



Graduate Studies Committee Agenda

Committee Secretary: Keri Neveldsen

Secretariat, Quadrangle, A14

Phone: 9351 3305; Fax: 9351 3572

E-mail: K.Neveldsen@secretariat.usyd.edu.au

Web site: <http://www.usyd.edu.au/su/ab/committees/GSC/index.html>

Notice of Meeting

A meeting of the **Graduate Studies Committee** will be held at **2.00pm** on **Monday 17 March 2003** 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 Neveldsen at the above address. Enquiries concerning this meeting may also be directed to Miss Neveldsen.

Keri Neveldsen

for

Dr W Adams

Registrar

10 March 2003

AGENDA

Pages

1. Apologies

The following apology has been received: Professor D Hensher.

2. Minutes of previous meeting

7-11

Recommendation

That the Graduate Studies Committee adopt the minutes of the meeting held on 4 November 2002 as a true record.

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

- 4. Report of the Academic Board**
- 4.1 Report of the Academic Board meeting of 13 November 2002** 12
- Recommendation*
That the Graduate Studies Committee note the report of the Academic Board meeting of 13 November 2002, as set out in the report presented.
- 4.2 Report of the Academic Board meeting of 11 December 2002** 13-14
- Recommendation*
That the Graduate Studies Committee note the report of the Academic Board meeting of 11 December 2002, as set out in the report presented.
- 4.3 Report of the Academic Board meeting of 12 February 2003** 15-21
- Recommendation*
That the Graduate Studies Committee note the report of the Academic Board meeting of 12 February 2002, as set out in the report presented.
- 5. Report of the Chair**
- 5.1 Graduate Studies Committee membership** 22
- Recommendation*
That the Graduate Studies Committee note the report of the Chair relating to Graduate Studies Committee membership, as set out in the report presented.
- 5.2 Sub-Committee membership** 22-23
- Recommendation*
That the Graduate Studies Committee note the report of the Chair relating to Sub-Committee membership, as set out in the report presented.
- 5.3 Postgraduate Co-ordinators Workshop** 23
- Recommendation*
That the Graduate Studies Committee note the report of the Chair relating to the Postgraduate Co-ordinators Workshop, as set out in the report presented.
- 5.4 Payment of costs to external examiners** 23
- Recommendation*
That the Graduate Studies Committee note the report of the Chair relating to the payment of costs to external examiners, as set out in the report presented.
- 5.5 Australia and New Zealand School of Government (ANZSOG)** 23
- Recommendation*
That the Graduate Studies Committee note the report of the Chair relating to the Australia and New Zealand School of Government (ANZSOG), as set out in the report presented.

5.6 Course proposal documentation 24

Recommendation

That the Graduate Studies Committee note the report of the Chair relating to course proposal documentation, as set out in the report presented.

5.7 Higher degrees

5.7.1 Award of degree confidential attachment

Recommendation

That the Graduate Studies Committee note and confirm the action of the Chair in approving the award of higher degrees, as set out in the report presented.

5.7.2 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.

5.8 Oral report

Recommendation

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

Recommendation

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 12 November 2002 25-29

6.2.1 Receipt of report

Recommendation

That the Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held on 12 November 2002.

6.2.2 Resolutions of the Academic Board relating to the examination process for the degree of Doctor of Philosophy 25

Recommendation

That the Graduate Studies Committee recommend that the Academic Board amend the Resolutions relating to the Examination Process for the Degree of Doctor of Philosophy, as set out in the report presented.

6.2.3 Third Quarter Report 2002 25, 27-29

Recommendation

That the Graduate Studies Committee note the third quarter report 2002 of PhD awards, as set out in the report presented.

- 6.2.4 Proceedings of the Sub-Committee** 26
- Recommendation*
That the Graduate Studies Committee note the proceedings of the PhD Award Sub-Committee, as set out in the report presented.
- 6.3 Report of the meeting held on 10 December 2002** 30-31
- 6.3.1 Receipt of report**
- Recommendation*
That the Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held on 10 December 2002
- 6.3.2 Appointment of Examiners form** 30
- Recommendation*
That the Graduate Studies Committee consider mechanisms to ensure that students are appropriately informed about the PhD examination process.
- 6.3.3 Proceedings of the Sub-Committee** 30-31
- Recommendation*
That the Graduate Studies Committee note the proceedings of the PhD Award Sub-Committee, as set out in the report presented.
- 6.4 Report of the meeting held on 4 February 2003** 32, separate attachment
- 6.4.1 Receipt of report**
- Recommendation*
That the Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held on 4 February 2003.
- 6.4.2 Appointment of Examiners form** 32, separate attachment
- Recommendation*
That the Graduate Studies Committee approve the revised Appointment of Examiners form, as set out in the report presented.
- 6.4.3 Proceedings of the Sub-Committee** 32
- Recommendation*
That the Graduate Studies Committee note the proceedings of the PhD Award Sub-Committee, as set out in the report presented.
- 6.5 Report of the meeting held on 4 March 2003** 33-40
- 6.5.1 Receipt of report**
- Recommendation*
That the Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held on 4 March 2003.

6.5.2 Fourth Quarter Report 2002 33, 35-37

Recommendation

That the Graduate Studies Committee:

- (1) *note the fourth quarter report 2002 of PhD awards; and*
- (2) *recommend that the Academic Board include the processing of higher degree theses for examination as an item for inclusion in the Academic Board Faculty Review Visits: Phase Two, as set out in the report presented.*

6.5.3 Annual Report 2002 33, 38-40

Recommendation

That the Graduate Studies Committee note the annual report 2002 of PhD awards, as set out in the report presented.

6.5.4 Proceedings of the Sub-Committee 33-34

Recommendation

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

7. Report of the Postgraduate Research Training Sub-Committee

7.1 Oral report of the Chair of the Postgraduate Research Training Sub-Committee

Recommendation

That the Graduate Studies Committee note the report of the Chair of the Postgraduate Research Training Sub-Committee.

7.2 Report of the meeting held on 25 February 2003 41-42

7.2.1 Receipt of report

Recommendation

That the Graduate Studies Committee receive and note the report of the Postgraduate Research Training Sub-Committee meeting held on 25 February 2003.

7.2.2 Availability of theses on the internet 41, 42

Recommendation

That the Graduate Studies Committee note the report relating to availability of theses on the internet, as set out in the report presented.

7.2.3 Proceedings of the Sub-Committee 41

Recommendation

That the Graduate Studies Committee note the proceedings of the Postgraduate Research Training Sub-Committee, as set out in the report presented.

8. Report from Faculties

8.1 Faculty of Arts: Graduate Diploma in Museum Studies

43

Recommendation

That the Graduate Studies Committee note the report of the Faculty of Arts relating to amendments made by the Faculty to the Resolutions of the Senate relating to the Graduate Diploma in Museum Studies, as set out in the report presented.

9. General business

10. Next meeting

The next meeting will be held on 19 May 2003 in the Western Tower Room.

Agenda Item 2.1 Minutes of the Previous Meeting

Minutes of the Graduate Studies Committee meeting held on Monday 4 November 2002

There were present: The Chair (Associate Professor R Ross) presiding, Professors L Field, G Gill and F Nicholas, Associate Professors J Christodoulou, D Kenny and J Small, Drs E Baily, M Boughton, B Singh and R Walker, and Mr R Martinez-Neira. Professor M Behnia and Miss K Neveldsen were in attendance.

1. Apologies

Apologies were received from: Professors C Adam, D Hensher and P Ramsden, Associate Professors G Gurr, A F Masters and P McCallum and Drs I Karpin and M Rogerson.

2. Welcome to Dean of Graduate Studies

Professor Masud Behnia, the new Dean of Graduate Studies, was welcomed to the meeting and members were advised that he would take up the position on 1 January 2003. Professor Behnia gave a confidential presentation on ideas relating to the role of Dean of Graduate Studies which would be circulated to members for information.

3. Minutes of previous meeting

Resolution 143/02

That the Graduate Studies Committee adopt the minutes of the previous meeting held on 8 October 2002 as a true record.

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

There was no business arising from the minutes.

5. Report of the Academic Board

Resolution 144/02

That the Graduate Studies Committee note the report of the Academic Board meeting of 16 October 2002, as set out in the report presented.

6. Report of the Chair

6.1 Higher doctorates

6.1.1 Admission to candidature and appointment of examiners

Resolution 145/02

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 degrees, as set out in the report presented.

6.1.2 Award of degree

Resolution 146/02

That the Graduate Studies Committee note and confirm the action of the Chair in approving the award of higher degrees, as set out in the report presented.

6.1.3 Deferment of public availability of thesis

Resolution 147/02

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.

6.2 Topics for consideration in 2003

The Committee was asked to identify issues for the Committee and its sub-committees to consider in 2003.

Members agreed on the following topics:

- (1) Postgraduate Coursework Sub-Committee
 - After hours services
- (2) Postgraduate Research Training Sub-Committee
 - English language requirements
 - Accreditation of supervisors
 - Deferment of public availability of theses
 - One year research degrees
 - Definition and nature of the PhD
 - 1st year experience
 - probationary candidature
 - annual progress reports
 - industry partnerships
 - cotutelle scheme
 - retention of primary data for PhD theses
- (3) Postgraduate Awards Sub-Committee
 - APAs/UPAs/IPAs – Methods of Award (annual revision)
- (4) PhD Award Sub-Committee
 - Clarification of PhD examination and award procedures

Resolution 148/02

That the Graduate Studies Committee note the report relating to topics for consideration in 2003, as set out in the report presented.

6.3 Oral report

(1) Delegation of authority

The Chair was asked to act as the Committee's agent in any urgent matters that arose between the final meeting of 2002 and the first meeting of 2003.

Resolution 149/02

That the Graduate Studies Committee authorise its Chair to act on its behalf in respect of any urgent matters that may arise between the meeting on 4 November 2002 and the first 2003 meeting on 17 February 2003.

(2) Appreciation

The Chair thanked all members of the Committee for their participation during the year.

Resolution 150/02

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

7. Report of the PhD Award Sub-Committee

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

On behalf of the Chair of the PhD Award Sub-Committee, Associate Professor J Small, advised that there were no further items to report.

Resolution 151/02

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

7.2 Report of the meeting held on 8 October 2002

7.2.1 Receipt of report

Resolution 152/02

That the Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held on 8 October 2002

7.2.2 Proceedings of the Sub-Committee

Resolution 153/02

That the Graduate Studies Committee note the proceedings of the PhD Award Sub-Committee meeting held on 8 October 2002, as set out in the report presented.

8. Report of the Research Policy Sub-Committee

8.1 Oral report of the Chair of the Research Policy Sub-Committee

The Chair of the Research Policy Sub-Committee, Associate Professor R Ross, drew the attention of members to the report noting in particular the work undertaken in relation to the deferment of public availability of theses. In response to a query, the Chair of the Sub-Committee advised that the form could be used at any time, but early identification of the need to defer a thesis was encouraged. Members also noted that deferment of a thesis where collaboration with industry was involved required approval by the Chair of the Graduate Studies Committee at the commencement of candidature.

In further discussion regarding the availability of theses members agreed that the Chair consult with the University Librarian about the availability of theses on the internet.

The Committee noted that the Sub-Committee continued to consider the issue of remedial courses for PhD candidates and that a proposal relating to the accreditation of supervisors would be referred from the Sub-Committee in 2003.

Resolution 154/02

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

8.2 Report of the meeting held on 21 October 2002

8.2.1 Receipt of report

Resolution 155/02

That the Graduate Studies Committee receive and note the report of the Research Policy Sub-Committee meeting held on 21 October 2002.

8.2.2 Deferment of public availability of theses

On the recommendation of the Research Policy Sub-Committee, the Committee endorsed the application form relating to applications for deferment of public availability of theses.

The Committee noted that consideration had been given to the process by which requests for deferment of public availability of theses were received and that applications for deferment needed to be student-driven, accompanied by appropriate supporting documents and clear reasons for the request for deferment.

The application form, in line with the University rules, had been developed for distribution to faculties to assist in the preparation of applications for deferment. It was also recommended that the Business Liaison Unit and the Research Office be included in the distribution, particularly as deferment of theses where collaboration with industry was involved were required to be approved by the Chair of the Graduate Studies Committee at the commencement of candidature.

Resolution 156/02

That the Graduate Studies Committee endorse the application form relating to applications for deferment of public availability of theses, as set out in the report presented.

8.2.3 Remedial Courses for PhD Candidates

At its meeting of 8 October 2002, the Graduate Studies Committee considered an item from the PhD Award Sub-Committee relating to remedial courses for PhD candidates. The Committee discussed the issue of the apparent increase in problems relating to the preparation and use of statistical information and referred the issue to the Research Policy Sub-Committee for further discussion.

The Committee was advised that the Sub-Committee had considered the comments of the PhD Award Sub-Committee and had agreed that the issue of remedial courses needed to be considered as part of the first year of the PhD and that faculties and central services would be asked to provide advice on what courses were currently offered.

The Sub-Committee had also highlighted the issue of selection of examiners, particularly where expertise lay in a particular methodology, and identified this as a possible contributing factor. The Sub-Committee had noted that such issues should be identified in the probationary period of candidature and that further investigation would continue before a full report to Graduate Studies Committee was made.

Resolution 157/02

That the Graduate Studies Committee note the Research Policy Sub-Committee report relating to Remedial Courses for PhD Candidates, as set out in the report presented.

8.2.4 Proceedings of the Sub-Committee

Resolution 158/02

That the Graduate Studies Committee note the proceedings of the Research Policy Sub-Committee held on 21 October 2002, as set out in the report presented.

9. Meeting dates 2003

The Committee agreed that the proposed October meeting would only be held if there was urgent business to consider.

Resolution 159/02

That the Graduate Studies Committee note the schedule of meeting dates for 2003, as set out in the report presented.

10. General business

(1) Postgraduate Student Numbers

Members discussed recently circulated target numbers relating to postgraduate enrolments. It was noted that these had been circulated from the Planning Support Office and were based on projections submitted in previous years by the Dean of each faculty.

The Acting Pro Vice-Chancellor (Research) advised members that the projections had been calculated prior to the Research Training Scheme (RTS) for profile purposes and that the University now needed to predict student numbers more accurately.

Postgraduate under enrolment remained a concern and members were advised that a proactive approach was needed across the University.

11. Next meeting

The next meeting will be held on 17 February 2003 in the Western Tower Room.

Agenda Item 4.1 Report of the Academic Board

4.1 Report of the Academic Board meeting held on 13 November 2002

The report of the Graduate Studies Committee meeting held on 4 November 2002 to the Academic Board is available in the agenda for the meeting of the Academic Board on 13 November 2002. The agenda may be accessed on the web: <http://www.usyd.edu.au/su/ab/>

4.1.1 Deferment of public availability of theses

The Chair of the Committee drew the attention of the Board to the report of the Committee relating to the deferment of public availability of theses. The Board was advised that the application form had been developed to ensure increased consistency within the process.

4.1.2 Proceedings

The Academic Board noted the report of proceedings of the meeting of the Graduate Studies Committee held on 4 November 2002, as set out in the report presented.

Agenda Item 4.2 **Report of the Academic Board**

4.2 Report of the Academic Board meeting held on 11 December 2002

The agenda for the meeting of the Academic Board on 11 December 2002 may be accessed on the web: <http://www.usyd.edu.au/su/ab/>

4.2.1 Report of the Vice-Chancellor and Principal: Graduate School of Government

The Vice-Chancellor reported on developments relating to the proposed Graduate School of Government noting that at the August meeting of the Academic Board, the Vice-Chancellor had informed the Board that the Senate had been discussing the possibility of establishing a Graduate School of Government, based on a model similar to the Kennedy School at Harvard University.

At that time it was noted that the School could incorporate a research hub focussing on both national and international issues and would co-ordinate various academic offerings, possibly in conjunction with the University of New South Wales (UNSW). Discussions with the Faculty of Economics and Business, the Australian Graduate School of Management and UNSW were continuing.

The Vice-Chancellor updated the Board on the developments in this area, noting the establishment of ANZSOG (Australia, New Zealand School of Government), an initiative of the Australian National University, Griffith University, Monash University, University of Canberra, University of Melbourne, University of Queensland and the University of Otago along with the Victorian and Queensland state governments and the New Zealand government.

The University of Sydney and the New South Wales State government still had an opportunity to join as foundation members which would impact on the establishment of the University's own Graduate School of Government.

The Vice-Chancellor noted that further consideration needed to be given to issues such as delivery of executive short courses, academic leadership and interaction with other institutions. The Board was advised that due to the process necessary to develop the proposed initiatives, a proposal could come to the Board at a later stage to endorse involvement in the national program and/or endorse a local program.

In response to queries about the relationship with the existing discipline of Government in the Faculty of Economics and Business, the Vice-Chancellor acknowledged that any new proposal needed to complement and build on existing offerings and the existing strengths of the Faculty and the discipline, particularly in international areas. Further issues such as benchmarking and collaboration would also need to be given careful consideration.

4.2.2 Faculty of Education and Social Work

At its meeting of 2 December 2002, Senate, on the recommendation of the Vice-Chancellor, renamed the Faculty of Education, the Faculty of Education and Social Work.

This followed the transfer of staff teaching in the area of Social Work from the School of Society, Culture and Performance in the Faculty of Arts to the Faculty of Education. The Vice-Chancellor advised that the bringing together of these two closely related areas of professional practice and social science research would provide mutual benefits.

Consequently, the Academic Board resolved to recommend to Senate the dissolution of the Board of Studies in Social Work and the transfer of the administration of the degrees awarded by the Board of Studies in Social Work to the Faculty of Education. Further amendments to the Resolutions of Senate governing the Constitution of the Faculty of Education, the degrees offered by the Faculty and the Resolutions of Senate relating to the undergraduate degrees, to give effect to the amalgamated Faculty of Education and Social Work, from 1 January 2003 were also recommended.

4.2.3 Proposals for new and amended courses

At its meeting of 2 September 2002, Senate approved in principle the introduction of the new courses, Graduate Diploma in Educational Studies (Coach Education) and Graduate Certificate in Educational Studies (Coach Education) from 1 January 2003.

The Academic Board recommended that Senate adopt the Resolutions of the Senate relating to these courses on the recommendation of the Faculty and the Chair of the Graduate Studies Committee.

4.2.4 Vice-Chancellor's Awards for Excellence in Research Higher Degree Supervision

The Academic Board congratulated the two successful applicants, Professor Russell Lansbury (Faculty of Economics and Business) and Associate Professor Margaret Harding (Faculty of Science). Deans were asked to encourage staff to apply for the awards which were established to recognise and reward outstanding supervision.

Agenda Item 4.3 Report of the Academic Board

4.3 Report of the Academic Board meeting held on 12 February 2003

The agenda for the meeting of the Academic Board on 12 February 2003 may be accessed on the web: <http://www.usyd.edu.au/su/ab/>

4.3.1 Summary of Academic Board activities 2002

16-20

A summary of Academic Board activities during 2002 was presented for the information of Board members and the University community, as set out in the report presented.

4.3.2 Academic Board Faculty Review Visits

The Academic Board received a report relating to Phase One of the Academic Board Faculty Review Visits conducted during late 2001 and 2002.

The 17 faculty visits in 14 months were undertaken by review panels including the Chair of the Academic Board, faculty representatives, the Pro Vice-Chancellor (Teaching and Learning) and the Pro Vice-Chancellor (Research). They comprised a series of structured interviews between the review panel and groups of students, staff and senior officers of the faculty.

The review visits followed the submission by faculties of self-evaluation reports on faculty academic quality assurance systems to the Academic Board. These reports were required to address the management of quality in teaching and learning, including systems for ensuring the integration of research with undergraduate teaching, processes for assuring the quality of student assessment and standards, quality assurance for research training, and methods for monitoring student progress and recognising excellence in teaching.

The Chair of the Board presented a brief summary of common themes emerging from the reviews and noted that a full report would be provided through the Teaching and Learning Committee in due course.

4.3.3 Self-audit of the Academic Board

The Academic Board discussed the need for a self-audit of the work of the Board and its committees, and of the effectiveness of the Chair and the Deputy Chairs, particularly in the light of changes being implemented as a result of the Review of the Academic Board and the Academic Forum. The Chair of the Board had provided members with a paper, contained in the agenda, prepared by Southern Cross University to identify questions that could be raised during a self-audit, and it was agreed that the Chair would present a full proposal to the next meeting of the Academic Board.

4.3.4 University of Sydney Graduate School of Government

At its December meeting, the Academic Board received a report from the Vice-Chancellor on developments relating to the proposed Graduate School of Government and the Australian New Zealand School of Government (ANZSOG).

The Board was advised that Senate had approved a selection committee for the Dean of the Graduate School of Government. The Chair of Government, funded by the NSW State government, would be located at the University of Sydney and dedicated in equal shares to the activities of this University as a participant in ANZSOG and our own Graduate School of Government.

The Acting Vice-Chancellor advised that the Pro Vice-Chancellor (Humanities and Social Sciences) and the Chair of the Academic Board would explore academic issues relating to the School and the Board would receive further reports as the matter progressed.

4.3.5 Enrolment of PhD candidates

A query was raised about when PhD candidates ceased to be enrolled, and at what stage the completion of a PhD was counted.

The Pro Vice-Chancellor (Research) advised that he would seek confirmation from the Planning Support Office about the status of a PhD candidate once a thesis had been submitted for examination and whether enrolment ceased at that point. It was also agreed to seek confirmation regarding counting of completions in relation to the Research Training Scheme (RTS) which was understood to be when the thesis was submitted for examination. This differed from counting completions in other respects which were normally counted at the time a candidate graduated.

Summary of Academic Board activities 2002

The Academic Board, and its Committees, considered a variety of issues throughout 2002. Summarised below are some of the activities of the Board and its Committees (this includes actions taken by the Chair of the Board under delegated authority):

The Academic Board recommended the introduction of new courses, or amendment of existing courses as follows:

Faculty of Agriculture, Food and Natural Resources	Bachelor of Land and Water Science; and Bachelor of Resource Economics	Amended
Faculty of Architecture	Energy Conservation to Sustainable Design in the Master of Design Science, Graduate Diploma in Design Science and Graduate Certificate in Design Science	Renamed stream
Faculty of Arts	Bachelor of Arts (Advanced)	New
	Master of Media Practice, Graduate Diploma in Media Practice and Graduate Certificate in Media Practice	New
	Master of Medical Humanities, Graduate Diploma in Medical Humanities and Graduate Certificate in Medical Humanities	New
	Doctor of Arts	New
	Doctor of Social Sciences	New
Faculty of Dentistry	Master of Dental Science	Amended
Faculty of Economics and Business	Bachelor of Economics (Social Sciences) to the Bachelor of Economic and Social Sciences	Renamed
	Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences	Amended
	Master of International Business and Law (with the Faculty of Law)	New
	Master of Business, Graduate Diploma in Business and Graduate Certificate in Business	New
Faculty of Education	Bachelor of Education (Primary); Bachelor of Education (Secondary Education: Human Movement and Health Education); Bachelor of Education (Secondary Education: Humanities and Social Sciences) / Bachelor of Arts; Bachelor of Education (Secondary Education: Science) / Bachelor of Science; Bachelor of Education (Secondary Education: Mathematics) / Bachelor of Science; Bachelor of Education (Secondary Education) / Bachelor of Arts (Psychology); Bachelor of Education (Secondary Education) / Bachelor of Science (Psychology); Bachelor of Education (Secondary Education: Design and Technology)	Amended
	Graduate Diploma in Educational Studies (Coach Education) and Graduate Certificate in Educational Studies (Coach Education)	New
	Master of Education (Higher Education)	New

Faculty of Engineering	Bachelor of Engineering	Amended
	Graduate Certificate in Automation in Field Robotics	New
	Doctor of Engineering Practice	New
Faculty of Health Sciences	Master of Health Science	Additional delivery mode
Faculty of Law	Bachelor of Laws	Amended
	Master's degrees and Graduate Diplomas	Amended
Faculty of Medicine	Advanced Diploma in Indigenous Primary Health Care and Diploma in Indigenous Primary Health Care	New and amended
	Bachelor of Medicine and Bachelor of Surgery	Amended
	Master of Science in Medicine (Psychotherapy)	New
Faculty of Nursing	Bachelor of Nursing and Bachelor of Nursing (Honours)	New revised courses
	Bachelor of Nursing (Indigenous Australian Health)	New
	Mental Health in the Master Nursing	New subject area
	Aged Care in the Master Nursing	New subject area
Faculty of Pharmacy	Bachelor of Pharmacy (Rural)	New
	Master of Pharmaceutical Industry, Graduate Diploma in Pharmaceutical Industry and Graduate Certificate in Pharmaceutical Industry	New
	Master of Herbal Medicines, Graduate Diploma in Herbal Medicines and Graduate Certificate in Herbal Medicines	Additional delivery mode
	Master of Pharmacy (Clinical) and Graduate Diploma in Clinical Pharmacy	Additional delivery mode
Faculty of Rural Management	Bachelor of Business (Agricultural Commerce) and Advanced Diploma of Business (Agricultural Commerce)	Amended
	Undergraduate Courses	Amended
	Master of Sustainable Management, Graduate Diploma in Sustainable Management and Graduate Certificate in Sustainable Management	New
Faculty of Science	Bioinformatics in the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science	New subject area
	Microscopy and Microanalysis in the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science	New subject area
	Coastal Management in the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science	New subject area
	Master of Information Technology, Graduate Diploma in Information Technology, Graduate Certificate in Information Technology, Master of	Amended

	Applied Information Technology, Graduate Diploma in Applied Information Technology and Graduate Certificate in Applied Information Technology	
	Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science	Amended
	Master of Quantitative Marine Ecology, Graduate Diploma in Quantitative Marine Ecology and Graduate Certificate in Quantitative Marine Ecology	Amended
Faculty of Veterinary Science	Bachelor of Veterinary Science	Amended
	Master of Veterinary Public Health Management, Graduate Diploma in Veterinary Public Health Management and Graduate Certificate in Veterinary Public Health Management	New
Sydney College of the Arts	Bachelor of Visual Arts	Amended
Sydney Conservatorium of Music	Bachelor of Music Studies	Amended

Review of the Academic Board and the Academic Forum

Early 2002 saw the final approval by the Academic Board and Senate of recommendations arising from the Review of the Academic Board and the Academic Forum undertaken in 2001. Throughout the remainder of the year, implementation issues were addressed. This included the approval of the Guidelines for Faculties to Elect Academic Staff Members of the Academic Board and approval of the provisions submitted by the faculties. Faculties also addressed issues relating to student membership of faculties to reflect the changes to the categories of membership of the Academic Board.

On the recommendation of the Academic Board, Senate adopted the *University of Sydney (Academic Board Membership) Rule 2002* to extend the terms of office of members to 31 December 2003 to provide a transitional period. Senate also adopted the *University of Sydney (Academic Forum Membership) Rule 2002* to extend the terms of membership of the Academic Forum until the proposed By-law was adopted and the Forum subsequently disestablished. An increase to the total membership of the Student Proctorial Panel was also approved with the adoption of the *University of Sydney (Student Proctorial Panel) Rule 2002*.

In preparing for the implementation of the revised committee structure, the Academic Board approved the terms of reference and constitutions of the Undergraduate Studies Committee, Admissions Sub-Committee, Graduate Studies Committee, Postgraduate Coursework Sub-Committee, Postgraduate Research Training Sub-Committee, PhD Award Sub-Committee, Postgraduate Awards Sub-Committee, Appeals Committee of the Graduate Studies Committee, Research Committee, Academic Staffing Committee, Teaching and Learning Committee, and Library Sub-Committee; and amended the Resolutions of the Academic Board relating to Student appeals against academic decisions to provide for the Dean of Graduate Studies to be a member of the Appeals Committee of the Graduate Studies Committee.

Faculty Review Visits

The Academic Board completed the process of Faculty Review Visits to all faculties, building on initial work undertaken in 2001. The visits by a review panel including the Chair of the Academic Board, faculty representatives, the Pro Vice-Chancellor (Teaching and Learning) and the Pro Vice-Chancellor (Research) comprised a series of structured interviews between the review panel and groups of students, staff and senior officers of the faculty.

The review visits followed the submission by faculties of self-evaluation reports on faculty academic quality assurance systems to the Academic Board. These reports addressed the management of quality in teaching and learning, including systems for ensuring the integration of research with undergraduate teaching, processes for assuring the quality of student assessment and standards, quality assurance for research training, and methods for monitoring student progress and recognising excellence in teaching.

The 2002 visits focussed on teaching and learning, and research training and how faculties were implementing the goals of the University's strategic plan. In the year ahead, the Academic Board will conduct a second round of visits reviewing faculty progress where possible improvement was identified and addressing those strategic goals not included in the first visits.

Resolutions, Policies and Procedures

The Academic Board:

- approved the Rural and Regional Entry Scheme: Pilot Program;
- approved the Elite Athletes and Performers Scheme;
- approved the Academic Board Resolutions: *Admission to Undergraduate Courses*;
- approved the policy *Submission of treatises containing published work*;
- approved the revised policy *Australian Postgraduate Awards and University Scholarships: Method of Award*;
- approved the *Australian Postgraduate Awards: Transfer Guidelines*;
- approved the policy *Appointment of Additional Examiner as Assessor*;
- amended the Resolutions of the Academic Board relating to the Examination Process of the Degree of Doctor of Philosophy in relation to the appointment of additional examiner as assessor;
- approved the policy *Submission of Doctor of Philosophy Theses Containing Published Work*;
- amended the Resolutions of the Academic Board relating to the Use of the University of Sydney Library; and
- endorsed the resolution of the Library Committee relating to the disposal of print copies of publications where the University also possessed electronic versions.

The Board also:

- recommended that Senate approve the *University of Sydney (Intellectual Property) Rule 2002* and noted the Intellectual Property Rule: A Guide;
- recommended that Senate amend the *University of Sydney (Amendment Act) Rule 1999* (as amended) relating to the Doctor of Philosophy and the requirement to complete candidature within the University;
- recommended that Senate amend the Resolutions of the Senate relating to the Use of the University of Sydney Library;
- recommended that the Vice-Chancellor amend the *Guidelines for Dealing With Allegations of Research Misconduct*, associated with the Code of Conduct for Responsible Research Practice;
- received reports of titles conferred by the Colleges, in accordance with the policy, *Conferring of All Academic Titles*;
- approved the minimum English language requirements for admission to the Faculty of Nursing; the Doctor of Health Sciences in the Faculty of Health Sciences; and the Bachelor of Laws in the Faculty of Law, in accordance with its authority under the *Delegations of Authority: Academic Functions*;
- appointed members to the 2002 Student Proctorial Panel, in accordance with the requirements of the *University of Sydney (Amendment Act) Rule 1999*;

- appointed members to the Australian Graduate School of Management (AGSM) Academic Board;
- noted the definition of “Non-English Speaking Background” in relation to the Academic Board Resolutions: *Admission to Undergraduate Courses*;
- noted that the Graduate Studies Committee had approved the *Guidelines for Examiners of Doctor of Philosophy Theses*; and
- noted that the Graduate Studies Committee had developed an application form for applications for deferment of public availability of theses.

In addition, the Board:

- endorsed the *Response to the Nelson Review of Higher Education: Striving for Quality: Learning, Teaching and Scholarship*;
- developed the discussion paper: *Quality Assurance and the Influence of Information and Communication Technologies (ICT) on Teaching and Learning at the University of Sydney*;
- received reports, via the Committee process, of academic activities of faculties and organisational units;
- received reports relating to the Summer School;
- received reports of the Academic Board meetings of the Australian Graduate School of Management (AGSM);
- received a report from the Chair on attendance at the bi-annual national chairs of academic boards conference;
- received reports from the Chair relating to the New South Wales Committee of Chairs of Academic Boards/Senates meetings;
- received a report relating to Discipline of Students 2001;
- received information from its Undergraduate Studies Committee concerning the International English Language Testing System (IELTS);
- appointed members to the Advisory Committee for the Centre for Continuing Education;
- noted and congratulated the recipients of the Vice-Chancellor’s Awards for Outstanding Teaching and the Vice-Chancellor’s Awards for Excellence in Research Higher Degree Supervision;
- appointed members to fill casual vacancies; and
- began considering strategies to review its own performance.

In relation to Academic Staffing matters, the Board appointed members to Central Promotion Committees, and acting on behalf of the Academic Board, the Chair appointed nominees for selection committees. The Board also received reports on the promotion of academic staff from Level A to Level B, Level B to Level C, Level C to Level D, and to Level E (Professor) in 2002.

The Board considered and recommended that Senate approve the amendment of the constitutions of the Faculty of Architecture; Faculty of Education and Social Work; Faculty of Health Sciences; Faculty of Science; Sydney College of the Arts; and the Board of Studies of Indigenous Studies

The Board also considered and approved variation to semester and vacations dates for the Faculty of Architecture 2002; Faculty of Dentistry 2003; Faculty of Education 2003; Faculty of Health Sciences 2003-2006; Faculty of Medicine 2002 and 2003; Faculty of Nursing 2003; Faculty of Veterinary Science 2003; and the Sydney Conservatorium of Music 2003.

Agenda Item 5 Report of the Chair

5.1 Graduate Studies Committee membership

On behalf of the Committee, I would like to welcome the following new members:

- Professor Masud Behnia Dean of Graduate Studies
- Associate Professor Len Unsworth Faculty of Education and Social Work
- Professor LiangChi Zhang Faculty of Engineering
- Professor Regina Graycar Faculty of Law
- Dr Sue Forsyth Faculty of Nursing
- Professor John Carter Chair, Research Committee

5.2 Sub-Committee membership

For the information of members, I have provide a schedule of faculty representatives detailing membership of other Academic Board Committees, Sub-Committees of the Graduate Studies Committee and other Committees on which the Graduate Studies Committee has representation:

Member	Sub-Committee
Dr Balwant Singh, Agriculture, Food & Natural Resources	
Associate Professor Warren Julian, Architecture	<ul style="list-style-type: none"> • Postgraduate Coursework Sub-Committee
Dr Margaret Rogerson, Arts	<ul style="list-style-type: none"> • Postgraduate Coursework Sub-Committee
Professor David Hensher, Economics & Business	
Associate Professor Len Unsworth, Education and Social Work	
Professor LiangChi Zhang, Engineering	
Associate Professor Dianna Kenny, Health Sciences	
Professor Regina Graycar, Law	
Dr Sue Forsyth, Nursing	
Associate Professor Geoff Gurr, Rural Management	
Associate Professor Tony Masters, Science	<ul style="list-style-type: none"> • Alternate Chair, Graduate Studies Committee • PhD Award Sub-Committee (Chair) • Postgraduate Coursework Sub-Committee • Postgraduate Research Training Sub-Committee
Professor Frank Nicholas, Veterinary Science	
Professor Chris Adam, AGSM	
Dr Ann Elias, College of the Arts	
Associate Professor Peter McCallum, Conservatorium	<ul style="list-style-type: none"> • Deputy Chair Academic Board • Chair, Undergraduate Studies Committee
Associate Professor John Christodoulou, Dentistry, Medicine & Pharmacy	<ul style="list-style-type: none"> • PhD Award Sub-Committee • Postgraduate Research Training Sub-Committee

(1) Postgraduate Research Training Sub-Committee

The Postgraduate Research Training Sub-Committee requires two additional members from the Graduate Studies Committee and I welcome expressions of interest.

(2) Senate/SUPRA Liaison Committee

I am required to nominate three members of the Graduate Studies Committee to membership of the Senate/SUPRA Liaison Committee. Professor Masters is the only current nominee and I would like to nominate two additional members from this meeting.

5.3 Postgraduate Co-ordinators Workshop

The Graduate Studies Committee has traditionally hosted a Postgraduate Co-ordinators Workshop in first semester. Last year a Workshop was also successfully conducted in second semester.

In a bid to ensure as many staff as possible have the opportunity to attend, the dates for the 2003 Workshops were set in 2002, and are:

- Friday 4 April
- Friday 29 August

5.4 Payment of costs to external examiners

The Sydney College of the Arts has raised an issue relating to the payment of expenses for external PhD examiners, particularly those travelling from out of Sydney. I would like the Committee to discuss this in general before determining if anything further needs to be done in relation to this.

5.5 Australia and New Zealand School of Government (ANZSOG)

The University of Sydney has joined a collaborative venture of five governments (Australia, New Zealand, NSW, Victoria and Queensland) and eight other tertiary education institutions (Melbourne, Monash, ANU, Canberra, UNSW, Queensland, Griffith, and Victoria University of Wellington), to establish the Australia and New Zealand School of Government (ANZSOG).

A proposed Executive Master of Public Administration (Executive MPA) will be ANZSOG's primary offering. The course will be a multi-disciplinary, multi-modal degree comprising core subjects provided by ANZSOG and the electives offered by the participating universities. Students will be high potential public servants nominated and funded by participating governments subject to university selection processes and will be awarded the degree from their home university.

The Faculty of Economics and Business was asked to review the unit of study proposals submitted by ANZSOG and I was asked to review the overall course proposal. Other faculties have also been asked to identify, from existing units of study, possible electives to be offered by this University.

ANZSOG is a partnership of the participating universities and the governments. There are direct and indirect benefits for the University of Sydney. There are direct benefits in ANZSOG students enrolling at Sydney and in taking our postgraduate units of study as electives. While some students will choose subjects from the public management area, others will be able to enrol in economics, health policy, environmental law, or other specialist areas. In the first three years of the course, ANZSOG will not admit any local student who is not funded by their government or agency.

The Chair of the Academic Board is co-ordinating this process and following feedback from the faculties, the proposed units of study and the course proposal will be referred to this Committee for consideration and a recommendation to the Academic Board and Senate.

5.6 Course proposal documentation

I would like to advise members that the course proposal documentation has been revised for Faculty use in 2003. The documentation has been circulated to Faculty Managers and includes a set of guidelines, proforma and resolution templates. The material is available on the University's intranet at:

http://www.usyd.edu.au/su/ab/Course_proposals/Course_proposals.html

Agenda Item 6.2 Report of the PhD Award Sub-Committee

6.2 Report of the PhD Award Sub-Committee meeting held on 12 November 2002

The Committee met on 12 November 2002 when there were present: The Chair of the PhD Award Sub-Committee (Associate Professor A F Masters) presiding, Professor A Brewer, Associate Professor J Small and Dr M Boughton. Miss K Neveldsen and Ms S Paynter 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 12 November 2002.

6.2.2 Resolutions of the Academic Board relating to the examination process for the degree of Doctor of Philosophy

In considering a recommendation from a faculty of revision and re-examination of a thesis, the Sub-Committee noted that the Chair of the Sub-Committee did not have delegated authority to act for the Sub-Committee.

The Sub-Committee therefore recommends through the Graduate Studies Committee that the Academic Board amend the Resolutions to provide that the Sub-Committee may delegate to its Chair, or in the absence of the Chair to the Chair's nominee, its power under section 4(21) where the faculty recommendation is that the candidate be required to revise and resubmit the thesis for examination and following the required consultation process, the candidate has agreed with the faculty recommendation, as follows:

Resolutions of the Academic Board relating to the Examination Process for the Degree of Doctor of Philosophy

Section 4 is amended by inserting a new sub-section 30 and the subsequent re-numbering, with effect from 1 January 2004, as follows (additions indicated by underline, deletions indicated by strikethrough):

4. Examiners' reports and head of department's recommendation

Delegation of authority

(29) The Sub-Committee may delegate to its chair, or in the absence of the chair to the chair's nominee from the Sub-Committee, its powers to award the degree under section 4(2)(a), (b) or (c).

(30) The Sub-Committee may delegate to its chair, or in the absence of the chair to the chair's nominee from the Sub-Committee, its powers under section 4(21), where the candidate has been consulted in accordance with section 4(17) and agrees with the recommendation of the faculty.

Recommendation

That the Graduate Studies Committee recommend that the Academic Board amend the Resolutions relating to the Examination Process for the Degree of Doctor of Philosophy, as set out in the report presented.

6.2.3 Third quarter report 2002

The Sub-Committee considered the third quarter report of 2002 and noted in particular that the Sub-Committee had considered 24 of the 103 candidatures during the quarter, and that there appeared to be a reduction in examination times and faculties needed to be encouraged to sustain these improvements.

Recommendation

That the Graduate Studies Committee note the third quarter report 2002 of PhD awards, as set out in the report presented.

6.2.4 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 recommendation of the head of department/school concerned and the faculty board of postgraduate studies, with respect to two candidates and resolved to approve the award of the degree of Doctor of Philosophy, subject to emendations, 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 conditions, in three cases; and
- (ii) to require revision and resubmission for examination in one case.

(c) Appointment of Examiners

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

Third quarter report 2002

1. Awards at faculty level

The third quarter report from faculties to the PhD Award Sub-Committee on PhDs awarded at faculty level for the period July to September 2002 is tabulated below. No PhDs were awarded at faculty level for this period by the Faculty of Architecture, the Faculty of Rural Management, Sydney College of the Arts or the Sydney Conservatorium of Music.

Faculty	Award	Award subject to		Percentages		
		Typographical corrections	Emendations	Award	Typographical corrections	Emendations
Agriculture, Food & Natural Resources	-	-	4	-	-	100%
AGSM	-	-	1	-	-	100%
Architecture	-	-	-	-	-	-
Arts	5	5	8	27.8%	27.8%	44.4%
College of the Arts	-	-	-	-	-	-
Conservatorium of Music	-	-	-	-	-	-
Dentistry	1	-	1	50%	-	50%
Economics & Business	-	-	1	-	-	100%
Education	-	4	5	-	44.4%	55.6%
Engineering	1	2	7	10%	20%	70%
Health Sciences	-	-	3	-	-	100%
Law	1	-	1	50%	-	50%
Medicine	1	-	10	9.1%	-	90.9%
Nursing	-	-	1	-	-	100%
Pharmacy	-	-	2	-	-	100%
Rural Management	-	-	-	-	-	-
Science	1	4	9	7.1%	28.6%	64.3%
Veterinary Science	1	-	-	100%	-	-
TOTAL	11	15	53	13.9%	19%	67.1%

2. Awards by PhD Award Sub-Committee

The third quarter report on PhDs considered by the Sub-Committee indicating the recommendation of the Sub-Committee forwarded to the faculty concerned for the period July to September 2002 is tabulated below:

Faculty	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award
Agriculture, Food & Natural Resources	-	-	1	1	-
AGSM	-	-	-	-	-
Architecture	-	-	-	-	-
Arts	-	1	2	2	-
College of the Arts	-	-	-	-	-
Conservatorium of Music	-	-	-	-	-
Dentistry	-	-	-	1	-
Economics & Business	-	-	-	-	-
Education	-	-	-	1	-
Engineering	-	-	-	1	-
Health Sciences	-	-	1	-	-
Law	-	-	-	1	-
Medicine	-	-	6	-	-
Nursing	-	-	-	1	-
Pharmacy	-	-	-	-	-
Rural Management	-	-	-	-	-
Science	-	-	3	-	1
Veterinary Science	-	-	-	1	-
TOTAL	0	1	13	9	1

3. Total awards third quarter 2002

The total awards for the third quarter 2002 including PhDs awarded at faculty level or recommended by the PhD Award Sub-Committee is tabulated below:

Faculty	Numbers					Percentages				
	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award
Agriculture, Food & Natural Resources	-	-	5	1	-	-	-			-
AGSM	-	-	1	-	-	-	-	100%	-	-
Architecture	-	-	-	-	-	-	-	-	-	-
Arts	5	6	10	2	-	21.7%	26.1%	43.5%	8.7%	-
College of the Arts	-	-	-	-	-	-	-	-	-	-
Conservatorium of Music	-	-	-	-	-	-	-	-	-	-
Dentistry	1	-	1	1	-	33.3%	-	33.3%	33.4%	-
Economics & Business	-	-	1	-	-	-	-	100%	-	-
Education	-	4	5	1	-	-	40%	50%	10%	-
Engineering	1	2	7	1	-	9.1%	18.2%	63.6%	9.1%	-
Health Sciences	-	-	4	-	-	-	-	100%	-	-
Law	1	-	1	1	-	33.3%	-	33.3%	33.4%	
Medicine	1	-	16	-	-	6.25%	-	93.75%	-	-
Nursing	-	-	1	1	-	-	-	50%	50%	-
Pharmacy	-	-	2	-	-	-	-	100%	-	-
Rural Management	-	-	-	-	-	-	-	-	-	-
Science	1	4	12	-	1				-	
Veterinary Science	1	-	-	1	-	50%	-	-	50%	-
TOTAL	11	16	66	9	1	10.7%	15.5%	64.1%	8.7%	1%

4. Summary of examination times, third quarter 2002

The summary below is for PhDs awarded directly at faculty level without further qualification, subject to typographical corrections or emendations. The time of examination is calculated as the number of days between the date that the thesis was submitted and the date that the candidate was informed of the result (that is, the date of the letter information of award or award subject to qualification).

Averaged over all faculties 8.9% (down from 16.2%) of degrees were awarded in three months or less, 38% (up from 35.4%) in four months, 19% (up from 18.2%) in five months, 21.5% (up from 10.1%) in six months and 12.6% (down from 20.1%) took longer than six months.

Faculty	Number awarded within specified months from submission									Total
	≤2 mths	3 mths	4 mths	5 mths	6 mths	7 mths	8 mths	9 mths	>9 mths	
Agriculture, Food & Natural Resources	-	-	3	1	-	-	-	-	-	4
AGSM	-	-	-	-	1	-	-	-	-	1
Architecture	-	-	-	-	-	-	-	-	-	0
Arts	-	2	5	3	5	2	-	-	1	18
College of the Arts	-	-	-	-	-	-	-	-	-	0
Conservatorium of Music	-	-	-	-	-	-	-	-	-	0
Dentistry	-	-	-	-	2	-	-	-	-	2
Economics & Business	-	-	1	-	-	-	-	-	-	1
Education	-	-	4	2	2	1	-	-	-	9
Engineering	-	-	6	2	-	1	-	-	1	10
Health Sciences	-	-	1	1	-	1	-	-	-	3
Law	-	-	-	1	1	-	-	-	-	2
Medicine	-	2	3	-	3	1	1	1	-	11
Nursing	-	1	-	-	-	-	-	-	-	1
Pharmacy	-	-	1	-	1	-	-	-	-	2
Rural Management	-	-	-	-	-	-	-	-	-	0
Science	-	1	6	5	2	-	-	-	-	14
Veterinary Science	-	1	-	-	-	-	-	-	-	1
TOTAL	0	7	30	15	17	6	1	1	2	79

Agenda Item 6.3 Report of the PhD Award Sub-Committee

6.3 Report of the PhD Award Sub-Committee meeting held on 10 December 2002

The Committee met on 10 December 2002 when there were present: The Chair of the PhD Award Sub-Committee (Associate Professor A F Masters) presiding, Professor A Brewer and Associate Professor J Small. Ms M Kemmis was in attendance.

6.3.1 Receipt of Report

The Sub-Committee **recommends** that the Graduate Studies Committee receive and note the following report of the meeting held on 10 December 2002.

6.3.2 Appointment of Examiners Form

The Sub-Committee had noted at this, and previous meetings, that there have been occasions when candidates have suggested that they were inadequately informed regarding the examination process, including the selection of examiners.

The Sub-Committee **recommends** that the Graduate Studies Committee consider requiring some certification signed by the supervisor and the candidate stating that the examination process had been discussed with the candidate. For example, the current Appointment of Examiners Form might be amended to include a section to be signed by the supervisor and the candidate stating that the examination process had been discussed with the candidate.

Recommendation

That the Graduate Studies Committee consider mechanisms to ensure that students are appropriately informed about the PhD examination process.

6.3.3 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 recommendation of the head of department/school concerned and the faculty board of postgraduate studies, with respect to two candidates and resolved:

- (i) to approve the award of the degree of Doctor of Philosophy, subject to conditions, in one case; and
- (ii) to approve the award of the degree of Doctor of Philosophy, subject to emendations, in one case.

(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 six candidates and resolved:

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

(c) Appointment of Examiners

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

(2) Doctor of Education

(a) Appointment of Examiners

The Sub-Committee noted that examiners had been appointed for one candidate for the degree of Doctor of Education.

(3) Doctor of Juridical Studies

(a) Appointment of Examiners

The Sub-Committee noted that examiners had been appointed for one candidate for the degree of Doctor of Juridical Studies.

Agenda Item 6.4 Report of the PhD Award Sub-Committee

6.4 Report of the PhD Award Sub-Committee meeting held on 4 February 2003

The Committee met on 4 February 2003 when there were present: The Acting Chair of the PhD Award Sub-Committee (Professor A Brewer) presiding, Associate Professors J Christodoulou, P Jones, M Harding and J Small and Dr M Boughton. Ms M Kemmis and Ms S Paynter were in attendance.

6.4.1 Receipt of Report

The Sub-Committee **recommends** that the Graduate Studies Committee receive and note the following report of the meeting held on 4 February 2003.

6.4.2 Appointment of Examiners Form

separate attachment

Members noted that a number of the examiners listed for appointment did not appear to have the required qualifications, and that the faculties involved had not provided further information to support the examiners' appointments. It was suggested that the current Appointment of Examiners Form be amended to highlight this requirement and clarify the need to provide supporting documentation where an examiner does not hold a doctorate. The Sub-Committee also resolved to contact all faculties and remind them that the current versions of all forms and templates were available on the Sub-Committee's website.

Recommendation:

That the Graduate Studies Committee approve the revised Appointment of Examiners Form, as set out in the report presented.

6.4.3 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 recommendation of the head of department/school concerned and the faculty board of postgraduate studies, with respect to four candidates and resolved to approve the award of the degree of Doctor of Philosophy, subject to emendations, in all four 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 five 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 two cases; and
- (iii) to require revision and resubmission for examination in two cases.

(c) Appointment of Examiners

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

(2) Doctor of Juridical Studies

(a) Appointment of Examiners

The Sub-Committee noted that examiners had been appointed for one candidate for the degree of Doctor of Juridical Studies.

Agenda Item 6.5 Report of the PhD Award Sub-Committee

6.5 Report of the PhD Award Sub-Committee meeting held on 4 March 2003

The Committee met on 4 March 2003 when there were present: The Chair of the PhD Award Sub-Committee (Associate Professor A F Masters) presiding, Professor A Brewer, Associate Professors J Christodoulou, M Harding and J Small. Ms M Kemmis was in attendance.

6.5.1 Receipt of Report

The Sub-Committee **recommends** that the Graduate Studies Committee receive and note the following report of the meeting held on date 2003.

6.5.2 Fourth quarter report 2002

34-36

The Sub-Committee considered the fourth quarter report of 2002 and noted:

- the role of supervisors with regard to delays in examination experienced in the Faculty of Medicine, which was being addressed by the Faculty; and
- that the general issue of processing higher degree theses for examination could be suggested to the Academic Board as an item for inclusion in the second round of Faculty Review Visits.

Recommendation

That the Graduate Studies Committee:

- (1) *note the fourth quarter report 2002 of PhD awards; and*
- (2) *recommend that the Academic Board include the processing of higher degree theses for examination as an item for inclusion in the Academic Board Faculty Review Visits: Phase Two,*
as set out in the report presented.

6.5.3 Annual report 2002

37-39

The Sub-Committee considered the annual report 2002 and noted as set out in the report presented.

Recommendation

That the Graduate Studies Committee note the annual report 2002 of PhD awards, as set out in the report presented.

6.5.4 Proceedings of the Sub-Committee

(1) Report of the Chair

The Chair advised members that he had submitted a proposal to the Graduate Studies Committee regarding the early submission of PhD theses. The proposal recommended that the Chair of the Academic Board, or nominee, (on the recommendation of the Dean) accept the early submission of a thesis. The Chair of the Sub-Committee advised that this proposal had been referred to the Postgraduate Research Training Sub-Committee.

(2) Doctor of Philosophy

(a) Award of the degree

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 one candidate and resolved to approve the award of the degree of Doctor of Philosophy, without further qualification.

(b) Award of the 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 two candidates and resolved to approve the award of the degree of Doctor of Philosophy, subject to emendations.

(c) 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 six candidates and resolved:

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

(e) Appointment of Examiners

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

(3) Doctor of Education

(a) 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 one candidate and resolved to approve the award of the degree of Doctor of Education, subject to emendations.

Fourth Quarter Report 2002

1. Awards at faculty level

The fourth quarter report from faculties to the PhD Award Sub-Committee on PhDs awarded at faculty level for the period October to December 2002 is tabulated below, with complete reports from faculties attached (separate attachment). No PhDs were awarded at faculty level for the period October to December 2002 by the Faculty of Nursing, the Australian Graduate School of Management, Sydney College of the Arts and the Sydney Conservatorium of Music.

Faculty	Award	Award subject to		Percentages		
		Typographical corrections	Emendations	Award	Typographical corrections	Emendations
Agriculture, Food & Natural Resources	-	-	2	-	-	100%
AGSM	-	-	-	-	-	-
Architecture	-	2	-	-	100%	-
Arts	2	3	4	22.2%	33.3%	44.5%
College of the Arts	-	-	-	-	-	-
Conservatorium of Music	-	-	-	-	-	-
Dentistry	-	-	1	-	-	100%
Economics & Business	1	-	-	100%	-	-
Education	-	3	-	-	100%	-
Engineering	-	4	3	-	57.1%	42.9%
Health Sciences	-	-	3	-	-	100%
Law	1	-	-	100%	-	-
Medicine	4	3	24	12.9%	9.67%	77.4%
Nursing	-	-	-	-	-	-
Pharmacy	-	-	4	-	-	100%
Rural Management	-	-	1	-	-	100%
Science	3	-	10	23.1%	-	76.9%
Veterinary Science	-	1	1	-	50%	50%
TOTAL	11	16	53	13.75%	20%	66.25%

2. Awards by PhD Award Sub-Committee

The fourth quarter report on PhDs considered by the Sub-Committee indicating the recommendation of the Sub-Committee forwarded to the faculty concerned for the period October to December 2002 is tabulated below:

Faculty	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award
Agriculture, Food & Natural Resources	-	-	-	1	-
AGSM	-	-	-	-	-
Architecture	-	-	-	-	-
Arts	-	-	7	3	1
College of the Arts	-	-	-	-	-
Conservatorium of Music	-	-	-	-	-
Dentistry	-	-	-	-	-
Economics & Business	-	-	2	-	-
Education	-	-	1	-	-
Engineering	-	-	1	1	-
Health Sciences	-	-	-	-	-
Law	-	-	1	-	-
Medicine	-	-	1	1	-
Nursing	-	-	-	-	-
Pharmacy	-	-	1	-	-
Rural Management	-	-	-	-	-
Science	-	-	-	-	-
Veterinary Science	-	-	-	-	-
TOTAL	0	0	14	6	1

3. Total awards fourth quarter 2002

The total awards for the fourth quarter 2002 including PhDs awarded at faculty level or recommended by the PhD Award Sub-Committee is tabulated below:

Faculty	Numbers					Percentages				
	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award
Agriculture, Food & Natural Resources	-	-	2	1	-	-	-	66.7%	33.3%	-
AGSM	-	-	-	-	-	-	-	-	-	-
Architecture	-	2	-	-	-	-	100%	-	-	-
Arts	2	3	11	3	1	10%	15%	55%	15%	5%
College of the Arts	-	-	-	-	-	-	-	-	-	-
Conservatorium of Music	-	-	-	-	-	-	-	-	-	-
Dentistry	-	-	1	-	-	-	-	100%	-	-
Economics & Business	1	-	2	-	-	33.3%	-	66.7%	-	-
Education	-	3	1	-	-	-	75%	25%	-	-
Engineering	-	4	4	1	-	-	44.4%	44.4%	11.2%	-
Health Sciences	-	-	3	-	-	-	-	100%	-	-
Law	1	-	1	-	-	50%	-	50%	-	-
Medicine	4	3	25	1	-	12%	9%	75%	4%	-
Nursing	-	-	-	-	-	-	-	-	-	-
Pharmacy	-	-	5	-	-	-	-	100%	-	-
Rural Management	-	-	1	-	-	-	-	100%	-	-
Science	3	-	10	-	-	23.1%	-	76.9%	-	-
Veterinary Science	-	1	1	-	-	-	50%	50%	-	-
TOTAL	11	16	67	6	1	10.9%	15.9%	66.3%	6%	0.009%

4. Summary of examination times, fourth quarter 2002

The summary below is for PhDs awarded directly at faculty level without further qualification, subject to typographical corrections or emendations. The time of examination is calculated as the number of days between the date that the thesis was submitted and the date that the candidate was informed of the result (that is, the date of the letter information of award or award subject to qualification).

Averaged over all faculties 20.9% (up from 8.9%) of degrees were awarded in three months or less, 23.4% (down from 38%) in four months, 18.5% (down from 19%) in five months, 9.9% (down from 21.5%) in six months and 27.3% (up from 12.6%) took longer than six months.

Faculty	Number awarded within specified months from submission									Total
	≤2 mths	3 mths	4 mths	5 mths	6 mths	7 mths	8 mths	9 mths	>9 mths	
Agriculture, Food & Natural Resources	-	1	1	-	-	-	-	-	-	3
AGSM	-	-	-	-	-	-	-	-	-	0
Architecture	-	-	2	-	-	-	-	-	-	2
Arts	-	2	1	3	3	-	-	-	-	9
College of the Arts	-	-	-	-	-	-	-	-	-	0
Conservatorium of Music	-	-	-	-	-	-	-	-	-	0
Dentistry	-	-	1	-	-	-	-	-	-	1
Economics & Business	-	-	-	-	-	-	-	-	1	1
Education	-	3	-	-	-	-	-	-	-	3
Engineering	-	3	2	1	-	1	-	-	-	7
Health Sciences	-	2	-	1	-	-	-	-	-	3
Law	-	-	-	1	-	-	-	-	-	1
Medicine	-	4	6	5	3	6	3	2	2	31
Nursing	-	-	-	-	-	-	-	-	-	0
Pharmacy	-	-	2	2	-	-	-	-	-	4
Rural Management	-	-	-	-	1	-	-	-	-	1
Science	1	1	4	1	1	3	1	1	-	13
Veterinary Science	-	-	-	1	-	1	-	-	-	2
TOTAL	1	16	19	15	8	11	4	3	3	81

Annual Report 2002

1. Awards at faculty level

The annual report from faculties to the PhD Award Sub-Committee on PhDs awarded at faculty level for the period January to December 2002 is tabulated below. No PhDs were awarded at faculty level during 2002 by the Sydney College of the Arts.

Faculty	Award	Award subject to		Percentages		
		Typographical corrections	Emendations	Award	Typographical corrections	Emendations
Agriculture, Food & Natural Resources	-	-	14	-	-	100%
AGSM	1	-	1	50%	-	50%
Architecture	1	2	4	14.3%	28.6%	57.1%
Arts	9	16	21	19.6%	34.8%	45.6%
College of the Arts	-	-	-	-	-	-
Conservatorium of Music	-	-	2	-	-	100%
Dentistry	1	-	4	20%	-	80%
Economics & Business	1	3	4	12.5%	37.5%	50%
Education	-	8	8	-	50%	50%
Engineering	1	7	18	3.8%	26.9%	69.3%
Health Sciences	2	1	11	14.3%	7.1%	78.6%
Law	4	-	1	80%	-	20%
Medicine	7	16	82	6.5%	15.5%	78%
Nursing	-	-	2	-	-	100%
Pharmacy	-	2	8	-	20%	80%
Rural Management	-	-	1	-	-	100%
Science	4	11	50	6.2%	16.9%	76.9%
Veterinary Science	1	1	3	20%	20%	60%
TOTAL	32	67	234	9.9%	20%	70%

2. Awards by PhD Award Sub-Committee

The annual report on PhDs considered by the Sub-Committee indicating the recommendation of the Sub-Committee forwarded to the faculty concerned for 2002 is tabulated below:

Faculty	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award
Agriculture, Food & Natural Resources	-	-	2	2	-
AGSM	-	-	-	-	-
Architecture	-	-	-	-	-
Arts	-	2	14	8	1
College of the Arts	-	-	-	-	-
Conservatorium of Music	-	-	-	-	-
Dentistry	-	-	-	1	-
Economics & Business	1	-	5	3	-
Education	-	-	1	2	-
Engineering	-	-	2	2	-
Health Sciences	-	1	3	1	-
Law	-	-	1	1	-
Medicine	-	-	13	3	1
Nursing	-	-	1	1	-
Pharmacy	-	-	1	-	-
Rural Management	-	-	-	-	-
Science	-	-	7	-	1
Veterinary Science	-	-	3	1	-
TOTAL	1	3	53	25	3

3. Total awards 2002

The total awards for 2002 including PhDs awarded at faculty level or recommended by the PhD Award Sub-Committee is tabulated below:

Faculty	Numbers					Percentages				
	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award
Agriculture, Food & Natural Resources	-	-	16	2	-	-	-	88.9%	11.1%	-
AGSM	1	-	1	-	-	50%	-	50%	-	-
Architecture	1	2	4	-	-	14.3%	28.6%	57.1%	-	-
Arts	9	18	35	8	1	12.7%	25.4%	49.3%	11.3%	1.3%
College of the Arts	-	-	-	-	-	-	-	-	-	-
Conservatorium of Music	-	-	2	-	-	-	-	100%	-	-
Dentistry	1	-	4	1	-	16.7%	-	66.6%	16.7%	-
Economics & Business	2	6	7	3	-	11.12%	33.33%	38.9%	16.7%	-
Education	-	8	9	2	-	-	42.1%	47.4%	10.5%	-
Engineering	2	6	20	2	-	6.7	19.9%	66.7	6.7	-
Health Sciences	2	2	14	1	-	10.5%	10.5%	73.7%	5.3%	-
Law	4	-	2	1	-	57.1	-	28.6%	14.3%	-
Medicine	7	16	95	3	1	0.05%	13%	78%	0.24%	0.08%
Nursing	-	-	3	1	-	-	-	75%	25%	-
Pharmacy	-	2	9	-	-	-	18.2%	81.8%	-	-
Rural Management	-	-	1	-	-	-	-	100%	-	-
Science	4	11	57	-	1	5.5%	15.1%	78.1%	-	1.3%
Veterinary Science	1	1	6	1	-	11.1%	11.1%	66.7%	11.1%	-
TOTAL	34	72	285	25	3	8%	17%	68%	6%	0.007%

4. Summary of examination times, 2002

The summary below is for PhDs awarded directly at faculty level without further qualification, subject to typographical corrections or emendations. The time of examination is calculated as the number of days between the date that the thesis was submitted and the date that the candidate was informed of the result (that is, the date of the letter information of award or award subject to qualification).

Averaged over all faculties 15.1% (down from 17.4% in 2001) of degrees were awarded in three months or less, 30.2% (up from 21.4%) in four months, 19.3% (down from 24.1%) in five months, 13.3% (down from 15.9%) in six months and 22.1% (up from 21.2%) took longer than six months.

Faculty	Number awarded within specified months from submission									Total
	≤2 mths	3 mths	4 mths	5 mths	6 mths	7 mths	8 mths	9 mths	>9 mths	
Agriculture, Food & Natural Resources	1	2	7	3	1		-	-	-	14
AGSM	-	-	-	-	2	-	-	-	-	0
Architecture	-	1	5	-	-	-	-	1	-	7
Arts	-	6	12	13	9	2	2	1	1	46
College of the Arts	-	-	-	-	-	-	-	-	-	0
Conservatorium of Music	-	-	-	-	-	2	-	-	-	2
Dentistry	-	-	2	1	2	-	-	-	-	5
Economics & Business	1	1	2	-	-	-	-	-	4	8
Education	-	4	4	2	4	2	-	-	-	16
Engineering	-	4	10	6	-	4	1	-	1	26
Health Sciences	-	4	4	4	-	1	-	-	1	14
Law	-	-	-	2	1	1	-	-	1	5
Medicine		11	25	16	16	10	10	7	10	105
Nursing	-	2	-	-	-	-	-	-	-	2
Pharmacy	-	-	5	2	3	-	-	-	-	10
Rural Management	-	-	-	-	1	-	-	-	-	1
Science	2	9	24	14	4	7	3	1	1	65
Veterinary Science	-	2	-	1	1	1	-	-	-	5
TOTAL	4	46	100	64	44	30	16	10	19	331

Agenda Item 7

Report of the Postgraduate Research Training Sub-Committee

7.2 Report of the Postgraduate Research Training Sub-Committee meeting held on 25 February 2003

The Committee met on 25 February 2003 when there were present: The Chair (Associate Professor R Ross) presiding, Professors M Behnia and L Field, Associate Professors J Christodoulou and A F Masters. Miss K Neveltsen was in attendance.

7.2.1 Receipt of Report

The Sub-Committee **recommends** that the Graduate Studies Committee receive and note the following report of the meeting held on 25 February 2003.

7.2.2 Availability of theses on the internet

At its meeting of 4 November 2002, the Graduate Studies Committee discussed the issue of public availability of theses. In particular, the Chair of the Postgraduate Research Training Sub-Committee was requested to contact the Library regarding the availability of theses on the internet.

The Sub-Committee considered a report provided by the Associate University Librarian and agreed to refer the report to the Graduate Studies Committee for noting. Members also agreed that it would be appropriate for the Dean of Graduate Studies to liaise with the Library to monitor developments in this area.

Recommendation

That the Graduate Studies Committee note the report relating to availability of theses on the internet, as set out in the report presented.

7.2.3 Proceedings of the Committee

(1) Accreditation of supervisors

The Sub-Committee considered a discussion paper and supporting documentation relating to accreditation/registration of supervisors and agreed that the policy would be developed further and discussed at the next meeting.

(2) Topics for consideration 2003

The Sub-Committee re-examined its priorities for 2003 and agreed to broad timeframes for the proposed topics, noting that there was also some flexibility to consider issues as they arose.

(3) Earliest date for submission of PhD thesis

The Chair reported that an issue relating to the earliest date for submission of a PhD thesis had been raised. This particularly related to the possibility of amending the rules to provide for outstanding candidates who did not hold a masters by research to submit earlier than the prescribed time in exceptional circumstances. The Sub-Committee agreed to consider the issue fully at its March meeting.

(4) Provisions relating to associate supervisors

The issue of consistency of information relating to the appointment of associate supervisors was raised and the Sub-Committee agreed to consider the issue fully at its March meeting.

Availability of theses on the internet

At its meeting of 4 November 2002, the Graduate Studies Committee discussed the issue of public availability of theses. In particular, the Chair of the Postgraduate Research Training Sub-Committee was requested to contact the Library regarding the availability of theses on the internet.

The Associate University Librarian provided the following:

The University of Sydney Library is a member of the Australian Digital Theses (ADT) Program and was, in fact, one of the foundation members of this Program. The ADT Program is now operated by the Council of Australian University Librarians, a group associated with the AVCC.

The URL for the ADT web site is: <http://adt.caul.edu.au>. The search engine allows you to search across the entire database or to limit your search to the output from a particular institution. You can also access our electronic theses from our own web site where there is a tailored guide and set of frequently asked questions: <http://setis.library.sudy.edu.au/adt/faq.html>.

Our involvement in the project was endorsed by the Graduate Studies Committee and its Working Party on the Electronic Publication of Theses which was set up in 1996. I understand that the Academic Board resolutions have been altered to allow students to submit their theses in electronic format although these changes do not appear to have been publicised within the University. To date only one or two students appear to have submitted their theses in electronic format.

When a new thesis is received in the Rare Books Library we contact the author and invite them to include their thesis in the ADT database. If they are interested we ask them to complete a permission form. They can either give us an electronic file of their thesis which we upload to the server or they can upload the thesis themselves using the ADT software. There are various checks in place to ensure the validity of the thesis.

The response rate is relatively low although as word of the project spreads we have been contacted by a number of graduates seeking to include their theses in the database. As part of the original ADT project a number of older theses were scanned and included in the database. We have 115 theses available electronically.

There is no longer a national database of abstracts for research theses. The publication and database entitled *A Union List of Higher Degree Theses in Australian University Libraries* folded a number of years ago.

The ADT Program is a significant national initiative and has been endorsed by the AVCC and a number of national education bodies including SUPRA and the Deans of Graduate Schools. The ADT management committee has been involved in discussions with commercial operations such as Proquest/UMI Dissertation Services.

In the past the Library has kept in touch with the Chair of the Graduate Studies Committee and briefed them on the current state of development with the ADT Program. We have lost this contact in recent times but were planning to discuss the matter with the new Dean of Graduate Studies. However, we have conducted a number of information sessions in the University and recently launched a small publicity campaign. A flyer and poster have been produced and distributed to academic departments and libraries throughout the University. I will arrange for some copies to be delivered to you.

I would be pleased to meet with representatives of the Graduate Studies Committee and to arrange a demonstration of the ADT Program and its features. I would hope that the Graduate Studies Committee would involve the Library in any discussions concerning the future availability of theses in electronic format.

Agenda Item 8 Report from Faculties

8.1 Faculty of Arts: Graduate Diploma in Museum Studies

In accordance with the *University of Sydney (Coursework) Rule 2000* (as amended) and the Academic Board Resolutions: *Creation, Variation and Deletion of Award Courses and Units of Study*, the Faculty of Arts amended the Resolutions of the Senate relating to the Graduate Diploma in Museum Studies, with effect from 1 January 2003.

The amendments were approved by the Faculty of Arts' Postgraduate Matters Committee meeting held on 5 November 2002 and relate to the areas in which the units of study may be completed.

Resolutions of the Academic Board Graduate Diploma in Museum Studies

The Resolutions of the Senate relating to the Graduate Diploma in Museum Studies are amended, with effect from 1 January 2003, to the following effect:

(Additions indicated by strikethrough, deletions indicated by underline)

4. ~~A candidate for the diploma is required to complete units in: history of museums, administration and organisation of museums, collections and exhibitions, buildings and equipment, museum activities, the museum application of a special subject (anthropology, archaeology, earth sciences, education, local history, natural sciences and visual arts).~~
7. A candidate for the certificate is required to complete four semester length postgraduate courses or their equivalent. ~~in: history of museums, administration and organisation of museums, collections and exhibitions, buildings and equipment, museum activities, the museum application of a special subject (anthropology, archaeology, earth sciences, education, local history, natural sciences and visual arts).~~