Academic Committee Agenda 1/2005
17 March 2005

GRiffith University

Academic Committee

Notice of Meeting

A meeting of the Academic Committee of the Griffith University Council will be held at 1:30pm on Thursday 17 March 2005 in room 2.02, Bray Centre (N54), Nathan campus.

Apologies may be recorded by telephoning Mrs Sandra Hunter on 387 57375.

Distribution List

Name Term of Office

Chairperson of the Committee
Deputy Vice Chancellor (Teaching and Learning) and Deputy President
Professor John Dewar ex officio

Vice Chancellor and President – Professor Ian O’Connor ex officio
Deputy Vice Chancellor (Research) and Deputy President – Professor Lesley Johnson ex officio
Pro-Vice Chancellor (Arts and Education) - Professor Marilyn McMeniman ex officio
Acting Pro-Vice Chancellor (Business and Law) – Professor Christine Smith ex officio
Pro-Vice Chancellor (Health) – Professor Allan Cripps ex officio
Pro-Vice Chancellor (Science and Technology) – Professor Max Standage ex officio
Pro-Vice Chancellor (Equity and Community Partnerships) – Professor Sharon Bell ex officio
Pro-Vice Chancellor (Administration) – Mr Colin McAndrew ex officio
Pro-Vice Chancellor (Information Services) – Ms Janice Rickards ex officio
Pro-Vice Chancellor (International) – Mr Chris Madden ex officio
Academic Registrar - Dr Lyn Holman ex officio
Director, Griffith Institute for Higher Education - Professor Royce Sadler ex officio
Vice-Chairperson of the Committee - Dr Joseph McDowall Until February 2006
Ms Tasha Clarke (Secretary)

Council
Vacant Until February 2007
Vacant Until February 2007

Deans
Professor Kay Ferres, Dean, Faculty of Arts ex officio
Professor Neil Dempster, Dean, Faculty of Education ex officio
Professor Michael Powell, Dean, Griffith Business School ex officio
Associate Professor Justin Malbon, Dean, Griffith Law School ex officio
Professor Debra Creedy, Dean of Health ex officio
Professor Yew-Chaye Loo, Dean, Faculty of Engineering and Information Technology ex officio
Professor Lex Brown, Dean, Faculty of Environmental Sciences ex officio
Professor Gillian Bushell, Dean, Faculty of Science ex officio
Professor Pat Weller, Dean, International (Quality and Policy) ex officio
Professor Mark Finnane, Dean, Graduate Studies ex officio
Professor Peter Roennfeldt, Director, QCGU ex officio
Dr Paul Cleveland, Director, QCA ex officio

www.griffith.edu.au/committees
Academic Staff Members

Ms Karen Noble (Health) Until February 2006
Associate Professor Joe Lee (Science and Technology) Until February 2006
Dr Vallipuram Muthukumarasamy (Science and Technology) Until February 2006
Dr Maree Boyle (Business and Law) Until February 2006
Dr Richard Hindmarsh (Science and Technology) Until February 2006
Mr Paul Jolly (Arts and Education) Until February 2007
Associate Professor Saroja Selvanathan (Business and Law) Until February 2007
Dr Cheryl Sim (Arts and Education) Until February 2007
Vacant (Health) Until February 2007
Vacant Until February 2007

Heads of Schools or Departments

Dr Lewis Adams (Health) Until February 2006
Professor Peter Renshaw (Arts and Education) Until February 2006
Vacant (Business and Law) Until February 2006
Vacant (Science and Technology) Until February 2006
Vacant (Arts and Education) Until February 2007
Vacant (Business and Law) Until February 2007
Vacant (Health) Until February 2007
Vacant (Science and Technology) Until February 2007

Postgraduate Students

Mr Philip Smith Until February 2006

Undergraduate Students

Ms Debra Domalewski Until February 2006
Mr Dean Jones Until February 2006
Ms Yvonne Knight Until February 2006
Mr Adam Young Until February 2006
Vacant Until February 2006

Information Copies (without attachments unless otherwise stated)

Manager, Research Policy
Head of the Secretariat (attachments)
Program Accreditation Officer
Academic Services Officer – Arts & Education
Academic Services Officer – Business & Law
Academic Services Officer – Health
Academic Services Officer – Science & Technology
Program Information Officer
Council and Executive Support Officer
Director, FBS
Senior Legal Officer
Chairperson, SRC
President, GUPSA
President, Gold Coast Student Guild
Director, ITS
Director, OFM
Director, OR
Director, ER
College Manager, QCA
Director, Student Administration
Director, Quality, Planning and Statistics
Manager, Planning and Statistics
Manager, Learning Programs, GSM
Manager, Research Higher Degrees
Co-ordinator, Student Services
Director, FLAS
Group Resource Manager, Arts
Group Resource Manager, Business
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A meeting of the Academic Committee of the Griffith University Council will be held at 1:30pm on Thursday 17 March 2005 in Room 2.02, Bray Centre (N54) Nathan campus.

Tasha Clarke  
Secretary

AGENDA

1.0 APOLOGIES

Apologies may be recorded by telephoning Mrs Sandra Hunter on 387 57375.

2.0 MEMBERSHIP

2.1 Academic Committee will wish to welcome the following members:

Chairperson
Professor John Dewar, Deputy Vice Chancellor (Teaching and Learning) and Deputy President

Deans and Directors
Professor Michael Powell, Dean, Griffith Business School  
Associate Professor Justin Malbon, Dean, Griffith Law School  
Professor Yew-Chaye Loo, Dean, Faculty of Engineering and Information Technology  
Dr Paul Cleveland, Director, QCA

Academic Staff
Mr Paul Jolly, Deputy Director (Academic), QCA  
Associate Professor Saroja Selvanathan, Griffith Business School  
Dr Cheryl Sim, School of Curriculum, Teaching and Learning

Postgraduate Students
Mr Philip Smith

Undergraduate Students
Ms Debra Domalewski  
Mr Dean Jones  
Ms Yvonne Knight  
Mr Adam Young

3.0 CONFIRMATION OF MINUTES

The minutes of the Academic Committee’s 7/2004 meeting have been circulated.

To be taken as read and confirmed.
4.0 VICE CHANCELLOR’S REPORT

The Vice Chancellor's Report to Council meeting 1/2005 held on 7 March is attached.

For noting

5.0 CHAIRPERSON’S REPORT

The Chair will inform members of matters of importance that have arisen since the previous meeting.

- Report on the 2005 Undergraduate Admissions Round

  A brief summary report to the Academic Committee on 2005 undergraduate domestic admissions is attached. The report advises on:
  - environmental factors that have contributed to the outcomes of the 2005 QTAC major offer round;
  - the outcomes of the University’s offer of a limited number of fee places in high demand undergraduate programs;
  - the outcomes of the University’s special admission programs;
  - activities that the University has put in place to support the 2005 commencing undergraduate students;
  - additional scholarships offered by the University to assist disadvantaged students in their studies.

- Induction Session for new committee members – Monday 18 April, 1:30pm venue to be advised

- Use of QuickPlace to provide electronic copies of papers for items other than those in Section I

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

6.0 THE GRIFFITH PROJECT: THE NEXT PHASE

6.1 In the three years since Council endorsed The Griffith Project and the associated strategic plan much has changed internally and externally. Given these changes, and two years of implementation, it is appropriate to reflect critically on what has been achieved, what remains a challenge from the original agenda, and to agree on reaching the next level.

6.2 The attached Next Phase discussion paper (2005/0000313) summarises the progress of the University over the past two years, identifies key issues, and invites comments,
contributions and discussion on what should constitute the next phase of *The Griffith Project*. This consultation process should not be seen as signalling major changes in directions - rather it offers the opportunity to ensure that the University has set the correct goals and has the appropriate strategies and resources in place to achieve its aspirations.

6.3 Over the past decade Griffith University has emerged as a large, innovative multi-campus university with significant recognised strengths. Three years ago the University reviewed its past and set its agenda for the next decade. *The Griffith Project* crystallised the aspirations of the University community to create a distinctive university that is locally and nationally recognised for its excellence.

6.4 To inform the process of critical reflection the previous Vice Chancellor commissioned Professor Rory Hume to review Griffith’s progress towards its top ten agenda. Professor Hume has stated some of the challenges confronting Griffith clearly and frankly. These, the progress with *The Griffith Project*, and other developments over the last two years, require the University to extend *The Griffith Project* to the next phase of its development. This will be formalised in a new strategic plan, which includes updated targets.

6.5 The Vice Chancellor has invited all members of the Griffith community to participate in this discussion and over the next few months will meet the University community to discuss these and other issues that are identified as important to Griffith over the next decade. It is planned that these discussions will inform the development of a new strategic plan and new key performance indicators for consideration by Council at its July 2005 meeting.

6.6 The Next Phase discussion paper, Professor Hume’s report and a schedule of consultation forums can be found at the following URL: [http://www.griffith.edu.au/vc/key_issues/griffithproject_next.html](http://www.griffith.edu.au/vc/key_issues/griffithproject_next.html)

6.7 The Vice Chancellor invites comments from the Griffith community on key issues and questions for Griffith for its next phase, as outlined on pages 8 – 11 of the Next Phase discussion paper under the following headings:

- What are the key issues for Griffith for its next phase?
- What does top 10 mean – what type of university does Griffith aspire to be?
- Community engagement
- Scale, campus profiles, University organisation
- Staff profile for the next generation
- What is the role of heads of schools and departments and directors of research centres?
- Administrative support areas

**Recommendation**

6.8 The Academic Committee is invited to offer feedback on the issues raised on pages 8 – 11 of the discussion paper *The Griffith Project: The Next Phase* (05/0000313).

**For discussion**

7.0 REVIEW OF TEACHING AND LEARNING COMMITTEES

7.1 The University has a number of Committees whose functions are partly or wholly concerned with Teaching and Learning. Some of these have been part of the
University Committee structure for some time, and report to Academic Committee. Others have been established in response to specific needs, or to implement the Academic Plan, and have different and varied reporting relationships.

7.2 Given that The Griffith Academic Plan is in its second year of implementation, it is timely to review Griffith Learning and Teaching Committees (primarily the Teaching and Learning Excellence Committee, Programs Committee, Honours Sub-Committee, Excellence Awards Committee, Academic Plan Taskforce, Orientation & Engagement Committee)

7.3 The main reasons for this review are as follows:
- growth in the number of Committees resulting in overlap in the functions of different Committees;
- different reporting relationships of Committees increasing the risk of poor communication between Committees, and a lack of coordination between them;
- new challenges emerging in Teaching and Learning, such as the Learning and Teaching Performance Fund, a new framework for annual National Teaching Excellence Awards, and rapid developments in technology;
- The role of Academic Committee, as the primary forum in the University for debate and discussion of academic matters by representatives of the academic community, has arguably been weakened by the number of Committees operating outside its reporting framework; and
- The Academic Plan is well into its implementation phase, and to the extent that the Academic Plan Task Force was part of a change management strategy, it may be close to the end of its natural and useful life.

7.4 On the recommendation of the Teaching and Learning Excellence Committee (2/2005 meeting), Academic Committee is asked to consider the attached paper Review of Teaching and Learning Committees (2005/0000334). The paper Review of Teaching and Learning Committees outlines the reasons for reviewing the existing committee structures for teaching and learning, provides a brief overview of the current role of each committee and proposes the following model for a revised teaching and learning committee structure:

**Learning & Teaching Committee**

The role of the Learning & Teaching Committee would be to advise Academic Committee on strategic planning, policy and quality assurance issues in relation to learning, teaching, the student body and curricula including:

- the evaluation and review of the University's performance in teaching and learning
- effectiveness of the Griffith Academic Plan
- new programs and the review of existing programs
- the development of policies and procedures in relation to academic and educational issues specific to undergraduate and postgraduate coursework.

This committee would be responsible for monitoring 3 of the 6 Academic Plan Action Plans (Engaging Students, Engaging Disciplines & Engaging Staff).

Membership : Chaired by the DVC (Teaching & Learning), Chair, Academic Committee, Chairs, Learning & Teaching Sub-committees, Dean, Graduate Studies & Dean, International, Group PVCs or nominees, the Deans, ex officio; Director, GIHE, Director, FLAS, & student representatives.
New Sub-Committees

It is proposed that the following sub-committees reporting to the Learning and Teaching Committee be established to support the work of the Learning and Teaching Committee:

- **Educational Development Committee**
  
  The role of the Educational Development Committee would be to provide advice to Programs Committee on the strategic development of learning and teaching spaces, about the implications of new technology on teaching and learning, on the development of educational resources consistent with *The Griffith Academic Plan*, on the purchase of curricula and learning resources from external providers, on training and professional development requirements for academic staff in the use of technology in teaching and on the development and management of Learning@Griffith to further the University’s learning and teaching agenda. This Committee could also have a role in identifying future developments in teaching technologies and responsibility for devising strategic responses to them.

- **Orientation & Engagement Committee**
  
  The role of the Orientation and Engagement Committee would be to provide advice to the Learning and Teaching Committee and the Research and Postgraduate Studies Committee about policies, strategies and services that facilitate commencing students’ academic orientation; academic, personal and social transition to University and engagement.

- **Learning & Teaching Excellence Committee**
  
  The role of the Learning and Teaching Excellence Committee would be to provide advice to the Learning and Teaching Committee on policies that promote high quality and innovative teaching, in particular teaching and learning related grants and awards, teaching related aspects of academic staff recruitment, development and evaluation and on the selection of the university’s nominations for the Australian Awards for University Teaching. This committee would manage the Griffith Awards for Excellence in Teaching and the Celebrating Teaching Program. It is anticipated that this committee would not only have representation from GIHE but also from the Office of Human Resources. This Committee could also take over the existing role of the Excellence Awards Committee.

Disestablished Committees

It is proposed that the Honours Sub-Committee and the Excellence Awards Committee be disestablished.

7.5 The paper *Review of Teaching and Learning Committees* has been prepared to ascertain support for a revised committee structure to facilitate the implementation of *The Griffith Academic Plan* and the mainstreaming of its activities within formally constituted committees of the University. It also raises some questions about Academic Committee and the need for it to have a more central role in the learning and teaching governance structure. Responses on the paper will be sought from all of the existing Committees affected by the proposed changes, Faculty Boards and Academic Administration.
7.6 If support for a revised committee structure is forthcoming, then it will need to be assessed whether the reporting arrangements proposed are the best to achieve the objectives of the revised committee structure and whether the roles ascribed to the committees are acceptable to the University community or require further discussion and modification. If there is general support for the proposal, revised committee constitutions will be documented for discussion and acceptance. If a revised Committee structure and constitutions are agreed upon, it is anticipated that implementation would occur in July 2005.

Recommendation

7.7 The Academic Committee, on the recommendation of the Teaching and Learning Excellence Committee (2/2005 meeting), is asked to:

7.7.1 endorse the proposal to revise the University’s teaching and learning committee structure and provide its comments on the model for a committee structure proposed in the paper Review of Teaching and Learning Committees (2005/0000334);

7.7.2 seek responses on the model for a revised teaching and learning committee structure proposed in (2005/0000334) from the committees and elements outlined in 7.5 above; and

7.7.3 if there is general support for the proposal, request that revised committee constitutions be prepared for consideration at a future meeting of the Academic Committee.

For consideration

8.0 TEACHING & LEARNING PERFORMANCE INDICATORS

8.1 The University has received an invitation to participate in Stage 1 of the Learning and Teaching Performance Fund which requires the University to return a set of information relating to policies and practices in learning and teaching. Significant progress has been made in 2004 towards meeting the Stage 1 requirements. There is no funding attached to Stage 1 but universities which have established their eligibility for Stage 1 will proceed to Stage 2.

8.2 The details of Stage 2 are as yet unknown, but recent advice from DEST states “that institutional performance will be assessed using an appropriate performance model” which will be announced later in 2005.

8.3 In this context, the Department of Education, Science and Training (DEST) is currently undertaking a review of higher education performance indicators to inform an appropriate performance model for Stage 2 of the Learning and Teaching Performance Fund. The University has recently undertaken a summary of DEST’s Technical note 1: student outcome indicators of Australian higher education institutions, 2002 and 2003, which focuses on eight indicators relevant to learning and teaching:

- Student progress or pass rate
- Student attrition
- CEQ – generic skills, good teaching and overall satisfaction
- Graduates’ full time employment, further full time study and starting salary.

These indicators are likely to be considered for inclusion in the Commonwealth’s performance model for the national Learning and Teaching Performance Fund.
8.4 The Teaching and Learning Excellence Committee (2/2005 meeting), in reviewing the summary of the DEST student outcome indicators, noted that Griffith’s rate is above the median on student progress, below the median on course experience, at the median on the proportion of its bachelor graduates proceeding to further study and below the median on bachelor graduates’ full-time employment.

8.5 The Teaching and Learning Excellence Committee was advised by the Deputy Vice Chancellor (Teaching and Learning) that the approach to be used in Stage 2 of the national Learning and Teaching Performance Fund was still under consideration. The AVCC has recommended the use of both quantitative and qualitative indicators in the context of an institutional portfolio but that position would not necessarily be the outcome.

8.6 The Teaching and Learning Excellence Committee commented that, regardless of the approach used to allocate the Learning and Teaching Performance Fund, it was most important that Australian universities be compared on valued measures and that the AVCC should request the dropping of the CEQ as an institutional measure. TLEC also sought advice as to whether the indicators would be weighted in determining the Learning and Teaching Performance Fund allocation. TLEC agreed that it should monitor the University’s performance on the DEST student outcome indicators and identify strategies to enhance the University’s performance and develop measures for checking the efficacy of those strategies. The view was expressed at TLEC that there needs to be better congruence between the performance measures and the University’s strategic plan for teaching and learning, including the choice of measures that are more meaningful for Griffith as an institution.

8.7 The Academic Committee should be aware that the University’s performance in the national Learning and Teaching Performance Fund is crucial, not only because of the funding that will flow to the University if it is successful or that it will forego if it is unsuccessful, but in terms of the University’s reputation and status and the potential effect on student recruitment. Griffith’s performance in this national evaluation exercise is important for the University’s top 10 aspirations. Academic Committee should also note that The Griffith Academic Plan sets out the objectives and strategies which the University is committed to pursuing to improve its student outcomes and hence its standing on the national performance indicators.

Recommendation

8.8 The Academic Committee is asked to:

- note the developments concerning the national Learning and Teaching Performance Fund and the importance of this development for the University;
- note that The Griffith Academic Plan sets out strategies to improve the University’s teaching and learning performance and that these strategies are currently being implemented across the University, monitored by the Academic Plan Task Force; and
- ask the Teaching and Learning Excellence Committee to monitor the University’s performance on the DEST student outcome indicators.

For consideration

9.0 RECOMMENDATION TO ESTABLISH NEW CENTRES

9.1 The Academic Committee, on the recommendation of the Research and Postgraduate Studies Committee (9/2004), is asked to consider the establishment of three new
For resolution

SECTION II: MATTERS REQUIRING RATIFICATION OF EXECUTIVE ACTION

Table of Contents: Program Submissions for Ratification

PROGRAM WITHDRAWALS

Item 10.0  3113/3114 Graduate Certificate in Entrepreneurship and Venture Development

Item 11.0  3136, 5373, 5382, 5383, 5384 Graduate Certificate in International Sports Law, Master of Laws in International Sports Law, Master of Arts in International Sports Law, Master of Arts with Honours in International Sports Law, Master of Arts with Honours in International Sports Law

Item 12.0  1247 Bachelor of Art and English

PROGRAM CHANGES & SUBMISSIONS

Item 13.0  1151 Bachelor of Engineering in Microelectronic Engineering/Bachelor of Information Technology – Major Change Submission

Item 14.0  3049 Graduate Certificate in Disability Studies – Major Change Submission

Item 15.0  3105 Graduate Certificate in Sport Management, 5317 Master of Sport Management, and...
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10.0 GSMA GRADUATE CERTIFICATE IN ENTREPRENEURSHIP AND VENTURE DEVELOPMENT (3113/3114) PROGRAM WITHDRAWAL

10.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the disestablishment of the Graduate Certificate in Entrepreneurship and Venture Development (described in attached document 04/0924), from semester 1, 2005.

10.2 There has been a steady decline in the number of students enrolling in 3113 and 3114 since 2002.

Recommendation

10.3 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the disestablishment of the Graduate Certificate in Entrepreneurship and Venture Development (GCertEntrVenDev 3113 NA and 3114 Gc,) as described in document 04/0924, from semester 1 2005.

For ratification

11.0 LAW GRADUATE CERTIFICATE IN INTERNATIONAL SPORTS LAW, MASTER OF LAWS IN INTERNATIONAL SPORTS LAW, MASTER OF ARTS IN INTERNATIONAL SPORTS LAW, MASTER OF LAWS WITH HONOURS IN INTERNATIONAL SPORTS LAW, MASTER OF ARTS WITH HONOURS IN INTERNATIONAL SPORTS LAW (3136, 5373, 5382, 5383, 5384) PROGRAM WITHDRAWAL

11.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the disestablishment of the Graduate Certificate in International Sports Law, Master of

11.2 In 2003 and 2004, the international and domestic student enrolments fell far short of targets, despite considerable marketing efforts. A review of the programs conducted by the Griffith Law School at the end of 2004 determined that as well as failing to meet performance targets, future demand for the programs was too limited to render them financially viable.

Recommendation

11.3 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the disestablishment of the Graduate Certificate in International Sports Law, Master of Laws in International Sports Law, Master of Arts in International Sports Law, Master of Laws with Honours in International Sports Law, Master of Arts with Honours in International Sports Law (3136, 5373, 5382, 5383, 5384) as described in document 04/0928, from semester 1, 2005.

For ratification

12.0 QCA BACHELOR OF ART AND ENGLISH (1247) PROGRAM WITHDRAWAL

12.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the attached submission (04/0916) proposing the disestablishment of the Bachelor of Art and English (1247), from semester 1, 2005.

12.2 This program has not met expectations in terms of attracting international students to the College’s Fine Arts offerings.

Recommendation

12.3 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the disestablishment of the Bachelor of Art and English (BA, 1247) as described in document 04/0916, from semester 1 2005.

For ratification

13.0 MEE BACHELOR OF ENGINEERING IN MICROELECTRONIC ENGINEERING/BACHELOR OF INFORMATION TECHNOLOGY (1151) - MAJOR CHANGE SUBMISSION

13.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the changes to the Bachelor of Engineering in Microelectronic Engineering/Bachelor of Information Technology (1151) as described in the attached document 05/0000252, from semester 1, 2005.

13.2 The changes proposed to this program are a result of an amended structure to the Bachelor of Information Technology program approved by Programs Committee at the 8/2004 meeting.
Recommendation

13.3 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the changes to the Bachelor of Engineering in Microelectronic Engineering/Bachelor of Information Technology (1151) as described in the document 05/0000252, from semester 1, 2005.

For ratification

14.0 HSV GRADUATE CERTIFICATE IN DISABILITY STUDIES (3049) - MAJOR CHANGE SUBMISSION

14.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the changes to the Graduate Certificate in Disability Studies (3049) as described in the attached document 05/0000256, from semester 1, 2005.

14.2 The Graduate Certificate in Disability Studies is currently offered in on-campus mode only. To access a larger potential student cohort it is proposed to also offer the program in distance mode. This will necessitate a change in delivery of course content using on-line resources. It is also proposed to change the structure of the program to minimise the overlap between this program and the Master of Human Services, into which students can articulate, subject to admission requirements.

Recommendation

14.3 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the changes to the Graduate Certificate in Disability Studies (3049) as described in the document 05/0000256, from semester 1, 2005.

For ratification

15.0 HSL GRADUATE CERTIFICATE IN SPORT MANAGEMENT (3105), MASTER OF SPORT MANAGEMENT (5317), AND MASTER OF SPORT MANAGEMENT WITH HONOURS (5318) – SPECIAL PURPOSE SUBMISSION

15.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission for the Graduate Certificate in Sport Management (3105), Master of Sport Management (5317), and Master of Sport Management with Honours (5318) as described in the attached document 04/0926, from semester 1, 2005.

15.2 Currently, the degree requirements for these programs do not specify the expectations that the Department of Tourism, Leisure, Hotel and Sport Management (HSL) places on students who wish to enrol in and complete these degrees. The Department has proposed to include the conditions applying to the Policy governing the grade of Pass Conceded (PC) to omit confusion concerning eligibility to graduate and bring these programs in line with other offerings in the Department. Degree requirements are:

To be eligible for the award of the Graduate Certificate in Sport Management (GCertSportMgt), a student must acquire 40CP selected from the courses listed as prescribed below:

- gain 40CP of prescribed courses at a Pass Grade or higher.
To be eligible for the award of **Master of Sport Management** (MSportMgt), a student must acquire 80CP as prescribed below:

- gain 60CP for core courses;
- gain 20CP for electives; and
- gain no more than 10CP in which the grade of Pass Conceded (PC) has been obtained.

To be eligible for the award of **Master of Sport Management with Honours** (MSportMgt), a student must acquire 120CP as prescribed below:

- gain 80CP for core courses;
- gain 40CP for Thesis; and
- gain no more than 10CP in which the grade of Pass Conceded (PC) has been obtained.

**Recommendation**

15.3  The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission for the Graduate Certificate in Sport Management (3105), Master of Sport Management (5317), and Master of Sport Management with Honours (5318) as described in the attached document 04/0926, from semester 1, 2005.

For ratification

16.0  **HSL GRADUATE CERTIFICATE IN EVENT MANAGEMENT (3149) – SPECIAL PURPOSE SUBMISSION**

16.1  The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission for the Graduate Certificate in Event Management (3149) as described in the document 04/0927, from semester 1, 2005.

16.2  Currently the degree requirements for the Graduate Certificate in Event Management allow for a Pass Conceded in the 40CP program. This requirement is below what is offered by other programs within the Department and within the Griffith Business School. The Department of HSL wishes to omit this anomaly by withdrawing the following phrase from the degree requirements: “gain no more than 10CP of courses in which the grade of Pass Conceded (PC) has been attained”.

**Recommendation**

16.3  The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission for the Graduate Certificate in Event Management (3149) as described in the document 04/0927, from semester 1, 2005.

For ratification
17.0 EDU  REVISED EDUCATION HONOURS CLASSIFICATIONS BACHELOR OF EDUCATION PRIMARY (1049, 1050, 1060), BACHELOR OF EDUCATION SECONDARY (1051), BACHELOR OF EDUCATION SECONDARY – DRAMA (1053), BACHELOR OF EDUCATION SECONDARY – HEALTH AND PHYSICAL EDUCATION (1248), BACHELOR OF TECHNOLOGY EDUCATION (1056), BACHELOR OF EDUCATION SECONDARY – GRADUATE ENTRY (1064/1278), BACHELOR OF ADULT VOCATIONAL EDUCATION (1065) - SPECIAL PURPOSE SUBMISSION

17.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission detailing the revised Education Honours Classifications for (1049, 1050, 1051, 1053, 1248, 1056, 1064, 1278, 1065) as described in the documents 05/0000266 and 05/0000294, from semester 1, 2005.

17.2 At its 5/2004 meeting the Programs Committee considered and approved a proposal to introduce a standard approach to the classification of Honours for the above-listed programs in the Faculty of Education (document number 04/0506).

17.3 The wording of that submission was not clear in emphasising that the Honours Weighted Average (HWA) was to be applied only on the overall mark and not separately for the dissertation component and the overall component, as is the usual practice.

17.4 In considering this amendment to the submission some scenarios were prepared which point to a potential weakness in this revised formula for the calculation of honours.

17.5 It is proposed that the Honours classification be calculated over the graded courses coded at 3000-level or higher in each candidate’s program of study. In calculating the grade of Honours, the 30CP of dissertation courses will be weighted at 70%; all other included courses will together be weighted at 30%.

17.6 It is proposed that the classification be calculated on the overall mark achieved, as follows:

Honours I: 80%-100%
Honours IIA: 70% - 79.9%
Honours IIB: 60%-69.9%;

and within this calculation, minimum average dissertation and coursework marks as follows:

Dissertation: I (80%), IIA (70%), IIB (60%)
Coursework: I (70%), IIA (60%), IIB (60%).

17.7 The classification of Honours for the 2004 cohort was undertaken on the basis of the submission approved at the 5/2004 meeting of Programs Committee. However, where any students were disadvantaged, the calculation reverted to the previous formula. This revised classification is proposed for introduction for the 2005 cohort of graduating students.

Recommendation

17.8 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission detailing the revised Education Honours Classifications for (1049,
1050, 1060, 1051, 1053, 1248, 1056, 1064, 1278, 1065) as described in the document 05/0000266, from semester 1, 2005.

For ratification

18.0 LAW REVISED PROGRAM TITLES FOR LAW COMBINED DEGREES (1276, 1277, 1118, 1134, 1136, 1234, 1127, 1139, 1126, 1128, 1120, 1138, 1140, 1235, 1119, 1135, 1275, 1121) – SPECIAL PURPOSE SUBMISSION

18.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission detailing the revised program titles, award titles, and abbreviations for all undergraduate Griffith Law School programs as described in the document 05/0000251, from semester 1, 2006.

18.2 The changes to titles provide a simple explanation of the program and limit any potential confusion that may be experienced by students and potential applicants.

18.3 There is one undergraduate law program, unaffected by the proposed changes, ie 1127 Bachelor of Laws/Bachelor of Arts – Law, Media and Culture (Continuing Students Only). The Griffith Law School currently offers a Bachelor of Laws/Bachelor of Arts program at the Nathan Campus. Revising the program title for the 1127 Bachelor of Laws/Bachelor of Arts – Law, Media and Culture (Continuing Students Only) would be confusing. By maintaining its existing title, the two programs are separately identified. The two programs have very different degree requirements and program structures, even though they led to the same award, ie Bachelor of Laws and Bachelor of Arts. Withdrawal of the 1127 Bachelor of Laws/Bachelor of Arts – Law, Media and Culture (Continuing Students Only) was part of the strategy in mounting a new and improved Bachelor of Laws/Bachelor of Arts, with the arts component generic in nature and providing opportunity for students to select from a wide range of major studies. 1127 Bachelor of Laws/Bachelor of Arts – Law, Media and Culture is offered to continuing students only and is expected to be archived from the Program Catalogue within the next couple of years (accommodating currently enrolled students).

Recommendation

18.4 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission detailing the revised program titles, award titles, and abbreviations for all undergraduate Griffith Law School programs as described in the document 05/0000251, from semester 1, 2006.

For ratification

19.0 IBA BACHELOR OF INTERNATIONAL BUSINESS (1105/1107), BACHELOR OF INTERNATIONAL BUSINESS/BACHELOR OF COMMERCE (1106), BACHELOR OF INTERNATIONAL BUSINESS/BACHELOR OF ARTS IN ASIAN AND INTERNATIONAL STUDIES (1108), BACHELOR OF LAWS/BACHELOR OF INTERNATIONAL BUSINESS (1119, 1135), BACHELOR OF HOTEL MANAGEMENT/BACHELOR OF INTERNATIONAL BUSINESS (1256) – SPECIAL PURPOSE SUBMISSION

19.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special
Purpose Submission for the Bachelor of International Business (1105, 1107) as described in the document 04/0686, from semester 1, 2005.

19.2 The Griffith Business School is proposing to introduce the inaugural intake of the Ruhr Valley Internship Program, conducted in unison with Essen-Duisburg University in Germany. To make the program available for undergraduate students, the Department of International Business and Asian Studies is proposing to introduce two new undergraduate International Business Internship courses (3025IBA and 3026IBA, 10 and 20 Credit Points respectively) in Summer Semester 2004/2005. Postgraduate students are able to undertake the existing courses, 7021IBS_P1-2 International Business Internship I and II. This proposal also recommends offering these postgraduate courses in Summer Semester to accommodate this new intake.

19.3 Students (both undergraduate and postgraduate) eligible to undertake this Internship Program will spend the Australian Summer Semester (end November to mid-February) studying German for three weeks, spend the year-end holidays in Germany (with a German Family Homestay option), and then work with a German firm in the industrial Ruhr Valley for a six-week period. Ruhr Valley Interns will receive ten (10) or twenty (20) academic credits towards their degree upon the successful completion of the program and completion of specified academic requirements, including a project report, reflective Activity Journal, Exit Interview, and short presentation.

Recommendation

19.4 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission proposing to introduce the inaugural intake of the Ruhr Valley Internship Program, conducted in unison with Essen-Duisburg University in Germany, as described in 04/0686, for implementation from summer semester 2004/2005.

For ratification

20.0 EDU BACHELOR OF TECHNOLOGY EDUCATION (1056) – SPECIAL PURPOSE SUBMISSION

20.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission for the Bachelor of Technology Education (1056) as described in the document 05/0000287, from semester 1, 2005.

20.2 The changes outlined in the submission are proposed as Griffith University no longer has status as a registered training organisation. Alternative arrangements have been made with Yeronga TAFE for the provision of courses to enable students to achieve Certificate 1 level in different areas of vocational studies. Changes are also proposed to enable students to have longer periods of practice teaching.

20.3 As a result of the proposed changes, the degree requirements are amended as follows:

To be eligible for the award of Bachelor of Technology Education (BTechEd), a student must acquire 320CP as prescribed below:
- gain 270CP for the prescribed Bachelor of Technology Education courses;
- gain 50CP for elective vocational studies courses or other courses appropriate to the degree and approved by the Program Convenor (elective courses are currently available in the areas of vocational studies for secondary schools;
training and safety for industry; credit may be granted for other studies in the areas of vocational studies for secondary schools) *;

- gain no more than 40CP in courses in which the grade of Pass Conceded (PC) has been attained;
- satisfactorily complete Professional Experience requirements, including school experience, supervised and assessed practice teaching and industry placement.

* Students who complete a suite of 50CP of vocational studies courses as part of the Bachelor of Technology Education may teach vocational studies in schools in the areas covered by the courses, up to Certificate 1.

To be eligible for the award of Bachelor of Technology Education with Honours (BTechEd), a student must acquire 320CP as prescribed below:

- gain 270CP for the prescribed Bachelor of Technology Education courses;
- gain 20CP for the following courses (prior to enrolling in the Research Project):
  - 3241VTA Researching Vocational & Technology Education
  - 3261VTA Research Issues in Technology Education;
- gain 30CP for the Research Project [4242VTA_Y1 and 4242VTA_Y2].

Recommendation

20.4 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the Special Purpose Submission proposing changes to the Bachelor of Technology Education (1056) as described in the document 05/0000 287, for implementation from semester 1, 2005.

For ratification

21.0 PHM BACHELOR OF PHARMACEUTICAL SCIENCE (1242) – SPECIAL PURPOSE SUBMISSION

21.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the proposal to change the host element for courses offered in the Bachelor of Pharmaceutical Science, as described in the attached submission 04/0859, effective from semester 1, 2005.

21.2 Historically the Bachelor of Pharmaceutical Science was located within the School of Health Sciences until such a time as the School of Pharmacy was formally approved. When the School of Pharmacy was established the program was transferred to that element. However, there are nine courses within the program that have pharmacy based content which should be recoded to PHM as this is the element that teaches the courses.

Recommendation

21.3 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the transfer of courses from HSC to PHM, as described in 04/0859, effective from semester 1, 2005.

For ratification
22.0 **PBH LOAD SHIFT FROM HSC TO PBH FOR NUTRITION AND DIETETICS PROGRAMS AND COURSES – SPECIAL PURPOSE SUBMISSION**

22.1 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the proposal to change the host element for courses and programs offered in Nutrition and Dietetics from HSC to PBH, as described in the attached submission 04/0862, effective from semester 1, 2005.

22.2 The re-organisation of the Master of Nutrition & Dietetics program, undergraduate nutrition courses and associated staff into the School of Public Health (from Health Sciences) relates to synergies in terms of teaching, research and professional practice, where they will be greater in the public health field than in the new School of Medical Science which has a predominantly bio-medical focus.

**Recommendation**

22.3 The Academic Committee, on the executive recommendation of the Chair, Programs Committee, is asked to ratify the Chair’s executive action in approving the transfer of the above-listed courses from HSC to PBH, as described in 04/0862, effective from semester 1, 2005.

For ratification

**SECTION III: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS – PROGRAM SUBMISSIONS**

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<td>Item 30.0  EDU Bachelor Of Education – Secondary (1051), Bachelor Of Education – Secondary (Drama), 1053, Bachelor Of Education – Secondary (Health And Physical Education) (1248), Bachelor Of Education – Secondary (Art) (1059), Bachelor Of Arts/Bachelor Of Education – Secondary (1061), Bachelor Of Arts In Languages And Applied</td>
</tr>
</tbody>
</table>
23.0 BBS BACHELOR OF BIOMOLECULAR SCIENCE WITH HONOURS (2073) NEW PROGRAM SUBMISSION

23.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the New Program Submission proposing to establish the Bachelor of Biomolecular Science with Honours (2073), as described in the attached document 05/0000304, from semester 1, 2005.

23.2 The Bachelor of Biomolecular Science was introduced in 2001 with the intention of offering an Honours program to provide graduates with research training. This program aims to provide students with an opportunity to undertake advanced study in biomolecular science and supervised research work in a biomolecular science area. In so doing, the program emphasises the role of the scientist in biomolecular research.

23.3 To be eligible for the award of Bachelor of Biomolecular Science with Honours (BBiomolScHons), a student must acquire an additional 80CP as follows:

- gain 30CP for the prescribed courses; and
- successfully complete the 50CP dissertation; and
- the grade of Pass Conceded (PC) will not be awarded for any course.

Recommendation

23.4 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the establishment of the Bachelor of Biomolecular Science with Honours (BBiomolSc, 2073), as contained in 05/0000304, for introduction in semester 1 2005.

For resolution

24.0 QCA MASTER OF ARTS WITH HONOURS IN VISUAL ARTS (5417) – SPECIAL PURPOSE SUBMISSION

24.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the Special Purpose Submission for the Master of Arts with Honours in Visual Arts (5417) as described in the attached document 05/0000253, from semester 1, 2005.
24.2 This submission is proposing a classification for Honours that was omitted in the original program submission. It is proposed that, for students admitted from 2005, the standard cut-offs for Honours Classification will apply, that is:

<table>
<thead>
<tr>
<th>Class of Honours</th>
<th>I</th>
<th>IIA</th>
<th>IIB</th>
<th>III</th>
</tr>
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<tbody>
<tr>
<td>Overall HWA Range Minimum Dissertation HWA</td>
<td>80% - 100%</td>
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<td>60% - 69.9%</td>
<td>50% - 59.9%</td>
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<td>80%</td>
<td>70%</td>
<td>60%</td>
<td>50%</td>
</tr>
</tbody>
</table>

24.3 In order to avoid disadvantaging students admitted prior to 2005, they will be given the choice to graduate with or without an Honours classification. It will be the responsibility of the Program Convenor to advise students and to administer the process of determining the award to be given.

24.4 Because of the two admission rules for this program whereby some students complete 120CP and some students complete 160CP depending upon their prior qualifications, the Honours classification will be calculated on the basis of the 120CP of common courses, which means that for students completing 160CP, the calculation of Honours classification will exclude the additional 40CP required to be completed.

Recommendation

24.5 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the Special Purpose Submission for the Master of Arts with Honours in Media Production (5150), as described in 05/0000253, for implementation from semester 1, 2005.

For resolution

25.0 QCA MASTER OF ARTS WITH HONOURS IN MEDIA PRODUCTION (5150) – SPECIAL PURPOSE SUBMISSION

25.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the Special Purpose Submission for the Master of Arts with Honours in Media Production (5150) as described in the attached document 05/0000254, from semester 1, 2005.

25.2 This submission is proposing a classification for Honours that was omitted in the original program submission. It is proposed that, for students admitted from 2005, the standard cut-offs for Honours Classification will apply, that is:

<table>
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<td>50%</td>
</tr>
</tbody>
</table>

25.3 In order to avoid disadvantaging students admitted prior to 2005, they will be given the choice to graduate with or without an Honours classification. It will be the responsibility of the Program Convenor to advise students and to administer the process of determining the award to be given.
Recommendation

25.4 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the Special Purpose Submission for the Master of Arts with Honours in Media Production (5150), as described in 05/0000254, for implementation from semester 1, 2005.

For resolution

26.0 ICT BACHELOR OF INFORMATION TECHNOLOGY (1042 NA, 1109 GC, 1205 LO) AND BACHELOR OF INFORMATION TECHNOLOGY WITH ADVANCED STUDIES (1043) – SPECIAL PURPOSE SUBMISSION

26.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the Special Purpose Submission proposing changes to the Bachelor of Information Technology (1250 LG, 1109 GC, 1042 NA) and the Bachelor of Information Technology with Advanced Studies (1043), as described in the attached document 05/0000340, from semester 1, 2005.

26.2 Amendments to the Bachelor of Information Technology (1250 LG, 1109 GC, 1042 NA) programs were approved at the Programs Committee meeting 8/2004 (document number 04/0776). The submission for the new program structure advised that discussions were continuing on resourcing the inclusion of the 0CP Writing Skills courses within the new program structures at each campus; originally the Writing Skills courses were included in the Nathan program only. Discussions within the Faculty have resolved that a change be submitted to include within the three Bachelor of Information Technology programs, a requirement that students will need to complete the Writing Skills courses, 1113ICT, 1114ICT and 1115ICT, to be awarded the degree.

26.3 The changes are proposed for implementation in semester 1, 2005 and do not affect other programs. They will apply for students commencing in 2005 in the Logan and Gold Coast programs; and for all students enrolling in the Nathan program. The Writing Skills courses will be introduced to students in sessions allocated for this purpose at the commencement of semester 1.

Recommendation

26.4 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the proposed changes to the Bachelor of Information Technology (1250 LG, 1109 GC, 1042 NA) and the Bachelor of Information Technology with Advanced Studies (1043), as contained in 05/0000340, for implementation in semester 1 2005.

For resolution

27.0 MEE MASTER OF ENGINEERING IN MEMS (MICROELECTROMECHANICAL SYSTEMS) DESIGN (5367) – SPECIAL PURPOSE SUBMISSION

27.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the Special Purpose Submission proposing changes to the admission requirements for the Master of Engineering in MEMS Design (5367), as described in the attached document 05/0000341, from semester 1, 2006.

27.2 Changes proposed are as follows:
- Applicants have achieved a minimum Grade Point Average (GPA) of 5 or equivalent in their Bachelor degree. This requirement has been added to improve students’ prospect of success in this Masters program, as many students with a lower GPA in previous overseas qualifications struggle considerably.

- The addition of a major study in Biomedical Engineering be added as an option to the list of majors required for admission. This is an area of engineering closely related to Electronic Engineering.

- Knowledge of digital and/or analog circuit design is changed from being a distinct advantage to a requirement.

Recommendation

27.3 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the proposed changes to the Master of Engineering in MEMS Design (5367), as contained in 05/0000341, for implementation in semester 1 2006.

For resolution

28.0 MEE MASTER OF ENGINEERING IN VLSI SYSTEMS DESIGN (5225) – SPECIAL PURPOSE SUBMISSION

28.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the Special Purpose Submission proposing changes to the admission requirements for the Master of Engineering in VLSI Systems Design (5225), as described in the attached document 05/0000347, from semester 1, 2006.

28.2 Changes proposed are as follows:

- Applicants have achieved a minimum Grade Point Average (GPA) of 5 or equivalent in their Bachelor degree. This requirement has been added to improve students’ prospect of success in this Masters program, as many students with a lower GPA in previous overseas qualifications struggle considerably.

- The addition of a major study in Biomedical Engineering be added as an option to the list of majors required for admission. This is an area of engineering closely related to Electronic Engineering.

Recommendation

28.3 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the proposed changes to the Master of Engineering in VLSI Systems Design (5225), as contained in 05/0000347, for implementation in semester 1 2006.

For resolution

29.0 MEE MASTER OF COMMUNICATIONS AND INFORMATION ENGINEERING (5224) – SPECIAL PURPOSE SUBMISSION

29.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the Special Purpose Submission proposing changes to the admission requirements for the Master of Communications and Information
29.2 It is proposed that applicants have achieved a minimum Grade Point Average (GPA) of 5 or equivalent in their Bachelor degree. This requirement has been added to improve students’ prospect of success in this Master’s program, as many students with a lower GPA in previous overseas qualifications struggle considerably.

Recommendation

29.3 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the proposed changes to the Master of Communications and Information Engineering (5224), as contained in 05/0000276, for implementation in semester 2, 2005.

For resolution


30.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the Special Purpose Submission proposing changes to the Bachelor of Education – Secondary (1051), Bachelor of Education – Secondary (Drama) (1053), Bachelor of Education – Secondary (Health and Physical Education (1248), Bachelor of Education – Secondary (Art) (1059), Bachelor of Arts/Bachelor of Education – Secondary (1061), Bachelor of Arts in Languages and Applied Linguistics/Bachelor of Education – Secondary (1063), Bachelor of Education – Secondary (Graduate Entry) (Mt Gravatt) (1064), Bachelor of Education – Secondary (Graduate Entry) (Gold Coast) (1278), Bachelor of Fine Art/Bachelor of Education – Secondary (1223), Bachelor of Music/Bachelor of Education – Secondary (1194), Bachelor of Science/Bachelor of Education – Secondary (1071), Bachelor of Science/Bachelor of Education – Secondary (1062), Master of Teaching – Secondary (5120), as described in the attached document 05/0000278, from semester 1, 2005.

30.2 The program requirements of the Bachelor of Education – Secondary require students to complete 30 credit points of professional practice in teaching (PPT), involving a total of eighty (80) days of teaching in schools in years 3 and 4 (semester 1), and a further 20 days of professional experience in education during the years 3 and 4 of the course. It is proposed to revise the PPT sequence in the Bachelor of Education – Secondary and related programs by replacing the lead in days + 20 days block practice with 5-week block practicums, as described in the submission.

Recommendation

30.3 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the proposed changes to the Bachelor of Education –
Secondary (1051), Bachelor of Education – Secondary (Drama) (1053), Bachelor of Education – Secondary (Health and Physical Education (1248), Bachelor of Education – Secondary (Art) (1059), Bachelor of Arts/Bachelor of Education – Secondary (1061), Bachelor of Arts in Languages and Applied Linguistics/Bachelor of Education – Secondary (1063), Bachelor of Education – Secondary (Graduate Entry) (Mt Gravatt) (1064), Bachelor of Education – Secondary (Graduate Entry) (Gold Coast) (1278), Bachelor of Fine Art/Bachelor of Education – Secondary (1223), Bachelor of Science/Bachelor of Education – Secondary (1071), Bachelor of Science/Bachelor of Education – Secondary (1062), Master of Teaching – Secondary (5120), as contained in 05/0000278, for implementation in semester 1 2005.

For resolution

31.0 **DOH BACHELOR OF ORAL HEALTH IN DENTAL SCIENCE (1259), BACHELOR OF ORAL HEALTH IN ORAL HEALTH THERAPY (1262), GRADUATE DIPLOMA OF DENTISTRY (4136) – SPECIAL PURPOSE SUBMISSION**

31.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the Special Purpose Submission proposing that all clinical courses be designated for the purposes of exclusion in the Bachelor of Oral Health in Dental Science (1259), the Bachelor of Oral Health in Oral Health Therapy (1262) and the Graduate Diploma of Dentistry (4136), as described in the attached document 05/0000267, from semester 1, 2005.

31.2 Students undertaking clinical courses within the School of Dentistry and Oral Health will be actively engaged in the provision of clinical oral health services to members of the public. The Dean and Head of School will carefully monitor any instances of exclusion.

31.3 All postgraduate courses in the Graduate Diploma of Dentistry will have a clinical base. The undergraduate clinical courses are:

- 1005DOH Introduction to Clinical Oral Health Practice
- 2007DOH Principles of Dental Care 1
- 2010DOH Principles of Dental Care 2
- 3006DOH Principles of Oral Rehabilitation
- 3007DOH Oral Medicine
- 3008DOH Dental Care
- 3010DOH Child and Adolescent Dental Care
- 3011DOH Clinical Hygiene Practice

**Recommendation**

31.4 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the proposed changes to the Bachelor of Oral Health in Dental Science (1259), the Bachelor of Oral Health in Oral Health Therapy (1262) and the Graduate Diploma of Dentistry (4136), as contained in 05/0000267, for implementation in semester 1, 2005.

For resolution
32.0 **DOH BACHELOR OF ORAL HEALTH IN DENTAL SCIENCE (1259), BACHELOR OF ORAL HEALTH IN ORAL HEALTH THERAPY (1262), BACHELOR OF ORAL HEALTH IN DENTAL TECHNOLOGY (1260), AND MASTER OF DENTAL TECHNOLOGY IN PROSTHETICS (5402) – SPECIAL PURPOSE SUBMISSION**

32.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the Special Purpose Submission proposing to extend the teaching weeks for DOH-coded courses to no more than 21 weeks per semester in the Bachelor of Oral Health in Dental Science (1259), the Bachelor of Oral Health in Oral Health Therapy (1262), the Bachelor of Oral Health in Dental Technology (1260), and the Master of Dental Technology in Prosthetics (5402), as described in the attached document 05/0000342, from semester 2, 2005.

32.2 The study of clinical oral health requires students to spend considerable time undertaking hands-on experience in the clinical or laboratory setting. The extent to which this experience is required extends well beyond the time available within the standard 26-week academic year at Griffith University. An extension of the academic year for DOH-coded courses as requested will allow students the time required to develop and assimilate the required knowledge and skills necessary for them to appropriately prepare for clinical and laboratory practice following graduation.

**Recommendation**

32.3 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the proposed changes to the Bachelor of Oral Health in Dental Science (1259), the Bachelor of Oral Health in Oral Health Therapy (1262), the Bachelor of Oral Health in Dental Technology (1260), and the Master of Dental Technology in Prosthetics (5402), as contained in 05/0000342, for implementation in semester 2, 2005.

**For resolution**

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**SECTION IV: OTHER MATTERS**

33.0 **AMENDMENT TO THE RESEARCH AND POSTGRADUATE STUDIES COMMITTEE CONSTITUTION**

33.1 The Academic Committee, on the recommendation of the Research and Postgraduate Studies Committee (1/2005), is asked to consider the revised Research and Postgraduate Studies Committee Constitution, as described in the attached document 2005/0013208.

33.2 The Constitution has been revised to take account of:

- Specific Group changes to the position of Dean;
- Establishment of Griffith Science and Technology, Griffith Health and Griffith Business School;
- Establishment of the Research Graduate School Assessment Board;
- Various other name changes to positions and committees within the University.
Recommendation

33.3 The Academic Committee, on the recommendation of Research and Postgraduate Studies Committee (1/2005), is asked to approve the revised Research and Postgraduate Studies Committee Constitution, as described in document 2005/0013208, for immediate implementation.

For resolution

34.0 REVIEW OF THE RESEARCH CENTRES POLICY

34.1 The Academic Committee, on the recommendation of the Research and Postgraduate Studies Committee (1/2005), is asked to consider the revised Research Centres Policy as described in the attached document 2005/0013213.

34.2 The major changes to the Policy are:

- Section 7.0 is amended to refer to the guidelines on cost sharing arrangements between Schools and Research Centres which is newly included as an appendix to the Policy.
- Removal of various paragraphs referring to the initial implementation of the Policy, eg Section 13.0 and 15.0.
- Removal of text speculating on the availability of other sources of funding, eg section 11.0.
- Section 15.5 amended so that the performance data for members of two Research Centres is to be split equally between centres to improve the process of calculating Research Centre allocations.
- Inclusion of information about becoming a Research Training Centre in Section 16.0.
- Deletion of Section 18.0. New Staff Support as funding is not currently available for this purpose other than through the various internal granting schemes.
- Section 22.4 amended to allow the funding model to be reviewed during selection rounds and removal of the Humanities/Social Science weighting for research.
- Current practice (although not specified in the Policy) is for the annual Research Centre allocations to be recalculated each year. Due to the difficulty of managing this process and the uncertainty of annual funding for Research Centre managers, section 22.4 of the Policy is amended to have the annual allocation set for the four-year period that the Centre is established.
- Deletion of Sections 25.0 and 26.0 as these issues are covered in Section 21.0.

Recommendation

34.3 The Academic Committee, on the recommendation of Research and Postgraduate Studies Committee (1/2005), is asked to approve the revised Research Centres Policy (2005/0013213) for immediate implementation.

For resolution
35.0 REVISION TO THE MEMBERSHIP OF THE GRIFFITH RESEARCH GRADUATE SCHOOL ASSESSMENT BOARD

35.1 At its 6/2004 meeting, Academic Committee approved the establishment of the Griffith Research Graduate School (GRGS) Assessment Board as a sub-committee of the Research and Postgraduate Studies Committee.

35.2 The terms of reference required the membership of six Faculty Deans with at least one from each academic group. However, with the increase in the number of academic groups from three to four, the Research and Postgraduate Studies Committee is seeking the approval of Academic Committee to amend the membership of the GRGS Assessment Board as detailed below:

six Faculty Deans including at least one from each academic group appointed by the Research and Postgraduate Studies Committee; four Faculty Deans or equivalent, one from each academic group appointed by the Research and Postgraduate Studies Committee.

35.3 The recommended membership allows for representation of one Faculty Dean from each academic group, rather than two from each group, as it was agreed that a total of eight Faculty Deans would be excessive.

Recommendation

35.4 The Academic Committee, on the recommendation of Research and Postgraduate Studies Committee (1/2005), is asked to approve the revised membership of the Griffith Research Graduate School Assessment Board, as described in document 04/0856, for immediate implementation.

For resolution

36.0 AMENDMENT TO SCHEDULE A: ENGLISH LANGUAGE QUALIFICATIONS ACCEPTED BY GRIFFITH UNIVERSITY FOR NORWAY, SWEDEN, DENMARK, FINLAND AND THE NETHERLANDS

36.1 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to consider the attached revised version of Schedule A: English Language Qualifications Accepted by Griffith University for Norway, Sweden, Denmark, Finland and The Netherlands (05/0000306), which outlines exceptions to the University’s standard overall English Language Requirements for international students. This document has been amended on advice from Griffith International, with the entry for Finland amended and the entry for Germany deleted. These amendments reflect the current admissions practice in the International Office.

Recommendation

36.2 The Academic Committee, on the recommendation of the Programs Committee (1/2005), is asked to approve the revised Schedule A: English Language Qualifications Accepted by Griffith University for Norway, Sweden, Denmark, Finland and The Netherlands, as contained in 05/0000306.

For resolution
37.0  **FACULTY REVIEW – QUEENSLAND COLLEGE OF ART**

37.1  In May 2003 the University Council adopted a framework for the regular, five-yearly, systematic, independent review of current activity and future plans of faculties and their constituent elements through a Faculty Review Process.

37.2  The purpose of Faculty Reviews is to improve the academic planning and performance of faculties and their constituent elements through a continuing cycle of self-assessment, benchmarking, critical reflection, forward planning and internal/external peer review. In accordance with University policy, Executive Group prepares an annual timetable for faculty reviews each preceding year.

37.3  The Queensland College of Art was the first element to be reviewed under this new policy in October 2004. It was reviewed by an independent review committee, comprising 3 committee members who are external to the University and two committee members who are internal to Griffith University but are not from the Arts and Education group.

37.4  Copies of the Review Committee Report (05/0000323) and the response from the Queensland College of Art (05/0000324) are attached for noting.

For noting

38.0  **AWARD OF THE UNIVERSITY MEDAL**

38.1  To be eligible for the award of the University Medal, a graduate must gain a Bachelors degree with first class Honours at the University and

- in total over the entire Bachelors degree and Honours degree programs achieve a minimum GPA of 6.5. Where Honours is taken as an additional year, students must also achieve a GPA of 6.5 in the coursework component of the Honours program.

- achieve a First Class Honours standard as set by the relevant Faculty Board by all examiners of the Honours dissertation where there is a dissertation requirement of 30CP or more in the Honours program.

Recommendation

38.2  In accordance with the above policy, the Academic Committee is asked to approve recommendations for the award of the University Medal, as set out in the attached documents (2005/0000345), (2005/0000346) and (2005/0000356). The Council will be asked to award the Medals at the appropriate degree conferring ceremonies.

For resolution

39.0  **2004 BACHELORS DEGREE MEDALS**

39.1  The Chairperson, Academic Committee has executively approved the award of Bachelors Degree Medals as listed in the attached Schedule (04/0656).
Recommendation

39.2 The Academic Committee is asked to ratify the executive action of the Chairperson.

For resolution

40.0 APPOINTMENTS TO UNIVERSITY COMMITTEES

40.1 The Academic Committee is asked to approve the appointments to University committees described below:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Category of Membership</th>
<th>Term of Office</th>
<th>Recommended Appointee(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellence Awards Committee</td>
<td>Chairperson of the Committee appointed by the Academic Committee</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Professor Alan Knight</td>
</tr>
<tr>
<td>Animals Ethics Committee</td>
<td>Three suitably qualified people with substantial recent experience in the use of animals in scientific or teaching activities</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Dr Stephen Balcombe</td>
</tr>
<tr>
<td>Animals Ethics Committee</td>
<td>Three suitably qualified people with substantial recent experience in the use of animals in scientific or teaching activities</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Dr Derek Kennedy</td>
</tr>
<tr>
<td>Animals Ethics Committee</td>
<td>Three suitably qualified people with substantial recent experience in the use of animals in scientific or teaching activities</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Dr Ian Hayward</td>
</tr>
<tr>
<td>Excellence Awards Committee</td>
<td>A general staff member who is involved in school liaison, nominated by the Director, External Relations</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Ms Kyra Simondson</td>
</tr>
<tr>
<td>Excellence Expo Committee</td>
<td>One academic staff member appointed by the Academic Committee</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Dr Moya Conrick</td>
</tr>
<tr>
<td>Excellence Expo Committee</td>
<td>Chairperson of the Committee appointed by the Academic Committee from amongst the academic staff of the University</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Mr Salvatori Di Mauro</td>
</tr>
<tr>
<td>Excellence Expo Committee</td>
<td>One general staff member appointed by the Academic Committee</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Ms Alison Harris</td>
</tr>
<tr>
<td>Excellence Expo Committee</td>
<td>A nominee of Education Queensland, West Moreton District</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Ms Margaret Usher</td>
</tr>
<tr>
<td>Excellence Expo Committee</td>
<td>A nominee of the Queensland Association of Gifted and Talented Children’s Inc.</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Ms Alison Semple</td>
</tr>
<tr>
<td>Excellence Expo Committee</td>
<td>A nominee of the Association of Independent Schools of</td>
<td>Two years, up to, but not including the first meeting of</td>
<td>Ms May Kwan</td>
</tr>
<tr>
<td>Committee</td>
<td>Membership</td>
<td>Term</td>
<td>Chairperson</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>---------------------------------------------------------------------------</td>
<td>-----------------------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>Honours Sub-Committee</td>
<td>One member of Academic Staff from each Group</td>
<td>Two years, up to, but not including the first meeting of the Academic Committee in March 2007</td>
<td>Mr David Edwards</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Prof Lokman Mia</td>
</tr>
<tr>
<td>University Appeals Committee</td>
<td>A number of students appointed by the Academic Committee as reserve members</td>
<td>One year, up to, but not including the first meeting of the Academic Committee in March 2006</td>
<td>Kailanna Dean</td>
</tr>
<tr>
<td>University Appeals Committee</td>
<td>Two academic staff members, appointed by the Academic Committee</td>
<td>One year, up to but not including, the first meeting of the Academic Committee in March 2006</td>
<td>Associate Professor Brendan Bartlett</td>
</tr>
<tr>
<td>University Appeals Committee</td>
<td>Two academic staff members, appointed by the Academic Committee</td>
<td>One year, up to but not including, the first meeting of the Academic Committee in March 2006</td>
<td>Associate Professor Bradley Bowden</td>
</tr>
<tr>
<td>Academic Scholarships Committee</td>
<td>A general staff member who is involved in school liaison, nominated by the Director, External Relations</td>
<td>Two years, up to, but not including, the first meeting of the Academic Committee in March 2007</td>
<td>Ms Kyra Simondson</td>
</tr>
<tr>
<td>Academic Scholarships Committee</td>
<td>Chairperson of the Committee appointed by the Academic Committee from amongst the academic staff of the University</td>
<td>Two years, up to, but not including , the first meeting of the Academic Committee in March 2007</td>
<td>Professor Alan Knight</td>
</tr>
<tr>
<td>Sports Scholarship Committee</td>
<td>Chairperson of the Committee appointed by the Academic Committee from amongst the academic staff of the University</td>
<td>Two years, up to, but not including, the first meeting of the Academic Committee in March 2007</td>
<td>Professor Alan Knight</td>
</tr>
<tr>
<td>Sports Scholarship Committee</td>
<td>One member who is external to the university and has an expertise in sports coaching and/or administration at either state, national or international level, appointed by the academic committee</td>
<td>Two years, up to, but not including, the first meeting of the Academic Committee in March 2007</td>
<td>Ms Yvonne Soper</td>
</tr>
<tr>
<td>Sports Scholarship Committee</td>
<td>Two members of the academic staff appointed by Academic Committee</td>
<td>Two years, up to but not including, the first meeting of the Academic Committee in March 2007</td>
<td>Dr Dwight Zakus</td>
</tr>
<tr>
<td>Sports Scholarship Committee</td>
<td>A general staff member who is involved in school liaison, nominated by the Director, External Relations</td>
<td>Two years, up to but not including, the first meeting of the Academic Committee in March 2007</td>
<td>Ms Linda Swenson</td>
</tr>
<tr>
<td>Sports Scholarship Committee</td>
<td>A nominee of the Director, Campus Life</td>
<td>Two years, up to but not including, the first meeting of the Academic Committee in March 2007</td>
<td>Nicola Collier-Jackson</td>
</tr>
</tbody>
</table>

41.0 **REPORTS OF SUB-COMMITTEES OF THE ACADEMIC COMMITTEE AND OTHER COMMITTEES**

41.1 The minutes of the following Committees are attached:

Research and Postgraduate Studies Committee 9/2004
Programs Committee 9/2004
Teaching and Learning Excellence Committee 9/2004 and 1/2005

42.0 OTHER BUSINESS

43.0 NEXT MEETING

Meetings of the Academic Committee are scheduled in 2005 as follows. Meetings commence at 1.30pm.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday 19 May</td>
<td>Room 1.05, Community Place (L04), Logan Campus</td>
</tr>
<tr>
<td>Thursday 21 July</td>
<td>Activities Centre, Link Building (G07), Gold Coast Campus</td>
</tr>
<tr>
<td>Thursday 15 September</td>
<td>Room 5.01/5.01A, Social Sciences Bldg (M10), Mt Gravatt Campus</td>
</tr>
<tr>
<td>Thursday 20 October</td>
<td>Activities Centre, Link Building (G07), Gold Coast Campus</td>
</tr>
<tr>
<td>Thursday 17 November</td>
<td>Room 2.02, Ship Inn (S06), South Bank Campus</td>
</tr>
<tr>
<td>Thursday 8 December*</td>
<td>Room 2.02, Bray Centre (N54), Nathan Campus</td>
</tr>
</tbody>
</table>

* This meeting will occur only if there is sufficient business.