MINUTES

PRESENT:
Professor Clyde Wild (Chair)
Professor Sue Berners-Price
Associate Professor Michael Blumenstein
Associate Professor Wendy Loughlin
Professor Hamish McCallum
Professor Frank Clarke
Associate Professor Steven O'Keefe
Dr Rene Hexel
Dr Wayne Pullan
Professor Nigel Stork
Professor Joe Lee
Professor Ron Quinn
Associate Professor George Mellick
Professor Abdul Sattar
Professor Mark von Itzstein
Mr James Walden
Ms Glenda Graham
Ms Catherine Delahunty
Mr Stephen Boyd
Mr George Klich
Mr Vince Lalor
Ms Veronica Dawson

Present by Invitation:
Mr Clinton McGregor for agenda item 4.1

Secretary: Ms Silja Leskinen

1.0 CONFIRMATION OF MINUTES

The minutes of the 7/2011 (16 September), meeting of the SEET Group Board, having been circulated, were taken as read and confirmed.

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

2.0 MATTERS ARISING FROM THE 7/2011 (16 September) MINUTES

<table>
<thead>
<tr>
<th>Action item</th>
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<tr>
<td>The PVC to follow up regarding an “Employer” link on the home page of the Griffith website.</td>
<td>PVC’s Office (Action Taken)</td>
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</table>
The GRM to provide information on financial investment into the Sir Samuel Griffith building for promotional purposes. 

The Dean (Academic) to contact future occupants of office space in the Sir Samuel Griffith building to discuss how the space will work.

Members to forward any additional comments regarding the SEET Workload Scheme to the Dean (Academic).

The SEET Workload Scheme to be distributed to all academic staff in the Group.

3.0 NEW BUSINESS

31.1 Presentations to the Board

- Business Intelligence
  Mr Clinton McGregor, Manager, Business Intelligence, introduced himself to the Board and outlined the University’s current and forthcoming business intelligence initiatives. He advised that improved reporting is now available in the areas of the staircase data, strategic planning and student load modelling. Members were provided copies of information sheets regarding current initiatives and advised surveys would be distributed soon as part of a consultation phase. A 5-year deliverable plan will be put in place by early 2012.

3.2 PVC Report

- Grants
  The PVC noted the spectacular result for the group in the recent NHMRC grant round, with 9 out of the 12 Griffith grants, being for the SEET group. She congratulated the winners, and noted the impact of the strategies, such as mentoring, that have been put in place to ensure a thorough process for grant applications. Members noted that the application round was very competitive and that Griffith out performed some very strong candidates. The Board also noted that applications that were not funded can still be picked up by other funding arrangements.

- Operational Plan
  Members were advised that the Operational Plan will need to be progressed forward to be reviewed by the VC. Any schools or research centres that have not responded to the PVC, will need to advise their priorities as a matter of urgency.

  Action: Elements that have not advised their priorities for the Operational Plan to the PVC are to do so as a matter of urgency.

- Proposed SEET Group Board Dates for 2012
  The proposed SEET Group Board meeting dates for 2012 were distributed to the members for information and members were asked to advise the PVC of any problems with the proposed dates.

- QTAC preferences
  Members were advised that there has been a downturn in first preferences for all Groups except SEET. Overall the University is well positioned for 2012.

3.3 Budget and Enrolment Update

The GRM provided the following budget reports:

- Total CGS Taught Load 2010/2011 vs Targets
- Total FPOS Taught Load 2010/2011 vs Targets
- SEET Teaching Load Report
• Total Teaching Load (EFTSL) Full Year 2011 by Budget Element Compared to Budget Targets/Projections
  - SEET – CGS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - BPS - CGS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENG - CGS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENV - CGS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ICT - CGS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - SEET – RTS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - BPS (including GLY & NPD – RTS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENG – RTS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENV – RTS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ICT (including ISY) – RTS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - SEET – FPOS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - BPS – FPOS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENG – FPOS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENV – FPOS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ICT – FPOS UG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - SEET – FPOS CPG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - BPS – FPOS CPG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENG – FPOS CPG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENV – FPOS CPG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ICT – FPOS CPG 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - SEET – FPOS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - BPS (including GLY & ESK) – FPOS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENG – FPOS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ENV – FPOS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12
  - ICT – FPOS HDR 2006-2011 Actual Taught Load 2nd Semester – Week 12

• University Teaching Load Report

• Sir Samuel Griffith Building
  The GRM provided information on investment into the Sir Samuel Griffith Building as requested by members at the September Group Board meeting. Members were advised that the Project User Committee is in an ongoing dialogue regarding the progress of the new building. The GRM also outlined other current infrastructure projects.

• QTAC
  The GRM advised that first preferences are up both Nathan and Gold Coast campuses. External Relations is contacting students who have included Griffith in their preferences.

• University Budget
  The GRM advised that the University budget has been approved. The budget model is the same as usual. However, both the SEET budget, as well as targets, have risen. More information on the budget will be provided to the November meeting of the Board.

3.3 Academic Matters

• Capital Management Plan Preparation
  The Dean (Academic) advised that bids for the 2012-2015 Capital Management Plan are currently being submitted. He thanked the elements for their input and
advised that requests are mainly for refurbishment at Nathan and for extra space at Gold Coast. New investment from this Capital Management Plan will commence in 2013.

- **Workload Allocation Model**
  The Dean (Academic) reported that the 2011 review of the group’s Work Allocation Model was as yet incomplete. The annual review of the Model has reached the point that staff has been consulted and two comments received from staff which each require a response. The Dean has not yet completed the responses, and will circulate them to members of the Work Allocation Model Review Group when complete. Pending acceptance of the responses by the Review group, the review for 2011 will be complete, and small revisions to the Model will be implemented for 2012.

### 3.4 Learning and Teaching Matters

- **Student Workshops**
  The Dean (Learning and Teaching) advised that workshops on green building practices were conducted at the Nathan and Gold Coast campuses. The workshops were very popular and should enhance the students’ graduate outcomes. The workshops were mainly attended by Architecture and Engineering students.

- **AQF**
  The Dean (Learning and Teaching) advised that an audit of the postgraduate programs has been completed and only a very small proportion of the SEET Masters level programs currently comply with the AQF requirements. The Dean (Learning and Teaching) will email Heads of Schools and Program Convenors as an initial step in the process to advise what changes are required. A workshop will be conducted in early 2012 to provide more information with an aim to start introducing changes from 2013. She noted that the required review of most SEET masters program is a good opportunity to also review the curriculum and assessment at the masters level programs.

### 3.5 Research Matters

- **Vacation and Honours Scholarships**
  The Dean (Research) noted that the Honours Scholarships are a useful method to nurture research. However, it is not clear whether these scholarships are contributing to RHD enrolments. He asked members to provide feedback on what initiatives are occurring at the schools and research centres, and what strategies the elements would like to see employed in order to attract more RHD students.

  **Action**: Members to provide feedback to the Dean (Research) on what initiatives are already occurring and what strategies they would like to see in order to attract more RHD enrolments.

- **HDR Scholarships**
  The Dean (Research) advised that the end of year HDR scholarship round is closed. The number of submissions has increased significantly from last year. More details of the scholarship round will be provided to the next meeting. Members questioned whether the proportion of scholarships awarded to the SEET group can be increased given the high research performance of the group. The Dean (Research) advised that the scholarship round is highly scrutinised and SEET is already the highest recipient. However, out-of-round scholarships can be requested from the DVC(R).
• SEET Research Excellence Awards Update
  The Dean (Research) advised that the entries for the Research Excellence Awards have closed for this year. He encouraged members to attend the forthcoming award ceremony. Members were also asked to think of nominees for next year.

• ERA Update
  The Dean (Research) advised that the ERA submission is due early next year. He thanked the Advisory Group for classifying a large number of journals. Members were advised that there has been an increase in the number of articles from SEET and the quality of them has also increased. The strategy used for the ERA submission last year proved successful and will remain largely the same for next year.

3.6 Internationalisation Matters

No report was given by the Director (Internationalisation and Professional Liaison) who was overseas at the date of this meeting.

4.0 INFORMATION SERVICES REPORT

Ms Veronica Dawson, Manager, SEET, Academic Services Unit, provided an Information Services (SIR) report on the following matters:

• Reminder of the Deadline for HERDC Survey
• Griffith Goes Google
• Copyright
• New Scholarly Information Resources
• Internet Access

5.0 OTHER BUSINESS

Nil.

6.0 SUMMARY OF ACTION ITEMS

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

7.0 MATTERS ARISING FROM THE 7/2011 (21 September) MINUTES

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

8.0 ICT MAJOR CHANGE SUBMISSION (2011/0004315)
1109/1042 BACHELOR OF INFORMATION TECHNOLOGY

8.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the program submission (2011/0004315) proposing changes to the Bachelor of Information Technology arising from the School Review and Operation Program Focus. The changes are numerous and details are outlined in the submission. The proposed changes include the following:

- Course rationalisation and reduction of course offerings
- Reorganisation of content
- Changes to course titles
- Changes to semester of offer
- Introduction of a new core course 1012ICT Communications for ICT
- Changes to the majors

Resolution

8.2 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to recommend to the Programs Committee that the amendments to the Bachelor of Information Technology as described in (2011/0004315), be approved for introduction from semester 1, 2012

Action: Secretary to forward program submission for Bachelor of Information Technology (1109/1042) to Programs Committee.

9.0 ICT MAJOR CHANGE SUBMISSION (2011/0004322)
1046 BACHELOR OF MULTIMEDIA

9.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the program submission (2011/0004322) proposing changes to the Bachelor of Multimedia arising from the School Review and Operation Program Focus. The majority of the changes are consequential to the changes proposed to the Bachelor of Information Technology. In addition the following changes were proposed:

- Remove of 2503ICT Web Programming and 3040MKT Internet Marketing from the core structure. These two courses will now be undertaken only in relevant majors where they are necessary.

- 2623ICT Educational Design in Multimedia to be re-coded as 3723ICT and moved to 3rd year in the program structure, (listing 2622ICT Dynamic Multimedia Systems as a co-requisite).

- Changes to the Internet Marketing and Management majors and minors to reflect prerequisite enforcement rules implemented by GBS.

Resolution
9.2 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to recommend to the Programs Committee that the amendments to the Bachelor of Multimedia as described in (2011/0004322), be approved for introduction from semester 1, 2012

Action: Secretary to forward program submission for Bachelor of Multimedia (1046) to Programs Committee.

10.0 ICT MAJOR CHANGE SUBMISSION (2011/0004324)
2020/2011 BACHELOR OF INFORMATION TECHNOLOGY WITH HONOURS
2021/2013 BACHELOR OF MULTIMEDIA WITH HONOURS

10.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the program submission (2011/0004324) proposing changes to the Bachelor of Information Technology with Honours and Bachelor of Multimedia with Honours arising from the School Review and Operation Program Focus.

10.2 The proposed changes involve the withdrawal of a 15 Honours level courses with low enrolment numbers and their replacement with two Advanced Topics in Information Technology courses.

Recommendation

10.3 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to endorse the proposal in principle subject to revisions to the course descriptions of the Advanced Topics in Information Technology courses. The courses need to be clearly distinguished from one another and need to specify that topics taken in one Advanced Topics courses, cannot be undertaken in others. The statement regarding assessment will also need to be more specific.

Action: Secretary to forward program submission for Bachelor of Information Technology with Honours and Bachelor of Multimedia with Honours (2020/2011 and 2021/2013) to the School of Communication and Information Technology for amendments and then the Programs Committee to be included on the agenda of the November meeting.

11.0 ICT MAJOR CHANGE SUBMISSION (2011/0004326)
1250 BACHELOR OF INFORMATION TECHNOLOGY@WORK

11.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the program submission (2011/0004326) proposing changes to the Bachelor of Information Technology@Work arising from the School Review and Operation Program Focus. The majority of the changes are consequential to the changes proposed to the Bachelor of Information Technology. In addition the following changes are proposed:

- Changes to the courses available over the summer semester so that they are more relevant to students in the Bachelor of Information Technology@Work program.
- Option to undertake a team based 20CP Industry Project in place of the 20CP Industry Affiliates Program.
11.2 Degree requirements for students commencing 2012 will change due to increase in core content.

Resolution

11.3 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to recommend to the Programs Committee that the amendments to the Bachelor Information Technology@Work as described in (2011/0004326), be approved for introduction from semester 1, 2012 subject to the School clarifying if the program structure need to be changed to show that the Bachelor of Information Technology@Work is part of the Nathan program.

11.4 Subsequent to the meeting, it has been clarified that the School of Communication and Information Technology is proposing to change the QTAC entries and this was confused with changes required to the program structure. The submission did not need amendments.

Action: Secretary to forward program submission for Bachelor of Information Technology@Work (1250) to Programs Committee.

12.0 ICT MAJOR CHANGE SUBMISSION (2011/0004327) 1360/1361 BACHELOR OF INFORMATION SYSTEMS

12.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the attached program submission (2011/0004327) proposing changes to the Bachelor of Information Systems arising from the School Review and Operation Program Focus. The changes are consequential to the changes proposed to the Bachelor of Information.

12.2 Degree requirements for students commencing 2012 will change due to increase in core content.

Resolution

12.2 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to recommend to the Programs Committee that the amendments to the Bachelor Information Systems as described in (2011/0004327), be approved for introduction from semester 1, 2012

Action: Secretary to forward program submission for Bachelor of Information Systems (1360/1361) to Programs Committee.

13.0 ICT MAJOR CHANGE SUBMISSION (2011/0004328) 5523/5524 MASTER OF INFORMATION TECHNOLOGY

13.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the program submission (2011/0004328) proposing changes to the Master of Information Technology arising from the School Review and Operation Program Focus. The majority of the proposed changes are related to the rationalisation of specialisations and courses with an overall goal of reducing course offerings and simplifying the program offerings and are broadly outlined below:

- Removal of the Business specialisation
- Addition of an Information Systems specialisation
- Addition of a Software Development specialisation
• Replacement of two 10CP courses in the Data Management specialisation with one 20CP course for better program progression.
• Deletion of the 7102ICT IT Governance.
• For all students required to undertake the introductory courses, 7003ICT Database Design and 7621ICT Project Management are now mandatory.

Resolution

13.2 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to recommend to the Programs Committee that the amendments to the Master of Information Technology as described in (2011/0004328), be approved for introduction from semester 1, 2012.

Action: Secretary to forward program submission for Master of Information Technology (5523/5524) to Programs Committee.

14.0 ICT MAJOR CHANGE SUBMISSION (2011/0004329)
1236/1339 BACHELOR OF INFORMATION TECHNOLOGY/BACHELOR OF MULTIMEDIA

14.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the program submission (2011/0004329) proposing changes to the Bachelor of Multimedia arising from the School Review and Operation Program Focus. The changes are consequential to the changes proposed to the Bachelor of Information Technology and the Bachelor of Multimedia.

14.2 Degree requirements for students commencing 2012 will change due to increase in core courses.

Resolution

14.2 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to recommend to the Programs Committee that the amendments to the Bachelor of Information Technology/Bachelor of Multimedia as described in (2011/0004329), be approved for introduction from semester 1, 2012.

Action: Secretary to forward program submission for Bachelor of Information Technology/Bachelor of Multimedia (1236/1339) to Programs Committee.

15.0 ENV MAJOR CHANGE SUBMISSION (2011/0004323)
1121 BACHELOR OF LAWS/BACHELOR OF SCIENCE (ENVIRONMENT)

15.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the program submission (2011/0004323) proposing the following changes to the Bachelor of Laws/Bachelor of Science (Environment), Urban and Regional Planning stream:

• Addition of 1004ENV Earth Science and GIS as a core Urban and Regional Planning course.
• Addition of 7421ENV Environmental Pollution as a core Urban and Regional Planning course.
• Removal of two Law electives courses, as a consequential change to allow room for the two new core courses.

These changes will affect the overall degree requirements as follows:
• Increase the total of core Urban and Regional Planning courses to 210CP (50CP of prescribed first year courses and 160CP of prescribed second, third, fourth and fifth year courses).
• Reduce the total of Law electives to 40CP. (The Griffith Law School has approved this change).

15.2 The proposed changes have been prompted by a recent Planning Institute of Australia accreditation review, in which these two recommendations were made. It was identified that 1004ENV and 7421ENV were core courses in the single Planning degree, and should be included in the double Law/Planning degree.

15.3 The Planning discipline has also taken this opportunity to rearrange the core Urban and Regional Planning courses with the following adjustments:
• 2057ENV moved from Year 2, Sem I to Year 3, Sem II (NB: a separate submission has been made earlier in the year to approve the change of semester of offer for this course);
• 4037ENV and 4047ENV moved from Year 3, Sem II to Year 4, Sem II;
• 2027ENV moved from Year 4, Sem II to Year 3, Sem II;
• 3321ENV moved from Year 4, Sem II to Year 5, Sem II;
• 4118ENV name changed to Climate Change Policy (NB: a separate submission has been made earlier in the year to approve the change of course title for this course).

Resolution

15.4 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to recommend to the Programs Committee that the amendments to the Bachelor of Laws/Bachelor of Science (Environment), as described in (2011/0004323), be approved for introduction from semester 1, 2012.

Action: Secretary to forward program submission for Bachelor of Laws/Bachelor of Science (1121) to Programs Committee.

16.0 ENV PROGRAM WITHDRAWAL SUBMISSION (2011/0004317)
5486/5500 MASTER OF URBAN AND ENVIRONMENTAL PLANNING/MASTER OF URBAN AND ENVIRONMENTAL PLANNING WITH HONOURS

16.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the program withdrawal submission (2011/0004317) proposing to withdraw the Master of Urban and Environmental Planning and Master of Urban and Environmental Planning with Honours based on the following reasons:

• The new accreditation requirements enacted by the Planning Institute of Australia late last year require the program length to be two years (or four semesters) for a Master level qualification. The existing program is one and a half years (or three semesters). To bring the programs into compliance for accreditation, the old program codes need to be withdrawn and new program codes to be introduced to include the addition of one semester to the Master of Urban and Environmental Planning program (and to the Master of Urban and Environmental Planning with Honours).

Resolution
16.2 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to recommend to the Programs Committee that 5486/5500 Master of Urban and Environmental Planning and Master of Urban and Environmental Planning with Honours be withdrawn for commencing students from semester 1, 2012.

**Action:** Secretary to forward program submission for Master of Urban and Environmental Planning and Master of Urban and Environmental Planning with Honours (5486/5500) to Programs Committee.

17.0 **ENV MAJOR CHANGE SUBMISSION (2011/0004318)**  
5576 MASTER OF URBAN AND ENVIRONMENTAL PLANNING

17.1 On the recommendation of the Dean (Learning and Teaching), the Faculty Board was asked to consider the program submission (2011/0004318) proposing to establish a new program structure and new program code for the Master of Urban and Environmental Planning necessitated by the required addition of one semester or 40CP to the program duration. The proposal is made on the basis of the following considerations:

- The new accreditation requirements enacted by the Planning Institute of Australia late last year require the program length to be two years (or four semesters) for a Master level qualification. The existing program is one and a half years (or three semesters). To bring the programs into compliance for accreditation, the old program code needs to be withdrawn and new program code introduced to include the addition of one semester to the Master of Urban and Environmental Planning program. The Program Convenor has advised that the Planning Institute of Australia has also specified requirements for additional content to be included in the 4 semester program.

- A new program code is not sought for the Master of Urban and Environmental Planning with Honours, (which would be required to be of 5 semesters duration), due to unresolved issues stemming from the recent changes to the AQF requirements.

**Resolution**

17.2 On the recommendation of the Dean (Learning & Teaching), the Group Board resolved to recommend to the Programs Committee that a new program code connected to the lengthening of the program duration of the Master of Urban and Environmental Planning program, is established as described in (2011/0004318).

**Action:** Secretary to forward program submission for Master of Urban and Environmental Planning (5576) to Programs Committee.

**SECTION B: ACTION UNDER DELEGATED AUTHORITY**

18.0 **BPS MINOR CHANGE SUBMISSION (2011/0004325)**  
1210 BACHELOR OF SCIENCE

18.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to consider the minor change submission (2011/0004325) proposing to offer a pathway for entry to the Applied Maths and Physics majors within the Bachelor of Science at the Nathan campus to Gold Coast students. This pathway would allow Gold
Coast students to complete the first year of their studies on the Gold Coast campus before undertaking the second and third years of their majors at the Nathan campus.

18.2 This proposal was considered at the August meeting of the SEET Group Board. As consensus was not reached, the Board delegated Associate Professor Wendy Loughlin, Dean (Learning & Teaching) (SEET), Professor Frank Clarke, Head of School, School of Physical and Biomolecular Sciences, and Professor Hamish McCallum, Head of School, Griffith School of Environment, to convene and find a solution for a prompt introduction of the first year of the Physics and Mathematics majors at the Gold Coast campus, with a separate process to be put in place to plan for a single Bachelor of Science program.

18.3 The delegation has met and agreed to put forward the original proposal as an interim solution.

18.4 The presentation of the structure of this new pathway, (as well as the other majors within the Bachelor of Science program), on the Program Catalogue, has been modified to make it easier to follow.

Resolution

18.5 On the recommendation of the Dean (Learning and Teaching), the Group Board resolved to ratify the submission (2011/0004325) proposing to offer a pathway for entry to the Applied Maths and Physics majors within the Bachelor of Science at the Nathan campus to Gold Coast students for introduction from semester 1 2012.

19.0 ENV MINOR CHANGE SUBMISSION (2011/0004316)

1004 BACHELOR OF SCIENCE (ENVIRONMENT)

19.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to ratify the minor change submission (2011/0004316) proposing the following changes to the Bachelor of Science (Environment) and all other Nathan based programs in the Griffith School of Environment:

- Introduce a new core course, 1009ENV General Chemistry, to replace the current core course, 1101BPS Chemistry A in all of the Nathan-based programs in the Griffith School of Environment.

19.2 The proposal is based on the following considerations:

- An increase in the number of students, which has led to a class size formally exceeding the capacities of both Northern Theatres 1 and Central Theatres 1&2. This is due in part to the steady increase in ENV and BPS student numbers, an increase in the number of higher year students taking the course and the addition of Engineering students after the course was introduced into first year engineering programs.

- Separate tutorials are facilitated for students entering from ENV/ENG and BPS hosted programs in order to cater for differentiated needs of the student cohorts. The increased course size has led to increasing difficulties in facilitating the specialisation of the course and has become confusing to students and frequently the relevant tutorials are not available for enrolment.

- Educationally, the merged course was always a compromise between delivering good chemistry outcomes in the context of the different expectations and
chemistry backgrounds from environmental and medical/biomolecular/physical science students.

- Load implications for the proposal are minor and the relevant Heads of Schools and the PVC have approved this proposal.

Resolution

19.3 The Group Board considered the proposal and rejected it, as it varies from the objective of the Group to combine courses and maximise student numbers within each course when justified. The Board agreed that there was not sufficient justification that the division of the 1101BS Chemistry A course was required.

19.4 However in light of information that has become available subsequent to the meeting, the decision of the Board has proven not to be implementable, and the Chair of the Board has consequently over-ridden the decision of the Board with the view that the composition of the first year Chemistry course/s be reviewed by the Chemistry working party for possible changes in 2013.

20.0 ENV MINOR CHANGE SUBMISSION (2011/0004321)

1018 BACHELOR OF SCIENCE 1330 BACHELOR OF SCIENCE (ADVANCED WITH HONOURS) 1357 BACHELOR OF URBAN AND ENVIRONMENTAL PLANNING/BACHELOR OF SCIENCE

20.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to ratify the minor change submission (2011/0004321) proposing revisions to the structures and four majors in the Bachelor of Science, the Bachelor of Science (Advanced with Honours) and Bachelor of Urban and Environmental Planning/B Science. The majors affected are: Applied Chemistry, Climate Change Adaptation, Ecotourism, and Environmental Science. The following changes are proposed:

- Applied Chemistry major: Replace 2008MSC Structural Biochemistry with 2102BPS Spectroscopic and Molecular Analysis
- Climate Change Adaptation major: Replace 2057ENV Urban Analysis with 3110PBH Climate Change and Public Health.
- Ecotourism major: The Griffith Business School has advised the following changes; 1202HSL Introduction to Tourism Management has moved from semester 2 to semester 1, 2203HSL Special Interest Tourism has been withdrawn, 2204HSL Sustainable Tourism has been renamed as Sustainable Tourism Theories, a new course, 2307HSL Sustainable Tourism Practices, has been created
- Environmental Science major: 3606ENV Conservation Biology is added to a course choice.

Resolution

20.2 On the recommendation of the Dean (Learning and Teaching), the Group Board resolved to ratify the submission (2011/0004321) proposing minor changes to programs 1018 Bachelor of Science, 1330 Bachelor of Science (Advanced with Honours) and 1357 Bachelor of Urban and Environmental Planning/Bachelor of Science.

21.0 MINOR CHANGE SUBMISSION (2011/0004319)
4140 GRADUATE DIPLOMA OF FLIGHT MANAGEMENT

21.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to ratify the minor change submission (2011/0004319) proposing the following amendment to the Graduate Diploma of Flight Management:

- Generate new course codes for all the 8 Flight Practicum courses due to changes in credit point value and semester of offer of various parts of the Flight Practicum courses. The old course codes are required to stay unaltered as they are used for continuing enrolments.

21.2 The proposed new course codes are listed below:

- 7531BPS Flight Practicum 1 (5CP) (incompatible with 7521BPS)
- 7532BPS Flight Practicum 2 (5CP) (incompatible with 7522BPS)
- 7533BPS_P1 Flight Practicum 3A (10CP) (incompatible with 7523BPS_P1)
- 7533BPS_P2 Flight Practicum 3B (10CP) (incompatible with 7523BPS_P2)
- 7534BPS Flight Practicum 4 (10CP) (incompatible with 7524BPS)
- 7535BPS Flight Practicum 5 (10CP) (incompatible with 7525BPS)
- 7536BPS Flight Practicum 6 (10CP) (incompatible with 7526BPS)
- 7537BPS Flight Practicum 7 (10CP) (incompatible with 7527BPS)
- 7538BPS Flight Practicum 8 (10CP) (incompatible with 7528BPS)

Resolution

21.2 On the recommendation of the Dean (Learning and Teaching), the Group Board resolved to ratify the submission (2011/0004319) proposing minor changes to program 4140 Graduate Diploma of Flight Management.

22.0 ENV MINOR CHANGE SUBMISSION (2011/0004320)

1279 1357 BACHELOR OF URBAN AND ENVIRONMENTAL PLANNING

22.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to ratify the minor change submission (2011/0004320) proposing the following amendments to the Bachelor of Urban and Environmental Planning:

- Create a new 20CP course 2056ENV Urban Analysis 20, to replace 2057ENV Urban Analysis (10CP) and 2027ENV Planning Practice and Law (10CP) at the GC campus only. The new course would incorporate planning practice as well as research methods content, in order to offer equivalent learning outcomes to the Nathan campus.
- Move 3097ENV Strategic Planning Studio from semester 1 to semester 2, due to staff availability.
- The submission also contains a number consequential changes, (changes to course titles and semester of offer changes), which have previously been approved within the host programs.

Resolution

22.2 On the recommendation of the Dean (Learning and Teaching), the Group Board resolved to ratify the submission (2011/0004320) proposing minor changes to program 1279/1357 Bachelor of Urban and Environmental Planning.
SECTION C: OTHER RECOMMENDATIONS AND REPORTS
[TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEE(S)]

Nil Items

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

23.0 TIMELINES FOR PROGRAM PLANNING, DEVELOPMENT AND APPROVAL – 2012

23.1 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>

Noted

24.0 OTHER BUSINESS
Nil

25.0 SUMMARY OF ACTION ITEMS

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secretary to forward program submission for Bachelor of Information Technology (1109/1042) to Programs Committee.</td>
<td>Secretary (Action Taken)</td>
</tr>
<tr>
<td>Secretary to forward program submission for Bachelor of Multimedia (1046) to Programs Committee.</td>
<td>Secretary (Action Taken)</td>
</tr>
<tr>
<td>Secretary to forward program submission for Bachelor of Information Technology with Honours and Bachelor of Multimedia with Honours (2020/2011 and 2021/2013) to the School of Communication and Information Technology for amendments and then the Programs Committee to be included on the agenda of the November meeting.</td>
<td>Secretary (Action Taken)</td>
</tr>
<tr>
<td>Secretary to forward program submission for Bachelor of Information Technology@Work (1250) to Programs Committee.</td>
<td>Secretary (Action Taken)</td>
</tr>
</tbody>
</table>
Secretary to forward program submission for Bachelor of Information Systems (1360/1361) to Programs Committee
Secretary (Action Taken)

Secretary to forward program submission for Master of Information Technology (5523/5524) to Programs Committee.
Secretary (Action Taken)

Secretary to forward program submission for Bachelor of Information Technology/Bachelor of Multimedia (1236/1339) to Programs Committee.
Secretary (Action Taken)

Secretary to forward program submission for Bachelor of Laws/Bachelor of Science (1121) to Programs Committee.
Secretary (Action Taken)

Secretary to forward program submission for Master of Urban and Environmental Planning (5576) to Programs Committee.
Secretary (Action Taken)

26.0 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>
</thead>
<tbody>
<tr>
<td>18 November</td>
<td>Nathan</td>
<td>Room 2.02 Bray Centre (N54)</td>
</tr>
</tbody>
</table>

Noted

DISTRIBUTION LIST

Group Board Members
Professor Clyde Wild
Dean (Academic)

Professor Sue Berners-Price
Pro Vice Chancellor (Science, Environment, Engineering & Technology)

Associate Professor Michael Blumenstein
Dean, Research (Science, Environment, Engineering & Technology)

Associate Professor Wendy Loughlin
Dean, Learning & Teaching (Science, Environment, Engineering & Technology)

Professor Bofu Yu
Head, Griffith School of Engineering

Associate Professor Peter Bernus
Head, School of Information & Communication Technology

Professor Hamish McCallum
Head, Griffith School of Environment

Professor Frank Clarke
Head, School of Biomolecular & Physical Sciences

Associate Professor Charles Lemckert/Associate Professor Steven O’Keefe
Deputy Head, Griffith School of Engineering

Dr René Hexel/ Dr Wayne Pullan
Deputy Head, School of Information & Communication Technology

Appointment Type
ex officio (Chair)
ex officio
ex officio
ex officio
ex officio
ex officio
ex officio
appointed
appointed
Associate Professor Anthony Carroll/Professor Nigel Stork
   Deputy Head, Griffith School of Environment
appointed

Dr Ann McDonnell/ Associate Professor Robert Sang
   Deputy Head, School of Biomolecular & Physical Sciences
appointed

Representative of the Directors of the Group Research Centres
   vacant

Professor Yew-Chaye Loo
   Director, Internationalisation & Professional Liaison
invited

Professor Stuart Bunn
   Director, Australian Rivers Institute
invited

Professor Ron Quinn
   Director, Eskitis Institute for Cell and Molecular Therapies
invited

Professor Abdul Sattar
   Director, Institute for Integrated and Intelligent Systems
invited

Professor Mark von Itzstein
   Director, Institute for Glycomics
invited

Mr James Walden
   Group Resource Manager (SEET)
invited

Ms Glenda Graham
   Human Resource Manager (SEET)
invited

Ms Catherine Delahunty
   Executive Officer to the PVC
invited

Mr Stephen Boyd
   invited

Mr George Klich
   Technical Managers, Technical Services (SEET)
invited

Mr Vince Lalor
   Deputy Resource Manager
invited

Ms Paula Kitto
   HR Advisers (SEET)
invited

Ms Veronica Dawson
   INS representative
invited

Professor Allan Cripps
   Pro Vice Chancellor (Health)
invited

Professor Nick Buys
   Dean, Learning & Teaching (Health Group)
invited

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