from clients such as the members of Group Board. Mr Ryan spoke about the enhancement of strategic capability through the availability of more strategic information about the workforce to inform decision making. There were discussions on a number of matters including the professional development of academic leaders, the importance of timely appointment processes, and the new EB.

11.0 PRESENTATION: DEPUTY DIRECTOR, OFFICE FOR RESEARCH

Ms Daina Garklavs attended the meeting to speak about Core Research Facilities at Griffith to provide a planning framework for research support by the University. A visit was undertaken of Monash University which has core technology research platforms funded and coordinated centrally. Research Committee has endorsed taking forward a discussion on a Griffith Core Research Facilities model to the Executive Group with case studies, costs and funding models. It was noted that if EG is supportive, the process for nomination will be by business plan with a panel to consider proposals. The Board was advised that areas within a Core Facility would not necessarily need to be co-located if there is a business case for a different model of delivery.
but would be managed as one unit. The Dean (Research) advised that the process of identification of possible nominations from the Group was underway.

12.0 PVC REPORT

The Pro Vice Chancellor (Griffith Sciences) provided a written report on items of importance to the Group Board, including Staff News, Alumni Awards, Science Week and Outreach, the Aviation Flight Simulator Launch, Engineering Awards and Professional Accreditation Reviews for Engineering and ICT. The PVC reported on matters of importance to the Board including:

Griffith 2020 model. Council has approved the transition to 3 x 12 week terms from 2017. Executive Group has given in-principle approval to the following initiatives to support the model from all four Schools in the Griffith Sciences Group:

- **Engineering** – introduction of Civil Engineering at Nathan, likely simplification of undergraduate entry points with consideration to the offer of a range of majors, introduction of a small number of streamlined double degrees.
- **Environment** – a new Bachelor of Environmental Science and withdrawal of the BSc in Ecology and Conservation Biology and Bachelor of Environmental Management with incorporation of these areas into majors within the new program.
- **ICT** – major changes to the Bachelor of Information technology and introduction of the Bachelor of Computer Science.
- **Natural Sciences** – streamlined BSc.

The University’s relationship with QIBT will be strengthened. The Group will build the capacity of its IAP office to source and support high quality industry placements. Schools are asked to begin consider in detail how their new programs will be structured.

The PVC is leading Griffith Sciences participation in the Australian pilot of the Athena SWAN Charter to improve gender equity in Australian STEM organisations.

The PVC acknowledged the contributions of Professor David Lambert whose term as Dean (Research) is coming to an end. The PVC acknowledged the contributions of Professor Richard John who will leave the role of Dean (Learning and Teaching) to pursue a leadership role in STEM education.

13.0 CHAIR’S REPORT

The Dean (Academic) (Griffith Sciences) provided a report on International student commencements for semester 2 2015. The Dean (Academic) (Griffith Sciences) also reported on the following matters of interest to the Board:

- Completion of the ASRP
- Promotions
- Completion of ICT moderations

14.0 DEAN (LEARNING & TEACHING) REPORT

The Dean (Learning & Teaching) (Griffith Sciences) reported on matters of interest to the Board including the ASRP process and the Griffith Sciences Learning and Teaching Staff Survey.

15.0 DEAN (RESEARCH) REPORT

The Dean (Research) (Griffith Sciences) reported on matters of interest to the Board including:

- Vice Chancellor’s Excellence Awards
- Research Committee Review Reports
- ARC NHMRC rounds
Research Committee discussions around Griffith University travel grant scheme and new researcher scheme
GGRS scholarship round
ARC Linkage Grants
GURIP final rankings
Advanced Queensland Fellowships

16.0 FINANCE REPORT
The Group Resource Manager (Griffith Sciences) reported on matters of interest to the Board including:
The University's budget model
Internal charges review

17.0 HUMAN RESOURCE MANAGEMENT REPORT
The HR Manager (Griffith Sciences) reported on matters of interest to the Board including:
Promotions
ASPs

18.0 MARKETING AND COMMUNICATIONS REPORT
Reports received from the Marketing Manager (Griffith Sciences) including the Office of Marketing and Communications Griffith Sciences Monthly Report for Media Coverage May, June 2015 and July 2015, were noted.

19.0 WORKPLACE HEALTH & SAFETY REPORT
The Technical Manager, Technical Coordination & Logistics (Griffith Sciences) reported on matters of interest to the Board including:
Competency access pilot in Health and Sciences research laboratories
University’s Fieldwork guidelines
Internal Audit’s final report on managing H&S compliance with contractors
Workplace inspections
Sciences risk registers
Griffith School of Environment H&S committee

The Griffith Sciences Incidents Reports for May and June 2015 were noted.

20.0 INFORMATION SERVICES REPORT.
The Information Services’ Report for August 2015 was noted.

21.0 HEADS OF SCHOOL REPORTS
Reports received from Heads of School were noted.

22.0 INSTITUTE DIRECTOR REPORTS
Reports received from the Institute Directors were noted.

23.0 HDR PATHWAY PROGRAMS – GRADUATE DIPLOMA OF RESEARCH STUDIES & GRADUATE CERTIFICATE IN RESEARCH STUDIES PROGRAMS
23.1 Members noted that the Board of Graduate Research at its 5/2015 (29 July) meeting resolved that the Deans (Research) facilitate a discussion between Group Graduate Diploma/Certificate in Research Studies Program Convenors and HDR Convenors with regard to how applicants are being admitted to the Graduate Diploma and how it is being used as a pathway to PhD admission. Deans (Research) will bring feedback back to the Board of Graduate Research to inform a discussion as to the use of this program as a pathway to a PhD.

24.0 GRIFFITH SUCCESS IN GROUP LEARNING AND TEACHING CITATIONS

The Board noted that the Academic Provost had announced the staff who had been successful in the 2015 round for Group Learning and Teaching Citations. The Board congratulated the following recipients from Griffith Sciences:

Citations:
- Dr Christopher Love, School of Natural Sciences
- Dr Xiaobo Qu and Dr Amir Etemad-Shahidi, Griffith School of Engineering
- Mrs Alison White, School of Natural Sciences
- Dr Yong Zhu, Griffith School of Engineering

Dean’s Certificate of Commendation:
- Dr Leigh-Ellen Potter, School of Information and Communication Technology
- Mr Saeed Shaeri, Griffith School of Engineering

25.0 ARC LINKAGE PROJECT GRANTS - OUTCOMES

The Board noted that the Vice Chancellor and the Senior Deputy Vice Chancellor had reported on the outcomes for the ARC Linkage Project grants for projects commencing in 2015. The Board congratulated the following successful applicants:

Dr Matthew Burke, Dr Barbara Yen and Dr Guilherme Lohmann were awarded $217,964 for their project *Funding on the line: public transport financing and property value capture.*

Prof Yaoqi Zhou, Dr Joe Tiralongo and Dr Yuedong Yang were awarded $241,564 for their project *Novel antimicrobial target discovery by an integrated approach*

Prof Nam-Trung Nguyen, Prof Sima Dimitrijev and Mr Alan Iacopi were awarded $360,000 for their project *Integrated Cooling Enhancement Technology for Power Electronics*

Prof Elizabeth Kendall, Dr Francoise Maujean, Prof Anna Stewart, Prof Bonnie Barber, Dr Martin Downes, Dr Jason Byrne and A/Prof Kym Macfarlane were awarded $188,028 for their project *Farming 4 Care: Using nature to cultivate resilience in young people*

Prof Darryl Low Choy and Dr Silvia Serrao-Neumann were awarded $211,346 for their project *Being On Country Off Country*

Prof Sima Dimitrijev and Dr Jisheng Han were awarded $509,000 for their project *Silicon-Carbide Switches for Post-Silicon Efficiency of Power Electronics*

Prof David Lambert, Dr Subashchandran Sankarasubramanian and Dr Michael Westaway were awarded $570,000 for their project *Investigating Holocene India - Australia Connections using Ancient Genomics*

Prof Yongsheng Gao, Dr Andrew Busch and Dr Jun Zhou were awarded $406,000 for their
project *Precise recognition for automated harvesting and grading of strawberries*

Prof David Lloyd, Prof Rod Barrett and Dr Daniel James were awarded **$430,000** for their project *Intelligent training (iTraining) for the human Achilles tendon*

Associate Professor Mark Kennard and Dr Julian Olden who are part of a team led by Charles Darwin University that was awarded **$353,806** for a project titled *A traits-based approach to forecasting freshwater fish resilience to environmental change in northern Australia*

Dr Benoit Gilbert who is part of a team led by The University of Queensland that was awarded **$284,384** for a project titled *Behaviour of novel FRP-timber ultralight thin-walled structural members*

Dr Shanmuganathan (Guna) Gunalan who is part of a team led by QUT that was awarded **$199,824** for a project titled *Innovative and safe design solutions for aluminium façade systems*

26.0 **TIMEFRAMES FOR PROGRAM PROPOSALS FOR 2016**

The Board noted that the deadline for new and major program proposals for implementation in 2016 is the **3 September 2015 meeting of Programs Committee**.

27.0 **OTHER BUSINESS**

The PVC requested that a meeting between Deans and Schools be held to discuss AEL’s proposal for the introduction of a Bachelor of Interactive Media in 2017 and the consequences for the existing Bachelor of Multimedia. The Head of School ICT raised with the PVC the possibility of a Cyber Security offering for further consideration.

28.0 **2015 MEETING SCHEDULE**

Members noted that 2015 meetings of the Griffith Sciences Group Board have been scheduled at 10.00am – 12.30pm (followed by lunch at 12.30pm) on the following dates:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Venue</th>
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<tbody>
<tr>
<td>18 September*</td>
<td>Gold Coast</td>
<td>G34_2.02</td>
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<tr>
<td>16 October</td>
<td>Nathan</td>
<td>N54_2.02</td>
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*18 September meetings to proceed only if there is sufficient business.*
### DISTRIBUTION LIST

<table>
<thead>
<tr>
<th>Group Board Members</th>
<th>Appointment Type</th>
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<tbody>
<tr>
<td>Professor Sushila Chang, Dean, Academic (Griffith Sciences)</td>
<td>ex officio (Chair)</td>
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<td>Professor Debra Henly, Pro Vice Chancellor (Griffith Sciences)</td>
<td>ex officio</td>
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<tr>
<td>Professor David Lambert, Dean, Research (Griffith Sciences)</td>
<td>ex officio</td>
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<tr>
<td>Professor Richard John, Dean, Learning &amp; Teaching (Griffith Sciences)</td>
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<td>Professor Geoff Tansley, Head, Griffith School of Engineering</td>
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<tr>
<td>Professor Michael Blumenstein, Head, School of Information &amp; Communication Technology</td>
<td>ex officio</td>
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<td>Professor Chris Frid, Head, Griffith School of Environment</td>
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<td>Professor Robert Sang, Head, School of Biomolecular &amp; Physical Sciences</td>
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<td>Assoc Prof Bela Stantic, Assoc Prof Vallipuram Muthukumarasamy</td>
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<tr>
<td>Deputy Head, School of Information &amp; Communication Technology</td>
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<td>Associate Professor Fran Sheldon, Associate Professor Kylie Pitt</td>
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<td>Deputy Head, Griffith School of Environment</td>
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<td>Associate Professor Kathryn Tonissen, Dr Jeremy Brownlie/Associate Professor</td>
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<tr>
<td>Professor Ann McDonnell, Deputy Head, School of Biomolecular &amp; Physical Sciences</td>
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<tr>
<td>Professor Charles Lemckert, Associate Professor Steven O'Keefe, Dr Andrew</td>
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<td>Seagar, Professor Bofu Yu, Professor Andreas Oechsner</td>
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<tr>
<td>Heads of Discipline, Griffith School of Engineering</td>
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<td>Dr Wayne Hall, Deputy Head (Learning and Teaching), Griffith School of Engineering</td>
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<td>Dr Erwin Oh</td>
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<tr>
<td>Deputy Head/Assoc Dean (International), Griffith School of Engineering</td>
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<td>Professor Stuart Bunn, Director, Australian Rivers Institute</td>
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<td>Professor Ron Quinn</td>
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<td>Professor Abdul Sattar, Director, Institute for Integrated and Intelligent Systems</td>
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<td>Professor Mark von Itzstein, Director, Institute for Glycomics</td>
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<td>Professor Zhihong Xu, Director, Environmental Futures Research Institute</td>
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<td>Dr Rene Hexel</td>
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<td>PVC’s appointed member to Programs Committee</td>
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<td>Mr Etienne Van Wyk, Group Resource Manager (Griffith Sciences)</td>
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<td>Ms Glenda Graham, Human Resource Manager (Griffith Sciences)</td>
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<td>Ms Bernadette Walsh, Executive Officer to the PVC (Griffith Sciences)</td>
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<td>Mr Stephen Boyd</td>
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<td>Mr George Klich</td>
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Technical and Logistics Managers, Technical Services (Griffith Sciences)
Ms Kirsten Johnston invited
Mr Scott Robotham invited
Ms Natalie Dickson invited
Ms Lucy Butler invited
Ms Lucy Butler Library Services Manager, Griffith Sciences invited
Professor Allan Cripps invited
Professor Nick Buys invited
Dean, Learning & Teaching (Health Group) invited
Representative of the Directors of the Group Research Centres vacant

Information Copies
School Administrative Officers – Griffith Sciences
School Secretaries – Griffith Sciences

Other Copies
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Binding copy (attachments)
Spare copy