1 RMIT Strategic alignment
RMIT’s Graduate Attributes align closely with and support the university’s academic direction, as set out in the Academic Plan and four of its defining objectives, integral to RMIT’s Learning and Teaching Strategy 2007-2010: work-ready graduates with a hunger for lifelong learning, student satisfaction, the ‘Global Passport’ and our dual sector advantage. These Graduate Attributes span both the formal and informal curricula across all Colleges and Schools (HEd & VET).

2 Intent and Objectives
The Graduate Attributes Implementation (GAI) Reference Group will advise on implementation of RMIT’s Graduate Attributes project during 2010. One the purposes of GAI is enhancing the overall learning experience of our students and their subsequent readiness to contribute professionally, culturally, socially and personally after graduate transition. The GAI Reference Group will consider the close alignment of GAI 2010 with implementation of RMIT’s enterprise e-Portfolios project.

Objectives:

2.1 To advise on the broad directions of the GAI 2010 validation process within Colleges and across the University. This may include linking with existing and previous work on program capabilities and competencies. The Reference Group may provide input into the GAI 2010 in relation to ALTC’s development of Discipline Academic Standards.

2.2 To liaise with the enterprise e-Portfolio project team in dual implementation of these two initiatives.

2.3 To support Colleges and Schools’ Staff Development relating to GAI 2010.

3 Scope
This GAI RG will operate during 2010 with provision for renewal into 2011.

Table 1: Phase 1 in 2010 - Validating Graduate Attributes and overseeing the following LTU Business Plan Key Performance Indicators.

<table>
<thead>
<tr>
<th>Key Performance Indicators 2010</th>
<th>Targets by end of 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set of Graduate Attributes validated with internal and external stakeholders</td>
<td>Each college will have participated in processes to validate and build understanding of Graduate Attributes</td>
</tr>
<tr>
<td>Staff Development Program</td>
<td>Colleges deliver first iteration of Staff Development program activities as outlined in implementation plan</td>
</tr>
</tbody>
</table>
The GAI project will operate over the five year period 2010-2014. These GAI Reference Group Terms of Reference will be adaptively updated as the project proceeds in subsequent years.

4 Membership

Nominated representatives from each College (1 representative from HEd and 1 representative from VET), Student Services (1 staff representative and 1 student representative), the Library (1 representative), eduTAG (ePortfolios – 1 representative) and the Learning & Teaching Unit (Chair). Total number of members (11). The GAI Reference Group has the power to co-opt members for specific purposes in relation to University-wide implementation of Graduate Attributes.

5 Meetings (including meetings procedures)

Meetings will be held in June (August – negotiable as needed) and November 2010. (To be reviewed from 2011).

6. Reporting

I. GAI - RG will provide input reporting to the Business Plan as required (2010).
II. GAI - RG will provide input reporting to LTU’s Annual Report (2010).

7. Supporting Documents

- Graduate Attributes Implementation Plan.
Meeting Date & Time: Tuesday 15th June 2010 from 2pm to 3pm  
Location: City Campus – Union Boardroom  
Apology: I Taylor.

Business:
1. Welcome & introductions.

   a. Meeting notes – Discussions centred on the provision for GAI work during 2010 in College Business Plans. Members stated they were unaware of personnel and resourcing available, or any GAs validation work currently in progress.
   b. Meeting action(s) – JW has made appointments with the PVCs (L&T) in each College to:
      i. Clarify the validation & staff development processes, funding, personnel etc for GAI 2010 in the first instance and 2010-2014 in the second.
      ii. Identify person/people, process, funding etc currently in place, or intended for GAs implementation – July to Dec 2010.

3. Graduate Attributes Implementation [Phase 1 – 2010] Discovering Graduate Attributes Including: Validation, communication/consultation and professional development in:
   a. College of Business
   b. College of DSC
   c. College of SEH
   d. University-wide (Discussions suspended pending meetings with PVCs (L&T)).

4. Graduate Attributes website – Draft Graduate Attributes website (sitting under the Learning & Teaching tab) was circulated to members for comments (to be forwarded to J Westrup before the end of June).

5. GAI Reference Group: Meeting No 2 – TBA.
Date & Time: Wednesday 11th August 2010 - 2pm to 3pm
Location: City Campus – Union Boardroom (10.4.4)
Members attending: Meaghan Botterill (eduTAG), Christina David (DSC), Deirdre Gillespie (Library) Jane McGlashan (DSC), Joan Richardson (BUS), Ian Taylor (SSG), Jude Westrup (LTU).
Apologies: A/P James Harland (SEH).

Agenda

6. Welcome
7. Graduate Attributes Implementation 2010 Update:
   a. Meetings with APVC (A)s each College.
   b. College of Business
   c. College of DSC
   d. College of SEH
   e. University-wide.
8. Graduate Attributes website.
9. Other business.

Attachments

- Graduate Attributes Implementation Reference Group – Members List 2010 (at 100609)
- Graduate Attributes Implementation Revised Terms of Reference.