GRIFFITH UNIVERSITY

SCIENCE, ENVIRONMENT, ENGINEERING & TECHNOLOGY GROUP BOARD

AGENDA 5/2011

A meeting of the Science, Environment, Engineering and Technology Group Board will be held at 10.00am on Friday 10 June in Room 2.02, Council Chamber, The Chancellery (G34), Gold Coast campus.

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21.0 2011 MEETING SCHEDULE
### Significant Committee Events

This meeting of the Science, Environment, Engineering & Technology Group Board will be at 10.00am on Friday 10 June 2011 in Room 2.02, Council Chamber (G34), Gold Coast campus.

### Deadlines

- Agenda items due with Secretary, Programs Committee for July meeting by 30 June 2011.

### Committee TeamPlace Web Address


  Use the left navigation bar to select the relevant committee site. Username is your staff number and password is the same as your Active Directory login. Call the Secretary on 57792 for advice or if experiencing difficulties.
### Faculty Board Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Clyde Wild</td>
<td>Dean (Academic)</td>
</tr>
<tr>
<td>Professor Sue Berners-Price</td>
<td>Pro Vice Chancellor (Science, Environment, Engineering &amp; Technology)</td>
</tr>
<tr>
<td>Associate Professor Michael Blumenstein</td>
<td>Dean, Research (Science, Environment, Engineering &amp; Technology)</td>
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<tr>
<td>Associate Professor Wendy Loughlin</td>
<td>Dean, Learning &amp; Teaching (Science, Environment, Engineering &amp; Technology)</td>
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<tr>
<td>Professor Bofu Yu</td>
<td>Head, Griffith School of Engineering</td>
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<tr>
<td>Associate Professor Peter Bernus</td>
<td>Head, School of Information &amp; Communication Technology</td>
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<tr>
<td>Professor Hamish McCallum</td>
<td>Head, Griffith School of Environment</td>
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<tr>
<td>Professor Frank Clarke</td>
<td>Head, School of Biomolecular &amp; Physical Sciences</td>
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<tr>
<td>Associate Professor Charles Lemckert/Associate Professor Steven O’Keefe</td>
<td>Deputy Head, Griffith School of Engineering</td>
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<tr>
<td>Dr Rene Hixel/ Dr Wayne Pullan</td>
<td>Deputy Head, School of Information &amp; Communication Technology</td>
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<tr>
<td>Associate Professor Anthony Carroll/Associate Professor Albert Gabric</td>
<td>Deputy Head, Griffith School of Environment</td>
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<tr>
<td>Dr Ann McDonnell/ Associate Professor Robert Sang</td>
<td>Deputy Head, School of Biomolecular &amp; Physical Sciences</td>
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<tr>
<td>Professor Stuart Bunn</td>
<td>Director, Australian Rivers Institute</td>
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<tr>
<td>Professor Ron Quinn</td>
<td>Director, Eskitis Institute for Cell and Molecular Therapies</td>
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<tr>
<td>Professor Abdul Sattar</td>
<td>Director, Institute for Integrated and Intelligent Systems</td>
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<tr>
<td>Professor Mark von Itzstein</td>
<td>Director, Institute for Glycomics</td>
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<tr>
<td>Mr James Walden</td>
<td>Group Resource Manager (SEET)</td>
</tr>
<tr>
<td>Ms Glenda Graham</td>
<td>Human Resource Manager (SEET)</td>
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<tr>
<td>Ms Catherine Delahunty</td>
<td>Executive Officer to the PVC</td>
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<tr>
<td>Mr Stephen Boyd</td>
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<tr>
<td>Mr George Klich</td>
<td>Technical and Logistics Managers, Technical Services (SEET)</td>
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<tr>
<td>Mr Vince Lalor</td>
<td>Deputy Resource Manager</td>
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<tr>
<td>Ms Paula Kitto</td>
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<td>Mr Liam Staunton</td>
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<td>Ms Veronica Dawson</td>
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<td>INS representative</td>
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<tr>
<td>Professor Allan Cripps</td>
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<tr>
<td>Pro Vice Chancellor (Health)</td>
<td></td>
</tr>
</tbody>
</table>
Professor Nick Buys
Dean, Learning & Teaching (Health Group)

invited

Information Copies
School Administrative Officers – Science, Environment, Engineering & Technology Group
School Secretaries – Science, Environment, Engineering & Technology Group

Other Copies
Corporate Archives & Records Management copy (attachments)
Binding copy (attachments)
Spare copy
A meeting of the Science, Environment, Engineering and Technology Group Board will be held at 10.00am on Friday 10 June in Room 2.02, Council Chamber (G34), Gold Coast campus.

Silja Leskinen
Acting Secretary

AGENDA

1.0 APOLOGIES

Apologies may be recorded by contacting Kim Hillier, x 55529, or by emailing K.Hillier@griffith.edu.au

Apologies have been received from:
Professor Stuart Bunn – Professor Joe Lee will attend the meeting
Professor Hamish McCallum – Professor Gordon Holden will attend the meeting

2.0 CONFIRMATION OF MINUTES

The minutes of the 4/2011 (13 May) meeting have been circulated. To be taken as read and confirmed.

PART ONE (10.00am – 12.00 noon) (previously SEET Group Board)

3.0 MATTERS ARISING FROM THE 4/2011 (13 May) MINUTES

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invite Professor Richard John, Program Leader, GSEA, to address the June meeting of the Group Board.</td>
<td>Secretary (Action taken)</td>
</tr>
</tbody>
</table>

4.0 NEW BUSINESS

4.1 PVC Report
- Outreach strategy
  Professor Richard John, Program Leader, GSEA, will attend the meeting at 10.00am to address the Board regarding outreach strategy and associated activities.
- Revised CEQ Targets, refer attachment 4.1

PVC to report

4.2 Budget and Enrolment Update
- External Research Income by Group
- Teaching into Other Elements Report

GRM to report

4.2 Academic Matters
- Promotion Round
- HDR Convenor Workload Allocation
• Health and Safety as an Expected Learning Outcome in Course Profiles
  Dean (Academic) to report

4.4 Learning and Teaching Matters
• HEPP Funding
  Dean (Learning and Teaching) to report

4.5 Research Matters
• Candidature Milestones
• Research Hub Presentation
  Mr Simon Kelly, Senior Project Manager, eResearch Services will attend the
  meeting at 10.20am to address the Board regarding the Research Hub
• IP HDR Workshops
• Three Minute Thesis Competition
• ERA Journal Ranking, refer attachment 4.5a
• SEET HDR Support Document, refer attachment 4.5b.
  Dean (Research) to report

4.6 Internationalisation Matters
• Update on the China Market. Attachment 4.6 will be forwarded prior to the
  meeting.
  Director (Internationalisation and Professional Liaison) to report

5.0 INFORMATION SERVICES REPORT
Ms Diane Smith will present the Information Services (SIR) Report, refer attachment 5.0.

6.0 OTHER BUSINESS

PART TWO (12.00 noon – 2.00pm) (previously SEET Faculty Board)

7.0 MATTERS ARISING FROM THE 4/2011 (13 May) MINUTES

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forward program submission for Bachelor of Aviation (1028) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Forward program submission for Graduate Diploma of Flight Management (4140) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Forward program submission for Master of Engineering (Dual Specialisation) (5574) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Forward program submission for Master of Clinical Science with Honours (Clinical Microbiology/Clinical Physiology/Applied Clinical Genetics (5519) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
</tbody>
</table>

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

8.0 5 YEAR REVIEW OF SCHOOL OF BIOMOLECULAR AND PHYSICAL SCIENCES UNDERGRADUATE PROGRAMS
TERMS OF REFERENCE, PROPOSED TIMETABLE, METHODOLOGY AND RECOMMENDED REVIEW TEAM MEMBERSHIP (2011/0004290)

8.1 On the recommendation of the Dean (Learning & Teaching), the Group Board is asked to ratify the attached terms of reference, proposed timetable, methodology and review team membership for the BPS UG 5 year program review (2011/0004290).

For ratification

9.0 ENG MAJOR CHANGE SUBMISSION (2011/0004284)
1310 BACHELOR OF ENGINEERING (MECHANICAL ENGINEERING)

9.1 On the recommendation of the Dean (Learning and Teaching), the Faculty Board is asked to consider the attached program submission (2011/0004284) proposing to introduce a new award major in Mechanical Engineering into the Bachelor of Engineering (1310). The proposal is made on the basis of the following considerations:

- The proposal aims to broaden the Griffith School of Engineering profile at the Gold Coast campus to include the “traditional” engineering disciplines and fits with the objective of the Academic Plan to develop the Gold Coast campus as the “comprehensive” campus of Griffith University.

- The proposal was supported by the School of Engineering Industry Advisory Board and endorsed by Engineers Australia at their 2010 Accreditation visit.

- Significant student, employer and community demand exists for Mechanical Engineering at the Gold Coast campus.

- Nationally Mechanical and Industrial Engineering attracts a larger proportion of students (17%) than Civil Engineering (10.5%) (DEST data 2006), and the proportion of engineering students choosing mechanical engineering has remained steady for the last decade. Civil engineering currently attracts the largest numbers of students to the existing array of engineering offerings on the GC.

- There is significant common ground between Mechanical and the other traditional Engineering disciplines, (civil and electrical), already on offer at Gold Coast. This proposal offers the potential for further enhancing teaching efficiency.

9.2 The proposed major will utilise 170CP of existing courses plus the addition of 150CP of new Mechanical Engineering courses, which will be supported by existing Gold Coast staff and augmented by 4 new appointments in Mechanical Engineering.

9.3 To be eligible for the award of Bachelor of Engineering (Mechanical Engineering), a student must acquire 320CP as prescribed below:

- 260CP for courses as prescribed for the discipline
- 40CP for the Industrial Affiliates Program
- 20CP for free-choice electives
- complete 4002ENG Industry Experience (0CP)
- no more than 40CP for courses in which the grade of Pass Conceded has been awarded can be counted towards the 320CP required to complete the degree.

Recommendation
9.4 On the recommendation of the Dean (Learning & Teaching), the Faculty Board is asked to recommend to the Programs Committee that an award major Mechanical Engineering within the Bachelor of Engineering (1310), as described in (2011/0004284) be approved for introduction from semester 1, 2012.

For consideration

10.0 BPS MAJOR CHANGE SUBMISSION (2011/0004288)
5471 MASTER OF CLINICAL SCIENCE (CLINICAL MICROBIOLOGY/CLINICAL PHYSIOLOGY)

10.1 On the recommendation of the Dean (Learning and Teaching), the Faculty Board is asked to consider the attached program submission (2011/0004288) proposing to restrict admission into the Clinical Microbiology stream within the Master of Clinical Science to be available only for domestic students who hold an appropriate Australian Bachelor degree. Admission remains open to international students into the Clinical Physiology stream within the Master of Clinical Science. The proposal is made on the basis of the following considerations:

- Placing students in a medical environment has become very difficult and there are not sufficient places available for the numbers currently required.
- A fee will be imposed for access to external laboratories where previously the clinical placements were free of costs.
- Placement of international students is particularly problematic as police checks, which are required for placement, take a long time for international students to process. The practice in medical laboratories in Australia is very different to that found in many overseas countries, and supervisors of medical laboratories have commented that some international students do not meet the expectations of conduct in a professional laboratory.
- International students have an alternative program, the Master of Science (Molecular Microbiology). This is an academically cohesive new program first offered in 2010 exclusively to international students.

Recommendation

10.2 On the recommendation of the Dean (Learning & Teaching), the Faculty Board is asked to recommend to the Programs Committee that the Clinical Microbiology stream within the Master of Clinical Science will only be available for domestic students who hold an appropriate Australian Bachelor degree, as described in (2011/0004288), for introduction from semester 1, 2012.

For consideration

SECTION II: MATTERS REQUIRING RATIFICATION OF EXECUTIVE ACTION

11.0 MINOR CHANGE SUBMISSION (2011/0004280)
1306 BACHELOR OF MEDICAL SCIENCE

11.1 On the recommendation of the Dean (Learning and Teaching), the Group Board is asked to ratify the attached minor change submission (2011/0004280) proposing the following changes to program 1303 Bachelor of Medical Science:
• Students commencing 2009-2010: Remove course 1006PSY Psychology for the Health Sciences and replace with 1002PSY Introduction to Individual and Social Psychology.

• Students commencing 2011: Remove course 1006PSY Psychology for the Health Sciences and replace with one of: 1001PSY Introduction to Cognitive and Biological Psychology or 1008PSY Interpersonal Skills or 1009PSY Introduction to Psychological Science and Society.

11.2 These changes are proposed due the School of Psychology withdrawing course 1006PSY Psychology for the Health Sciences.

For ratification

12.0 MINOR CHANGE SUBMISSION (2011/0004282)
1004 BACHELOR OF SCIENCE (ENVIRONMENT)

12.1 On the recommendation of the Dean (Learning and Teaching), the Group Board is asked to ratify the attached minor change submission (2011/0004282) proposing the following changes to program 1004 Bachelor of Science (Environment), Aquatic Ecosystems major:

- Correction of semester of offer for 3121ENV Advanced Statistics. This course is offered in semester 1, not in semester 2 as indicated in the original Program Proposal.

- Inclusion of a (mid-year) July entry for the Aquatic Ecosystems major - the July entry details were omitted for the original Program Proposal.

- Removal of the prerequisite, 2291ENV Experimental Design and Statistics from the course, 3051ENV Aquatic Ecology and addition of the prerequisite, 3051ENV Aquatic Ecology to the course, 3052ENV Emerging Issues in Aquatic Ecology.

For ratification

13.0 MINOR CHANGE SUBMISSION (2011/0004281)
3263 GRADUATE CERTIFICATE IN INTEGRATED WATER MANAGEMENT

13.1 On the recommendation of the Dean (Learning and Teaching), the Group Board is asked to ratify the attached minor change submission (2011/0004281) proposing the following changes to program 3263 Graduate Certificate in Integrated Water Management:

- Move 7902ENV Water Sustainability and Development from semester 2 into semester 1, (2012).

- Replace the proposed Semester 2, 2011 course 7902ENV Water Sustainability and Development with a new course 7920ENV Catchment and Aquatic Ecosystem Health.

13.2 These changes are proposed in order to comply with the structure proposed in the original documentation from the International Water Centre.

For ratification

14.0 MINOR CHANGE SUBMISSION (2011/0004283)
1279 BACHELOR OF URBAN AND ENVIRONMENTAL PLANNING
14.1 On the recommendation of the Dean (Learning and Teaching), the Group Board is asked to ratify the attached minor change submission (2011/0004283) proposing the following changes to program 1279 Bachelor of Urban and Environmental Planning:

- Introduce a new listed elective in the Urban and Environmental Planning degree at the Gold Coast campus, 4057ENV Natural Resource Management: Governance and Planning, in semester 2, 2011.

14.2 The introduction of the new elective is proposed in order to maximise the use new staff expertise in a highly relevant academic area. The elective is expected to be popular among third and fourth year planning students and to add to their skill set.

For ratification

15.0 MINOR CHANGE SUBMISSION (2011/0004285)
1250 BACHELOR OF INFORMATION TECHNOLOGY @ WORK

15.1 On the recommendation of the Dean (Learning and Teaching), the Group Board is asked to ratify the attached minor change submission (2011/0004285) proposing the following changes to program 1250 Bachelor of Information Technology @ Work:

- Withdraw course 3403INT Workflow Management Systems and replace it by course 3623ICT Information and Content Management.

15.2 This change is proposed due to the withdrawal of the Bachelor of Information Technology Industry program, and to accommodate industry demand.

For ratification

16.0 MINOR CHANGE SUBMISSION (2011/0004287)
1210 BACHELOR OF SCIENCE

16.1 On the recommendation of the Dean (Learning and Teaching), the Group Board is asked to ratify the attached minor change submission (2011/0004287) proposing the following changes to program 1210 Bachelor of Science:

- Withdraw 2402BPS Science, Technology and the Modern Industrial State, a core course within the Science Technology and Society major, and replace this course with 2403BPS Life, the Universe and Everything.

16.2 This change is proposed due to staff availability.

For ratification

17.0 MINOR CHANGE SUBMISSION (2011/0004286)
1348 BACHELOR OF BIOMOLECULAR SCIENCE (ADVANCED)

17.1 On the recommendation of the Dean (Learning and Teaching), the Group Board is asked to ratify the attached minor change submission (2011/0004286) proposing the following changes to program 1348 Bachelor of Biomolecular Science (Advanced):

- Offer students undertaking the Cell & Molecular Therapies specialisation a choice in their third year of this program. Students in this specialisation in Year 3, Semester 2 will have the choice of 3012BPS Infectious Disease or 3010BPS Stem Cells & Tissue Engineering.

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

18.0 2010 ANNUAL PROGRAM MONITORING

18.1 The Board is asked to note the following timeframe for Annual Program Review and Improvement Reports:

1) Program Convenor considers Program Performance Data, prepares APRIR and forwards to the Head of School by Monday 28 February 2011.

2) Head of School considers Program Performance Data and APRIR and either approves or returns to Program Convenor for further work. Once approved, all APRIRs to be forwarded to the Dean (Learning and Teaching) by Monday 28 March 2011.

3) Dean (Learning and Teaching) considers Program Performance Data and APRIR and either approves APRIR or, after consultation with the Head of School, advises the Program Convenor that the APRIR requires further work.

4) Dean (Learning and Teaching) completes the Dean’s Report, providing a brief annual review of the performance of the Group’s programs and forwards with the APRIRs to secretary of Programs Committee by Friday 29 April 2011.

5) APRIRs and Deans’ Reports to be considered at Programs Committee June 2011 meeting.

18.2 The Dean (Learning & Teaching) will report on what APRIRs have been submitted to date and progress made towards meeting the APRIR timelines as outlined above.

For noting

19.0 TIMELINES FOR PROGRAM PLANNING, DEVELOPMENT AND APPROVAL – 2012

19.1 The Board is asked to note the following critical dates for approval of program proposals for implementation in 2012:

<table>
<thead>
<tr>
<th>Approval of New Program Submissions by:</th>
<th>For implementation in Semester 1 2012</th>
<th>For implementation in Semester 2 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEET Group Board</td>
<td>13 May 2011</td>
<td>18 November 2011</td>
</tr>
<tr>
<td>Programs Committee – Final Date for Approval</td>
<td>14 July 2011</td>
<td>17 February 2012</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Major program changes which require the approval of Programs Committee:</th>
<th>For implementation in Semester 1 2012</th>
<th>For implementation in Semester 2 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEET Group Board</td>
<td>19 August 2011</td>
<td>February 2012</td>
</tr>
<tr>
<td>Programs Committee – Final date</td>
<td>1 September 2011</td>
<td>2 March 2012</td>
</tr>
</tbody>
</table>

For noting

20.0 OTHER BUSINESS

21.0 2011 MEETING SCHEDULE

Remaining 2011 meetings of the SEET Group Board will be held at 10.00am on the following dates:
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Venue</th>
</tr>
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<tbody>
<tr>
<td>19 August</td>
<td>Gold Coast</td>
<td>Room 2.02 The Chancellery (G34)</td>
</tr>
<tr>
<td>16 September</td>
<td>Nathan</td>
<td>Room 2.02 Bray Centre (N54)</td>
</tr>
<tr>
<td>21 October</td>
<td>Gold Coast</td>
<td>Room 2.02 The Chancellery (G34)</td>
</tr>
<tr>
<td>18 November</td>
<td>Nathan</td>
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