A meeting of the Griffith Sciences Group Board will be held at 10.00am on Friday 16 October in Room 2.02, Council Chamber, Bray Centre (N54), Nathan campus.

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## GRIFFITH UNIVERSITY

### GRIFFITH SCIENCES GROUP BOARD

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<tbody>
<tr>
<td>Professor Sushila Chang</td>
<td>ex officio (Chair)</td>
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<tr>
<td>Dean, Academic (Griffith Sciences)</td>
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<tr>
<td>Professor Debra Henly</td>
<td>ex officio</td>
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<tr>
<td>Pro Vice Chancellor (Griffith Sciences)</td>
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<tr>
<td>Professor David Lambert</td>
<td>ex officio</td>
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<tr>
<td>Dean, Research (Griffith Sciences)</td>
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<tr>
<td>Professor Richard John</td>
<td>ex officio</td>
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<tr>
<td>Dean, Learning &amp; Teaching (Griffith Sciences)</td>
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<tr>
<td>Professor Geoff Tansley</td>
<td>ex officio</td>
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<tr>
<td>Head, Griffith School of Engineering</td>
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<tr>
<td>Professor Michael Blumenstein</td>
<td>ex officio</td>
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<tr>
<td>Head, School of Information &amp; Communication Technology</td>
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<tr>
<td>Professor Chris Frid</td>
<td>ex officio</td>
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<tr>
<td>Head, Griffith School of Environment</td>
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<tr>
<td>Professor Robert Sang</td>
<td>ex officio</td>
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<tr>
<td>Head, School of Biomolecular &amp; Physical Sciences</td>
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<tr>
<td>Assoc Prof Bela Stantic/ Assoc Prof Vallipuram Muthukkumarasamy</td>
<td>appointed</td>
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<tr>
<td>Deputy Head, School of Information &amp; Communication Technology</td>
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<tr>
<td>Associate Professor Fran Sheldon/ Associate Professor Kylie Pitt</td>
<td>appointed</td>
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<tr>
<td>Deputy Head, Griffith School of Environment</td>
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<tr>
<td>Associate Professor Kathryn Tonissen/ Dr Jeremy Brownlie/Associate</td>
<td>appointed</td>
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<tr>
<td>Professor Ann McDonnell</td>
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<tr>
<td>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>
<td>invited</td>
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<td>Seagar/ Professor Botu Yu/ Professor Andreas Oechsner</td>
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<td>Heads of Discipline, Griffith School of Engineering</td>
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<tr>
<td>Dr Wayne Hall</td>
<td>invited</td>
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<tr>
<td>Deputy Head (Learning and Teaching), Griffith School of Engineering</td>
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<tr>
<td>Dr Erwin Oh</td>
<td>invited</td>
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<tr>
<td>Deputy Head/Assoc Dean (International), Griffith School of Engineering</td>
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<tr>
<td>Professor Stuart Bunn</td>
<td>invited</td>
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<tr>
<td>Director, Australian Rivers Institute</td>
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<tr>
<td>Professor Ron Quinn</td>
<td>invited</td>
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<tr>
<td>Director, Eskitis Institute for Cell and Molecular Therapies</td>
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<tr>
<td>Professor Abdul Sattar</td>
<td>invited</td>
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<tr>
<td>Director, Institute for Integrated and Intelligent Systems</td>
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<tr>
<td>Professor Mark von Itzstein</td>
<td>Invited</td>
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<tr>
<td>Director, Institute for Glycomics</td>
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<tr>
<td>Professor Zhihong Xu</td>
<td>invited</td>
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<tr>
<td>Director, Environmental Futures Research Institute</td>
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<tr>
<td>Dr Rene Hexel</td>
<td>invited</td>
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<tr>
<td>PVC’s appointed member to Programs Committee</td>
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<tr>
<td>Mr Etienne Van Wyk</td>
<td>invited</td>
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<tr>
<td>Group Resource Manager (Griffith Sciences)</td>
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<tr>
<td>Ms Glenda Graham</td>
<td>invited</td>
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<tr>
<td>Human Resource Manager (Griffith Sciences)</td>
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<tr>
<td>Ms Bernadette Walsh</td>
<td>invited</td>
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<tr>
<td>Executive Officer to the PVC (Griffith Sciences)</td>
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<tr>
<td>Mr Stephen Boyd</td>
<td>invited</td>
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<tr>
<td>Mr George Klich</td>
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<tr>
<td>Technical and Logistics Managers, Technical Services (Griffith Sciences)</td>
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</tr>
<tr>
<td>Ms Kirsten Johnston</td>
<td>invited</td>
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</tbody>
</table>
Marketing Manager (Griffith Sciences)
Mr Scott Robotham
Deputy Group Resource Manager
Ms Natalie Dickson
Senior HR Adviser (Griffith Sciences)
Ms Lucy Butler
Library Services Manager, Griffith Sciences
Professor Allan Cripps
Pro Vice Chancellor (Health Group)
Professor Nick Buys
Dean, Learning & Teaching (Health Group)
Representative of the Directors of the Group Research Centres
invited
invited
invited
invited
vacant
GRiffith Sciences Group Board Agenda 4/2015
Friday 16 October 2015

GRiffith UNIVERSITY

GRiffith Sciences Group Board

AGENDA 3/2015

A meeting of the Griffith Sciences Group Board will be held at 10.00am on Friday 16 October in Room 2.02, Council Chamber, Bray Centre (N54), Nathan campus.

AGENDA

1.0 APOLOGIES

Apologies may be recorded by contacting Kim Hillier, x 57792, or by emailing K.Hillier@griffith.edu.au.

Apologies have been received from:
Professor Chris Frid – Associate Professor Kylie Pitt will attend the meeting
Associate Professor Fran Sheldon
Professor Stuart Bunn
Professor Michele Burford
Ms Glenda Graham – Ms Natalie Dickson and Ms Roberta Kempe will attend the meeting
Mr Etienne Van Wyk – Mr Scott Robotham will attend the meeting

2.0 DECLARATION OF INTERESTS

2.1 Members are required to identify any conflict of interest, as outlined in the University policies on Conflict of Interest and Personal Relationships in the Workplace, which may exist in respect of any of the items on the agenda. When an interest has been declared, the Chair may resolve that the member:

- leaves the meeting while the item of business is discussed; or
- participates in the discussion but withdraws from the meeting before the vote and/or decision; or
- stays but does not participate in either the debate or vote/decision; or
- stays with full debating and voting/decision rights.

2.2 All declarations of interest will be recorded in the minutes, together with any ensuing action.

3.0 CONFIRMATION OF MINUTES

The minutes of the 3/2015 (14 August) meeting of the Griffith Sciences Group Board will be circulated prior to the meeting. To be taken as read and confirmed.

4.0 MATTERS ARISING FROM THE 3/2015 (14 AUGUST) MINUTES

To be advised.

5.0 PRESENTATION: ASSOCIATE DIRECTOR, STAFF SERVICES

Mr Shane Pitman, Associate Director, Staff Services, will attend the meeting to provide a briefing on the PeopleSoft HR/Payroll Upgrade project which will go live on 16 November 2015.

6.0 PRESENTATION: DEPUTY DIRECTOR, RESEARCH POLICY, OFFICE FOR RESEARCH
The Deputy Director, Research Policy, Office for Research, Mr Tony Sheil, will attend the meeting to discuss Griffith's rankings in the various rankings schemes and how the rankings are calculated.

7.0 PVC REPORT
The Pro Vice Chancellor (Griffith Sciences) will report on matters of interest to the Board.

8.0 CHAIR’S REPORT
The Dean (Academic) (Griffith Sciences) will report on matters of interest to the Board.

9.0 DEAN (LEARNING & TEACHING) REPORT
The Dean (Learning & Teaching) (Griffith Sciences) will report on matters of interest to the Board.

10.0 DEAN (RESEARCH) REPORT
The Dean (Research) (Griffith Sciences) will report on items of interest to the Board.

11.0 FINANCE REPORT
The Deputy Group Resource Manager (Griffith Sciences) will report on items of interest to the Board.

12.0 HUMAN RESOURCE MANAGEMENT REPORT
The Senior HR Adviser (Griffith Sciences) will report on matters of interest to the Board.

13.0 EXTERNAL RELATIONS REPORT
The Marketing Manager (Griffith Sciences) has provided the attached report on matters of interest to the Board.

   The Office of Marketing and Communications Griffith Sciences Monthly Report for Media Coverage September 2015 is attached for noting.

14.0 WORKPLACE HEALTH & SAFETY REPORT
The Technical Manager, Technical Coordination & Logistics (Griffith Sciences) will report on matters of interest to the Board.

   The Griffith Sciences Monthly Incident reports for August 2015 and September 2015 are attached for noting.

15.0 INFORMATION SERVICES REPORT
The Library Services Manager (Griffith Sciences) will report on matters of interest to the Board.

ORDERING OF THE AGENDA
At this point in the agenda, members may propose that any matter on the agenda, not included in Section I, be so included.

SECTION I: MATTERS FOR DEBATE AND DECISION
16.0 **FIVE YEAR REVIEW: 1328 BACHELOR OF MARINE SCIENCE**

16.1 The Griffith Sciences Group Board is asked to consider the attached Five Year Program Review Report (2015/6004136) for the Bachelor of Marine Science (1328). Associate Professor Kylie Pitt will introduce this item.

16.2 This program review was conducted to assess the performance and quality of the current program and was based on the following terms of reference:

- Program design is optimal and fits the Australian Qualifications Framework
- Program resourcing
- Admission criteria are appropriate
- Market position relative to competitors
- Teaching and learning are of high quality
- Assessment is effective and expected student learning outcomes are achieved
- Graduate success and employability
- Program is effectively monitored

16.3 The Griffith Sciences Group Board is asked to consider the recommendations made by the review committee in the attached Review Report (2015/6004136) for the Bachelor of Marine Science (1328) and provide its decisions in relation to adoption of the recommendations in the Report.

**For consideration**

17.0 **FIVE YEAR REVIEW: 1360 BACHELOR OF BUSINESS INFORMATION SYSTEMS**

17.1 The Griffith Sciences Group Board is asked to consider the attached Five Year Program Review Report (2015/6004135) for the Bachelor of Business Information Systems (1360). Professor Michael Blumenstein will introduce this item.

17.2 This program review addressed the following key areas:

- Assess the viability and sustainability of the program: why are the enrolment numbers low and what can be done to improve this?

- Assess the viability and sustainability of the program: how does the program compare in relation to the original plan and aims of 2010?

- Assess the viability and sustainability of the program: how does the current program (revised in 2015) compare to the parallel School of ICT programs of Bachelor of Information Technology, Bachelor of Computer Science, and the proposed joint double degree Bachelor of Information Technology/Bachelor of Business?

- What actions need to be undertaken in order to support the development of an online version of the Bachelor of Business Information Systems?

17.3 The Griffith Sciences Group Board is asked to consider the recommendations made by the review committee in the attached Review Report (2015/6004135) for the Bachelor of Business Information Systems (1360) and provide its decisions in relation to adoption of the recommendations in the Report.

**For consideration**

18.0 **FIVE YEAR REVIEW: 1367 BACHELOR OF AVIATION MANAGEMENT**
18.1 The Griffith Sciences Group Board is asked to consider the attached Five Year Program Review Report (2015/6004134) for the Bachelor of Aviation Management (1367). Professor Tim Ryley will introduce this item.

18.2 This program review was conducted for the purpose of continuous improvement, benchmarking, and curriculum renewal, with a focus on two key concerns: provision of high quality curriculum and industry ready graduates; relevance of existing advanced standing program structure.

18.3 The Griffith Sciences Group Board is asked to consider the recommendations made by the review committee in the attached Review Report (2015/6004134) for the Bachelor of Aviation Management (1367) and provide its decisions in relation to adoption of the recommendations in the Report.

For consideration

19.0 QIBT PROGRAM APPROVALS - DIPLOMA OF BIO SCIENCES

19.1 The Griffith Sciences Group Board is asked to consider the attached Major Change proposal (QIBT Doc #: 2015/05) proposing the following changes to the Diploma of Biosciences to maintain and extend articulation options into the sciences, for example, Environmental Science, Environmental Sustainability, Wildlife Biology and Marine Biology:

- the introduction of two additional specified elective courses: 1043SCG Introduction to Environmental Sustainability and 1044SCG Earth Systems;
- the addition of program learning objectives to reflect new specified electives;
- a change to the nomenclature of one course: 1042SCG Genetics and Evolutionary Biology; and
- a change to title of the award from Diploma of Biosciences to Diploma of Science.

Recommendation

19.2 The Griffith Sciences Group Board is asked to recommend to Programs Committee the Major Change Proposal for the Diploma of Biosciences, as detailed in QIBT Doc # 2015/05, for implementation from Semester 1, 2016.

For consideration

20.0 MAJOR CHANGE PROPOSAL: 2112 BACHELOR OF SCIENCE WITH HONOURS

20.1 On the recommendation of the NSC School Committee, the Griffith Sciences Group Board is asked to consider the attached major change proposal (20156004104) to remove the Science, Technology and Society major from the Bachelor of Science with Honours (2112).

Recommendation

20.2 The Griffith Sciences Group Board is asked to recommend to Programs Committee the Major Change Proposal for the Bachelor of Science with Honours (2112), as detailed in 20156004104, for implementation from Semester 1, 2016.

For consideration
SECTION II: MATTERS REQUIRING RATIFICATION OF EXECUTIVE ACTION

21.0 NEW PROGRAM PROPOSALS FOR RATIFICATION

21.1 The Griffith Sciences Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the attached new program proposal as outlined below:

#201560004095 New Program Proposal 3334 Graduate Certificate in Crime Scene Investigation

For ratification

22.0 MAJOR CHANGE PROPOSALS FOR RATIFICATION

22.1 The Griffith Sciences Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the attached major change proposal as outlined below:

#20156004111 Major Change Bachelor of Engineering with Honours Single Entry-Only Transition Program for 2016 domestic admission only

For ratification

23.0 PROGRAM WITHDRAWALS FOR RATIFICATION

23.1 The Griffith Sciences Group Board is asked to ratify the executive action of the Dean (Learning & Teaching) in approving the attached program withdrawals, as outlined below:

#20156004114 Program Withdrawal 1042/1109 Bachelor of Information Technology - administrative withdrawal of program codes; programs were recoded as a result of the major change proposal approved by the 6/2015 (July) meeting of Programs Committee.

#20156004133 Program Withdrawal 1331 Bachelor of Information Technology Advanced with Honours – withdrawal due to low demand.

#20156004106 Program Withdrawal 1418 Bachelor of Biomolecular Science with Honours – withdrawal to domestic intake due to low demand.

#20156004107 Program Withdrawal 4167 Graduate Diploma of Clinical Microbiology – withdrawal due to low demand.

For ratification

24.0 PROGRAM DIRECTOR CHANGES

24.1 On the recommendation of the Dean (Learning and Teaching), the Group Board is asked to ratify the following Program Director appointment:

Program: 1487 Bachelor of Laws/Bachelor of Science in Environment and 1121 Bachelor of Law/Bachelor of Science (Environment) (no intake) – BSc component: Associate Professor Fran Sheldon

For ratification

25.0 CHAIRS OF ASSESSMENT BOARDS CHANGES AND APPOINTMENTS
25.1 On the recommendation of the Dean (Learning and Teaching), the Griffith Sciences Group Board is asked to ratify the following temporary Chair of Assessment Board change and appointment for 2015:

- Professor Andreas Oechsner from Monday 21 September 2015 to Wednesday 7 October 2015 during Professor Geoff Tansley's period of leave.

For ratification

26.0 QIBT ARTICULATION – DIPLOMA OF BIOSCIENCES

26.1 On the recommendation of the Dean (Learning and Teaching), the Griffith Sciences Group Board is asked to ratify the following GPA hurdle for admission to 1328 Bachelor of Marine Science from the Diploma of Biosciences which is consistent with the GPA hurdle for admission to 1018 Bachelor of Science (all majors) from the Diploma of Biosciences: GPA 4.0 for International students; > or = 3.75 for domestic students.

For ratification

SECTION III: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS

27.0 FIVE YEAR REVIEW: 1492 BACHELOR OF ARCHITECTURAL DESIGN

27.1 The Griffith Sciences Group Board is asked to note the attached Implementation Plan (2015/6004137) for the 5 Year Professional Reaccreditation Review of the Bachelor of Architectural Design (1492) (Bachelor of Environmental Design prior to 2015). The program was reviewed by a National Visiting Panel (NVP) under the ANZ APAP (Australia and New Zealand Architecture Program Accreditation Procedure) and conducted by the AACA (Architects Accreditation Council of Australia) and AIA (Australian Institute of Architects) in October 2014.

27.2 The National Visiting Panel report documents 11 Action Items (recommendations) that have to be addressed before the next accreditation visit in 2019. Each recommendation is listed below, together with the timeline for response and proposed action.

For noting

28.0 GRIFFITH SCIENCES GROUP 2017 PROGRAM PROFILE PLAN

28.1 The Griffith Sciences Group’s 2017 Program Profile Plan meeting was held on Thursday 6 August 2015, with the minutes of the meeting and the proposed 2017 Program Profile Plan outcomes approved at the 26 August meeting of Executive Group. Noted below is the finalised 2017 Griffith Sciences PPP Outcomes Summary as approved at the 7 October 2015 meeting of the Executive Group.
### Withdrawals

| Bachelor of Science in Ecology and Conservation Biology (Nathan and Gold Coast) |
| Bachelor of Environmental Management; Bachelor of Environmental Management with Honours; Bachelor of Environmental Management/Bachelor of Business – key components offered as majors within the new Bachelor of Environmental Science |
| Graduate Diploma of Clinical Microbiology |

### Double Degrees

| Bachelor of Engineering with Honours/Bachelor of Business |
| Bachelor of Engineering with Honours/Bachelor of Information Technology |
| Bachelor of Engineering with Honours/Bachelor of Science |
| Bachelor of Science/Bachelor of Business |
| Bachelor of Science/Bachelor of Information Technology |
| Bachelor of Information Technology/Bachelor of Business |
| Bachelor of Environmental Science/Bachelor of Laws – this is redesign of an existing program |

### Single Degrees

| Bachelor of Environmental Science |
| Extension of Civil Engineering to Nathan |

### Pathways

| Diploma of Sciences – NA & GC (to replace Diploma of Biosciences) |
| Diploma of Information Technology – extension to Gold Coast |

### Trimester 3 Intake

| Bachelor of Environmental Science |
| Bachelor of Science |
| Bachelor of Information Technology |

### Trimester 2 Intake

| Bachelor of Environmental Science |

28.2 Schools have been asked to commence curriculum development in response to the 2017 Griffith Sciences PPP outcomes. The advised deadline for new programs and major changes to existing programs for introduction in 2017 is December 2015 meeting of Programs Committee.

For noting

29.0 **HEADS OF SCHOOL REPORTS**

Reports received from Heads of School are attached.

For noting

30.0 **INSTITUTE DIRECTOR REPORTS**

Reports received from the Institute Directors are attached.
31.0 OFFICE FOR LEARNING AND TEACHING 2015 CITATIONS FOR OUTSTANDING CONTRIBUTIONS TO STUDENT LEARNING

31.1 The Vice Chancellor and the Academic Provost have announced the 2015 Office for Learning and Teaching Citations for Outstanding Contributions to Student Learning. These national Citations recognise and reward the diverse contributions that individuals and teams make to the quality of student learning. Citations are awarded to those who have made a significant contribution to the quality of student learning in a specific area of responsibility over a sustained period, whether they are academic staff, general staff, sessional staff or institutional associates.

31.2 The Group will wish to congratulate the following Griffith Sciences Citation winners:

Dr Caryl Bosman, Griffith School of Environment
For leading the design, implementation and scholarly evaluation of Studio Pedagogy at scale in the Planning discipline

Dr Tim Stevens, Griffith School of Environment
For innovation and leadership in the Griffith Marine Biology major

For noting

32.0 2015 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING

32.1 The Academic Provost has announced the winners of the 2015 Griffith Awards for Excellence in Teaching. This year the Awards also recognised colleagues for their achievements in two new award categories: leadership of learning and teaching and innovative learning design. The University will acknowledge these inspirational teachers at the Celebrating Teaching Gala Nights to be held on Tuesday 3 November at the Gold Coast and Thursday 5 November at Nathan. The announcement of the recipient of the Vice Chancellor’s Award for the Griffith University Teacher of the Year will also be made at the Gala Nights.

32.2 The Group will wish to congratulate the following Griffith Sciences Griffith Awards for Excellence in Teaching recipients:

Excellence in Teaching – Four Group Excellence in Teaching Awards
Ms Sarah-Jane Gregory
School of Natural Sciences

Highly Commended
Dr Christopher Love
School of Natural Sciences

Excellence in Teaching – Priority Area Awards
Early Career
Dr Ivan Gratchev
Griffith School of Engineering

Sessional Academic
Mrs Claire Hoffman
Griffith School of Environment

Innovation in Learning Design
Dr Leigh-Ellen Potter
School of Information and Communication Technology

Leadership of Learning and Teaching
Highly Commended
Associate Professor Vallipuram Muthukumarasamy
School of Information and Communication Technology

For noting

33.0 2015 CELEBRATING TEACHING GALA NIGHT

The Vice Chancellor and the Academic Provost have invited colleagues to Griffith University’s Celebrating Teaching Gala Nights for 2015.

At the Gala nights, a range of exemplary achievements in learning and teaching will be recognised. These include winners of Griffith Citations and Awards for Excellence in Teaching as well as Griffith staff who have won national Teaching Excellence Awards, Grants and Fellowships. The Chancellor will be present to officiate at these special events.

The winner of the Vice Chancellor’s Award for Griffith University Teacher of the Year will also be announced

Award Ceremonies commence at 6.30pm as follows:

Tuesday, 3 November 2015
Griffith Health Centre (G40)
Lecture Theatre 5.60
Gold Coast campus

and

Thursday 5 November 2015
Sir Samuel Griffith Centre (N78)
Lecture Theatre 0.11 (Ground Level)
Nathan campus

Both ceremonies will conclude with a reception, enabling all to celebrate with award-winning colleagues.

Please RSVP online with your preferred venue by Monday 26 October 2015 to:

http://www.griffith.edu.au/gala-night-registration-form

For noting

34.0 OTHER BUSINESS
35.0 2015 MEETING SCHEDULE

This is the final full meeting of the Griffith Sciences Group Board for 2015. Group Board meeting dates for 2016 will be advised when finalised.

A special meeting of the Griffith Sciences Group Board has been scheduled for 9.30am – 11.00am on Friday 20 November 2015 to consider program proposals for 2017 in view of the advised Programs Committee deadline. The standard reports to the Board will not be required for this meeting. There is no requirement for invited members to attend but they are welcome to do so. Heads and Deputy Heads of School are strongly encouraged to attend this meeting.