



Undergraduate Studies Committee Agenda

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Web site: http://www.usyd.edu.au/ab/committees/UG_studies/index.shtml

Appendix 2

for the meeting on **Wednesday 24 September 2008**

6.1.2 Bachelor of Arts

International Business Major

'International Business' is an existing major in the Faculty of Economics and Business and was previously available to students in the Bachelor of International Studies. The Faculty of Economics and Business is keen to have this major included in the new Bachelor of International and Global Studies. The Faculty of Arts concurs that there are benefits in listing this 'Major' in the degree core.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board:

- (1) approve the proposal from the Faculty of Arts to introduce an International Business major in the Bachelor of International and Global Studies and associated combined degrees and recommend that Senate endorse the Academic Board's approval to amend these courses,*
- (2) note the Resolutions of the Faculty of Arts relating to the above course, made pursuant to the University of Sydney (Coursework) Rule 2000 (as amended); and*
- (3) approve the faculty requirements relating to admission, units of study, the pass degree, combined degrees, the honours degree, specially designated streams and award of the degree,*

With effect from 1 January 2009, as set out in the report presented.

SECTION 1: ACADEMIC BOARD COURSE PROPOSAL

PART 1: OVERVIEW OF PROPOSAL

Faculty: Arts

Department/School presenting the proposal: Political Economy

Faculty Contact person and/or: Assoc Professor Dick Bryan Ext.No:16601
Academic Proponent Email: d.bryan@usyd.edu.au

Date course approved by Faculty: 20 August 2008 (approved by Dean)

1.1.1. Type of proposal: New
Amended Please note if the proposal is changing the course name, for example Bachelor of ABC to Bachelor of AB (C) then this is a NEW course.
Deletion For deletion of a course please complete Part 1, and Part 2 items 1.2.1, 1.2.2, 1.2.9 and 1.2.11.

1.1.2. Type of course: Undergraduate
Postgraduate coursework
Postgraduate research
Other (provide details)

1.1.3. Name of award course(s)

Give the name of the course/specialisation as it will appear on the testamur. If the proposal is for a new award course, the title should give a realistic indication of the content and objectives. The generic stem of a title and any bracketed endorsement should reflect the particular emphasis and content of the qualification. Standard conventions should be applied, particularly where they are widely accepted internationally. The unnecessary use of descriptors should be avoided.

Name of **new** award course/s: OR

Name of **amended** award course/s: International Business (new major in the Bachelor of International and Global Studies). This major is currently offered in the Faculty of Economics and Business

Change of name of **existing** award course/s: from to OR

Name of award course/s to be **deleted**:

1.1.4. Abbreviated name

Not applicable

1.1.5. Date of introduction or deletion

Introduced: Year 2009 Semester 1
Deletion: Year Semester

1.1.6 Availability to students

Indicate which category of students the award course is or will be delivered to and if the course will be offered for full-time and part-time enrolment. If the proposed award course is to be offered to international students, please complete Section 3 "International Student

Administration Requirements” to provide information for DEST Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS).

| | | | |
|-----------------------------------|-----|-----------|--------------------------|
| Commonwealth supported students | x | Full-time | x |
| | | Part-time | x |
| Fee-paying local students | N/A | Full-time | <input type="checkbox"/> |
| | | Part-time | <input type="checkbox"/> |
| Fee-paying international students | x | Full-time | x |
| | | Part-time | x |

PLEASE NOTE: Part-time enrolment is only available for international students studying off-shore. International students studying at a local campus MUST be full-time.

Research Training Scheme (PG Research students only)

SECTION 1 : ACADEMIC BOARD COURSE PROPOSAL

PART 2: DETAILS FOR ASSESSMENT OF PROPOSAL

1.2.1 Purpose of the proposal

The purpose of the proposal is to introduce the major 'International Business' in the newly approved Bachelor of International and Global Studies course.

1.2.2 Justification for proposal

'International Business' is an existing major in the Faculty of Economics and Business and was previously available to students in the Bachelor of International Studies. The Faculty of Economics and Business is keen to have this major included in the new Bachelor of International and Global Studies. The Faculty of Arts concurs that there are benefits in listing this 'Major' in the degree core.

1.2.3 Benchmarking, market research and analysis

1.2.3.1 Benchmarking: Not Applicable

1.2.3.2 Market research and analysis: Not Applicable

1.2.3.3 Summary table of competitive offerings to proposed award course: Not Applicable

1.2.3.4 Estimated student demand:

Estimated student numbers for the next three years of the award course:

| Estimated student demand | 2009 | 2010 | 2011 |
|--|------|------|------|
| Commonwealth-supported | 06 | 08 | 10 |
| Local fee-paying | N/A | N/A | N/A |
| International fee-paying | 02 | 02 | 02 |
| Estimated Total EFTSU | 07 | 09 | 11 |
| Lowest EFTSU for which course would be run | 05 | 05 | 05 |

Estimated proportion of full-time to part-time students:

| Estimated full-time and part-time Students | 2009 | 2010 | 2011 |
|--|------|------|------|
| Estimated number of Full-time students | 06 | 08 | 10 |
| Estimated number of Part-time students | 02 | 02 | 02 |

Please provide details on any impact the proposed course may have on students currently enrolled in existing award courses. (e.g. the number of students expected to transfer from existing courses to the new award course)

Impact on students currently enrolled: The proposed course....N/A

Enrolment Quotas:

Will quotas be set for the proposed award course or for any units of study within the award course? N/A

For local fee-paying students

Yes Please specify N/A

No

For international fee-paying students

Yes Please specify N/A

No

1.2.4 Consultation and external references- Not Applicable

| Consultees | Date of consultation | Method of consultation | Type of supporting evidence provided |
|--|----------------------|------------------------|--------------------------------------|
| Not Applicable – Existing major in Faculty of Economics & Business | | | |
| | | | |
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| | | | |
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| | | | |

1.2.5 Course structure – 36 senior credit points in the subject area are required for the International Business major

1.2.5.1 – Not applicable

| Award course | Length of candidature (years) | Type of enrolment | |
|--------------|-------------------------------|-------------------|-----------|
| | | Full-time | Part-time |
| | Minimum | | |
| | Maximum | | |
| | Minimum | | |
| | Maximum | | |
| | Minimum | | |
| | Maximum | | |

1.2.5.2 Minimum credit points required for completion of qualification: 36 senior credit points for the major.

1.2.5.3 Mode of delivery: Face-to-face teaching Distance education
Offshore delivery
Please provide justification

1.2.5.4 Does the course involve clinical or industrial placement/experience?
Yes No
If Yes, please provide details

1.2.5.5 Please indicate what processes are in place to guarantee the quality of academic staffing, available resources for teaching and provision of adequate curriculum delivery, assessment and authentication of student work.

The units of study that students will choose will be subject to the standard quality control processes of the Faculty of Economics and Business as this is a subject area offered by the Faculty of Economics and Business

1.2.6 Assessment procedures

Describe, and justify the proposed assessment regime for the award course i.e. the proportion of coursework to practical components and examinations. Also include information regarding the use of external assessors or examiners, if relevant.

| Proposed assessment regime | Proportion of | Use of external assessors/examiners (Yes/No) |
|----------------------------|---------------|--|
|----------------------------|---------------|--|

| | assessment regime (%) | (if yes, please provide details) |
|------------|-----------------------|----------------------------------|
| coursework | 100% | No |
| | | |
| | | |
| | | |

Please provide justification

1.2.7 Student workload :

NOTE: Student workload should be consistent with the credit points assigned for the units of study.

1.2.7.1

| Expected workload | Total time expected (per credit point) |
|---------------------------------|--|
| Lectures | |
| Tutorials | |
| Practical experience | |
| Independent study | |
| Reading and work for assessment | |
| Others (please specify): | |

6 credit point units of study: 3 to 4 hours contact time and 4,000 to 4,500 words of assessment

1.2.7.2 Provide an indication of how the academic course load including the weight given to any dissertation component compare with other similar course loads in the faculty/college/university

Since this is a subject area offered by the Faculty of Economics and Business the academic course load is equivalent to that of all programs in the Faculty of Economics and Business

1.2.7.3 What load for HECS and student load purposes should be given to each of the constituent parts or units making up the award course?

0.125

1.2.8 Attributes of graduates – Not applicable

1.2.9 Transitional arrangements (for continuing students, and inbound International students)

Not applicable

Last year of student intake under existing Resolutions: Local students
International students

Are there international students currently undertaking foundation or English language studies who are planning to take this course? If so, what provisions are in place for such students:

Provisions in place for students enrolled under existing Resolutions:

1.2.10 Course administration

Course to be administered by the following Faculty: units of study for major administered by Faculty of Economics and Business

1.2.10.1 Is there **shared teaching** with other Faculties? No

Yes Please see below on provision of additional information.

No

If yes,

| Faculty | Percentage of EFTSU |
|--------------------------|---------------------|
| Managing Faculty: | |
| Collaborating faculties: | |
| External partners: | |

1.2.10.2 Basis for the above allocation between faculties: N/A

1.2.10.3 Combined degree – inter-faculty arrangements: N/A

*If the proposed award course is part of a **con-joint venture** with another institution, the Director, Student Centre must be consulted in respect of student record keeping implications.*

1.2.10.4 Is the proposed award course part of a **con-joint venture** with another institution?

Yes No Not Applicable

If yes, has the Director Student Centre been consulted?

Yes No

1.2.11 Resolutions

1.2.11.1 Are there changes to the list of Degrees, Diplomas and Certificates conferred by your Faculty, as listed in the **Resolutions of the Senate** available in the **University Calendar**?

Yes *If yes, please complete Appendix 2.*

No

1.2.11.2 Will there be new Resolutions or changes to the existing **Resolutions of the Senate** for the proposed Coursework award course?

Yes *If yes, please complete Appendix 3.*

No

1.2.11.3 Will there be new Resolutions or changes to the existing **Faculty Resolutions** for the proposed award course?

Yes *If yes, please complete Appendix 4.*

No

1.2.11.4 Will there be changes to the academic dress due to the introduction of the proposed new award course?

Yes No

1.2.12 Quality assurance arrangements and plans

The units of study will be monitored and evaluated by means of student evaluations. It will be reviewed in line with the Faculty of Economics and Business policy on the review of coursework units and programs

SECTION 1 : ACADEMIC BOARD COURSE PROPOSAL

PART 3: RESOURCE IMPLICATIONS

It is important that faculties consult with relevant staff and administrative units to ensure that adequate resources are available to support the delivery of a new award course and to discuss any impact amendment(s) to an existing course may have on current resources. Please refer to the checklist for internal and external stakeholder consultation in Appendix 1 for guidance on the issues for discussion and consultation.

1.3.1 Estimated Student Numbers for next three years of the award course – Not applicable

| Estimated Student Demand | 2009 | 2010 | 2011 |
|---------------------------|------|------|------|
| Estimated Student Numbers | 08 | 10 | 12 |
| Estimated EFTSU | 07 | 09 | 11 |

1.3.2 Availability of teaching and support staff

Provide details of the academic staffing and support staffing (administrative, IT or technical support) required to deliver the award course. (It is not necessary to provide detailed information on the names or qualifications of individual staff members.) What are the strengths of the department/school relevant to this proposal?

1.3.2.1 Availability of academic and support staff to deliver the proposed award course:
This is a subject area currently offered by the Faculty of Economics and Business which students in the BIGS degree will be permitted to undertake

1.3.2.2 Strengths of the department/school/faculty: N/A

1.3.3 Availability of teaching space, and other required facilities - N/A

Please indicate the teaching space and other facilities required for the course.

1.3.3.1 Teaching rooms:

1.3.3.2 Lecture theatres:

1.3.3.3 Laboratories (including computer access labs):

1.3.3.4 Staff offices:

1.3.3.5 Storage or other space required including any which needs to be rented externally:

1.3.4 Availability of Library Resources –

Existing major currently offered by the Faculty of Economics and Business

Concerns about library holdings that need to be addressed: N/A

1.3.5 Availability of IT and other Equipment – N/A

Provide details of the nature and cost of computer technology (i.e. computer hardware and software, teaching technology, etc) and other equipment (e.g. specialised IT resources such as videoconferencing, data projectors, laboratory equipment such as microscopes) required to deliver and support the proposed award course.

1.3.5.1 Computer Technology:

1.3.5.2 Other Equipment:

1.3.6 Timetabling arrangements – N/A

Faculties should consult with relevant officers (e.g. the Director, Student Centre or the Timetabling Coordinator at the Student Centre) about timetabling arrangements.

The proposed award course will be offered in the following teaching period:
standard non-standard teaching
(e.g. Summer School, Winter School)

APPROVALS

Nominated Faculty Officer

Dean of Faculty (or Delegate)

SECTION 1 – APPENDIX 1: INTERNAL AND EXTERNAL STAKEHOLDER CONSULTATION CHECKLIST

The purpose of this checklist is to provide guidance on the types of issues relating to the proposed award course which require consultation with internal and external stakeholders. This checklist relates to Section 1 – Part 2: Details for Assessment of Proposal, Item numbers 1.2.3 and 1.2.4.

| Internal/External Stakeholder | Contact person | Issue/Topic |
|--|---|---|
| Marketing & Student Recruitment Unit (MSRU) OR Faculty Marketing officer | Director, Marketing and Student Recruitment Unit OR Faculty Marketing officer | Market research <ul style="list-style-type: none"> • Conducting market research and analysis • Primary or Secondary sources of comparative data |
| International Office (IO) | Deputy Director Marketing, IO | International student market <ul style="list-style-type: none"> • Proposed Fees for international students • Sensitivities in the international student market |
| Students | | Estimated student demand <ul style="list-style-type: none"> • Market demand for the proposed award course |
| OSISP | Director, Planning | Estimated student load <ul style="list-style-type: none"> • Student load • Data on student enrolments, enrolment quotas |
| Academics and other staff from own Faculty | | Support of proposed course <ul style="list-style-type: none"> • Availability of academic and support staffing to deliver the proposed award course • Requirements for facilities, staff and equipment (e.g. computer hardware & software, teaching technology, other IT or non-IT equipment) for course delivery (particularly if the delivery is contingent on resources being available within a Faculty budget)¹ |

¹ Under this circumstance, a statement from the Dean should be supplied even if it states no more than that consideration will be given to meeting those requirements. There may have to be a disclaimer to indicate that the award course to be introduced is subject to the availability of the necessary resources.

| | | |
|---|---|---|
| Other Faculties | Associate Deans, Faculty Managers, Members of Faculty Boards | Support of course proposal <ul style="list-style-type: none"> • Liaising with colleagues within other Faculties regarding proposal • Obtaining information about name of course, cross-fertilisation of ideas, market research activities and comparative data |
| Other Faculties | Nominated Faculty Officer | Combined award courses, shared teaching² (for proposals which may impact on course offerings from another Faculty or for proposed combined award courses or where there is shared teaching across different faculties.) |
| Professional or Accrediting Bodies | | Student demand, accreditation <ul style="list-style-type: none"> • Market demand for the proposed award course • Requirements for accreditation (<i>e.g. proposals for amendments to the subject area of Accounting should provide evidence of consultation with ASA and ICAA</i>) |
| Library | Faculty Liaison Librarian | Availability of resources <ul style="list-style-type: none"> • Matters relating to library resources (<i>e.g. adequacy of current resources, requirements for additional resources</i>) |
| Student Centre – Timetabling Unit | Timetabling Coordinator | Availability of resources <ul style="list-style-type: none"> • Availability of teaching space (teaching rooms, lecture theatres, laboratories) • Timetabling implications of delivering in a standard or non-standard teaching period |
| Information and Communications Technology (ICT) | | Availability of resources <ul style="list-style-type: none"> • Availability of computer technology and other specialised IT resources for course delivery and to meet student needs for the course |

² A statement from the other Faculty/Faculties which either share the teaching load or have a legitimate interest in the proposal must be provided to certify the Faculty/Faculties' agreement with the proposal.

SECTION 1 – APPENDIX 2: RESOLUTIONS OF THE SENATE (DEGREES, DIPLOMAS AND CERTIFICATES)

The information contained in this Appendix refers to Section 1 – Part 2: Details for Assessment of Proposal, Item Number 1.2.11 – Resolutions

**Template for
Resolutions of the Senate**

Section 1: Resolutions of the Senate relating to degrees, diplomas and certificates

Resolutions of the Senate

Degrees, diplomas and certificates in the Faculty of [Faculty]

The Resolutions of the Senate relating to degrees, diplomas and certificates in the Faculty of [Faculty] (p..., *Calendar 200x*) are amended, with effect from 1 January [year], as follows:

NotApplicable

SECTION 1 – APPENDIX 3: RESOLUTIONS OF THE SENATE (COURSEWORK AWARD COURSES)

*The information contained in this Appendix refers to Section 1 – Part 2: Details for Assessment of Proposal, Item Number 1.2.11 – Resolutions
Please contact Secretariat if you require the template for resolutions for combined degrees.*

Resolutions of the Senate (Coursework courses) Not Applicable

SECTION 1 – APPENDIX 4: RESOLUTIONS OF THE FACULTY

Resolutions of the Faculty

[The Coursework clause:]

The Resolutions for all coursework degrees, diplomas and certificates must be read in conjunction with the *University of Sydney (Coursework) Rule 2000 (as amended)*, which sets out the requirements for all coursework courses, and with the relevant Faculty Resolutions.

Bachelor of International and Global Studies

[Course Rules]

1. Admission

All applications for admission to candidature to an undergraduate degree in the Faculty of Arts will be subject to the Undergraduate Admissions Policy of the Faculty of Arts.

2. Units of study

See Table of Unit of Study – *Arts Undergraduate Handbook*

3. Requirements for the **Bachelor of International and Global Studies**

3.1 To qualify for the award of the Bachelor of International and Global Studies students must be admitted to candidature for the degree and complete 144 credit points in total, including:

3.1.1 no more than 48 junior credit points in total;

3.1.2 a minimum of 96 senior credit points;

3.1.3 units of study in International and Global Studies (units coded INGS) to the value of 24 credit points as may be prescribed annually by the Degree Director;

3.1.4 at least one major from the following subject areas:

3.1.4.1 Anthropology

3.1.4.2 American Studies

3.1.4.3 Arab World, Islam and The Middle East

3.1.4.4 Asian Studies

3.1.4.5 Australian Studies

3.1.4.6 European Studies

3.1.4.7 Government and International Relations

3.1.4.8 International Business

3.1.4.8.9 Political Economy

3.1.4.9.10 Sociology

3.1.5 a second major or elective units from Table A or Table B of the Faculty of Arts units of study; except

3.1.5.1 if an 'International Business' major (Part B) is undertaken, a Part A major from the Faculty of Arts must also be completed

3.1.6 A Faculty of Arts major consists of 36 senior credit points in a single subject area, or from pre-approved cross-listing between subject areas, as outlined in Section 3 *The major and cross-listing* in the Arts Undergraduate Resolutions; a major from another faculty is as defined by that faculty. The testamur for the degree shall specify the major/s.

4. Requirements for honours degrees

To qualify to enrol in an honours course as a Bachelor of International and Global Studies candidate, a student must:

4.1 have qualified for the award of the pass degree of Bachelor of International and Global Studies from the University of Sydney, or have qualified for the award of the pass degree from another faculty of the University of Sydney, or from another university, and

4.1.1 have completed the pre-requisites as outlined in the *Table of units of study*; and

4.1.2 have written permission of the chair of department concerned.

4.2 A student who is qualified to enrol in two honours courses may either:

4.2.1 complete the honours course in the two subject areas separately, or

4.2.2 complete a joint honours course, equivalent to an honours course in a single subject area, in two subject areas. A joint honours course shall comprise such units of the two Honours courses as may be decided by the Dean.

4.3 An honours course consists of 48 credit points at 4000 level in International and Global Studies, or as a joint honours year in International and Global Studies and one other approved subject area, completed with a minimum overall mark of 65.

5. Award of Bachelor of International and Global Studies

5.1 There are no special requirements for the award of [the Bachelor of International and Global Studies](#) apart from the successful completion of units of study.

6. Details of units of study

[Students are to refer to the Table of Units of Study provided in the Arts Undergraduate Handbook](#)

7. Enrolment in more/less than minimum load

As per existing Faculty Resolutions in the 2008 *Arts Undergraduate Handbook*, p. 253

8. Cross-institutional study

As per existing Faculty Resolutions in the 2008 *Arts Undergraduate Handbook*, p. 253

9. Restrictions on enrolment

As per existing Faculty Resolutions in the 2008 *Arts Undergraduate Handbook*, p. 253

10. Discontinuation of enrolment

As per existing Faculty Resolutions in the 2008 *Arts Undergraduate Handbook*, p. 253

11. Suspension of candidature

As per existing Faculty Resolutions in the 2008 *Arts Undergraduate Handbook*, p. 253

12. Re-enrolment after an absence

As per existing Faculty Resolutions in the 2008 *Arts Undergraduate Handbook*, p. 253

13. Satisfactory progress

[13.1 The Faculty requires students to demonstrate satisfactory progress with their studies.](#)

- 13.2 A student may be deemed not to have made satisfactory progress in any semester if the student:
13.2.1 fails to complete at least half the credit points in which he/she is enrolled;
or
13.2.2 obtains a Weighted Average Mark (WAM) of less than 50 based on units of study for a given semester; or
13.2.3 fails a unit of study for the second time; or
13.2.4 has an unsatisfactory attendance record; or
13.2.5 is unable to complete the degree in the maximum time permitted
- 13.3 A student who fails to demonstrate satisfactory progress in any semester of enrolment may be considered to fall into the "Students at Risk" category and will be subject to the procedures of University policy on Identifying and Supporting Students at Risk.
- 13.4 A student who has been identified as being at risk on three consecutive instances will normally be called upon to show good cause why he or she should be allowed to re-enrol in the degree course
- 13.5 Where a student fails to show good cause why he or she should be allowed to re-enrol, the Dean may exclude the student from re-enrolment in the degree

14. Time limit

As per existing Faculty Resolutions in the 2008 *Arts Undergraduate Handbook*, p. 253

15. Assessment policy

The assessment requirements for each unit of study are outlined in the Arts Faculty Handbook, and detailed in the departmental information distributed to students enrolled in that unit.

16. Credit transfer policy

As per existing Faculty Resolutions in the 2008 *Arts Undergraduate Handbook*, p. 253

SECTION 1 – APPENDIX 5: LIBRARY IMPACT STATEMENT

Not Applicable – Existing major in Faculty of Economics

I have examined the Library needs related to the proposal and certify that existing Library holdings, staffing, services and accommodation are, or will be, **adequate/inadequate** to cover the demands that are inherent in it.

(If there are any concerns about library holdings, please address these.)

.....
for the University Librarian

.....
Date

Further comments:

Holdings:

Services/Staffing:

SECTION 2: FEE REVIEW AND FEE SETTING - NOT APPLICABLE

Please complete the following section on the proposed course and proposed fees which has to be sent to the DVC (Academic & International) for the fee review and fee-setting process. Where applicable, responses may be cut and pasted from Section 1

Faculty: Arts

Department/School presenting the proposal: Political
Economy

Faculty Contact person and/or: Assoc Professor Dick Bryan Ext.No:16601
Academic Proponent Email: d.bryan@usyd.edu.au

2.1.1 Type of proposal: New
Amended x Please note if the proposal is changing the
course name, for example Bachelor of ABC to
Bachelor of AB (C) then this is a NEW course.
Deletion

2.1.2 Type of course: Undergraduate x
Postgraduate coursework
Postgraduate research

2.1.3 Name of award course(s)

Name of **new** award course: OR

Name of **amended** award course: International Business (new major in
the Bachelor of International and Global Studies). This major is currently offered in the
Faculty of Economics and Business

Change of name of **existing** award course: from to OR

Name of award course to be **deleted**:

2.1.4 Abbreviated name Not Applicable

2.1.5 Date of introduction or deletion

Introduced: Year 2009 Semester 1

Deletion: Year Semester

2.1.6 Fee review and Fee-setting - Not Applicable

2.1.6.1 Fees for Undergraduate award course:

Not Applicable. 'International Business' is an existing major in the Faculty of Economics and Business and is being offered to students in the Bachelor of International and Global Studies in the Faculty of Arts.

| Undergraduate award course | Current fee band and fees (per 1 EFTSU per annum) | Proposed increase (%) | Proposed fee band and fees (per 1 EFTSU per annum) |
|----------------------------|---|-----------------------|--|
|----------------------------|---|-----------------------|--|

| | Local students | International students | Local | Int'l | Local students | International students |
|--|----------------|------------------------|-------|-------|----------------|------------------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |

2.1.6.2 Fees for Postgraduate award course: N/A

| Postgraduate award course | Current fees (per 1 EFTSU per annum) | | Proposed increase (%) | | Proposed fees (per 1 EFTSU per annum) | |
|---------------------------|--------------------------------------|------------------------|-----------------------|-------|---------------------------------------|------------------------|
| | Local students | International students | Local | Int'l | Local students | International students |
| | | | | | | |
| | | | | | | |
| | | | | | | |

PROPOSED BY:

Nominated Faculty Officer Dean of Faculty (or Delegate)

APPROVAL:

Provost and Deputy Vice-Chancellor/Vice-Chancellor

SECTION 2 – APPENDIX 1: CONSULTATION CHECKLIST FOR FEE REVIEW AND FEE-SETTING

The purpose of this checklist is to provide guidance on the types of issues relating to the proposed award course which require consultation with internal and external stakeholders. This checklist relates all items in Section 2 of the Course Proposal Template.

| Internal/External Stakeholder | Contact person | Issue / Topic |
|-------------------------------|---------------------------|---|
| International Office | Deputy Director Marketing | Fee-setting, international market <ul style="list-style-type: none">• Proposed Fees for international students• Sensitivities in the international student market |
| OSISP | Director, Planning | Fee-setting <ul style="list-style-type: none">• Costing for delivery of courses• Costing and pricing model |

SECTION 3: COURSE INFORMATION FORM AND MARKETING PLAN

PART 1: COURSE INFORMATION FOR FLEXSIS

Please complete the following information which is required for input of course data in FlexSIS and the University's "UG/PG Course Database" which will be used for internal and external publications and marketing purposes.

Faculty: Arts [redacted]

Department/School presenting the proposal: Political Economy [redacted]

Faculty Contact person and/or: Assoc Professor Dick Bryan Ext.No:16601
[redacted]

Academic Proponent Email: d.bryan@usyd.edu.au
[redacted]

3.1.1 Type of proposal: New
Amended Please note if the proposal is changing the course name, for example Bachelor of ABC to Bachelor of AB (C) then this is a NEW course.
Deletion

3.1.2 Type of course: Undergraduate
Postgraduate coursework
Postgraduate research

3.1.3 Name of award course(s)
Name of **new** award course: OR

Name of **amended** award course: [redacted] International Business (new major in the Bachelor of International and Global Studies). This major is currently offered in the Faculty of Economics and Business

Change of name of **existing** award course: from [redacted] to [redacted] OR

Name of award course to be **deleted**: [redacted]

3.1.4 Abbreviated name Not Applicable

3.1.5 Date of introduction or deletion
Introduced: Year 2009 Semester 1
Deletion: Year [redacted] Semester [redacted]

3.1.6 Course code
Course code of existing award course for amendment or deletion: N/A

3.1.7 CRICOS code
CRICOS code of existing award course for amendment or deletion: N/A

3.1.8 Short degree description (e.g. for the UAC Guide): Not Applicable

3.1.9 Full degree description (e.g. for Faculty handbook):

Not Applicable

3.1.10 Level of award: Not Applicable

- Higher doctorate
- Doctor of Philosophy (PhD)
- Doctorate by research and advanced coursework
- Master's degree by research
- Master's degree by coursework
- Graduate Diploma
- Graduate Certificate
- Bachelor's degree
- Advanced Diploma
- Associate Diploma
- Diploma
- Certificate

3.1.11 Is this an Honours course? Yes No

N/A

Honours requirements (if applicable):

3.1.12 If the proposal is for a new award course, please indicate if the new course is the result of new resolutions for an existing course? Yes No N/A

3.1.13 Name of award that will be conferred upon completion of course: N/A

(Explanation: A course can lead to its own award or a 'generic' award e.g. Bachelor of Arts)

3.1.14 If the proposal is for a new award course, please indicate which category the proposed course should be allocated to according to the DEST Field of Education and Discipline Area (available from the [Courses and Fees Toolkit](#)):

DEST Field of Education N/A

DEST Discipline Area

3.1.15 Credit points required for the award: N/A

3.1.16 Location/campus for student attendance:

- | | | | | | |
|---------------------------|-------------------------------------|----------|--------------------------|---------------------|--------------------------|
| Camperdown & Darlington | <input checked="" type="checkbox"/> | Camden | <input type="checkbox"/> | Cumberland | <input type="checkbox"/> |
| Mallett Street | <input type="checkbox"/> | St James | <input type="checkbox"/> | College of the Arts | <input type="checkbox"/> |
| Conservatorium | <input type="checkbox"/> | Offshore | <input type="checkbox"/> | please specify | <input type="checkbox"/> |
| Hospital (please specify) | <input type="checkbox"/> | | | | |

3.1.17 Are students enrolling in the proposed award course subject to: N/A

- | | | | | |
|--|-----|--------------------------|----|--------------------------|
| Criminal Record Check | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Prohibited Employment Declaration | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| Health Records & Privacy Information Declaration | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

3.1.18 Prohibitions: N/A

Please indicate any prohibitions for the proposed new course or changes to prohibitions for proposed amendments to an existing award course. (e.g. is there a limit on the number of credit points that can be taken in a single semester or for the course, any prerequisites or corequisites)

3.1.19 Articulation pathway (if applicable): N/A

If the proposal is for a new course, provide information on how this course articulates, if at all, towards other related courses. If the proposal is for amendment to an existing award course, please indicate any changes to the articulation pathway.

| Course(s) to which this course articulates | | Credit given in articulating course |
|--|------|-------------------------------------|
| Code | Name | |
| | | |
| | | |
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3.1.20 Units of study offered in proposed major award course: As per Table of units of Study in Faculty of Economics and Business Handbook

(a). Existing units of study

| UoS Code | UoS Name | Core/ Elective | Session offered | Course year offered |
|----------|----------|----------------|-----------------|---------------------|
| | | | | |
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(b). New units of study : As per Table of units of study in the Faculty of Economics and Business Handbook

| UoS Code | UoS Name | Core/ Elective | Faculty | Australian Standard Classification Education (ASCED) Code | Session & campus offered | Credit points |
|----------|----------|----------------|---------|---|--------------------------|---------------|
| | | | | | | |
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SECTION 3 : COURSE INFORMATION FORM AND MARKETING PLAN

PART 2: COURSE INFORMATION FOR UNIVERSITY'S UNDERGRADUATE AND POSTGRADUATE COURSE DATABASE (FOR MARKETING PURPOSES)

All information in this form needs to be completed for proposed new courses. For amended courses, please indicate where changes have been made.

3.2.1 UAC code: N/A (Undergraduate courses only)

3.2.2 CRICOS code: N/A

3.2.3 Career opportunities: N/A

3.2.4 Areas of study: International Business

3.2.5 Assumed knowledge: N/A

3.2.6 Minimum education requirements:

| | | | |
|--|--------------------------|--------------------------|--------------------------|
| Year 12 (senior secondary certificate) or equivalent | x | Bachelor's degree (pass) | <input type="checkbox"/> |
| No minimum education | <input type="checkbox"/> | Bachelor (Hons) | <input type="checkbox"/> |
| Mature background | <input type="checkbox"/> | Graduate Certificate | <input type="checkbox"/> |
| Relevant employment experience | <input type="checkbox"/> | Graduate Diploma | <input type="checkbox"/> |
| | | Master's degree | <input type="checkbox"/> |

Additional information:

3.2.7 If the proposal is for a Postgraduate award course, please indicate the course method:

Coursework Coursework with research pathway
Research

3.2.8 UAI (for UG only): 2xxx (e.g. 2007) N/A
2xxx (e.g. 2006)
2xxx (e.g. 2005)
2xxx (e.g. 2004)

3.2.9 Additional admission selection criteria: N/A

3.2.10 If the course is offered to international students please complete the following:

UAI International (for international students only): N/A (Undergraduate courses only)

Other international student entry requirements:

3.2.11 If the proposal is for a Postgraduate award course, please indicate the application closing date:

For local students, closing date for applications is

For international students, closing date for applications is

3.2.12 Will mid-semester intake be available for: N/A

Commonwealth-supported students Yes No

| | | | | |
|-----------------------------------|-----|--------------------------|----|--------------------------|
| Local fee-paying students | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| International fee-paying students | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

SECTION 3 : COURSE INFORMATION FORM AND MARKETING PLAN

PART 3: MARKETING PLAN

3.3.1 Marketing plan and strategy

Provide a brief summary of plans to market this proposed award course and to recruit students. Advice is available from the Marketing and Student Recruitment Unit or the relevant faculty marketing officer.

'International Business' is an existing major in the Faculty of Economics and Business. Students in the Bachelor of International and Global Studies may be permitted to undertake this major. The Bachelor of International and Global Studies degree will be marketed by the Faculty Marketing and Student Recruitment unit.

APPROVALS

Nominated Faculty Officer

Dean of Faculty (or Delegate)

SECTION 4: INTERNATIONAL STUDENT ADMINISTRATION REQUIREMENTS

Please complete the following if you intend that the proposed new award course will be made available to international students studying onshore on a Student Visa. The following additional information is required to allow registration on the DEST Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS), system set-up and application processing.

Faculty: Arts [redacted]

Department/School presenting the proposal: Political
Economy [redacted]

Faculty Contact person and/or: Assoc Professor Dick Bryan Ext.No:16601
[redacted]

Academic Proponent Email: d.bryan@usyd.edu.au [redacted]

4.1.1 Type of proposal: New
Amended Please note if the proposal is changing
the course name, for example Bachelor of
ABC to Bachelor of AB (C) then this is a
NEW course.
Deletion

4.1.2 Type of course: Undergraduate
Postgraduate coursework
Postgraduate research

4.1.3 Name of award course(s)
Name of new award course: OR

Name of amended award course: [redacted] International Business (new
major in the Bachelor of International and Global Studies). This major is currently
offered in the Faculty of Economics and Business

Change of name of existing award course: from [redacted] to [redacted] OR

Name of award course to be deleted: [redacted]

4.1.4 Abbreviated name Not applicable

4.1.5 Date of introduction or deletion
Introduced: Year 2009 Semester 1
Deletion: Year [redacted] Semester [redacted]

4.1.6 Course code
Course code of existing award course for amendment or deletion: N/A

4.1.7 CRICOS code

CRICOS code of existing award course for amendment or deletion:

N/A 

4.1.8 Marketing plan and strategy

Provide a brief summary of plans to market this proposed award course and to recruit international students. Advice is available from the International Office, Marketing and Student Recruitment Unit or the relevant faculty marketing officer. For information on where to get assistance, refer to Section 4 – Appendix 1 Consultation checklist.

N/A

4.1.9 Availability of course

Only full-time courses are permitted to be registered on CRICOS.

Will international students be able to enrol full-time?

Yes No

4.1.10 Mode of study

Courses taught in distance mode or on-line cannot be registered on CRICOS.

Will international students be able to study the proposed course in “face-to-face” mode for at least 75% of the time each semester?

Yes No

4.1.11 Incidental (ancillary) fees

The CRICOS register requires an indication of any compulsory costs other than tuition fees (e.g. bench fees).

Will the proposed course incur any compulsory costs other than tuition fees and compulsory subscriptions?

Yes If yes please indicate the amount
No

4.1.10 Commencement semester

Indicate whether entry to the course is possible in each semester.

SEM1 ONLY SEM1or 2 SEM2 ONLY

If entry is permissible in Semester 2, please indicate whether subject choice will be restricted and whether the duration of the course will necessarily increase?

.....

4.1.11 English language requirements -

Will the minimum English language requirement for the proposed course differ from the usual requirements (i.e. overall IELTS score of 6.5 with a minimum of 6.0 in each band)?

Yes If yes please indicate IELTS equivalent
No

APPROVALS

.....
Dean or delegate

The Proposed Course is suitable for CRICOS registration and International Office processing.

.....

Director International Office

SECTION 4 – APPENDIX 1: CONSULTATION CHECKLIST FOR INTERNATIONAL STUDENT ADMINISTRATION REQUIREMENTS

The purpose of this checklist is to provide guidance on the types of issues relating to the proposed award course which require consultation with internal and external stakeholders. This checklist relates to all items in Section 4 of the Course Proposal Template.

| Internal/External Stakeholder | Contact person | Issue/Topic |
|--|--|---|
| Academics and other staff from own Faculty | | Other course <ul style="list-style-type: none"> • Information on how other courses are developed and marketed to overseas students |
| International Office | Deputy Director, Government Relations and Student Advice | Legislative compliance <ul style="list-style-type: none"> • Legislative compliance for offering courses to international students e.g. requirements relating to mode of delivery/study • Arrange CRICOS registration |
| International Office | Deputy Director Marketing and Admissions | International market and admissions <ul style="list-style-type: none"> • Sensitivities in the international student market • English language requirements |
| Faculty Marketing officer | | Market research, marketing <ul style="list-style-type: none"> • Conducting market research and analysis • Marketing plans and strategy • Primary or secondary sources of comparative data |

SECTION 5: OFFICE OF STRATEGY IMPLEMENTATION AND SUSTAINABILITY PLANNING

Please complete this section for information to be provided to the Planning Office. The information is required to incorporate new degrees/diplomas/certificates into the University's planning processes. The information provided will enable the student load (EFTSL) to be quantified and allocated to departments and faculties for the purpose of income distribution.

Faculty: Arts [redacted]

Faculty Contact person and/or: Assoc Professor Dick Bryan Ext.No:16601
[redacted]

Academic Proponent Email: d.bryan@usyd.edu.au [redacted]

5.1.1 Type of proposal: New
Amended Please note if the proposal is changing the course name, for example Bachelor of ABC to Bachelor of AB (C) then this is a NEW course.
Deletion

5.1.2 Type of course: Undergraduate
Postgraduate coursework
Postgraduate research

5.1.3 Name of award course(s)
Name of **new** award course: International Business (new major in the Bachelor of International and Global Studies). This major is currently offered in the Faculty of Economics and Business [redacted] OR

Name of **amended** award course: [redacted] OR

Change of name of **existing** award course: from [redacted] to [redacted] OR

Name of award course to be **deleted**: [redacted]

5.1.4 Abbreviated name Not Applicable

5.1.5 Date of introduction or deletion
Introduced: Year 2009 Semester 1
Deletion: Year [redacted] Semester [redacted]

5.1.6 Estimated percentage distribution of load across departments in one or more faculties:

| Faculty | Department | Estimated percentage of load |
|-----------------------------------|------------|------------------------------|
| Economics and Business | | |
| (existing major offered by E & B) | | |
| | | |

**5.1.7 Number of semesters required to complete the course in minimum time
N/A**

5.1.8 Estimated student enrolments (i.e. head count) Not Applicable

Estimated student numbers for the next three years of the award course:

| Estimated student enrolments | | 2009 | 2010 | 2011 |
|-------------------------------|-----------|------|------|------|
| Commonwealth-supported places | Full-time | 04 | 06 | 08 |
| | Part-time | 02 | 02 | 02 |
| Local fee-paying | Full-time | N/A | N/A | N/A |
| | Part-time | N/A | N/A | N/A |
| International fee-paying | Full-time | 02 | 02 | 02 |
| | Part-time | | | |
| Total student enrolments | | 08 | 10 | 12 |

5.1.9 For undergraduate degrees only, please indicate the expected 'carry-on' rate from one academic year to the next.

e.g. the number of students in first year in year 'n' expected to re-enrol in second year in year 'n+1'. Not Applicable

5.1.10 IMPORTANT The University operates within a fixed target for Commonwealth-supported Place (CSP) load. Any new course proposals which include intakes of CSP (HECS) students must be accompanied by an indication of a corresponding reduction in the CSP intake to another degree of similar duration offered within the same Faculty.

Details of proposed reduction:

APPROVALS

Nominated Faculty Officer

Dean of Faculty or delegate

CHECKLIST FOR SECTIONS 1 - 5

This checklist has been developed as a guide to ensure the University supplies all necessary information to DEST. Nominated faculty officers will need to use the checklist to verify that all sections have been completed prior to sending the proposal to the relevant areas specified in the instruction sheet.

Section 1 – Academic Board course proposal

For proposed new/amended course have the following been completed:

Part 1 – Overview of proposal..... X
Part 2 – Details for assessment of proposal X
Part 3 – Resource implications X
Appendix 2,3,4,5..... X

For proposed deleted course have the following been completed:

Part 1 – Overview of proposal.....
Part 2 – Details for assessment of proposal (items 1.2.1, 1.2.2, 1.2.9, 1.2.11 ONLY)
Appendix 2,3,4.....

Has the course proposal been signed off by the dean and faculty manager?

Section 2 – Fee review and fee-setting

Has this section been completed for new/amended course? X

Has this section been signed off by the Provost, dean and faculty manager?

Section 3 – Course information form and marketing plan

For proposed new/amended course have the following been completed:

Part 1 – Course information for FlexSIS X
Part 2 – Course information for University's Course Database X
Part 3 – Marketing plan..... X

Have the Student Centre and Marketing & Student Recruitment Unit been consulted about the deleted course?

Has this section been signed off by the dean and faculty manager?.....

Section 4 – International student administration requirements

Has the section been completed for proposed new/amended course? X

Has the International Office been consulted about the deleted course?

Has this section been signed off by the dean/nominee and Director, International Office?

Section 5 – OSISP

Has the section been completed for proposed new/amended course? X

Has the OSISP been consulted about the deleted course?.....

Has this section been signed off by the dean and faculty manager?.....