



The University of Sydney

Graduate Studies Committee Agenda

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NOTICE OF MEETING

A meeting of the **Graduate Studies Committee** will be held at **2.00pm** on **Monday 5 August 2002** 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 Keri Neveltsen at the above address. Enquiries concerning this meeting may also be directed to Miss Neveltsen.

Keri Neveltsen

for

Dr W Adams

Registrar

1 August 2002

AGENDA

Pages

1. Apologies

The following apologies have been received:
Professor D Hensher and Dr E Baily.

2. Minutes of previous meeting

5-15

Recommendation

That the Graduate Studies Committee adopt the minutes of the previous meeting held on 1 July 2002 as a true record.

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

4. Report of the Chair

4.1 Higher doctorates

4.1.1 Admission to candidature and appointment of examiners *confidential attachment*

Recommendation

That the Graduate Studies Committee note and confirm the action of the Chair in approving the admission to candidature of, and appointment of examiners for, candidatures for higher doctorates, as set out in the report presented.

4.1.2 Deferment of public availability of thesis *confidential attachment*

Recommendation

That the Graduate Studies Committee note and confirm the action of the Chair in approving the deferment of public availability of a higher degree thesis, as set out in the report presented.

4.2 Update from the Postgraduate Awards Sub-Committee meeting

4.3 Oral report

Recommendation

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

5. Report of the PhD Award Sub-Committee

16

5.1 Oral report of the Chair of the PhD Award Sub-Committee

Recommendation

That the Graduate Studies Committee note the report of the Chair of the PhD Award Sub-Committee.

5.2 Report of the meeting held on 9 July 2002

16

5.2.1 Receipt of report

Recommendation

That the Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held on 9 July 2002, as set out in the report presented.

5.2.2 Proceedings of the Sub-Committee

16

Recommendation

That the Graduate Studies Committee note the proceedings of the PhD Award Sub-Committee meeting of 9 July 2002, as set out in the report presented.

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- 6. Report of the Research Policy Sub-Committee** 17-20
- 6.1 Oral report of the Chair of the Research Policy Sub-Committee**
- Recommendation*
That the Graduate Studies Committee note the report of the Chair of the Research Policy Sub-Committee.
- 6.2 Report of the meeting held on 24 July 2002** 17
- 6.2.1 Receipt of report**
- Recommendation*
That the Graduate Studies Committee receive and note the report of the Coursework Sub-Committee meeting held on 24 July 2002, as set out in the report presented.
- 6.2.2 Submission of Doctor of Philosophy Theses Containing Published Work** 17, 18-20
- Recommendation*
That the Graduate Studies Committee recommend that the Academic Board adopt the policy "Submission of Doctor of Philosophy Theses Containing Published Work", as set out in the report presented.
- 6.2.3 Proceedings of the Sub-Committee** 17
- Recommendation*
That the Graduate Studies Committee note the proceedings of the Coursework Sub-Committee meeting of 24 July 2002, as set out in the report presented.
- 7. Reports of Working Parties appointed to consider proposals for new or amended postgraduate courses**
- 7.1 Faculty of Engineering: Doctor of Engineering Practice** 21
- Recommendation*
That the Graduate Studies Committee recommend through the Academic Board that Senate approve:
- (1) the proposal from the Faculty of Engineering for the introduction in 2003 of the new course, the Doctor of Engineering Practice;
 - (2) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certifications in the Faculty of Engineering, with effect from 1 January 2003; and
 - (3) the adoption of the new Resolutions of the Senate relating to this course, with effect from 1 January 2003,
- as set out in the report presented.
- 8. Report from Faculties**
- 8.1 Faculty of Law** 22
- Recommendation*
That the Graduate Studies Committee note the report of the Faculty of Law, as set out in the report presented.

9. General business

10. Next meeting

The next meeting will be held on 2 September 2002 in the Western Tower Room.

Agenda Item 3 Minutes of the Previous Meeting

Minutes of the Graduate Studies Committee meeting held on Monday 1 July 2002

There were present: The Chair (Associate Professor R Ross) presiding, Professors L Field and D Hensher, Associate Professors J Christodoulou, A F Masters, P McCallum and M Prosser, Drs E Baily, M Boughton and B Singh and Mr K Barlow. Miss K Neveldsen was in attendance.

1. Apologies

Apologies were received from: Professors C Adam, M Crossley, G Gill and P Ramsden, Associate Professors G Gurr and D Kenny and Drs I Karpin, M Rogerson and R Walker.

2. Minutes of previous meeting

Resolution 62/02

That the Graduate Studies Committee adopt the minutes of the previous meeting held on 3 June 2002 as a true record.

3. Business arising from Minutes

There was no business arising from the minutes.

4. Report of the Academic Board

Resolution 63/02

That the Graduate Studies Committee note the report of the Academic Board meeting of 12 June 2002, as set out in the report presented.

5. Report of the Chair

5.1 Membership of the Coursework Sub-Committee

The Chair advised members that no new expressions of interest for membership of the Coursework Sub-Committee had been received. The Chair noted that this was an important Sub-Committee and as the next few months were a 'peak' period for the group's deliberations members would need to be co-opted to serve on the Sub-Committee otherwise proposals for new and amended award courses would not be able to be processed in time for implementation in First Semester 2003.

Resolution 64/02

That the Graduate Studies Committee note the report relating to membership of the Coursework Sub-Committee.

5.2 Membership of the Research Policy Sub-Committee

Expressions of interest for Faculty-based membership of the Research Policy Sub-Committee had been received from Associate Professor John Christodoulou and Dr Isabel Karpin. The Sub-Committee would have its inaugural meeting in late July.

Resolution 65/02

That the Graduate Studies Committee note the report relating to membership of the Research Policy Sub-Committee.

5.3 Oral report

Members were advised that the Dean of Graduate Studies was still under offer and that there were no other items to report.

On behalf to the Committee, the Chair thanked the President of SUPRA, Mr Kristin Barlow, for his contribution to the work of the Committee and wished him well in his return to his studies.

Resolution 66/02

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

6. Report of the PhD Award Sub-Committee

6.1 Oral report of the Chair of the PhD Award Sub-Committee

The Chair of the PhD Award Sub-Committee, Associate Professor A F Masters, advised the Committee that there were no additional items to report.

Resolution 67/02

That the Graduate Studies Committee note the report of the Chair of the PhD Award Sub-Committee.

6.2 Report of the meeting held on 11 June 2002

6.2.1 Receipt of report

Resolution 68/02

That the Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held on 11 June 2002.

6.2.2 Proceedings of the Sub-Committee

Resolution 69/02

That the Graduate Studies Committee note the proceedings of the PhD Award Sub-Committee meeting held on 11 June 2002, as set out in the report presented.

7. Report of the Coursework Sub-Committee

7.1 Oral report of the Chair of the Coursework Sub-Committee

The Chair of the Coursework Sub-Committee, Dr Maureen Boughton, noted that there were no additional items to report in addition to issues regarding membership of the Sub-Committee.

Resolution 70/02

That the Graduate Studies Committee note the report of the Chair of the Coursework Sub-Committee.

7.2 Report of the meeting held on 11 June 2002

7.2.1 Receipt of report

Resolution 71/02

That the Graduate Studies Committee receive and note the report of the Coursework Sub-Committee meeting held on 11 June 2002.

7.2.2 Proposal for new and amended courses

(1) Faculty of Science: Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science

On the recommendation of the Faculty of Science, the Coursework Sub-Committee proposed to introduce Coastal Management as a new subject area in the Applied Science articulated courses, with effect from 1 January 2003.

The subject area would be administered by the Marine Studies Centre. The aim of the subject area was to present a series of units of study that would provide a comprehensive introduction to coastal management theory and practice in New South Wales, with applications to other coasts in Australia and internationally. This would be achieved by combining the scientific expertise of the University staff, with the management and practical experience of external agencies.

It was proposed that the each course would have core and elective components totalling 24 credit points for the Graduate Certificate, 36 credit points for the Graduate Diploma, and 48 credit points for the Masters.

The purpose of the proposal was to provide advanced training for coastal scientists, managers and others in the area of coastal management, particularly as it was practiced in Australia, but with links to international management practices. Collaboration with external agencies in the design and delivery of the courses, together with the ability to deliver most of the units in a coastal setting contributed to the uniqueness of the proposed courses and no similar courses were offered in Australia.

The full proposal was available on the web at:

<http://www.usyd.edu.au/su/ab/committees/CworkSC/meetings.html>

In considering the proposal, the Sub-Committee noted that units of study were six credit points and the courses included four core units of study. The minimum and maximum length of candidature and corresponding time limits were also discussed.

Resolution 72/02

That the Graduate Studies Committee recommends that the Academic Board:

- (1) approve the proposal from the Faculty of Science for the introduction in 2003 of the new subject area, Coastal Management, for the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science; and
- (2) recommend that Senate approve:
 - (a) the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Science, with effect from 1 January 2003, and
 - (b) the amendment of the Resolutions of the Senate relating to the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science, with effect from 1 January 2003;

as set out in the report presented.

(2) **Faculty of Education: Graduate Diploma in Educational Studies and Graduate Certificate in Educational Studies**

On the recommendation of the Faculty of Education, the Coursework Sub-Committee proposed to introduce new qualifications in Coach Education, with effect from 1 January 2003.

It was proposed to introduce a new postgraduate coursework course of study for full fee-paying students (normally professional coaches). The course was designed to meet the needs of professional coaches by equipping candidates with the knowledge, skills and expertise to effectively plan, deliver and evaluate training and competitive sessions to optimise performance.

The increasing professionalism of elite sport in Australia had added to the pressure on coaching staff to succeed. A review identified a dearth of university offerings in postgraduate studies in coach education in Australia. Only one postgraduate course was available (University of Queensland) with the emphasis of this course on 'content' rather than the 'teaching' focus of the proposed course. It was timely for the Faculty of Education to implement such a course of study. Anecdotal evidence identified that elite coaches from a variety of sports would welcome the opportunity to extend the scope of their knowledge and skills related to coaching, with the specific request for 'teaching' and organisational skills because there were limited opportunities in these areas currently.

Knowledge was a very powerful motivating force and an essential ingredient for successful coaching at any level. Today, Australian athletes expected their coaches to be abreast of modern coaching techniques, sports specific information and safety considerations. It was suggested that the artistry of the most successful coaches be incorporated into a new coach education course. Several sports had already indicated their keenness for a course such as was proposed.

The full proposal was available on the web at:

<http://www.usyd.edu.au/su/ab/committees/CworkSC/meetings.html>

In considering the proposal, the Sub-Committee discussed issues relating to the timetabling and delivery of the courses, the assessment for individual units of study and the admission criteria.

Resolution 73/02

That the Graduate Studies Committee recommend through the Academic Board that Senate approve:

- (1) the proposal from the Faculty of Education for the introduction in 2003 of the new courses, Graduate Diploma in Educational Studies (Coach Education) and Graduate Certificate in Educational Studies (Coach Education);
- (2) the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Education, with effect from 1 January 2003, and
- (3) the adoption of the Resolutions of the Senate relating to the Graduate Diploma in Educational Studies (Coach Education) and Graduate Certificate in Educational Studies (Coach Education), with effect from 1 January 2003;

as set out in the report presented.

7.2.3 Proceedings of the Sub-Committee

Resolution 74/02

That the Graduate Studies Committee note the proceedings of the Coursework Sub-Committee meeting held on 11 June 2002, as set out in the report presented.

8. Proposals for new and amended postgraduate courses

8.1 Faculty of Nursing: Master of Nursing

The Faculty of Nursing proposed to introduce Mental Health, and Aged Care as new subject areas in the Master of Nursing, with effect from 1 January 2003.

(a) **Master of Nursing (Mental Health)**

A Graduate Certificate in Nursing (Mental Health) was commenced in the Faculty of Nursing in 2001 in response to the needs of the health care sector. The area of mental health was targeted by the New South Wales Department of Health with the provision of scholarships for students who enrolled in the Graduate Certificate in Nursing (Mental Health). The addition of Mental Health as a major area within the existing Master of Nursing degree would provide an avenue for further academic progression for students enrolled in the Graduate Certificate in Nursing (Mental Health). It would also provide an option for students to commence their study in a Master of Nursing (Mental Health) rather than the Graduate Certificate level (currently the only option available for Mental Health). The Graduate Certificate in Nursing (Mental Health) would articulate with the Master of Nursing as an embedded degree.

(b) **Master of Nursing (Aged Care)**

The proposed new major area of study within the existing Master of Nursing was an area of nursing study that was offered by the Faculty within the Master of Nursing (Community Nursing) degree prior to 2001 and was implicit in the existing Clinical Studies stream. In a sense therefore it would be a reintroduction of a named area of study previously offered by the Faculty of Nursing. There had been a demand from the nursing population both locally and internationally for a major study in the named area of aged care nursing. There was an increase in the demand for nurses working in aged care facilities and they wished to undertake a degree with relevance to their field of work.

The full proposal was available on the web at:

<http://www.usyd.edu.au/su/ab/committees/CworkSC/meetings.html>

During discussion the Committee noted that the proposal would introduce two new areas of specialisation into an existing qualification and that there was strong support for the proposals.

Resolution 75/02

That the Graduate Studies Committee recommend that the Academic Board:

- (1) approve the proposal from the Faculty of Nursing for the introduction in 2003 of the new subject areas, Mental Health, and Aged Care, for the Master of Nursing; and
- (2) recommend that Senate approve:
 - (a) the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Nursing, with effect from 1 January 2003, and
 - (b) the amendment of the Resolutions of the Senate relating to the Master of Nursing, with effect from 1 January 2003;

as set out in the report presented.

9. Reports from Faculties

9.1 Faculty of Nursing: English Language Requirements

The Faculty of Nursing recommended an amendment to its Faculty Resolutions relating to the minimum English language requirements for admission to its courses. The proposed amendment would align the Faculty's course requirements with the registration requirements of the Nurses Registration Board.

The Faculty proposed to set the minimum English language requirement as IELTS (or equivalent) minimum overall band score of 7.0 with a minimum score of 7.0 in each of the components.

Resolution 76/02

That the Graduate Studies Committee recommend that the Academic Board approve the English language requirement for admission in the Faculty of Nursing as a minimum overall band score of 7.0 with a minimum score of 7.0 in each of the components, with effect from 1 January 2003, as set out in the report presented.

9.2 Faculty of Medicine: Master of Philosophy in International Public Health, Master of International Public Health (Honours), Master of International Public Health and Graduate Diploma in International Public Health

The Combined Board of Postgraduate Studies in Dentistry, Medicine and Pharmacy recommended the establishment of a new elective unit of study for inclusion in the International Public Health courses.

The International Public Health courses were structured around 2 and 4 credit point units and approval of this unit maintained these courses' structures. The unit of study was not available outside the School of Public Health, Faculty of Medicine.

Resolution 77/02

That the Graduate Studies Committee approve the introduction of a new unit of study in the Faculty of Medicine, *International Environmental Health* (2 credit points), as set out in the report presented.

10. Report of the Show Cause Working Party

The Chair of the Show Cause Working Party, Associate Professor P McCallum advised members of the background of the Working Party and its establishment, noting that the focus was on undergraduate and postgraduate coursework courses.

Members noted that the Working Party had deferred recommendations relating to policy amendments pending the outcomes of a trial program in the Faculty of Economics and Business to identify students "at risk" prior to the need to undertake unsatisfactory progress procedures.

During discussion the Committee noted members concerns regarding the related probationary procedures for postgraduate research students and the need for clarification of processes.

Resolution 78/02

That the Graduate Studies Committee note the report of the Show Cause Working Party, as set out in the report presented.

- 11. Submission of Doctor of Philosophy Theses Containing Predominately Published Work**
At its meeting of 3 June 2002, the Graduate Studies Committee recommended that the Academic Board adopt the policy relating to *Submission of Doctor of Philosophy Theses Containing Predominately Published Work*.

The Academic Board considered the proposed policy and, after a period of robust discussion, referred it back to the Committee for further consideration.

The Chair briefed members on the discussion at the Board and the reasons why the proposed policy was referred back to the Graduate Studies Committee, noting that an indication of the 'flavour' of the discussion was included in the Report of the Academic Board.

It was clear that further work was required on the proposed policy. Members of the Academic Board suggested that the draft policy be forwarded to faculties for their consideration and comment. The Chair recommended that the proposed policy be referred to the Research Sub-Committee for consideration at its inaugural meeting. In addition, the President of SUPRA proposed some specific amendments to the draft policy.

Members agreed to refer the draft policy to the Research Policy Sub-Committee for consideration and reporting back to the August meeting of the Graduate Studies Committee.

Resolution 79/02

That the Graduate Studies Committee refer the draft policy *Submission of Doctor of Philosophy Theses Containing Predominately Published Work* to the Research Policy Sub-Committee for consideration and a recommendation to the August meeting of the Graduate Studies Committee, as set out in the report presented.

12. General business

12.1 APA Allocation Guidelines

At its May meeting, the Graduate Studies Committee noted the work being undertaken in reviewing the guidelines for the allocation of APAs to Colleges.

The Acting Pro Vice-Chancellor (Research) tabled a document outlining the current process and the proposed process for the 2002-2003 round.

During discussion members raised the following issues:

- the Postgraduate Award Sub-Committee would be required to consider its processes to implement the proposed policy;
- concern had been expressed previously about substantial deviations from the cut-offs and the proposed policy provided a mechanism for ensuring consistency at the College level;
- it was important that Colleges retained responsibility for allocation of APAs to faculties;
- Colleges could propose additional policy for the allocation of APAs within the College, consistent with that set by the Academic Board, for approval by the Postgraduate Award Sub-Committee;
- Colleges could consider methods of increasing the availability of scholarships in various disciplines and allow for different cut-offs between faculties in the College;
- APAs were received based on the Research Training Scheme performance indicators and it was proposed that completions alone be the means for allocating APAs;
- the President of SUPRA expressed concern, noting that completions appeared to be the most variable element over time and that the proportion of APAs allocated to each College could be distorted over time if this method alone was used;
- it was noted that completions appeared to be the "common currency" and that it would also send a clear signal regarding the importance of completions;

- it was considered that it would be inappropriate to include research income or student load;
- it was also noted that some APAs were withdrawn from the first round for allocation based on special circumstances and equity issues.

The Committee noted the concerns expressed by the President of the SUPRA but agreed that the revised allocation guidelines needed to be based on completion rates at the College level for the previous two (2) years).

Resolution 78/02

That the Graduate Studies Committee recommend that the Academic Board approve the revised policy *Australian Postgraduate Awards and University Scholarships: Method of Award* based on completions and that the first round allocations not deviate more than five (5) points below the College cut-off, as set out in the report presented.

13. Next meeting

The Committee noted that next meeting would be held on 5 August 2002 in the Western Tower Room.

Minute Item 12.1



The University of Sydney

Australian Postgraduate Awards and University of Sydney Postgraduate Awards: Method of Award

Approved by: Academic Board on 14 August 2002

Date of effect: 15 August 2002

1. Introduction

At its meeting of 14 August 2002, the Academic Board revised its policy relating to the formula for allocating APAs and UPAs to Colleges. There will be two offer rounds. In the first round, scholarships will be allocated to Colleges based on completion rates over the previous two years (Masters and PhD completions weighted 1:2). The second round, which incorporates those offers rejected from the first round will be allocated on a College basis to reserve applicants, subject to there being no more than a five point variance between the College cut-offs. If the variance between College cut-offs is greater than 5 points, second round scholarships will be re-allocated to the other Colleges to bring the variance within 5 points.

2. Guidelines

The following guidelines govern the allocation of awards and ranking procedures:

(1) Allocation of Awards

(a) After allowing 10 awards to be allocated centrally to cover anomalous cases (see below), the proposed allocation of awards for the 2002-2003 round is as follows:

- (i) College of Health Sciences: 46;
- (ii) College of Humanities and Social Sciences: 55; and
- (iii) College of Sciences and Technology: 77,

(b) This allocation is made on the assumption that there will be a total of 188 awards available.

(2) Anomalous Cases

Anomalous cases will be provided for as follows:

- (a) these scholarships will be allocated by the Postgraduate Awards Sub-Committee of the Graduate Studies Committee;
- (b) 10 scholarships will be initially held centrally to cover anomalous cases;
- (c) any of the 10 scholarships that have not been allocated will be distributed using the agreed formula; and

- (d) Anomalous cases would include:
 - (i) students who are already enrolled in higher degrees and whose strong candidature is evident through publications and presentations at national and international conferences; and
 - (ii) students who, in exceptional cases, have shown that they would be very strong candidates for PhD study but who would not receive a scholarship through the order of merit system.

Note: The case for the potential for strong PhD candidature will have to be substantiated by a letter from the Head of Department in which the case is defended and justified. Where relevant, there must be a report from the thesis supervisor.

(3) Ranking Procedures

A broadly similar method of calculating order of merit will be adopted across Colleges. Each College will produce criteria detailing the precise way in which applicants are to be evaluated. Detailed ranking procedures are as follows:

- (a) each Faculty is required to compile a ranking list of supported applicants according to the ranking procedures/protocols detailed by its College, which will be distributed by Research Training, Research Office. Such lists must contain the requisite information about each supported applicant and be ready for examination at the College ranking meetings;
- (b) each College Ranking Committee is to check and combine the faculty ranking lists of all supported applicants into a College Order of Merit list and to verify all anomalous cases put forward by its faculties;
- (c) the Chairs of the College Ranking Committees and Manager, Research Training to meet and discuss/determine:
 - (i) the College ranking lists;
 - (ii) the anomalous cases; and
 - (iii) the top 5 applicants (for consideration for the award of the A.E. & F.A.Q. Stephens Scholarship, if available)

for consideration by the Postgraduate Awards Sub-Committee of the Graduate Studies Committee.

- (d) The Postgraduate Awards Sub-Committee of the Graduate Studies Committee to meet and decide on:
 - (i) the University Order of Merit list;
 - (ii) the allocation of awards to applicants under the provisions for anomalous cases;
 - (iii) the number of first round offers to be made in each College; and
 - (iv) the number of applicants to be put on each College reserve list.

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- 3. Membership of College Ranking Committees and Postgraduate Awards Sub-Committee**
- (1) Each College Ranking Committee shall comprise of one representative from each of its member faculties. The chairperson shall be appointed from among these representatives by the relevant Pro Vice-Chancellor (College).
 - (2) The Postgraduate Awards Sub-Committee of the Graduate Studies Committee shall comprise of:
 - (a) the Chair of the Graduate Studies Committee who shall be the chairperson; and
 - (b) two members from each College nominated by the relevant Pro Vice-Chancellor (College).
- 4. Responsibility**
- The Postgraduate Awards Sub-Committee of the Graduate Studies Committee will be responsible for decisions about the offer of an APA or a UPA. In this way, flexibility will be maintained so that the University can best utilise the funding available through the APA scheme.
- 5. Administrative Arrangements**
- The Research Office will continue to provide administrative support by:
- (a) forwarding forms to and answering enquiries from intending applicants;
 - (b) logging applications on a central database;
 - (c) preparing sets of papers and forwarding them to departments for evaluation;
 - (d) preparing the order of merit list and making first and subsequent round offers in accordance with the number of scholarships available to each College; and
 - (e) preparing and submitting the final report to DEST.
- 6. Timetable 2002** (to be confirmed after the dates of Semester 2, 2002 Honours Board of Examiners meetings are determined)
- 31 October: applications close
- by 15 November: applications distributed to faculties;
- by 5 December: College ranking meetings;
- 6 December (morning): College ranking lists due at Research Office;
- 9 December (morning): meeting of Chairs of College Ranking Committee and Manager, Research Training;
- 10 December (afternoon): Postgraduate Awards Sub-Committee meeting;
- 12 December: first round offer letters posted by close of business;
- 6 January 2003: last day to accept first round offers.
- 7. Review**
- The Pro Vice-Chancellor (Research) shall review this policy annually in May and submit any recommendations for amendment to the Graduate Studies Committee for consideration and referral to the Academic Board.

Agenda Item 5

Report of the PhD Award Sub-Committee

5.2 Report of the PhD Award Sub-Committee meeting held on 9 July 2002

The Committee met on 9 July 2002 when there were present: The Chair of the PhD Award Sub-Committee (Associate Professor A F Masters) presiding, Professor A Brewer, Associate Professors P Jones and J Small and Dr M Boughton. Ms M Kemmis was in attendance.

5.2.1 Receipt of Report

The Sub-Committee **recommends** that the Graduate Studies Committee receive and note the following report of the meeting held on 9 July 2002.

5.2.2 Proceedings of the Sub-Committee

(1) Doctor of Philosophy

(a) Award of degree with qualification

The Sub-Committee noted that the Chair had considered the examiners' reports, together with the recommendations of the head of department/school concerned and the faculty board of postgraduate studies, with respect to four candidates and resolved:

- (i) to approve the award of the degree of Doctor of Philosophy, subject to typographical corrections, in one case;
- (ii) to approve the award of the degree of Doctor of Philosophy, subject to emendations, in one case; and
- (iii) to require revision and resubmission for examination in two cases.

(b) Cases referred to the Sub-Committee

The Sub-Committee considered examiners' reports, together with the recommendations of the head of department/school concerned and the faculty board of postgraduate studies, with respect to four candidates and resolved:

- (i) to approve the award of the degree of Doctor of Philosophy, subject to emendations, in one cases; and
- (ii) to require revision and resubmission for examination in three cases.

(c) Appointment of Examiners

The Sub-Committee noted that examiners had been appointed for twenty nine candidates for the degree of Doctor of Philosophy.

Agenda Item 6

Report of the Research Policy Sub-Committee

6.2 Report of the Research Policy Sub-Committee meeting held on 24 July 2002

The Sub-Committee met on 24 July 2002 when there were present: The Chair (Associate Professor R Ross) presiding, Professor L Field, Associate Professors J Christodoulou and A F Masters and Ms L Smee. Mr K Barlow and Miss K Neveldsen were in attendance.

6.2.1 Receipt of Report

The Sub-Committee **recommends** that the Graduate Studies Committee receive and note the following report of the meeting held on 24 July 2002.

6.2.2 Submission of Doctor of Philosophy Theses Containing Published Work

18-20

The Sub-Committee considered the draft policy relating to *Submission of Doctor of Philosophy Theses Containing Predominately Published Work* referred to it from the Graduate Studies Committee following consideration by the Academic Board.

The Sub-Committee noted the existing provisions of the University of Sydney (Amendment Act) Rule 1999 (as amended) regarding the submission of published work in support of candidature, a summary of the discussion of the Academic Board meeting, a summary of the discussions of the Graduate Studies Committee, additional material provided by SUPRA and comments from the Joint Board of Postgraduate Studies of the faculties of Medicine, Dentistry and Pharmacy.

Members discussed the common concerns raised noting that a key issue of the ability to include published work that was not the sole work of the author and the implications arising from that. The Sub-Committee agreed that in the case of multi-authored work, all authors needed to attest to the relative contributions. It was also agreed that there was a need to re-state that all research and publication needed to be completed during candidature.

Recommendation

That the Research Policy Sub-Committee recommend through the Graduate Studies Committee that the Academic Board adopt the policy Submission of Doctor of Philosophy Theses Containing Published Work, as set out in the report presented.

6.2.3 Proceedings of the Committee

The Sub-Committee considered issues for future consideration including deferment of public availability of theses (particularly where confidentiality agreements and contracts were involved), accreditation of supervisors, definition and nature of the PhD, Postgraduate English language requirements and the impact of Research Training Scheme particularly in relation to completions.



The University of Sydney

PhD: Submission of Doctor of Philosophy Theses Containing Published Work

Approved by: Academic Board on DD/MM/YY

Date of effect: DD/MM/YY

1. Policy

This policy clarifies the requirements outlined in Part 10, Division 4, 85(2) of the *University of Sydney (Amendment Act) Rule 1999* (as amended) regarding submission of publication in support of candidature.

2. Background

The *University of Sydney (Amendment Act) Rule 1999* (as amended) provides that:
85. (2) A candidate may submit in support of the candidature any publication of which the candidate is the sole or joint author. In such a case the candidate must provide evidence to identify satisfactorily the sections of the work for which the candidate is responsible.

This policy clarifies the Academic Board requirements in respect of this, in particular clarifying the meaning of “in support of candidature”.

3. Coverage

This policy applies to all candidates for the degree of Doctor of Philosophy.

4. Procedures

- (1) For the purposes of Part 10, Division 4, 85(2) of the *University of Sydney (Amendment Act) Rule 1999* (as amended), a candidate may include in a thesis (whether in the body, or in one or more appendices) one or more published works of which the candidate is the sole or joint author.
- (2) Any theses submitted for examination must be submitted and examined in accordance with the Academic Board Resolutions relating to the degree of Doctor of Philosophy, including any and all statements required from the supervisor and candidate as appropriate.
- (3) In addition to the statement referred to in (2) above, a candidate who includes one or more published works in the body of the thesis of which the candidate is not the sole author, must provide evidence to identify satisfactorily the sections of the work for which the candidate is responsible.
- (4) For the purposes of (3) above, the Academic Board will accept a signed written statement from all authors of a work attesting to the contribution of the candidate as evidence to satisfactorily identify the sections of the work for which the candidate is responsible.

- (5) The Academic Board may accept other forms of evidence, on application from a candidate, not inconsistent with (4) above and consistent with the *University of Sydney (Intellectual Property) Rule 2002* and the University of Sydney Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct.
- (6) If a candidate chooses to include one or more published works in the body of the thesis, the candidate must ensure that the thesis is a consistent and unified whole, prepared specifically for the submission of examination for the degree.
- (7) If a candidate chooses to include one or more published works in the body of the thesis, the candidate must ensure that the thesis is presented in such a way that the examiners can assess the requirements required by the University, including whether in the opinion of the examiner the thesis is a substantially original contribution to the knowledge of the subject concerned, the thesis affords evidence of originality by the discovery of new facts, the thesis affords evidence of originality by the exercising of independent critical ability, and the thesis is satisfactory as regards to literary presentation.
- (8) A candidate may only include a published work if the research and publication of the work occurred during the course of candidature for the degree.
- (9) Examiners will be advised on the University position regarding the inclusion of one or more published works in the body of the thesis, or as one or more appendices, and examiners who express concern regarding a candidate's mastery of the subject matter will be encouraged to recommend an additional oral examination to satisfy any concerns where they deem it necessary.

5. Authority

- (1) **Development/consultation**
This policy was developed by the Research Policy Sub-Committee of the Graduate Studies Committee and approved by the Academic Board.
- (2) **Management responsibility**
Dean of Graduate Studies (when appointed).
- (3) **Implementation and monitoring**
Dean of Graduate Studies (when appointed).
- (4) **Review**
1 August 2004.
- (5) **Communication**
Dean of Graduate Studies (when appointed).
- (6) **Contact**
Academic Board Office (x13305,
email: K.Neveldsen@secretariat.usyd.edu.au)

6. Related information

- (1) Related University legislation, resolutions, policies and procedures include:
 - (a) University of Sydney (Amendment Act) Rule 1999 (as amended) at http://www.usyd.edu.au/publications/calendar/18_Cal2002amendruleupdate.pdf
 - (b) Resolutions of the Academic Board relating to the degree of Doctor of Philosophy at http://www.usyd.edu.au/publications/calendar/24_Cal2002phd.pdf
 - (c) University of Sydney (Intellectual Property) Rule 2002 at http://www.usyd.edu.au/publications/calendar/16D_Cal2002intproperty.pdf
 - (d) University of Sydney Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct at http://db.usyd.edu.au/policy/policy_index.stm

Agenda Item 7

Reports of Working Parties appointed to consider proposal for new or amendment postgraduate courses

7.1 Faculty of Engineering: Doctor of Engineering Practice

The Working Party which met on Thursday 30 May 2002 and considered items by circulation: included: Associate Professor A F Masters (presiding), Associate Professors B James, D Rothwell, J Finkelstein and J Small (proponent) and Mr K Barlow. Miss K Neveldsen was in attendance.

The Working Party was asked to consider a proposal from the Faculty of Engineering for the introduction in 2002 of the new course, Doctor of Engineering Practice.

The Faculty of Engineering had revised the proposal and associated resolutions since the Working Party had last met in October 2001. Previous concerns raised by the Working Party had been addressed including issues relating to admission requirements, thesis requirements, the examination process, selection of units of study, supervision and monitoring and credit transfer. In particular, the Working Party had sought increased clarification of the difference between the proposed course and the Doctor of Philosophy, in which candidates were able to undertake limited coursework study.

The proposed resolutions had also been amended to address issues including minimum part-time candidature, clear articulation of credit particularly for work undertaken at other institutions, specification of the word length of the thesis and consideration of timetabling of the coursework, thesis and doctoral seminars.

The proposal is available on the University's intranet at
<http://www.usyd.edu.au/su/ab/committees/GSC/2002.html>

Recommendation

That the Graduate Studies Committee recommend through the Academic Board that Senate approve:

- (1) the proposal from the Faculty of Engineering for the introduction in 2003 of the new course, the Doctor of Engineering Practice;*
 - (2) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certifications in the Faculty of Engineering, with effect from 1 January 2003; and*
 - (3) the adoption of the new Resolutions of the Senate relating to this course, with effect from 1 January 2003,*
- as set out in the report presented.*

Agenda Item 8 Report from Faculties

8.1 Faculty of Law

At its meeting of 18 June 2002, the Faculty of Law approved the following new optional units in the associated postgraduate courses:

- Comparative VAT – (Master of Taxation, Graduate Diploma in Taxation, Master of International Taxation, Master of Laws)
- Health Law and Globalisation – (Master of Health Law, Graduate Diploma in Health Law, Master of International Law, Graduate Diploma in International Law)
- Labour Law in the New Economy – (Master of Labour Law and Relations, Master of Laws)

The Faculty subsequently amended Resolutions of the Senate relating to the Master of International Taxation, Master of Taxation, Graduate Diploma in Taxation, Master of Health Law, Graduate Diploma in Health Law, Master of International Law, Graduate Diploma in International Law, Master of Labour Law and Relations and Master of Laws to include the units of study in the list of optional units of study available for each course, in accordance with the Academic Board Resolutions: *Creation, Variation and Deletion of Award Courses and Units of Study*.

Recommendation

That the Graduate Studies Committee note the report of the Faculty of Law, as set out in the report presented.