



Undergraduate Studies Committee Agenda

Committee Officer: Louise Young

Secretariat, Quadrangle, A14

Phone: 9036 7891; Fax: 9351 3572

E-mail: l.young@secretariat.usyd.edu.au

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

Notice of Meeting

A meeting of the **Undergraduate Studies Committee** will be held at **10.00am** on **Wednesday 16 September 2009** in the Western Tower Room. (Room S 495, first floor of the Western Tower area of the Quadrangle Building on the Camperdown Campus, opposite the Clock Tower.)

Members who are unable to attend are asked to notify Louise Young at the above address. Enquiries concerning this meeting may also be directed to Ms Young.

Louise Young
Committee Officer

for

Megan Kemmis
Secretary to Academic Board

9 September, 2009

Agenda

Pages

1. **Apologies**

Drs C Chapparo and B Winter and Mr David Bowan.

2. **Minutes of previous meeting**

pages [5-13](#)

Recommendation

That the Undergraduate Studies Committee adopt the minutes of the previous meeting held on 5 August 2009 as a true record.

3. **Business arising from Minutes (not dealt with elsewhere in the Agenda)**

4. Report of the Chair

Recommendation

That the Undergraduate Studies Committee note the report of the Chair.

5. Report of the Admissions Sub-Committee

Supplementary agenda

Recommendation

That the Undergraduate Studies Committee note the report of the Admissions Sub-Committee meeting of 9 September 2009, as set out in the report presented.

6. Reports from Faculties

pages [15-38](#)

6.1 Faculty of Agriculture, Food and Natural Resources

page [14](#) and Tabled item

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board note the report from the Faculty of Agriculture, Food and Natural Resources.

6.2 Faculty of Architecture, Design and Planning: Bachelor of Design in Architecture and Bachelor of Design Computing

pages [14](#) and [18-19](#)

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions of the Faculty of Architecture, Design and Planning relating to the examination of honours in the Bachelor of Design in Architecture and the Bachelor of Design Computing, with effect from 1 January 2010, as set out in the report presented.

6.3 Faculty of Arts

pages [14](#) and [20-23](#)

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board note the report from the Faculty of Arts related to undergraduate units of study.

6.4 Faculty of Economics and Business

pages [14](#) and Tabled items

(1) All undergraduate degrees within the Faculty of Economics and Business

pages [14](#) and Tabled item

Recommendations

That the Undergraduate Studies Committee recommend that the Academic Board approve the proposal from the Faculty of Economics and Business to standardise the requirements for a major within undergraduate degrees with effect from 1 January 2011, as set out in the report presented.

(2) Bachelor of Commerce and its combined degrees

pages [14](#) and Tabled item

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty

Resolutions for the Bachelor of Commerce and its combined degrees, with effect from 1 January 2011, as set out in the report presented.

- 6.5 Faculty of Education and Social Work** *pages [15](#) and [23-25](#)*
(1) Bachelor of Education (Secondary: Humanities and Social Sciences), Bachelor of Education (Secondary: Mathematics), Bachelor of Education (Secondary: Science) and their combined degree programs. *pages [15](#) and [23-24](#)*

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions for the Bachelor of Education (Secondary: Humanities and Social Sciences), Bachelor of Education (Secondary: Mathematics), Bachelor of Education (Secondary: Science) and their combined degree programs relating to subject areas, with effect from 1 January 2010, as set out in the report presented.

- (2) Bachelor of Education (Secondary: Humanities and Social Sciences), Bachelor of Education (Secondary: Mathematics), Bachelor of Education (Secondary: Science) and their combined degree programs.** *pages [15](#) and [25](#)*

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments by the Faculty of Education and Social Work to the Faculty Resolutions for Bachelor of Education (Secondary: Humanities and Social Sciences), Bachelor of Education (Secondary: Mathematics), Bachelor of Education (Secondary: Science) and their combined degree programs; with effect from 1 January 2010, as set out in the report presented.

- 6.6 Faculty of Health Sciences: Occupational Health and Safety Disclosure Policy for Students** *pages [15](#) and [26-29](#)*

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board note the report from the Faculty of Health Sciences regarding the Occupational Health and Safety Disclosure Policy for students.

6.7 Faculty of Law: Bachelor of Laws

page [16](#) and [30](#)

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions for the Bachelor of Law and its combined degrees, with effect from 1 January 2010, as set out in the report presented.

6.8 Faculty of Nursing and Midwifery: Bachelor of Nursing (Honours)

pages [16](#) and [31-32](#)

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions of the Faculty of Nursing and Midwifery relating to the Bachelor of Nursing (Honours), with effect from 1 January 2010, as set out in the report presented.

7. Report of the Academic Board

page [33](#)

Recommendation

That the Undergraduate Studies Committee note the report of the Academic Board meeting of 26 August 2009, as set out in the report presented.

8. General business

9. Next meeting

The next meeting will be held on 21 October 2009 in the Western Tower Room.

Agenda Item 2 Minutes of the previous meeting

Minutes of the Undergraduate Studies Committee meeting held on Wednesday 5 August 2009 at 10.30am.

There were present: The Chair (Professor S Kable) presiding from 11am, the Deputy Chair (Dr J Hanrahan) presiding between 10.30-11am; Professors A Boyd, T Carlin and B Sutton; Drs D Auld, S Cattle, C Chapparo, T Mogg, C Smith and B Winter; Ms W Currie, L Brown and J Gavan; Mr P Ball, D Bowan (till 11.15am) and N White. Dr M Edmond (from 11am-12pm), Mr K Ghezel (from 11am-12pm), T Evans and Ms K Thorpe and L Young were in attendance.

1. **Apologies**

Apologies were received from: Professor D Armstrong, Associate Professors C Collyer and T Ho; Dr F Burns and P Dufficy, Ms L O'Reilly and Ms L Riley.

2. **Minutes of previous meetings**

Recommendation 52/09

That the Undergraduate Studies Committee adopt the minutes of the previous meeting held on 10 June 2009, and the meeting held by circulation, as a true record.

3. **Business arising from Minutes (not dealt with elsewhere in the Agenda)**

There was no business arising from the minutes.

4. **Report of the Chair**

The Deputy Chair explained that she was chairing the meeting until Professor Kable's arrival after 11am, and that she had no specific report to give the Committee.

5. **Report of the Academic Board**

In addition to acknowledging the formal Academic Board report in the agenda, the Committee discussed two issues raised by Professor Sutton:

5.1 'Fine tuning' coursework offerings

Professor Sutton said he was working on a project with Mr Bowan to study the academic case behind the approximately 720 coursework programs offered at the University. He explained the project was in response to the Senate's need to take a deeper view of teaching and research at the University following the Federal Government's decision to replace the Australian Universities Quality Audit (AUQA) with a more stringent auditing body by 2011.

The role of the Committee in determining a solid case for why courses are introduced or deleted at the University was therefore important. Professor Sutton said that at present the Committee looked at every proposed degree on its own merits, but what the University needed to move towards was looking at how proposed courses in a broader context measured up to academic intentions.

He raised the example of postgraduate courses with 1-3 students enrolled, which carried administrative and teaching costs – the latter especially in regards to time. Given that the University was time poor, was such a course the best deployment of academic time? He also described how potential students were known to scrutinise the subtle differences between similar courses offered at different universities. Fine tuning the degrees and courses offered at the University could therefore have significant power in attracting students.

Professor Sutton summed up his overview of the project by calling it “gesture towards ultimately improving academic standards” and said he would like to further discuss the issue with senior management and the Committee.

Professor Boyd said that potentially cutting back on the numbers of degree programs could be dangerous, as the proliferation of degrees and courses had contributed to the reputation of some faculties. She gave the example of Arts, where academic standards had risen. Professor Sutton replied that members should be aware that they may have to argue such cases for multiple course offerings in a forum outside of the Committee.

5.2 Potential restructuring of Committee membership

Professor Sutton began by describing how the new structure of the Vice-Chancellor’s Senior Executive Group (SEG) meant that many ex-officio members, such as associate deans, were sitting on both SEG and Academic Board committees. This “double dealing” could potentially compromise the Academic Board’s role of maintaining academic standards.

This issue particularly needed to be addressed in the context of increased scrutiny by the Federal Government. A more defensible quality assurance mechanism was needed. Regardless of the Federal Government’s requirements, Professor Sutton said the University had a responsibility to maintain its own high standards. The University was comparable with a cohort of international universities, and it was to these standards the University needed to measure up to.

The Vice-Chancellor and Professor Sutton had therefore discussed how best to ensure independence between the SEG and Academic Board portfolios, and were considering that in the future, Academic Board committee membership be made up of Academic Board members. This would allow a distinction between those who brings proposals to the Board and those who confirms them. Professor Sutton told the Committee this would mean a greater need for strong Academic Board members and that he was currently in the process of attending faculty meetings across the University to raise awareness of Academic Board membership and to encourage people to stand for election.

A draft paper on the potential restructure had been written, incorporating comments from the chairs of the Academic Board committees. It would hopefully be circulated to the Academic Board by the end of the week. A copy had also been sent to the Vice-Chancellor for operational considerations.

Professor Boyd sought clarification that associate deans and other appointed officers would not become ex-officio members of the Academic Board. She said this would be detrimental to many faculty members who value their right to elect their own representative to the Academic Board. The Deputy Chair replied that associate deans would automatically become members of the SEG education sub-committee, not the Academic Board, and associate deans would therefore not sit on the Undergraduate Studies Committee.

Professor Sutton added that the Vice-chancellor had said he would like deans and heads of schools to become ex-officio members of the Academic Board.

Drs Auld, Winter and Chapparo all raised concerns about potential communication breakdown if associate deans no longer sat on the Undergraduate Studies Committee:

- Dr Auld said that he would be proposing course changes in isolation, not aware of what other faculties were doing.
- Dr Winter said she had found being an Academic Board member “arcane” with little chance to have her say. In contrast, the Undergraduate Studies Committee provided a forum to communicate on behalf of her faculty. She said she didn’t know how she could do her job properly without sitting on the Committee.
- Dr Chapparo said that for Health Sciences, being situated on a separate campus from most other faculties, the communication to the larger body of the University enabled by Committee membership was important.

Mr Taylor said a Committee restructure should ensure student representation was properly represented. Although all faculty committees were meant to include student representation, this was often poorly executed. He said the Undergraduate Studies Committee was often where the student body first heard about proposed, changed and deleted courses.

My Taylor also added his approval to the idea that the Academic Board ensure course proposals were being made for sound academic reasons, rather than, for example, financial ones. He asked if the Academic Board would still have a say in learning and teaching infrastructure if it were to become purely a quality assurance body. Professor Sutton replied that learning and teaching infrastructure was managed by the Deputy Vice-Chancellor (Education) portfolio but the Academic Board could identify issues through faculty reviews. He said the Board had a commitment to ensuring student representation and was currently working through legislation to formally recognise students as members of the academic community.

At the conclusion of the discussion of item 6, the Deputy Chair handed the meeting over to the Chair, who apologised for his lateness due to teaching commitments and thanked the Committee for accepting the new start time of the meeting at 10.30am.

Resolution 53/09

The Undergraduate Studies Committee noted the reports of the Academic Board meeting of 1 July 2009, as set out in the report presented.

6. Report of the Admissions Sub-Committee

6.1. Table of comparative English test scores

Professor Sutton said the Admissions Sub-Committee had been invited to comment on the table of comparative English test scores and that constant scrutiny was important. He said part of the problem was that such tests are malleable and comparability is never fixed in the sand.

Mr Taylor asked what the changes in the test were based on. Professor Sutton replied that changes were always based on juggling the best advice from emerging information. This was from teachers' experiences and faculty requirements (eg. the Faculty of Education and Social Work has the most strict requirements, based on accreditation requirements from the NSW Institute of Teachers) and advice from Dr Jeffrey Quinn, Director of the Centre for English Teaching.

The motion was passed unanimously.

Resolution 54/09

The Undergraduate Studies Committee recommended that the Academic Board approve the amended table of comparative English test scores, as set out in the report presented.

6.2 Flexible Entry Scheme policy wording

Mr Bowan and Mr Tim Evans addressed the ambiguity about whether the proposed rewording of the policy related to New Zealand students. The University currently accepts, as non-international students, admissions from New Zealand citizens (not New Zealand permanent residents) living in Australia. Mr Bowan said this was only a very small group of students each year and continuing to include them was not problematic. It was therefore agreed to leave the proposed wording as presented.

The motion was passed unanimously.

Resolution 55/09

The Undergraduate Studies Committee recommended that the Academic Board amend the policy 'Admissions to Undergraduate Courses' with effect from 1 January 2010, as set out in the report presented.

6.3. Faculty Proposals

6.3.1 Faculty of Health Science: Discontinuation of Vocational Entry Scheme and Multicultural Entry Scheme

The motion was passed unanimously.

Resolution 56/09

The Undergraduate Studies Committee recommended that the Academic Board approve the discontinuation of the Vocational Entry Scheme and Multicultural Entry Scheme in the Faculty of Health Science, with effect from 1 January 2010, as set out in the report presented.

6.4 Proceedings of the Sub-Committee

6.4.1. Extended deferment period for undergraduate degrees

The Chair acknowledged this item was listed as a specific agenda item for the Undergraduate Studies Committee.

6.4.2 Students with capability in Languages other than English (LOTE)

Professor Sutton said he wanted to specifically raise this item for further discussion from the Committee. He said he had asked Professor Jeffrey Riegel, head of the School of Languages and Cultures, to initiate broader discussion about the lack of evidence for why students who had studied a language for their final year of high school were better suited for academic study in an unrelated discipline than those who had studied other subjects.

Professor Sutton said the problem, along with the fact that school timetabling restrictions could interfere with a student's choice whether or not to study a language, was the lack of academic argument. He welcomed evidence to further support the proposal, which for now would not be put forward to the Academic Board.

The Committee agreed with Professor Sutton. Dr Winter said it flagged the broader academic question about how introductory languages are taught at the University, as some such courses had unmanageably large student numbers. The Committee also discussed how recognising good English writing skills and proficiency in subjects such as mathematics could be better priority criteria for flexible entry. Dr Cattle said that research from the Faculty of Agriculture, Food and Natural Resources had shown that proficiency in English and maths were predictors of a student's success. He agreed to forward the research to Professor Sutton.

7. Extended deferment period for undergraduate degrees

The Chair began by asking Professor Sutton why there was a recommendation for passing the item when the Admissions Sub-Committee had been unable to reach consensus. Professor Sutton replied that the recommendation was there to provide a framework for the discussion.

Professor Sutton asked the Committee to consider what, if any, academic advantage there might be to a two year deferral period for school leaver students. An 18 month deferral period was not being considered as the majority of undergraduate courses at the University did not offer mid year intake. Professor Sutton said there was evidence that students who deferred for a year performed better than those who came straight from high school. There was no evidence about how students who deferred for two years performed academically.

There were a range of disciplines where the two year gap would be a serious detriment to students – the Conservatorium already requires musical performance students to reaudition after deferring for one year. The Chair reminded the Committee that the motion was not for the deferral period to be changed to two years, but to be kept as one year with the option for requesting permission from the relevant dean to extend the deferment to two years.

The Committee vigorously debated the motion. Specific points raised were:

- **Language:** In Arts, languages would be an area where a two year break from practice would be detrimental. Dr Winter said that one year would have to be the maximum deferment period and raised concern about the dean potentially granting two year extensions without consulting the School of Languages and Cultures.
- **Effective work experience:** Dr Chapparo said the majority of students from the Faculty of Health Sciences had external jobs during their studies, many in the health science environment. Those students who deferred for a year and worked full time in this context often began their studies with wide experience and understanding of areas such as disability management and communication that they may not otherwise properly be exposed to in their clinical placements. A deferment period could potentially be beneficial, rather than detrimental, to these students.

- Professor Carlin similarly said the two year deferral period would not be a problem for the Faculty of Economics and Business, and that the experience of two years of full time work could be advantageous to students by improving their communication and language skills.
- Advantages of working less while studying: Dr Auld from the Faculty of Engineering and Information Technologies pointed out that students who have to work extensive hours during their degree can do so at the detriment of their studies. Giving students the opportunity to defer for two years and work and qualify for the independent youth allowance rate could mean they would be able to work less hours during their studies.
 - Dr Winter said that most of her students worked and agreed that those who worked extensively were at a disadvantage.
 - Dr Chapparo agreed that a lot of students were “doing it tough” – trying to work and study at the same time.
- Equity and diversity: Mr Taylor said that by introducing flexibility for a deferral period of up to two years, and allowing students the chance to work full time and qualify for the independent rate of youth allowance, the University would be encouraging more students from a lower socio-economic background to enrol. This would in turn meet the University’s strategic plan for equity and diversity.
 - Dr Edmond said the Federal Government had intentionally shifted youth allowance funding from the ‘independent’ status students to those from a lower socio-economic background. She said that many students who currently received the independent status payments were not from this category. Dr Edmond and Mr Taylor debated whether the new youth allowance cut-offs and pathways was sufficient to recognise all students from lower socio-economic backgrounds.
- Student activity during deferment: The Chair asked about guaranteeing entry to students after a two year break when it was uncertain what they would be doing during the period. He gave the example of the differences between a deferred language student who lived and worked for two years in the country of their language’s origin, and a language student who worked in a unrelated field and did not use their skills in that period.
 - The Committee agreed that skills based disciplines such as performance, language and intense mathematical study could not allow a two year deferral.
 - The Deputy-Chair reminded the Committee that degrees don’t have prerequisite study at high school, for example, a student with the UAI for studying chemistry could enrol without necessarily having studied chemistry at high school. If a faculty accepts such students, why not those who have come back after a two year deferral period?
- Marketing impact: Mr Ghezel from Marketing and Student Recruitment said the question of deferment had come up frequently from both students and parents. Many had asked why the University was not already following in the footsteps of the University of Melbourne with its guaranteed two year deferral period. He said that many students may choose universities with a policy such as Melbourne’s over the University of Sydney.

- Appealing the dean's decision: The Chair asked if there could be problems with appeals arising if a dean declined a student's request for a two year deferral.
 - Dr Edmond said the dean's decision should be final in this. She said an appeal processes could take a very long time and take up too many resources. Professor Sutton said he would seek advice on how to word this in the policy.
 - Mr Taylor said that a 'blanket ban' on a specific student's wish to defer was unfair, and that students must always be given a reason for why their deferment was denied. The Committee agreed that in such an instance the reasons must be formally communicated to the students.
- Competency tests: Dr Mogg suggested that if the Conservatorium could require students to reaudition after a 12 month deferral, could other faculties require competency tests for deferred students returning to begin study?
 - Dr Winter said this crossed into a gray area between deferred students and students who are reapplying for admission. The Chair said that faculties would have to bring such a case for a competency test forward as a proposal to the Committee.
 - Mr Evans said that as the policy change would involve the substantial job of changing the amendment act, perhaps they should wait until faculties could bring forward such cases for competency tests following deferment periods? The Chair replied it was more likely that, rather than structuring and presenting such a competency test proposal, faculties would simply decline students request for a two year deferral.
- Scholarships: Mr Ghezal reminded the Committee that a two year deferral would have an impact on how scholarships are administered.
- Reasons behind proposal: Dr Edmond commented that the University had had the 12 month deferral period for a long time, and the two year option had only been raised in response to the Government's change in youth allowance eligibility requirements. If the latter hadn't occurred, would the issue have arisen? The Committee agreed it probably wouldn't have, but that the comments arising from discussion suggested the deferral policy was nevertheless due for review.
- Deleted courses: Mr Evans raised the question of what happens if a course the student is enrolled in is withdrawn.
- Drifting UAIs: Professor Sutton asked if two years would have a significant impact on the UAI score – that is, would deferred students be beginning their studies with school leavers who had achieved a markedly higher or lower UAI? Mr Evans said he did not think the UAI score would significantly change in two years.

The motion was passed, but not unanimously – there was one dissent. The Chair said he would therefore star the item for attention in the Committee's report to the Academic Board.

Resolution 57/09

The Undergraduate Studies Committee, through the Academic Board, recommended that Senate approve amendments to the University of Sydney (Amendment Act) Rule 1999 (as amended), with effect from 1 January 2010, as set out in the report presented.

8. Report from Faculties

8.1 Faculty of Engineering and Information Technologies: Bachelor of Engineering

The motion was passed unanimously.

Resolution 58/09

The Undergraduate Studies Committee recommended that the Academic Board note the report of the Faculty of Engineering and Information Technologies regarding amendments to units of study in the Bachelor of Engineering degree.

8.2 Faculty of Arts: Bachelor of Arts, Bachelor of Arts (Honours) and Diploma of Arts

The motion was passed unanimously.

Resolution 59/09

The Undergraduate Studies Committee recommended that the Academic Board approve:

- (1) the proposal from the Faculty of Arts to amend a subject area in the Bachelor of Arts and Bachelor of Arts (Honours) and introduce a new subject area in the Diploma of Arts; and*
 - (2) approve the amendments to the Faculty Resolutions for the courses relating to subject areas*
- with effect from 1 January 2010, as set out in the report presented.*

8.3 Faculty of Health Science: Occupational Health and Safety Disclosure Policy for Students and Clinical Progression Policy for Students

8.3.1 Occupational Health and Safety Policy

There was some discussion around the use of the data conflicting with student privacy issues. Dr Chapparo said that in consideration of this, the policy had been developed with the University's Office of General Counsel.

Professor Sutton commented that when obtaining legal advice for the Students at Risk Working Party he had been informed that they were not permitted to ever disclose student data. He said it was concerning if different advice was being received from different directions in the University. The Deputy Chair said her faculty had similarly been faced with this issue and had discovered it was possible to allow student data disclosure if it came under the occupational health and safety policy.

The Chair asked that, for added strength, the Office of General Counsel could sign an official document regarding the Faculty of Health Science's proposed policy.

It was agreed to hold the issue over until the next Committee meeting.

8.3.2 Clinical progression policy

Professor Sutton asked if he could borrow much of this proposed policy for adoption by the Students at Risk Working Party. He said other disciplines would find it relevant. Dr Chapparo agreed to this.

Mr Taylor said he had several issues to raise about the proposed policy and would like to discuss them in the Students at Risk Working Party. He asked if the proposal could be held over till that time. Professor Sutton suggested that the policy be passed and any

amendments and improvements made in the Students at Risk Working Party would be passed down to the Faculty of Health Sciences

The motion was passed, but not unanimously – there was one dissent.

Resolution 60/09

The Undergraduate Studies Committee recommended that the Academic Board approve the report of the Faculty of Health Science regarding implementation of the 'Clinical Progression Policy for Students', as set out in the report presented.

8.4 Faculty of Pharmacy: Bachelor of Pharmacy

The Deputy Chair presented this as a revised proposal to the Committee. She said the zero credit point unit structure had been removed and that an eight unit structure around the body system had been created. By the end of the year students' practical components would make up between 25-30% of their final mark.

The motion was passed unanimously

Resolution 61/09

The Undergraduate Studies Committee recommended that the Academic Board note the report of the Faculty of Pharmacy regarding new units of study in the Bachelor of Pharmacy with effect from 1 January 2010, as set out in the report presented.

8.5 Faculty of Engineering and Information Technologies: Bachelor of Engineering (Civil)

The motion was passed unanimously.

Resolution 62/09

The Undergraduate Studies Committee recommended that the Academic Board note the report of the Faculty of Engineering and Information Technologies regarding amendments to units of study in the Bachelor of Engineering degree, as set out in the report presented.

9. General business

There were no items of general business.

10. Next meeting

It was noted that the next meeting date in the agenda was incorrect, Ms Young said she would therefore send around an email confirming the correct details (16 September 2009 in the Western Tower Room).

Agenda Item 6 Reports from Faculties

6.1 Faculty of Agriculture, Food and Natural Resources *Tabled item*

The Faculty of Agriculture, Food and Natural Resources would like the Undergraduate Studies Committee to note a general report on its undergraduate and honours programs.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board note the report from the Faculty of Agriculture, Food and Natural Resources.

6.2 Faculty of Architecture, Design and Planning: Bachelor of Design in Architecture and Bachelor of Design Computing *pages [18-19](#)*

The Faculty of Architecture, Design and Planning is proposing to clarify their existing Faculty resolutions relating to the examination of honours in the Bachelor of Design and Architecture and the Bachelor of Design Computing.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions of the Faculty of Architecture, Design and Planning relating to the examination of honours in the Bachelor of Design in Architecture and the Bachelor of Design Computing, with effect from 1 January 2010, as set out in the report presented.

6.3 Faculty of Arts: all undergraduate degrees *pages [20-23](#)*

The Faculty of Arts would like the Undergraduate Studies Committee to note the list of undergraduate units for 2010.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board note the report from the Faculty of Arts related to undergraduate units of study.

6.4 Faculty of Economics and Business

(1) All undergraduate degrees within the Faculty of Economics and Business *Tabled item*

The Faculty of Economics and Business is proposing to standardise the requirements for a major within degrees from the Faculty of Economics and Business. The new standardised major will be made up of 1 junior and 6 senior subjects, making 7 units of study in total.

Recommendations

That the Undergraduate Studies Committee recommend that the Academic Board approve the proposal from the Faculty of Economics and Business to standardise the requirements for a major within undergraduate degrees with effect from 1 January 2011, as set out in the report presented.

(2) Bachelor of Commerce and all combined Commerce degrees with the Bachelor of Commerce *Tabled item*

The purpose of the faculty's proposal is to amend the Bachelor of Commerce and all combined commerce degrees by reducing the number of core (compulsory) units from 11 to six, and within these six units to update two and introduce four new units.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions for the Bachelor of Commerce and its combined degrees, with effect from 1 January 2011, as set out in the report presented.

6.5 Faculty of Education and Social Work pages [23-25](#)

(1) Bachelor of Education (Secondary: Humanities and Social Sciences), Bachelor of Education (Secondary: Mathematics), Bachelor of Education (Secondary: Science) and their combined degree programs

pages [23-24](#)

The Faculty of Education and Social Work is introducing a new mandatory unit of study to the above listed combined degree programs required by the New South Wales Institute of Teachers, the accreditation body for Education Students.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions for the Bachelor of Education (Secondary: Humanities and Social Sciences), Bachelor of Education (Secondary: Mathematics), Bachelor of Education (Secondary: Science) and their combined degree programs relating to subject areas, with effect from 1 January 2010, as set out in the report presented.

(2) Bachelor of Education (Secondary: Humanities and Social Sciences), Bachelor of Education (Secondary: Mathematics), Bachelor of Education (Secondary: Science) and their combined degree programs

page [25](#)

The Faculty of Education and Social Work is amending their Faculty Resolutions for the above listed combined degrees to state that students can no longer elect to exit the combined degree with the single education award course. These amendments are due to the New South Wales Institute of Teachers' required number of professional experience days in the award course.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments by the Faculty of Education and Social Work to the Faculty Resolutions for Bachelor of Education (Secondary: Humanities and Social Sciences), Bachelor of Education (Secondary: Mathematics), Bachelor of Education (Secondary: Science) and their combined degree programs; with effect from 1 January 2010, as set out in the report presented.

6.6 Faculty of Health Sciences: Occupational Health and Safety Disclosure Policy for Students

pages [26-29](#)

Since the August meeting of the Undergraduate Studies Committee, the Faculty of Health Sciences has had further consultations with Equity Support Services and the Office of General Counsel. In line with the advice provided, the Faculty of Health Sciences will work with Equity Support Services and the Office of General Counsel to further revise the policy to address the concerns raised by Committee.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board note the report from the Faculty of Health Sciences regarding the Occupational Health and Safety Disclosure Policy for students.

6.7 Faculty of Law: Bachelor of Laws page [30](#)

The Faculty of Law is proposing renaming two units in the Bachelor of Laws – ‘Personal Taxation’ to ‘Australian Income Tax’ and ‘Business Taxation’ to ‘Advanced Taxation Law’.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions for the Bachelor of Law and its combined degrees, with effect from 1 January 2010, as set out in the report presented.

6.8 Faculty of Nursing and Midwifery: Bachelor of Nursing (Honours) pages [31-32](#)

The Faculty of Nursing and Midwifery are proposing changes to their Faculty Resolutions to make the language and style consistent with Faculty resolutions for other degrees and to clarify Faculty rules for considering the award of the University Medal.

Recommendation

That the Undergraduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions of the Faculty of Nursing and Midwifery relating to the Bachelor of Nursing (Honours), with effect from 1 January 2010, as set out in the report presented.

Minor Course Amendment Proposal

Faculty/Board of Studies: Architecture, Design and Planning

Contact person:

1. Name of award course

Bachelor of Design in Architecture and Bachelor of Design Computing

2. Purpose of proposal

To clarify existing Faculty resolutions relating to the examination of honours in the above degrees.

3. Details of amendment

At its meeting held on 5th of August the Faculty Board resolved to: approve the following amendments to the Faculty Resolutions as contained in the 2009 Faculty Handbook .

** Bachelor of Design in Architecture (p.62, Resolution 4.10-4.12)*

** Bachelor of Design in Computing (p.64 Resolution 3.10-3.12)*

4.10 In assessing a candidate's performance for honours the Dean shall appoint a Principal Examiner and two examiners. The examiners shall report to the Dean. The Principal Examiner shall normally be the relevant course coordinator unless otherwise nominated by the Dean.

4.10.1 The Principal Examiner is appointed to oversee the examination process within the policies of the University for the assessment and examination of coursework.

4.10.1.1 The role of the Principal Examiner is to:

1) Make available to each Honours student the criteria and assessment instrument for the examination of the Honours dissertation.

2) Ensure the appointment of two examiners for each dissertation.

3) Ensure that all examiners have been appropriately briefed on the assessment criteria. Where practical, new examiners will be provided with examples of dissertations, which have been assessed within various bands to help calibrate the assessment.

4) Review the examiners' reports and conduct a parity check. Parity is defined by the principle of equal marks for equivalent work.

4.10.2 The examiners shall report to the Principal Examiner.

4.11 The Dean shall, on the recommendation of the Principal Examiner Board of Undergraduate Studies, award the degree of Bachelor of Design in Architecture with honours whenever the following sections 4.11.1 or 4.11.2 are satisfied together with the following section 4.11.3:

4.11.1 the examiners have recommended the degree be awarded without reservation or subject to emendations to all copies of the thesis which are to remain available in the university;
or

4.11.2 the Principal Examiner Board of Undergraduate Studies

unanimously accepts the recommendation of the supervisor that the degree be awarded subject to emendations despite reservations expressed by any examiner; and
4.11.3 the overall performance in accordance with resolution 4.12 below is 70 or greater.

4.12 The Dean, on the recommendation of the ~~Principal Examiner~~ Board of Undergraduate Studies, will determine the class of honours, if any, on the overall performance of the candidate in the Bachelor of Design in Architecture using a mark derived from weighting the mark for the honours thesis at 70 per cent and the weighted average mark of the pass degree at 30 per cent.
of study; and

4. Transitional arrangements

Nil

5. Other relevant information

Nil

6. Signature of Dean

Professor Warren Julian

Report of the Undergraduate Matters Committee

New Undergraduate Units of Study 2009

Proposed new code	Name of Unit of Study	Credit Point Value
ANHS2613	Ancient Greece and Rome on Film	6
ANHS2614	The Emperor in the Roman World 14-117 AD	6
ANHS2615	Comedy in the Ancient World	6
ANTH2631	Being There: Method in Anthropology	6
ARCA4011	Archaeology Honours A	12
ARCA4012	Archaeology Honours B	12
ARCA4013	Archaeology Honours C	12
ARCA4014	Archaeology Honours D	12
ARHT2645	China: Art & Empire	6
ARHT2646	Art & Visual Culture of East Asia	6
ASLT2620	Writing Australian Nature	6
ASLT2621	Australian Writing in the Postmodern Age	6
ASNS2626	Religious Traditions of South Asia	6
ASNS2677	Beyond the Geisha/Samurai Binary	6
ASNS2678	The Confucian Cultures of East Asia	6
BBCL2801	Biblical In-Country Study A	6
BBCL2802	Biblical In-Country Study B	6
CHNS1601	Understanding Contemporary China	6
CLST2608	Modern Welsh Language and Culture 1	6
CLST2609	Modern Welsh Language and Culture 2	6
CLST2610	Modern Irish Language and Culture 1	6
CLST2611	Modern Irish Language and Culture 2	6
CLST2612	Scottish Identity, History and Culture	6
ECOP2601	Analysis of Business Cycles	6
ENGL2661	Imagining Camelot	6
ENGL3653	Political Speech in Early Modern Drama	6
ENGL3654	Libertine Literature: Sex & Liberty	6
ENGL3655	The Literary in Theory	6
ENGL3656	Rethinking the Thirties	6
ENGL3657	The Brontes	6
EUST2614	Contested Histories of Eastern Europe	6
GBST4011	Global Studies Honours A	12
GBST4012	Global Studies Honours B	12
GBST4013	Global Studies Honours C	12
GBST4014	Global Studies Honours D	12
GCST2613	Everyday Life: Theories and Practices	6
GCST2614	The Body: Theories, Practices, Cultures	6
GCST4011	Cultural Studies Honours A	12
GCST4012	Cultural Studies Honours B	12
GCST4013	Cultural Studies Honours C	12
GCST4014	Cultural Studies Honours D	12
GCST4015	Gender Studies Honours A	12
GCST4016	Gender Studies Honours B	12
GCST4017	Gender Studies Honours C	12
GCST4018	Gender Studies Honours D	12
GOVT2611	Classical Political Theory	6

HBRW2801	Hebrew (Classical) In-Country Study A	6
HBRW2802	Hebrew (Classical) In-Country Study B	6
HSTY1090	History of Chinese Culture	6
HSTY2622	'Opening' China with Drugs and Cannon	6
HSTY2683	Violence in Chinese History	6
HSTY2684	Darwinism, Nationalism, and Eugenics	6
HSTY2685	East Asian Gender History Rewritten	6
HSTY2686	Food, environment and culture in Europe	6
HSTY2687	Alliance: A History of Australia- USA relations	6
HSTY2688	Enlightenment Journeys	6
HSTY2689	Civility & Squalor: 18c. British Isles	6
HSTY2690	Australia's Underworld: Stories & Method	6
ICLS3630	International Sociology of Literature	6
INGS2601	Transnational spaces and networks	6
ITLN3662	Machiavelli and Renaissance Italy	6
KOCR3600	Indigenous Water Management and Justice	6
LNGS3608	Corpus Linguistics and Linguistic Theory	6
MECO4011	Media and Communications Honours A	12
MECO4012	Media and Communications Honours B	12
MECO4013	Media and Communications Honours C	12
MECO4014	Media and Communications Honours D	12
MDST2610	Medieval Cosmology	6
MDST2614	The Legend of King Arthur	6
MDST2615	Intellectual History of the Middle Ages	6
PHIL2650	Logic and Computation	6
SCLG3603	Quantitative Methods for Social Science	6
SCLG3604	Environmental Sociology	6
SCLG3605	Urban Sociology	6
SLSS2604	Indigenous Social and Legal Justice	6
SLSS2604	Indigenous Social and Legal Justice	6
SLSS2801	Socio-Legal Studies Exchange	6
SLSS2802	Socio-Legal Studies Exchange	6
SLSS2803	Socio-Legal Studies Exchange	6
SLSS2804	Socio-Legal Studies Exchange	6
SLSS2805	Socio-Legal Studies Exchange	6
SLSS2806	Socio-Legal Studies Exchange	6
SLSS2807	Socio-Legal Studies Exchange	6
SLSS2808	Socio-Legal Studies Exchange	6
SLSS4011	Socio-Legal Studies Honours A	12
SLSS4012	Socio-Legal Studies Honours B	12
SLSS4013	Socio-Legal Studies Honours C	12
SLSS4014	Socio-Legal Studies Honours D	12
SPAN1611	Spanish Level 1	6
SPAN1612	Spanish Level 2	6
SPAN2611	Spanish Level 3	6
SPAN2612	Spanish Level 4	6
SPAN2613	Spanish Level 5	6

SPAN2614	Spanish Level 6	6
SPAN2641	Filmmaking in the Latin American Context	6
SPAN3611	Spanish Level 7	6
SPAN3612	Spanish Level 8	6
USSC1010	America: Rebels, Heroes & Renegades	6
USSC2602	Introduction to US Politics	6
USSC2603	Americanism and Anti-Americanism	6

Units of Study – Conversion of Credit Points

Proposed new code	Name of Unit of Study	Credit Point Value	Old Code	Old Credit point Value
ENGL2651	Transatlantic Negotiations	6	ENGL2051	8
GOVT2603	Media Politics	6	GOVT2303	8
HSTY2605	Contemporary Europe	6	HSTY2005	8
HSTY2657	American Cultural History	6	HSTY2057	8

Units of Study – Changes in Title

Unit of Study Code	Old Title	New Title
ASNS1601	Asian Traditions: Past in the Present	Introduction to Asian Cultures
ASNS2676	Gender in Modern Asia	Gender and Sexuality in Modern Asia
ECOP3016	Women in the Global Economy	Gender in the Global Economy
ECOP3017	Political Economy of Human Rights	Human Rights in Development
ENGL3611	English Language and Literary Theory A	Issues in the semiotics of language
ENGL3612	English Language and Literary Theory B	Metaphor and Meaning
ENGL3651	Studies in Early Modern English A	Christopher Marlowe
ENGL3652	Studies in Early Modern English B	Early Modern Drama
ENGL3661	The Long Nineteenth Century A	American Romance
ENGL3662	The Long Nineteenth Century B	Aesthetics and Aestheticism
GOVT2228	Environmental Politics and Policy	Environment Politics: National and International Dimensions
HSTY1025	The Middle Ages, 500-1500	The Middle Ages
HSTY2621	Greater China	China's Economy: From Mao to Market
JPNS2670	Japanese Literature	Modern Japanese Literary Masterpieces
PRFM2602	An Audience Prepares	Performance: Production and Interpretation
PRFM3602	Playing Around with Theatre History	Performance Histories
PRFM3606	Theories of Acting	Approaches to Acting
PRFM3611	Secret Art of the Dramaturg	Dramaturgy
PRFM3619	Performance Analysis & Documentation	Documenting Performance
SCLG2611	Comparative Sociology or Welfare States	Welfare States: A Comparative Analysis
SCPL2602	Contesting Social Policies	The Principles of Social policy

New Degrees

Bachelor of Political, Economic and Social Sciences

Bachelor of Political, Economic and Social Sciences and Bachelor of Laws

Minor course amendments

Bachelor of Arts (Honours)

Subject area added – International and Comparative Literary Studies

Bachelor of Arts (Media and Communications) -
Elective added - Marketing

Bachelor of Arts (Languages) (Honours) –
Joint Honours in a language and Part A subject area

Diploma of Arts
Subject area added – Biblical Studies

Name change - Part A subject area
Art History and Theory change to Art History

Degree Deletions

Bachelor of Arts and Sciences
Bachelor of Arts (Psychology)
Bachelor of Liberal Studies
Bachelor of Liberal Studies (International)
Bachelor of Economic and Social Sciences
Bachelor of Economic and Social Sciences and Bachelor of Laws

Curriculum Reviews

The following departments/programs underwent curriculum reviews to take effect from 2010:

Archaeology
Asian Studies
English
Gender and Cultural Studies
Spanish and Latin American Studies

12/8/09

Minor Course Amendment Proposal

Faculty/Board of Studies:

Contact person: Dr Paul Dufficy

1. Name of award course

Bachelor of Education (Secondary: Humanities and Social Sciences) and Bachelor of Arts, Bachelor of Education (Secondary: Mathematics) and Bachelor of Science or Bachelor of Science (Advanced), Bachelor of Education (Secondary: Science) and Bachelor of Science or Bachelor of Science (Advanced)

2. Purpose of proposal

To amend the Faculty Resolutions for the above listed combined degrees to include a new mandatory unit of study required by the New South Wales Institute of Teachers, the accreditation body for Education Students. The Education unit will be offered in year two, subsequently altering the number of credit points for compulsory education units.

3. Details of amendment

Changes to resolutions for: Bachelor of Education (Secondary: Humanities and Social Sciences) and Bachelor of Arts, Bachelor of Education (Secondary: Mathematics) and Bachelor of Science or Bachelor of Science (Advanced), Bachelor of Education (Secondary: Science) and Bachelor of Science or Bachelor of Science (Advanced)

Bachelor of Education (Secondary: Humanities and Social Sciences) and Bachelor of Arts

2. Year II

2.1 Senior units of study in Education, as specified in the Education *Table of units of study*, total of ~~48~~ 12 credit points; and

2.2 Senior units of study, in Curriculum and Professional Studies in Secondary Education, as specified in the Education *Table of units of study*, total of ~~6~~ 12 credit points; and

Bachelor of Education (Secondary: Mathematics) and Bachelor of Science or Bachelor of Science (Advanced),

2.2 Year II

2.2.1 Senior units of study in Education, as specified in the *Table of units of study*, total of ~~48~~ 12 credit points; and

2.2.2 Senior units of study, in Curriculum and Professional Studies in Secondary Education, as specified in the *Table of units of study*, total of ~~6~~ 12 credit points; and

Bachelor of Education (Secondary: Science) and Bachelor of Science or Bachelor of Science (Advanced)

2.2 Year II

2.2.1 Senior, 200 level, units of study in Education, as specified in the *Table of units of study*, total of ~~48~~ 12 credit points; and

2.2.2 Senior units of study, in Curriculum and Professional Studies in Secondary Education, as specified in the *Table of units of study*, total of ~~6~~ 12 credit points; and

4. Transitional arrangements

The proposed amendments will only affect the current students in year one of the above listed degree programs. All other students will not be affected.

5. Other relevant information

To take affect from 1st January 2010 for first year commencing students and continuing year two students.

6. Signature of Dean

Rolyn Ann Ewing
19.8.09

Minor Course Amendment Proposal

Faculty/Board of Studies:

Contact person: Dr Paul Dufficy

1. Bachelor of Education (Secondary: Humanities and Social Sciences) and Bachelor of Arts, Bachelor of Education (Secondary: Mathematics) and Bachelor of Science or Bachelor of Science (Advanced), Bachelor of Education (Secondary: Science) and Bachelor of Science or Bachelor of Science (Advanced)

2. **Purpose of proposal**
To amend the Faculty Resolutions for the above listed combined degrees to state that students can no longer elect to exit the combined degree with the single Education award course. These amendments are due to the New South Wales Institute of Teachers required number of professional experience days in the award course. Students will only fulfil this new mandatory numbers of days by completing the five year combined award course.

3. **Details of amendment**

1.3 Candidates may, after two years of candidature in the combined course, abandon the combined course and elect to complete ~~either degree in the combined course~~ the Bachelor of Arts or the Bachelor of Science in accordance with the Resolutions of Senate governing that degree.

4. **Transitional arrangements**
The proposed amendments will only affect the new incoming students from 1st January 2010 onwards. All other students will not be affected.

5. **Other relevant information**
To take affect from 1st January 2010 for first year commencing only.

6. **Signature of Dean**



AGENDA ITEM

**Faculty of Health Sciences'
Occupational Health and Safety Disclosure Policy for Students**

This policy was not approved at the Undergraduate Studies Committee (UGCS) meeting of the Academic Board held on 5 August 2009.

This policy initiative was originally suggested by Disability and Equity Support Services. The Faculty of Health Sciences worked closely with Equity Support Services to draft the policy which was reviewed, revised and approved by Office of General Counsel consultant, Sarah Heesom and Ian Solomons from Risk Management office.

Since the August meeting of the Undergraduate Studies Committee, the Faculty of Health Sciences has had further consultations with Equity Support Services and the Office of General Counsel. In line with the advice provided, the Faculty of Health Sciences will work with Equity Support Services and the Office of General Counsel to further revise the policy to address the concerns raised by UGSC.

Once these concerns have been addressed, the revised policy will be tabled at a future UGSC meeting.

Correspondence detailing consultation with the relevant University Departments is attached for ease of reference

.....
Associate Professor Michelle Lincoln
Associate Dean, Undergraduate
Learning & Teaching,

Date:

FHS OHS Disclosure Policy consultation with Equity Support Services, Risk management and OGC

----- Forwarded Message

From: Annette Cairnduff <a.cairnduff@usyd.edu.au>

Date: Tue, 12 Feb 2008 16:45:52 +1100

To: Margaret Edmond <m.edmond@usyd.edu.au>

Cc: Mary Teague <m.teague@usyd.edu.au>, Catherine Dean <C.Dean@usyd.edu.au>

Conversation: FHS Disclosure documents

Subject: FHS Disclosure documents

Margaret

As you are aware Disability Services have been undertaking a project with the Faculty of Health Science (FHS) to develop a disclosure of potential occupational health and safety issues for students and potential clients while on practicum. These draft documents are attached.

Please note that FHS is working on the development of one policy with a series of slightly different forms for different courses due to varying core requirements and registration process.

For your information I have also included the Vet. Science policy and associated form that was previously vetted by OGC.

The Physiotherapy form has a considerably longer and more detailed list of requirements than the form developed with Vet Sci. These criteria reflect core requirements of the course and the expectations of the registration board.

FHS would like to begin trialing the use of this form in Semester 2 2008.

I would appreciate the OGC advice on this matter.

Regards

Annette

Annette Cairnduff
Head Equity Support Services

Tel: 61 2 9036 6484

Fax: 61 2 93513320

Student Administration and Services, A35

University of Sydney

NSW Australia 2006

email: acairnduff@usyd.edu.au

<http://www.usyd.edu.au/ess>

From: Margaret Edmond
Sent: Wednesday, February 13, 2008 11:21 AM
To: Kerry Rehn
Cc: Annette Cairnduff; Mary Teague; Catherine Dean
Subject: FHS Disclosure documents

Dear Kerry

I am forwarding Faculty of Health Science draft disclosure documents for students with disabilities who will be undertaking placements whilst studying for their B Physiotherapy. I would appreciate Office of General Counsel involvement in the finalisation of these disclosure documents.

I note that Ms Sarah Heesom was involved in the preparation of the Faculty of Health Science policy and associated form (also attached).

Would it be possible for OGC to engage Ms Heesom to assist in the development of the disclosure policy and documentation for the FHS? Are you able to arrange this engagement of Ms Heesom's services.

The FHS would like to begin trialing the use of this form for placements commencing in Semester 2, 2008.

Disability Services will be facilitating the development of similar policy and documentation within other FHS courses and across the University with Faculties who have placements/practicums as a component of their degrees.

Thank you for your assistance.

Regards

Margaret

--

Dr Margaret Edmond
Acting Director
Student Administration and Services
Education Building A35
The University of Sydney NSW 2006
AUSTRALIA
Tel: 61 2 9351 4069
Fax: 61 2 9351 7458
Email: m.edmond@usyd.edu.au
http://www.usyd.edu.au/stuser/s_serv

From: Annette Cairnduff
Sent: Friday, May 02, 2008 12:17 PM
To: Catherine Dean
Cc: Mary Teague
Subject: FHS Disclosure Documents

Dear Catherine

Please find attached the amended OHS documents that have now been reviewed by Ian R Solomons Insurance Risk Manager & Sarah Heesom Consultant, Office of General Counsel.

Please let me know if you have any comments or problems with these changes documents. You will note that Sarah has advised that clause 5 should refer directly to any Faculty Resolutions rather than the general statement.

If you could make these changes and forward them to me I am happy to finalise the document for you and then we can talk about any further steps to implement the process.

Regards

Annette

Annette Cairnduff

Head Equity Support Services

Tel: 61 2 9036 6484

Fax: 61 2 93513320

Student Administration and Services, A35

University of Sydney

NSW Australia 2006

email: acairnduff@usyd.edu.au

<http://www.usyd.edu.au/ess>

Consultation with Equity Support services since 5 August 2009 Undergraduate Studies Committee

From: Jordi Austin

Sent: Monday, August 31, 2009 5:21 PM

To: Catherine Dean

Cc: Adriana Sammartano; Margaret Edmond; Mary Teague; Dominic Stewart

Subject: FHS OHS

Dear Catherine.

Thank you for this advice below.

As discussed, due to the concerns that were raised at the UG studies committee, we have taken the opportunity to reengage with the Office of General Council, and Disability Services, to look closely at the document. In consultation with the OGC we will be suggesting changes to the wording and some of the clauses within the policy document.

In essence we are hoping to

- 1: retain the intent of the policy
- 2: remove some clauses that are already covered within the FHS Clinical progression policy
- 3: explicate faculty, disability services and student responsibility

As you are aware the Faculty of Vet Sciences have an enrolment form which stands along side the policy document. This may be a useful way forward for your faculty.

We are hoping that your faculty document and the Vet Sciences document will act as templates for other faculties to implement an OHS policy for placements/practicum.

I am following up whether your Faculty document needs to be passed through the UG and Graduate studies committee.

As you are aware, the final document will need approval from the OGC. This is particularly important as this OHS policy covers areas of significant risk to the students, placement providers and clients, as well as to the University.

Regards

Jordi

--

Jordi Austin

Acting Director

Counselling and Equity Support Services

University of Sydney

Jane Foss Russell Building

City Road, G02

Camperdown

University of Sydney

ph: 8627 8433

fax: 8627 8482

Proposal for Academic Development Notification of faculty variation or approval

Faculty/Board of Studies: Faculty of Law

Contact person: Dr Fiona Burns, Associate Dean (Undergraduate)

- 1. Name of award course**
Various undergraduate courses
- 2. Purpose of proposal**
To make minor changes to existing units of study and amend Faculty resolutions accordingly

3. Details of amendment

At its meeting held on 4 August 2009 the Faculty Board resolved to:

.1 approve the following amendments to Faculty Resolutions as contained in the 2009 Faculty Handbook:

Page 43 Bachelor of Laws

Optional units of study (Part 1)

Name change to existing units

- LAWS3047 'Personal Taxation' to become 'Australian Income Tax'
- LAWS3013 'Business Taxation' to become 'Advanced Taxation Law'

.2 report the Faculty's decision to the Undergraduate Studies Committee; and

.3 update the 2010 Faculty Handbook accordingly.

- 4. Transitional arrangements**
Nil
- 5. Other relevant information**
Nil
- 6. Signature of Dean**

Professor Gillian Triggs

Minor Course Amendment Proposal

Faculty/Board of Studies:

Contact person:

1. Name of award course

Bachelor of Nursing (Honours)

2. Purpose of proposal

Provide a statement setting out the reasons for the amendment(s) or approval(s) including all relevant background information

To make the language and style of these resolutions consistent with Faculty resolutions for other degrees and to clarify Faculty rules for considering the award of the University Medal. The addition of the common resolution section is to avoid repetition of rules that apply across more than one degree.

3. Details of amendment

Provide specific references from the relevant Resolutions of the Senate or Faculty Resolutions and clearly indicate where the proposed change is being made. Include page references to the current University Calendar. Underline proposed additions and strikethrough proposed deletions.

At its meeting held on 20th August, the Faculty of Nursing and Midwifery Research Degrees Sub-Committee resolved to approve the following amendments to the Faculty resolutions for 2010 (as contained in the 2009 Faculty Handbook):

** Bachelor of Nursing (Honours) (p.112)
Please see attached*

4. Transitional arrangements

If the proposed amendment(s) will affect students who are currently enrolled, include details of any transitional arrangements.

Nil

5. Other relevant information

Nil

6. Signature of Dean

Professor Jill White

Faculty of Nursing and Midwifery

Faculty Resolutions

Bachelor of Nursing (Honours)

These Resolutions 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 the relevant Resolutions of the Senate and Faculty of Nursing and Midwifery.

1. Admission

1.1 ~~Applicants~~ ~~An applicant~~ for admission to candidature for the Bachelor of Nursing honours course shall:

1.1.1 ~~be a registered nurse and hold~~ have qualified for the award of the pass degree of the Bachelor of Nursing or equivalent at this University and achieved a with a credit average of 65 or above; or minimum Weighted Average Mean (WAM) set from time to time by the Faculty in units undertaken for the pass degree; or

1.1.2 be graduates from other universities who hold qualifications equivalent to those specified in 1.1.1; and

1.1.3 be registered to practice nursing in New South Wales or another state or territory of Australia or be registered as a nurse in a country other than Australia; and ~~nurse and hold qualifications deemed by the Dean to be the equivalent; or~~

1.1.4 meet the Faculty's English language requirements as outlined in the Research common resolutions section.

1.2 Candidates who do not meet the above criteria, may be admitted by the Dean on the advice of the Associate Dean (Research).

1.1.3 ~~be considered by the Faculty and the Director (Research) to have the requisite knowledge and aptitude for an honours course.~~

1.2 ~~The WAM is calculated by summing the products of the weighted marks achieved for each year and then dividing by the sum of the product of the weighted number of units of study attempted in each year. Units undertaken in each year are weighted according to their designations as first second or third year units in the following manner: 1 equals first year; 2 equals second year and 3 equals third year. All attempts at units of study are included in the calculation, except where units of study are discontinued with permission.~~

2. Supervision

2.1 Students admitted to the Bachelor of Nursing (Honours) will complete all required coursework and a thesis with the guidance of a Supervisor and Associate Supervisor appointed by the Director Research Students in consultation with the Associate Dean (Learning and Teaching).

3. Length of Thesis

3.1 The length for the honours thesis is 10,000 to 15,000 (maximum) words.

3.1 The thesis must be submitted in a form consistent with the Faculty style guide.

4. Requirements for Honours

4.1 To qualify for the award of the degree of Bachelor of Nursing (Honours) a candidate shall complete successfully:

4.1.1 ~~if admitted under clauses 1.1.1 or 1.1.2, complete successfully a minimum of 48 credit points specified as Honours units of study.~~

4.1.1 an independent study in the form of a thesis consisting of 24 credit points; and

4.1.2 specified units of study to the value of 24 credit points.

5. Award of the degree

5.1 In degrees where honours grades are reported in percentages, the grades for the award of honours shall be:

Grade (Code)	Mark Range	Comments
Honours Class I and Medal (H1M)	90-100	The student's performance is of first class Honours standard and justifies consideration of the award of the University medal.
Honours Class I (H1)	80-89	The student's performance is of first class Honours standard but not of a standard that justifies consideration of the award of the University medal.
Honours Class II, Division I (H21)	75-79	The student's performance is of second class Honours (Division I) standard.
Honours Class II, Division 2 (H22)	70-74	The student's performance is of second class Honours (Division 2) standard.
Honours Class III (H3)	65-69	The student's performance is of third class Honours standard.
	<64	No award of honours will be made.

5.2 The Research Degrees Sub-Committee will consider the award of the University Medal for:

5.2.1 candidates whose performance is of first class Honours standard;

5.2.2 candidates who achieve between 90-100 percent; and

5.2.3 candidates who have demonstrated meritorious undergraduate performance and ever improving academic performance throughout their undergraduate degree.

5.1 ~~There shall be three classes of Honours, namely Class I and Class II, and within Class II there shall be two divisions, namely Division 1 and Division 2.~~

5.2 ~~The class of Honours shall be determined by the weighted marks achieved in the coursework and thesis components of 20 per cent coursework and 80 per cent thesis.~~

5.3 ~~The Honours grade will be reported in percentages and the grades for the award shall be:~~

5.3.1 ~~First Class: 80-100 per cent;~~

5.3.2 ~~Second Class: Division 1: 75-79 per cent;~~

5.3.3 ~~Second Class: Division 2: 70-74 per cent; and~~

5.3.4 ~~Honours not awarded: less than 70 per cent.~~

5.2 ~~An honours bachelor's degree student with an outstanding academic record throughout the award course may be eligible for the award of the University Medal, in accordance with Academic Board policy and the requirements of the Faculty resolutions relating to the award course concerned.~~

6. Time limits

6.1 A candidate for the degree may proceed on either a full-time or part-time basis:

6.1.1 a full-time candidate ~~if admitted under clauses 1.1.1 or 1.1.2~~ shall complete the requirements for the degree no later than at the end of the fourth ~~second~~ semester of candidature; ~~or~~

6.1.2 a part-time candidate ~~admitted under clauses 1.1 or 1.1.2~~ shall complete the requirements for the degree no later than the end of the sixth semester of candidature. ~~over a period of four consecutive semesters; or~~

6.1.3 ~~a candidate who withdraws from the course shall not be permitted to re-enrol without permission of the Dean.~~

Agenda Item 7 Report of the Academic Board

7.1 Report of the Academic Board meeting held on 26 August 2009

The agenda for the meeting of the Academic Board on 26 August 2009 may be accessed on the web: <http://www.usyd.edu.au/ab/>.

7.1.1 Report of the Admissions Sub-Committee

The Academic Board approved the following items arising from the report of the Admissions Sub-Committee meeting of 29 July:

- the amended table of comparative English test scores;
- amendments to the Flexible Entry Scheme; and
- the deletion of the Faculty of Health Sciences' Multicultural Entry Scheme and Vocational Entry Scheme.

7.1.2 University of Sydney (Amendment Act) Rule 1999 (as amended)

The Academic Board endorsed the amendments to the provisions for deferral of admission in the *University of Sydney (Amendment Act) Rule 1999 (as amended)*.

7.1.3 Reports from Faculties

The Academic Board noted reports from the following faculties regarding minor amendments to courses:

- Faculty of Arts: amendments to the Bachelor of Arts, Bachelor of Arts (Honours) and Diploma of Arts;
- Faculty of Engineering and Information Technologies: amendments to units of study in the Bachelor of Engineering and the Civil Engineering stream; and
- Faculty of Pharmacy: introduction of new units of study to the Bachelor of Pharmacy.

7.1.4 Proceedings of the Committee

The Academic Board noted the proceedings of the Undergraduate Studies Committee meeting held on 5 August 2009.

7.1.5 Other matters

The Academic Board also:

- discussed the review of the Academic Board;
- approved an amendment to the membership of the Academic Board;
- noted the Chair's approval of an application for early submission of a PhD thesis;
- endorsed amendments to the Senate Resolutions relating to the Governance of Faculties, Colleges, College Boards, Departments, Schools and Committees;
- noted a report on the 2009 Sydney Winter School;
- approved the 2010 semester dates for the Faculty of Medicine;
- noted the report of the PhD Review Working Party; and
- noted the Best Practice Manual for postgraduate research supervision.