



Graduate Studies Committee Agenda

Committee Secretary: Keri Neveldsen

Secretariat, Quadrangle, A14

Phone: 9351 3183; 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 November 2003** in the Western Tower Room.

(Room S 495, first floor of the Western Tower of the Quadrangle 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

13 November 2003

Agenda

Pages

1. **Apologies**

2. **Minutes of previous meeting**

8-24

Recommendation

That the Graduate Studies Committee adopt the minutes of the previous meeting held on 20 October 2003 as a true record.

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

4. **Report of the Academic Board**

25-26

Recommendation

That the Graduate Studies Committee note report of the Academic Board meeting held on 15 October 2003, as set out in the report presented.

- 5. Report of the Chair**
- 5.1 Higher degrees**
- 5.1.1 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 degrees, as set out in the report presented.
- 5.1.2 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.
- 5.2 Oral report**
- Recommendation*
That the Graduate Studies Committee note the report of the Chair.
- 6. Report of the PhD Award Sub-Committee** 27
- 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 4 November 2003** 27
- 6.2.1 Receipt of report**
- Recommendation*
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- 6.2.2 Proceedings of the Sub-Committee** 27
- Recommendation*
That the Graduate Studies Committee note the proceedings of the PhD Award Sub-Committee meeting held on 4 November 2003, as set out in the report presented.
- 7. Report of the Postgraduate Coursework Sub-Committee** 28-36
- 7.1 Oral report of the Chair of the Postgraduate Coursework Sub-Committee**
- Recommendation*
That the Graduate Studies Committee note the report of the Chair of the Postgraduate Coursework Sub-Committee.
- 7.2 Report of the meeting held on 1 October 2003** 28-34
- 7.2.1 Receipt of report**
- Recommendation*
That the Graduate Studies Committee receive and note the report of the Postgraduate Coursework Sub-Committee meeting held on 1 October 2003.

7.2.2 Proposals for new and amended courses

(1) Faculty of Arts

(a) Master of Liberal Studies; Graduate Diploma in Liberal Studies; and Graduate Certificate in Liberal Studies

28-29

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board:

- (1) recommend that Senate approve:*
 - (a) the proposal from the Faculty of Arts for the introduction of the new courses, the Master of Liberal Studies, Graduate Diploma in Liberal Studies, and Graduate Certificate in Liberal Studies,*
 - (b) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Arts, and*
 - (c) the adoption of the new Resolutions of the Senate relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000,*
- (2) note the Resolutions of the Faculty relating to the Master of Liberal Studies, Graduate Diploma in Liberal Studies and Graduate Certificate in Liberal Studies made pursuant to the University of Sydney (Coursework) Rule 2000; and*
- (3) approve the faculty requirements relating to admission, units of study, the pass award course, and award of the award courses,*
with effect from 1 January 2004, as set out in the report presented.

(b) Graduate Certificate in HSC English Studies

29-30

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board:

- (1) recommend that Senate approve:*
 - (a) the proposal from the Faculty of Arts for the introduction in 2004 of the new courses, the Graduate Certificate in HSC English Studies,*
 - (b) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Arts, with effect from 1 January 2004, and*
 - (c) the adoption of the new Resolutions of the Senate relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2004,*
- (2) note the Resolutions of the Faculty relating to the Graduate Certificate in English Studies made pursuant to the University of Sydney (Coursework) Rule 2000; and*

- (3) *approve the faculty requirements relating to admission, units of study, the pass award course, and award of the award courses, as set out in the report presented.*

(2) Faculty of Law: Master of Business Law

30-31

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board recommend that Senate approve:

- (1) *the proposal from the Faculty of Law for the introduction in 2004 of the new course, the Master of Business Law,*
- (2) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Law, with effect from 1 January 2004,*
- (3) *the amendment of the Resolutions of the Senate relating to Master's Degrees and Graduate Diplomas in the Faculty of Law,*

as set out in the report presented.

(3) Faculty of Medicine: Master of Surgery; and Graduate Diploma in Surgery

31-32

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board recommend that Senate approve:

- (1) *the proposal from the Faculty of Medicine for the introduction of the new courses, the Master of Surgery and Graduate Diploma in Surgery,*
- (2) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Medicine, and*
- (3) *the adoption of the Resolutions of the Senate relating to the Master of Surgery and Graduate Diploma in Surgery,*

with effect from 1 January 2004, as set out in the report presented.

(4) Faculty of Science: Master of Medical Physics; and Graduate Diploma in Medical Physics

33-34

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board recommend that Senate approve:

- (1) *the proposal from the Faculty of Science for the introduction of the new courses, the Master of Medical Physics and Graduate Diploma in Medical Physics,*
- (2) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Science,*
- (3) *the adoption of the Resolutions of the Senate relating to the Master of Medical Physics and Graduate Diploma in Medical Physics,*

with effect from 1 January 2004, as set out in the report presented.

7.3 Additional report of the Postgraduate Coursework Sub-Committee

7.3.1 Proposals for new and amended courses

- (1) **Faculty of Medicine: Master of Medicine (Ophthalmic Science); Graduate Diploma in Medicine (Ophthalmic Science); Master of Science in Medicine (Ophthalmic Science); and Graduate Diploma in Science in Medicine (Ophthalmic Science)**

35-36

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board:

- (1) *approve the proposal from the Faculty of Medicine for the introduction of the new specialisation in Ophthalmic Science in the Master of Medicine; Master of Science in Medicine; Graduate Diploma in Medicine; and Graduate Diploma of Science in Medicine; and*
- (2) *recommend that Senate amend the Resolutions of the Senate relating to the Master of Medicine; Master of Science in Medicine; Graduate Diploma in Medicine; and Graduate Diploma of Science in Medicine, to provide for the new specialisation,*

with effect from 1 January 2004, as set out in the report presented.

8. Report of the Postgraduate Research Training Sub-Committee

37-47

8.1 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.

8.2 Report of the meeting held by circulation in November 2003

37-47

8.2.1 Receipt of report

Recommendation

That the Graduate Studies Committee receive and note the report of the Coursework Sub-Committee meeting held by circulation in November 2003.

8.2.2 Proposals for new and amended courses

- (1) **Faculty of Arts: Master of Arts (Research)**

37-38, 39-47

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) *recommend that Senate approve:*
- (a) *the proposal from the Faculty of Arts for the introduction of the new course, the Master of Arts (Research) and the restructured course, the Master of Arts,*
- (b) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Arts, and*
- (c) *the rescission of the Resolutions of the Senate relating to the Master of Arts,*
- (d) *the adoption of the new Resolutions of the Senate relating to the Master of Arts (Research),*
- (e) *the adoption of the new Resolutions of the Senate relating to the Master of Arts, made pursuant to the University of Sydney (Coursework) Rule 2000,*

- (2) note the Resolutions of the Faculty relating to the Master of Arts made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (3) approve the faculty requirements relating to admission, units of study, the pass degree, and award of the degree, with effect from 1 January 2004, as set out in the report presented.

9. Report from Faculties

9.1 Faculty of Arts

(1) Master of Arts (Museum Studies)

48

Recommendation

That the Graduate Studies Committee recommend that the Academic Board approve the amendment of the Resolutions of the Faculty relating to the Master of Arts, with effect from 1 January 2004, as set out in the report presented.

(2) Master of Philosophy; Master of Letters; Master of Arts; Graduate Diploma in Arts

48

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) recommend that Senate amend the Resolutions of the Senate relating to the Master of Philosophy; Master of Letters; and Graduate Diploma in Arts; and
- (2) approve the amendment of the Resolutions of the Faculty relating to the Master of Arts, with effect from 1 January 2004, as set out in the report presented.

9.2 Faculty of Architecture

(1) Postgraduate coursework courses

49, separate attachment

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) recommend that Senate approve:
 - (a) the rescission of the Resolutions of the Senate and the Resolutions of the Faculty relating to Postgraduate Coursework Study: Master's Degrees, Graduate Diplomas and Graduate Certificates, in the Faculty of Architecture,
 - (b) the adoption of the new Resolutions of the Senate relating to the Master's degrees, graduate diplomas and graduate certificates in the Faculty of Architecture, made pursuant to the University of Sydney (Coursework) Rule 2000,
- (2) note the Resolutions of the Faculty relating to the Master's degrees, graduate diplomas and graduate certificates in the Faculty of Architecture made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (3) approve the faculty requirements relating to admission, units of study, the pass degree, the honours degree and award of the degree, with effect from 1 January 2004, as set out in the report presented.

- 9.3 Faculty of Health Sciences**
(1) Changes to units of study 50, separate attachment

Recommendation

That, in accordance with the Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study, the Graduate Studies Committee note the Faculty approved variations to units of study offered by the Faculty of Health Science, as set out in the report presented.

- 9.4 Sydney College of the Arts**
(1) Master of Film and Digital Image 50, separate attachment

Recommendation

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

- (1) amend the Resolutions of the Senate relating to degrees, diplomas and certificates offered in the Faculty of Architecture;*
- (2) re-name the Master of Design Science (Film and Digital Video), the Master of Film and Digital Image; and*
- (3) amend the Resolutions of the Senate relating to degrees, diplomas and certificates in the Faculty of Arts; and the Sydney College of the Arts,*

with effect from 1 January 2005, as set out in the report presented.

- 10. Meeting dates 2004** 51

Recommendation

That the Graduate Studies Committee note the 2004 meeting dates, as set out in the report presented.

- 11. General business**

- 12. Next meeting**

The next meeting will be held on 23 February 2004.

Agenda Item 3
Minutes of the Previous Meeting

Minutes of the Graduate Studies Committee meeting held on Monday 20 October 2003

There were present: The Chair (Associate Professor R Ross) presiding, Professors C Adam, M Behnia, F Nicholas, M O'Connor, P Parkinson and L Zhang, Associate Professors D Kenny, A F Masters and L Unsworth, Drs M Boughton, A Elias, S Forsyth, M Rogerson and B Singh and Mr M Hall. Miss K Neveltsen was in attendance.

1. Apologies

Apologies were received from Professors J Carter, T Hirst, F Nicholas, and P Ramsden and Associate Professors J Christodoulou, G Gurr, P McCallum, M Prosser and W Julian.

2. Minutes of previous meeting

Resolution 132/03

That the Graduate Studies Committee adopt the minutes of the previous meeting held on 15 September 2003 as a true record.

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

3.1 Postgraduate English Language Requirements

At its last meeting the Committee discussed postgraduate English language requirements and recommended that the Academic Board amend the existing policy following its review.

This promoted a number of faculties to review their existing requirements and consider whether there was a need to increase their minimum requirements.

In the course of this, attempts were made to analyse student data to determine if a correlation existed between low English scores and poor performance and therefore whether the English requirements needed adjustment.

Information was initially sought from the International Office (IO) however the IO database did not contain a specific field for IELTS or other English language test scores and therefore this information was not easily extractable. The solution offered was to look on individual student files for this data which had resource implications and seemed an unnecessary waste of time given this data was (or should have been) verified by the University before an admission offer was made.

Satisfying English language requirements was a basis for admission to candidature, therefore the University needed to be collecting this data not only for the ease of reporting and tracking candidatures, but also for quality assurance purposes. Determining whether English requirements had been met was not only a function of the IO but also for faculties admitting local students whose qualifications were obtained from non-English speaking institutions. It would seem therefore, the most sensible repository for this information would be the Admissions silo of FlexSIS.

During discussion the Acting President of SUPRA informed members that the relationship between English language ability and performance had been raised at the Academic Board. This had related to a report regarding the Summer School which contained comparative performance data for international and local students. The Chair advised the Committee that the Registrar was seeking further information.

Resolution 133/03

That the Graduate Studies Committee consider the report relating to postgraduate English language requirements, as set out in the report presented.

4. Report of the Academic Board

Resolution 134/03

That the Graduate Studies Committee note the report of the Academic Board meeting held on 10 September 2003, as set out in the report presented.

5. Report of the Chair

5.1 Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct

The University needed to respond to a request from the Minister for Education and Training relating to academic honesty and plagiarism in research.

The NSW Ombudsman had recently investigated a complaint about a senior university academic at a NSW university failing to appropriately attribute research work undertaken by a student. The Ombudsman's report contained a recommendation which all universities in the state had been asked to respond to:

Recommendation

That the University:

- (1) adopt and publish a policy on the proper attribution of prior work in all research grant applications and research publications by all member of the university. Where individual faculties or schools have existing policies in this area, such should be reviewed to ensure they accord with the principles of the overall university policy.
- (2) adopt and publish a policy to protect student and junior staff from improper or inequitable use of their academic work by more senior staff. Such a policy should cover (but not be confined to) issues of:
 - (a) to whom complaints of misuse should be made;
 - (b) ensuring assessment and investigation of complaints are carried out by staff from a different academic unit to the one in which the academic complained about works;
 - (c) the principles to guides such assessment and investigation;
 - (d) ensuring the fullest possible protection against reprisals for complainants;
 - (e) appropriate disciplinary action against those who make knowingly false complaints.

The Chair reported that the matter had been discussed with the Chair of the Academic Board and the University's policies relating to these matters had been reviewed. In addition to the Code of Conduct and the *University of Sydney (Intellectual Property) Rule 2002*, the University had a policy which covered proper attribution of work, being the *Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct*.

The policy had been in place since 2001 and was reviewed a year after its implementation when minor changes were made, particularly making timeframes for investigations more explicit. The issues the Ombudsman identified as needing to be covered were generally within the existing policy.

While the Chair was satisfied that the policy was not the recommendations of the Ombudsman, it was recommended that the definitions relating to plagiarism be awarded to make them consistent with those contained in the *Academic Board Resolutions: Academic Honesty in Coursework*.

During discussion members agreed to recommend an amendment to the Guidelines for Dealing with Allegations of research Misconduct to address the recommendation of the Ombudsman regarding independent investigation.

The amendment would encourage that the investigation of a complaint was carried out by staff from a different academic unit, or from outside the University working within the same discipline or field of study.

In a related matter, members discussed the need for students to acknowledge the work of supervisors. Issues of intellectual property rights needed to be clarified throughout the candidature.

Members were reminded that the Code of Responsible Research Practice applied to both staff and students and needed to be widely communicated.

The Committee agreed that there was a need to review the Code to clarify issues such as the need to differentiate between theses and publications and clarification regarding student publications under the name of the University,

A matter of concern for the Committee was the possibility of students publishing work under the name of the University without permission or without an associated authoritative person.

Resolution 135/03

That the Graduate Studies Committee recommend through the Academic Board that the Vice-Chancellor amend the Guidelines for Dealing with Allegations of Research Misconduct, as set out in the report presented.

5.2 Oral report

The Chair had nothing further to report.

Resolution 136/03

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, drew the attention of members to issues relating to supervision of PhD candidature, set out in the report.

Resolution 137/03

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 6 October 2003

6.2.1 Receipt of report

Resolution 138/03

That the Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held on 6 October 2003.

6.2.2 Supervision of PhD Candidates

The Committee noted that the Sub-Committee had considered a case where the supervisor and the associate supervisor had advised the Head of School that they were no longer willing to supervise the candidate. The Sub-Committee recommended that faculties be advised that supervisors were expected to take responsibility for the candidature up to the final decision on the award, or non-award, of the degree.

The Committee expressed some concern with the recommendation from the Sub-Committee noting that there would be justifiable reasons in some cases, and that there needed to be mechanisms for changing supervision.

The Chair of the Sub-Committee clarified that the position was that:

- a candidate could not be without supervision;
- if conflict arose, it needed to be addressed; and
- the Head of School could make alternate arrangements.

This was different to a supervisor unilaterally taking the decision to cease supervision without working through the appropriate processes.

Resolution 139/03

That the Graduate Studies Committee advise faculties that supervisors are expected to take responsibility of the candidature up to the final decision on the award, or non-award, of the degree, as set out in the report presented.

6.2.3 Proceedings of the Sub-Committee

Resolution 140/03

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 Coursework Sub-Committee

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

The Chair of the Postgraduate Coursework Sub-Committee, Dr M Boughton, advised members that the Sub-Committee had met an additional two times to consider all the course proposals received. The Chair indicated that there had been an overall improvement in the standard of the proposals, however a number had still required revision. Particular areas of concern had been consultation; credit point values; assessment and content of units of study; and nomenclature. The Sub-Committee had also noted that in many cases the proposed resolutions had required amendment to ensure they linked to the proposal.

Questions were raised about the process to review postgraduate coursework courses. The Chair advised that the current policy was that courses were reviewed every five years. There was general discussion about ways in which the process could be improved including reasonable timeframes and the need for reporting back. It was agreed that the Sub-Committee would consider a paper to revise the review process.

The Chair thanked the Chair and members of the Sub-Committee for their concentrated efforts.

Resolution 141/03

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

7.2 Report of the meeting held on 22 September 2003

7.2.1 Receipt of report

Resolution 142/03

That the Graduate Studies Committee receive and note the report of the Postgraduate Coursework Sub-Committee meeting held on 22 September 2003.

7.2.2 Proposals for new and amended postgraduate courses

(1) Graduate School of Government: Graduate Diploma in Public Administration; and Graduate Certificate in Public Administration

The Graduate School of Government proposed to introduce the new courses, Graduate Diploma in Public Administration; and Graduate Certificate in Public Administration, with effect from 1 January 2004.

The courses aimed to complement those currently offered by the University in the broad fields of public policy, business, management, government, international relations, and law. The NSW Government, which was supporting the courses and had undertaken to provide students, intended that the Graduate Diploma and Graduate Certificate would assist to educate, train and develop future talent to manage and lead the provision of essential public services.

The need to improve the standard of public sector management and leadership by investing in education and training had been identified as critical to the NSW, national and international communities. These proposed courses, particularly the Graduate Diploma, aimed to meet this need in NSW initially, but then more widely, particularly developing alliances with regional governments and academic institutions overseas. Both would focus on practical, real world, experience as well as theoretical underpinning.

They would draw on the considerable relevant academic skills and existing units of study within the University, enabling a combination of subject areas, tailored public sector content, and modes of learning specifically designed for the needs of senior public servants. This would be supported by the involvement of public sector CEOs and senior executives as advisors on course content, to provide teaching resources and as participants in direct teaching. Engagement in the two latter roles would be undertaken by the Director, Graduate School of Government, within the University's normal process and in consultation with the School's Board of Postgraduate Studies. Students would also undertake a work-based project.

Those who would undertake these courses would be better equipped for their demanding public leadership roles, or for promotion to such roles, through their theoretical and real world studies and their experience in forming valuable networks.

Clarification was provided about aspects of the proposal, including the following, and some amendments to the proposal were requested:

- there was agreement in principle only at this stage about the proposed articulation of the Graduate Diploma into the Master of Public Policy;
- possible articulation of the Graduate Diploma into the Executive Master of Public Administration offered by ANZSOG would not be in the spirit of the agreement with ANZSOG;
- a wider base and the introduction of new short courses were envisaged for the future;
- full-time academic course coordinators would be appointed for each unit of study;

- existing units of study which would be part of the courses had been given a new name and code, and would be taught in a different way; and
- the commitment to the Graduate School of Government from the NSW Government was for three years, and in the first two years, at least 90% of students would be provided by the Government.

Resolution 143/03

That the Graduate Studies Committee recommend that the Academic Board:

- (1) recommend that Senate approve:
 - (a) the proposal from the Graduate School of Government for the of the new courses, the Graduate Diploma in Public Administration, and Graduate Certificate in Public Administration,
 - (b) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Graduate School of Government, and
 - (c) the adoption of the Resolutions of the Senate relating to the Graduate Diploma in Public Administration, and the Graduate Certificate in Public Administration, made pursuant to the University of Sydney (Coursework) Rule 2000 (as amended); and
- (2) note the Resolutions of the Faculty relating to the Graduate Diploma in Public Administration and Graduate Certificate in Public Administration, made pursuant to the University of Sydney (Coursework) Rule 2000 (as amended); and
- (3) approve the faculty requirements relating to admission, units of study, the pass degree, and award of the degree, with effect from 1 January 2004, as set out in the report presented.

(2) Faculty of Science: Master of Applied Science (Nutrition and Dietetics); Graduate Diploma in Applied Science (Nutrition and Dietetics); and Graduate Certificate in Applied Science (Nutrition and Dietetics)

The Faculty of Science proposed to introduce the new specialisation of Nutrition and Dietetics into the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science courses from 1 January 2004.

The proposed specialisation was based on the philosophy that training in Clinical Dietetics should involve a common corpus of professional knowledge and skills on which specialist training could be developed. Coursework would be offered as web-based units of study and clinical experience would be provided by hospital placement. These placements would be offered by the participating hospitals and the Nutrition and Dietetic Department of Central Sydney Area Health Service.

Current training in nutrition and dietetics at the University of Sydney was available at the undergraduate level through the Bachelor of Science (Nutrition & Dietetics), and through two postgraduate courses: the Master of Nutritional Science, a two-year course for Science graduates without previous study in nutrition and dietetics, and the Master of Nutrition and Dietetics, a two-year degree for Science graduates culminating in professional registration for those without previous training in nutrition and dietetics. At present there

was no award course available which allowed registered and experienced dieticians to obtain advanced professional recognition. The proposed master's degree was directed towards this need in the profession and the further training of professionals with a Bachelors degree in nutrition and dietetics.

The coursework units of study would be web-based and offered for full-time and part-time study, with clinical placements in Nutrition and Dietetics Departments of the Royal Prince Alfred Hospital and its hospital affiliates. The courses would be coordinated by Dr Dianne Volker who is the dietician responsible for training student dieticians at the University of Sydney. Royal Prince Alfred's Central Sydney Area Health Service linked with Concord and Balmain Hospitals would provide the courses with an ideal infrastructure that few other Australian universities were able to match at the present time. These links would provide excellent access to patients for teaching and clinical placement purposes. At the present time, no such courses existed in Australia.

Clarification was provided about aspects of the proposal, including the following, and some amendments to the proposal were requested:

- up to 20 students could be accommodated at five hospitals, and more could be accommodated with staggered arrangements;
- international students would study critical care concurrently with another unit and do 40 hours of clinical placement at the end;
- coursework would be within standard teaching times, while clinical could be conducted outside standard teaching times;
- coursework and clinical assessment breakdowns were provided; and
- planned arrangements for the Nutrition collection were described in view of the closure of the Biochemistry library at the end of 2003.

Resolution 144/03

That the Graduate Studies Committee that the Academic Board:

- (1) approve the proposal from the Faculty of Science for the introduction of the new specialisation in Nutrition and Dietetics in the Master of Applied Science; Graduate Diploma in Applied Science; and Graduate Certificate in Applied Science; and
- (2) recommend that Senate amend the Resolutions of the Senate relating to the Master of Applied Science; Graduate Diploma in Applied Science; and Graduate Certificate in Applied Science to provide for the new specialisation,

with effect from 1 January 2004, as set out in the report presented.

- (3) **Faculty of Medicine: Master of Medicine (Ophthalmic Science); Graduate Diploma in Medicine (Ophthalmic Science); Master of Science in Medicine (Ophthalmic Science); and Graduate Diploma in Science in Medicine (Ophthalmic Science)**

At the request of the Chair of the Postgraduate Coursework Sub-Committee, this item was removed from the agenda at the meeting.

(4) Faculty of Science: Master of Applied Science (Psychology of Coaching)

The Faculty of Science proposed to introduce the new specialisation of Psychology of Coaching into the Master of Applied Science course from 1 January 2004.

The proposed variation extended the existing Graduate Certificate in Applied Science (Psychology of Coaching) and Graduate Diploma in Applied Science (Psychology of Coaching) to Masters level. This would allow students of the Graduate Diploma to undertake further postgraduate units of study in the Psychology of Coaching, and was being implemented in part in response to student and industry requests for a postgraduate Masters level degree.

The Master of Applied Science (Psychology of Coaching) would teach the applied science of human performance enhancement. The existing Graduate Diploma was the first and only university-based course in Australia to offer specialised training in coaching psychology. The new Master of Applied Science (Psychology of Coaching) extended the existing six units of study in the Graduate Diploma, and allowed student to take more units of study in the Psychology of Coaching. Students would be able to choose from a wider range of offered units of study and graduate with a Masters degree.

There was a high level of demand both from students and from employers for this level of education in the Psychology of Coaching and using Psychology to enhance human performance in organisational settings.

The goal of the Master of Applied Science (Psychology of Coaching) was to produce graduates who were capable of working from a theoretically-grounded empirically-supported model of coaching, and who would be capable of working in a wide range of organisational settings and with a wide range of clients. These goals were in accord with the University's strategic plan and the Faculty of Science's strategic plan in that the courses would provide high quality postgraduate education that met the needs of both students and the broader community.

Resolution 145/03

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board:

- (1) approve the proposal from the Faculty of Science for the introduction of the new specialisation in Psychology of Coaching into the Master of Applied Science; and
- (2) recommend that Senate amend the Resolutions of the Senate relating to the Master of Applied Science to provide for the new specialisation,

with effect from 1 January 2004, as set out in the report presented.

(5) Sydney College of the Arts: Master of Contemporary Arts for Educators

The Sydney College of the Arts proposed to introduce a revised structure for the Master of Contemporary Arts for Educators (MCAE) from 1 January 2004.

While Senate approved the MCAE course in 2000, the course had not been offered. Following discussions between the Sydney College of the Arts and the Faculty of Education and Social Work, both faculties had agreed to minor changes to the original proposal and to offer the degree for its first intake in First Semester 2004.

The changes related to units of study and no amendment to the Resolutions of the Senate were required.

Clarification was provided about aspects of the proposal, including the following, and some amendments to the proposal were requested:

- advice was provided that enrolment would be currently limited to 15, with planned future expansion of facilities possibly enabling two classes;
- investigation into the possible articulation of the Masters degree with a Graduate Certificate or Graduate Diploma in Contemporary Arts for Educators as exit points would be undertaken and
- in response to the suggestion that the course also be offered in part-time mode, the Faculty noted that the full-time course was only offered at night, except for Summer School and some non-standard teaching periods, and that it would be difficult to offer in part-time mode.

Resolution 146/03

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board approve the proposal from the Sydney College of the Arts for the revised structure of the Master of Contemporary Arts for Educators, with effect from 1 January 2004, as set out in the report presented.

7.3 Report of the meeting held on 2 October 2003

7.3.1 Receipt of report

Resolution 147/03

That the Graduate Studies Committee receive and note the report of the Postgraduate Coursework Sub-Committee meeting held on 2 October 2003.

7.3.2 Proposals for amended postgraduate courses

(1) Faculty of Science

(a) Graduate Diploma in Science (Psychology)

At the request of the Chair of the Postgraduate Coursework Sub-Committee, this item was removed from the agenda at the meeting.

(b) **Master of Information Technology, Graduate Diploma in Information Technology, Graduate Certificate in Information Technology, Master of Applied Information Technology, Graduate Diploma in Applied Information Technology, Graduate Certificate in Applied Information Technology**

The Faculty of Science proposed to amend the existing courses, Master of Information Technology, Graduate Diploma in Information Technology, Graduate Certificate in Information Technology, Master of Applied Information Technology, Graduate Diploma in Applied Information Technology, Graduate Certificate in Applied Information Technology, with effect from 1 January 2004.

The Faculty advised that the School of Information Technologies had undertaken a major restructure of the MInfTech/MApplIT curriculum to ensure predictable offerings, well structured majors and alignment of teaching with the School research. The revised courses were informed by current research and professional practice, and were responsive to the needs of the communities served by the University. Further, these courses would produce graduates well equipped to contribute successfully to the IT industry. The revised courses would be submitted to the Australian Computer Society for accreditation.

Resolution 148/03

That the Graduate Studies Committee recommend that the Academic Board:

- (1) approve the proposal from the Faculty of Science for the introduction in 2004 of the amended courses, the Master of Information Technology, Graduate Diploma in Information Technology, Graduate Certificate in Information Technology, Master of Applied Information Technology, Graduate Diploma in Applied Information Technology and Graduate Certificate in Applied Information Technology; and
- (2) recommend that Senate adopt the amended Resolutions of the Senate relating to these courses, with effect from 1 January 2004, as set out in the report presented.

(2) **Faculty of Rural Management**

(a) **Master of Sustainable Management, Graduate Diploma in Sustainable Management, Graduate Certificate in Sustainable Management**

The Faculty of Rural Management proposed to amend the existing courses, Master of Sustainable Management, Graduate Diploma in Sustainable Management and Graduate Certificate in Sustainable Management, with effect from 1 January 2004.

The Master of Sustainable Management course commenced in First Semester, 2003 as an embedded program of Graduate Certificate, Graduate Diploma, and Master levels of studies in sustainable management which were offered only in the part-time mode. The purpose of this proposal was to amend the offering of the courses to include a full-time offering.

It became apparent from enquiries received both for 2003 and already for 2004 that an opportunity existed to increase enrolments in the courses by offering both full-time and part-time delivery modes. Being able to take advantage of this opportunity to increase fee paying postgraduate enrolments was in accordance with the Faculty's strategic plan to reduce the current reliance on HECS funded undergraduate students. In addition, this proposal was also in accordance with recent discussions with both the Pro-Vice-Chancellor, College of Sciences and Technology and the Dean of Graduate Studies, namely to increase enrolments in postgraduate coursework courses.

The Sub-Committee considered the proposal in detail and noted that the semester length was 16 weeks which would require informing the Student Centre that the courses were being offered in non-standard teaching periods..

Resolution 149/03

That the Graduate Studies Committee recommend that the Academic Board approve the proposal from the Faculty of Rural Management for the introduction of the additional mode of delivery for the Master of Sustainable Management, Graduate Diploma in Sustainable Management and Graduate Certificate in Sustainable Management courses, with effect from 1 January 2003, as set out in the report presented.

(b) Master of Sustainable Agriculture, Graduate Diploma in Sustainable Agriculture, Graduate Certificate in Sustainable Agriculture

The Faculty of Rural Management proposed to amend the existing courses, Master of Sustainable Agriculture, Graduate Diploma in Sustainable Agriculture and Graduate Certificate in Sustainable Agriculture, with effect from 1 January 2004.

The courses recently underwent a major review and the proposal was for amendments arising from that process and associated market research. The proposed changes were: to add an on-campus mode of study (to the current distance education mode); to add a new unit, RMRS5883 Research Methods (to be a requirement for students progressing to Master level); and to refine the Course Aims. In conjunction with these significant amendments it was intended to increase the use of online teaching and review the content of all units for currency and to ensure relevance to international students.

The Sub-Committee considered the proposal in detail, noting its quality. The Sub-Committee's only query was whether there had been consultation with the Planning Support Office over the high proposed fee increase.

Resolution 150/03

That the Graduate Studies Committee recommend that the Academic Board:

- (1) approve the proposal from the Faculty of Rural Management for the introduction of the additional mode of delivery for the Master of Sustainable Agriculture, Graduate Diploma in Sustainable Agriculture and Graduate Certificate in Sustainable Agriculture courses;
- (2) recommend that Senate:
 - (a) rescind the Resolutions of the Senate relating to the Master of Sustainable Agriculture, Graduate Diploma in Sustainable Agriculture and Graduate Certificate in Sustainable Agriculture courses;
 - (b) adopt the new Resolutions of the Senate relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000;
- (3) note the Resolutions of the Faculty relating to the above courses, made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (4) approve the faculty requirements relating to admission, units of study, the pass award course and the award of the degree,

with effect from 1 January 2004, as set out in the report presented.

8. Report of the Postgraduate Research Training Sub-Committee

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

The Chair of Postgraduate research Training Sub-Committee, Associate Professor R Ross, had nothing further to add to the report.

Resolution 151/03

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

8.2 Report of the meeting held on 23 September 2003

8.2.1 Receipt of report

Resolution 152/03

That the Graduate Studies Committee receive and note the report of the Postgraduate Research Training Sub-Committee meeting held on 23 September 2003.

8.2.2 Proposals for new and amended courses

(1) Faculty of Education and Social Work: Doctor of Education

The Faculty of Education and Social Work proposed to introduce a revised Doctor of Education from 1 January 2004.

The Doctor of Education currently offered at the University of Sydney was an 'early generation' model of this degree. While two thirds of the structure of the degree was research for and writing of a thesis, the course structure rested on five or more coursework units of study normally taken before a candidate began thesis work. Because of this, the degree was mistakenly thought of by some as a 'coursework-based' professional doctorate.

This model of Doctor of Education was now outmoded for several reasons including that the thesis component was not distinctively conceived or structured (indeed it seemed more or less indistinguishable from the traditional PhD in Education); and the current degree made no particular 'professional' connection, in terms of a requirement that students address concerns of the profession or professional practice in their coursework and thesis projects, or in the supervision and assessment of the students' work.

The new form of the Doctor of Education (EdD) offered candidates the opportunity for advanced self-reflective research into the education profession and professional practice in education. The specific aim of the new form of the Doctor of Education was the development of researching professionals, rather than professional researchers, as was more typically the case with the PhD.

Doctor of Education students would normally undertake two or three research studies in their topic area, each of a different kind, rather than a single study as was often the case with the PhD. At the end of the course, students would tie the work together with an extended exegesis that contextualised and interpreted the separate studies, demonstrating what was added to professional knowledge and practice from the multi-faceted perspective produced by the set of articulated studies.

Sub-Committee discussion focused on the following issues:

- the importance of distinguishing the Doctor of Education from similar PhD degrees offered overseas, as candidates were doing applied research in their own industry;
- Doctor of Education candidates would submit a thesis which would be more profession related and would research practical issues in their own workplace;
- a professional doctorate should not be thought of as a second class PhD but instead viewed as a distinctive PhD which attracted students with high profile leadership qualities.

It was noted that the proposal included provision for a project advisor for candidates. Sub-Committee members were assured that the project advisor would be providing feedback to candidates and would not be involved in the formal examination process and noted that the related paragraph had been struck from the proposal.

Resolution 153/03

That the Graduate Studies Committee that the Academic Board:

- (1) approve the revised structure of the Doctor of Education in the Faculty of Education and Social Work, in accordance with the Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study, and
- (2) recommend that Senate approve the amendment of the Resolutions of the Senate relating to the Doctor of Education to reflect the revised structure,

with effect from 1 January 2004, as set out in the report presented.

8.2.3 Registration of supervisors

The Postgraduate Research Training Sub-Committee had considered the issue of registration of supervisors since the start of the year.

Building on work undertaken by previous working parties, the Sub-Committee considered current University provisions and practices in other Australian universities. The Sub-Committee developed a draft policy outlining the requirements for postgraduate research higher degree training supervision at the University of Sydney. Faculties were asked to consider and discuss the proposed policy.

The Sub-Committee considered all the submitted feedback from faculties.

Particular areas addressed included: the Head of School as associate supervisor; specific requirements to be met by supervisors; professional development; maintenance of register; and the role of the Dean of Graduate Studies.

The Chair introduced the item highlighting particular issues on which the Sub-Committee had agreed and disagreed, and summarising the concerns raised by faculties noting that the most criticism received had related to the proposed responsibilities of the Dean of Faculties and the Dean of Graduate Studies.

During initial discussion the following issues were raised:

- some Deans had expressed concern that the policy was unnecessary and that there were enough controls currently in place;
- in some faculties there was a lack of available supervisors
- the definition of “successful supervision to completion” needed to take account of part-time candidatures.

The Chair responded to the concerns advising that the proposed policy encouraged faculties to team inexperienced supervisors with an experienced supervisor as associate supervisor. Members were also reminded that faculties needed to ensure appropriate resources, including supervision, were available prior to admitting candidates and that the purpose of the proposed policy was to maintain and enhance the quality of supervision.

In discussion about the limits on supervision, the Chair advised that associate supervision responsibilities should also be taken into account. The Committee noted that the limits varied greatly across the Group of Eight (Go8) universities from 2-12. Members questioned the limit of five, which some faculties felt was either too high or an arbitrary figure.

The Committee was advised that the institution-wide average was 1.2 research candidatures per full-time academic staff member, and across the G08, there was a 1.45 average with best practice being 1.65.

Members noted that the limit had taken account of this, but that provision had also been made for the limit to be exceeded in some circumstances.

The need for a limit was to ensure that candidates received the appropriate level of support required. The idea of aligning the limit to ARC funding was rejected as the ARC did not take the outcomes of candidature into account.

The issue of supervisor requirements was also discussed and the possibility of waving the requirements for “high flyers”.

The Chair indicated that this issue had been contentious at the Sub-Committee and argued that excellence in research did not automatically equate to excellence in supervision. The Committee understood that the University needed to guarantee its supervision and agreed that one problem was perception that associate supervision was inferior to being the supervisor.

The Committee agreed to ask the Academic Staffing Committee to consider the issue as part of the review of the promotions process and documentation.

Members noted that in some faculties the issue of requiring associate supervisors would present some problems. This policy attempted to balance this along with feedback from inexperienced supervisors indicating the need for additional support, guidance and training.

The Committee agreed to recommend that the Academic Board adopt the policy, noting that the one area of disagreement related to associate supervisors.

Resolution 154/03

That the Graduate Studies Committee recommend that the Academic Board:

- (1) adopt the policy relating to Postgraduate Research Higher Degree Training Supervision;
- (2) amend the Code of Practice for Supervision of Postgraduate Research Students, and
- (3) request the Academic Staffing Committee to address the issue of supervision and associate supervision in its review of promotions, with effect from 1 January 2004, as set out in the report presented.

8.2.4 Proceedings of the Sub-Committee

Resolution 155/03

That the Graduate Studies Committee note the proceedings of the Postgraduate Research Training Sub-Committee meeting held on 23 September 2003, as set out in the report presented.

9. Report of the Postgraduate Awards Sub-Committee

9.1 Oral report of the Chair of the Postgraduate Awards Sub-Committee

The Chair of the Postgraduate Awards Sub-Committee, Associate Professor R Ross, asked members to note the report relating to second semester 2003 co-funded UPAS.

Resolution 156/03

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

9.2 Second Semester 2003 Co-funded University of Sydney Postgraduate Awards (UPAs)

In May 2003, the University decided to offer up to 40 additional University of Sydney Postgraduate Awards (UPAs) co-funded on a 50:50 basis by the office of the Pro Vice-Chancellor (Research) and departments/schools or faculties for Second Semester 2003. Recipients of the UPA (Co-funded) had to enrol in a postgraduate research degree and commence their candidature by 29 August 2003. No deferment of the scholarship was allowed.

The awards were allocated to the three Colleges using the formula approach approved by Academic Board in 2002. The formula uses weighted completions over two years with Masters and PhD completions weighted 1:2. One award was allocated centrally to cover anomalous cases. To maintain parity between scholarships awarded in First and Second Semester, the Academic Board approved in June 2003 that scholarships would not be offered if the difference between the cut-off marks in Second Semester and those in First Semester is greater than five points.

Applications opened for four weeks and a total of 135 applications (including five ineligible) were received. Each Faculty and College ranked the eligible applications following the same procedure used for the award of 2003 APAs and UPAs. The Postgraduate Awards Sub-Committee then considered the three College ranking lists against the cut-off mark allowed and the number of awards to be funded by each Faculty. A total of 31 offers (including one anomalous case) were approved, 15 were to new students. It was noted that eight continuing students who received offers were currently supported by departmental or external scholarships. With one offer to a new student not accepted, 30 students commenced their UPA (Co-funded) by 29 August 2003.

Resolution 157/03

That the Graduate Studies Committee note the report relating to Second Semester 2003 Co-funded University of Sydney Postgraduate Awards (UPAs), as set out in the report presented.

10. Report from Faculties

10.2 Faculty of Veterinary Science: English Language Requirements

The Faculty of Veterinary Science proposed to increase its English language requirements with effect from 1 January 2004.

The Faculty recommended that the IELTS level required for the Veterinary Public Health Management (VPHMgt) courses be raised from IELTS 6.5, TOEFL 575 and TWE 4.5 to IELTS 7.0 with Writing and Speaking bands of 7.0; TOEFL 600 plus TWE 5.0; Computer-based TOEFL 250 plus Essay Rating 5.0.

The proposed increase was based on the levels of teamwork and communication required for participation and assessment in the courses.

The Committee noted that the proposal increase was consistent with other faculties.

Resolution 158/03

That the Graduate Studies Committee recommend that the Academic Board:

- (1) approve the English language requirements relating to the Master of Veterinary Public Health Management; Graduate Diploma in Veterinary Public Health Management; and Graduate Certificate in Veterinary Public Health Management; and
- (2) amend the policy "Postgraduate English Language Requirements", with effect from 1 January 2004, as set out in the report presented.

10.3 Sydney College of the Arts: Doctor of Philosophy

The Sydney College of the Arts had considered its requirements regarding the balance of thesis and creative work in the Doctor of Philosophy.

The College currently stated:

The thesis must be 50,000 – 80,000 words in length, and the creative work must represent a significant coherent solo exhibition.

In order to clarify the requirements, the College proposed that:

Candidates who take the examination option of Thesis with accompanying Creative Work must obtain a pass for both the Thesis and Creative Work in order for the degree to be awarded.

The Committee noted that there were no associated Resolutions of the Senate which required amendment, however during discussion it was agreed to amend the statement to read:

Candidates who take the examination option of thesis and creative work...

Resolution 159/03

That the Graduate Studies Committee recommend that the Academic Board approve the clarification of academic requirements relating to the Doctor of Philosophy in the Sydney College of the Arts, as set out in the report presented.

11. General business

11.1 Constitution of the PhD

The Dean of Graduate Studies (DOGS) reported that the national council of DOGS was discussing what constituted a PhD in the Australian context and he would report back on developments in this area.

12. Next meeting

The next meeting would be held on 17 November 2003 in the Western Tower Room.

Agenda Item 4 Report of the Academic Board

Report of the Academic Board meeting held on 15 October 2003

The report of the Graduate Studies Committee to the Academic Board is available in the agenda for the meeting of the Academic Board on 15 October 2003. The agenda may be accessed on the University's intranet at: <http://www.usyd.edu.au/su/ab>

4.1 Admission to the University

The Academic Board had considered a motion relating to opposition to the admission of local fee-paying students to the University on the grounds that merit and provisions for equity would no longer be the principal criteria determining admission.

During lengthy debate on the motion it was pointed out that the University had been admitting local fee-paying students since 1997, and it was argued that this had not affected the University's overriding principle of admission on merit.

A number of members stated that they did not support the changes proposed by the Federal Government. Concern was also expressed at the potential impact on the University UAI cut-offs if greater numbers of local fee-paying students were admitted.

It was agreed that the Academic Board needed to positively signal its continued support of academic merit as the principal criteria for admission. It was noted that supporting the original motion would negatively impact on local fee-paying students who had been members of the University community since 1997, when provision for local fee-payers was introduced.

Accordingly, the Academic Board resolved:

That the Academic Board of the University of Sydney affirm in the strongest terms that admission to the University of Sydney will be on the grounds of merit and provision for equity.

4.2 Postgraduate English Language Requirements

On the recommendation of its Graduate Studies Committee, the Academic Board rescinded the policy *English Language requirements: International Students* and adopted the policy *Postgraduate English Language Requirements*.

The Committee had reviewed the existing policy noting that it had been developed over a number of years and required consideration as a consolidated document. Proposed changes clarified issues relating to changes in international visa regulations and the TOEFL testing system.

The revised policy clarifies the University's position in relation to English language requirements for postgraduate applications and includes a schedule of faculty requirements, above the University minimum, as approved by the Academic Board.

The policy is available on the University's intranet at:

http://db.auth.usyd.edu.au/policy/policy_index.stm

4.3 Academic Board Resolutions: *Academic Honesty in Coursework*

The Academic Board Resolutions: *Academic Honesty in Coursework* provide for monitoring of academic standards within faculties and for faculties to submit an annual report to the Academic Board.

The Teaching and Learning Committee had previously presented a consolidated report summarising faculty responses and identifying areas for improvement in the monitoring process including the need for faculties to report on protocols, marking, detection methods, treatment of cases, and general issues and comments in relation to the policy.

An additional report was received incorporating submissions which had not been included in the original report.

4.4 Update on policy development and review

(1) Appeals

The Academic Board was reminded that a review of the University's appeals provisions was currently underway. Mr John Topley, former Registrar at Griffith University in Queensland was leading the review which was anticipated to be completed by the end of the year.

Following general discussion regarding the process of the review, the Academic Board was assured that the review would not take place in insolation to other Academic Board policies. It was noted that other policies such as the revised special consideration procedures could be affected.

(2) Student Code of Conduct

The Academic Board noted that in response to issues raised in the Faculty Review Visits, work was being undertaken on developing a student code of conduct. The AVCC had also previously requested information from universities on student codes of conduct.

Student rights and responsibilities were currently listed in various policy documents. This project would pull these together into one document. The proposed Code would also address areas not covered by existing policies. The Academic Board was assured that there would be extensive consultation with staff and students on the draft document.

Members were informed that a communication strategy would be developed, and that staff and students were welcome to submit suggestions and comments regarding the proposed Code.

Agenda Item 6
Report of the PhD Award Sub-Committee

6.2 Report of the PhD Award Sub-Committee meeting held on 4 November 2003

The Committee met on date 2003 when there were present: The Acting Chair of the PhD Award Sub-Committee presiding Professor A Brewer, Associate Professors M Harding and P Jones and Dr M Boughton. Ms S Paynter was 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 4 November 2003.

6.2.2 Proceedings of the Sub-Committee

(1) Doctor of Philosophy

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

(b) Revise and Resubmit

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 advised that the award of the degree of Doctor of Philosophy not be awarded but that the candidate be allowed to revise and resubmit the thesis.

(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 one candidate and resolved:

- (i) to recommend that the Faculty provide more information regarding the candidate in one case.

(d) Appointment of Examiners

The Sub-Committee noted that examiners had been appointed for 40 candidates for the degree of Doctor of Philosophy.

(2) Examiner's Report Form

The Sub-Committee will review the Examiner's Report Form at its December meeting to ensure ongoing compliance with the Resolutions of the Academic Board relating to the Examination Process for the Degree of Doctor of Philosophy, and to ensure that appropriate guidance is provided to examiners.

Agenda Item 7.2
Report of the Postgraduate Coursework Sub-Committee

7.2 Report of the Postgraduate Coursework Sub-Committee meeting held on 1 October 2003

The Committee met on 1 October 2003 when there were present: the Chair (Dr M Boughton) presiding, and Dr M Rogerson. Miss K Neveldsen 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 1 October 2003.

7.2.2 Proposals for new and amended courses

(1) Faculty of Arts

(a) Master of Liberal Studies; Graduate Diploma in Liberal Studies; and Graduate Certificate in Liberal Studies

At its August meeting the Sub-Committee considered a proposal from the Faculty of Arts to introduce the new courses, the Master of Liberal Studies, Graduate Diploma in Liberal Studies and Graduate Certificate in Liberal Studies, from 1 January 2004.

The proposed postgraduate courses in Liberal Studies were new award courses designed for those who wished to pursue a broad interdisciplinary course of study or balance previous studies in one discipline area with new academic challenges. These courses were expected to bring back to the University a new kind of student – namely, those who were professionally trained and secure in their jobs, and wished to pursue further areas of interest at a more rigorous and with deeper analysis, without necessarily gaining a professional qualification. These new students were the ‘Baby Boomers’ who had an undergraduate degree and the social capital that appreciated the rigors of tertiary level teaching.

In particular, the proposed new courses of study in Liberal Studies would present critical debates about the functions and application of knowledge in social, legal, scientific and cultural matters. Further, these new courses would reflect contemporary debates as well as traditional concerns about science and society from the perspectives of those providing and utilising various professional and expert services.

The courses were designed to respond to the needs of graduates whose first degrees were relatively narrow in scope, and who sought greater breadth and depth of understanding in fields of professional or personal relevance. Currently, the range of postgraduate Master, Diploma or Certificate courses did not provide a course of study in which the multiple and related strands of science and technology, health, humanities and social sciences could be explored altogether.

The Sub-Committee identified a number of issues to be addressed including the course structure; units of study; progression to higher degrees; award of the degree; nomenclature; student workload; attributes of graduates; and consultation.

A revised proposal was submitted by the Faculty and considered by the Sub-Committee. The revised proposal is available from the Academic Board office.

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board:

- (1) *recommend that Senate approve:*
 - (a) *the proposal from the Faculty of Arts for the introduction of the new courses, the Master of Liberal Studies, Graduate Diploma in Liberal Studies, and Graduate Certificate in Liberal Studies,*
 - (b) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Arts, and*
 - (c) *the adoption of the new Resolutions of the Senate relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000,*
- (2) *note the Resolutions of the Faculty relating to the Master of Liberal Studies, Graduate Diploma in Liberal Studies and Graduate Certificate in Liberal Studies made pursuant to the University of Sydney (Coursework) Rule 2000; and*
- (3) *approve the faculty requirements relating to admission, units of study, the pass award course, and award of the award courses, with effect from 1 January 2004, as set out in the report presented.*

(b) Graduate Certificate in HSC English Studies

At its August meeting the Sub-Committee considered a proposal from the Faculty of Arts to introduce the new course, the Graduate Certificate in HSC English Studies from 1 January 2004.

The proposed Graduate Certificate course was devised to draw professionally trained postgraduate students to the English department to extend their expertise in the discipline of English Studies. This new award course would provide an appropriate upgrade of the professional qualifications of teachers in the specific context of their current workplace requirements. It would be unique in New South Wales in meeting the professional needs of HSC English teachers as they guided their own students through the new HSC syllabus and prepared to meet the demands of further changes in 2004-5.

The course would provide tools to meet the new academic challenges of the revised HSC English Syllabus introduced in 2001. Because the new syllabus had radically changed and extended the definition of English Studies, there were increased demands on year 12 students and their teachers.

There had been widespread public and professional debate about the new HSC syllabus, accompanied by initiatives from the Board of Studies, the Education Department and teachers' organizations to provide support for teachers. None of these initiatives had been able to provide a sustained and comprehensive approach addressed to the needs of teachers currently engaged in teaching the new HSC syllabus or intending to teach it. Consultation with the Faculty of Education and Social Work, the Board of Studies, the Department of Education, the English Teachers' Association and the Association of Independent Schools had confirmed the need for such a course.

The Department of English at this university had a long and close involvement in devising syllabus and examining at HSC level (including the setting and marking of examination papers), and with teachers' organizations. This course was a logical extension of that involvement.

Sub-Committee members expressed concern about the proposed name and sustainability of the course. Particular unease about the professional development aspect was highlighted including:

- the proposal appeared to represent more professional development than an ongoing academic course;
- the proposal was apparently linked to the teaching syllabus rather than the process of teaching HSC English studies;
- proposed articulation with the Master of Arts and Graduate Diploma of Arts needed to be clarified, particularly in relation to credit arrangements;
- there appeared to be no core units of study which supported the proposal in a sustainable way;
- the proposal needed to be clarified to explain what flexible teaching was in this context, e.g. taught in non-standard teaching periods;
- additional consideration needed to be given to the availability of the course as currently it was targeted at the state of New South Wales, and it would need to be clear whether international students could enrol.

A revised proposal was submitted by the Faculty and considered by the Sub-Committee. The revised proposal is available from the Academic Board office.

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board:

- (1) *recommend that Senate approve:*
 - (a) *the proposal from the Faculty of Arts for the introduction in 2004 of the new courses, the Graduate Certificate in HSC English Studies,*
 - (b) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Arts, with effect from 1 January 2004, and*
 - (c) *the adoption of the new Resolutions of the Senate relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2004,*
- (2) *note the Resolutions of the Faculty relating to the Graduate Certificate in English Studies made pursuant to the University of Sydney (Coursework) Rule 2000; and*
- (3) *approve the faculty requirements relating to admission, units of study, the pass award course, and award of the award courses, as set out in the report presented.*

(2) Faculty of Law: Master of Business Law

At its August meeting the Sub-Committee considered a proposal from the Faculty of Law to introduce the new course, the Master of Business Law from 1 January 2004.

The Faculty offered specialised postgraduate course in some 13 areas: administrative law and policy; asian and pacific legal systems; criminology; environmental law; health law; jurisprudence; labour law and relations; taxation, international taxation; international law; international business law; commercial law; and corporate, securities and finance law.

The purpose of the Master of Business Law was to provide a flexible course for advanced study that would permit candidates to choose units of study from five specialist programs:

- taxation law,
- international taxation law,
- commercial law,

- international business law, and
- corporate, securities and finance law.

The Law Faculty offered the following specialised courses: Master of Taxation; Graduate Diploma in Taxation; Master of International Taxation; Graduate Diploma in Commercial Law; Graduate Diploma in Corporate, Securities and Finance Law; and Graduate Diploma in International Business Law.

The proposed Master of Business Law was aimed particularly at accountancy graduates who had completed either the Graduate Diploma offered by the Institute of Chartered Accountants in Australia (ICAA), or the Chartered Practising Accountant (CPA) program. At present, these graduates who wished to undertake advanced study in law were obliged to enrol in one of the above specialisations. In some areas no Masters level qualification was available. The Faculty offered a generalist Master of Laws (LLM), but it was only open to candidates with an undergraduate law degree (LLB).

In order to meet the varying needs of accountancy professionals seeking to do further study, and others who wished an advanced qualification in business law, the proposed Master of Business Law would not involve compulsory units of study. Rather, it would permit candidates to choose from the existing array of elective units within the taxation, international taxation, commercial law, international business law, and corporate, securities and finance law programs. There was strong demand for a flexible, Masters level qualification that built on completion of professional accountancy qualifications. The proposed Master of Business Law would also be open to other candidates with an undergraduate qualification in accountancy, business or another suitable discipline.

The Sub-Committee identified a number of concerns and many of these were addressed through the amendment of credit provisions for postgraduate coursework courses.

A revised proposal was submitted by the Faculty and considered by the Sub-Committee. The revised proposal is available from the Academic Board office.

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board recommend that Senate approve:

- (1) *the proposal from the Faculty of Law for the introduction in 2004 of the new course, the Master of Business Law,*
- (2) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Law, with effect from 1 January 2004,*
- (3) *the amendment of the Resolutions of the Senate relating to Master's Degrees and Graduate Diplomas in the Faculty of Law,*
as set out in the report presented.

(3) Faculty of Medicine: Master of Surgery; and Graduate Diploma in Surgery

At its August meeting the Sub-Committee considered a proposal from the Faculty of Medicine proposed to introduce the new courses, the Master of Surgery and Graduate Diploma in Surgery from 1 January 2004.

The proposal was to introduce a Master of Surgery by coursework as an alternative to the existing Master of Surgery by thesis alone. The proposed course would be distinguished from the existing degree by inclusion of the surgical specialty which supervised the treatise, in brackets, after the degree. For example Master of Surgery (Vascular Surgery). In addition candidates would be required to select the specialty

before commencing and complete one unit of study in that specialty and one unit of study related to that specialty from the elective options.

The proposal had been put forward because the existing Master of Surgery by thesis was not fulfilling the needs of postgraduate students in surgery. The majority of surgical trainees found that they did not have the necessary time to take 2 to 3 years out of their Royal Australasian College of Surgeons training program to undertake research leading to submission of a thesis. The average time from graduation in Medicine (Bachelor of Medicine, Bachelor of Surgery (MBBS) to completion of training and certification in general surgery or one of the surgical specialties was now eight years. This reluctance was understandable considering that this time line placed trainees in their 30s before they received their postgraduate certification in surgery. The proposed Master of Surgery by a combination of research and coursework would enable surgical trainees to complete their postgraduate degree in a minimum of two semesters of full time study or four semesters part-time.

The proposal was very relevant to postgraduate students who aspired to an academic or teaching hospital career, in addition to potential employers who looked to the acquisition of a postgraduate degree in surgery as a desirable condition of appointment. The proposed Master of Surgery by a combination of research and coursework would contribute to the University's existing strengths in offering a broad spectrum of postgraduate degrees and diplomas in medicine.

During discussion the Sub-Committee:

- acknowledged the need to differentiate between the new coursework course and the existing research course and asked whether the Faculty had considered an alternate name for the Master of Surgery (Research);
- noted that it was preferred that the surgical specialties be stated;
- requested that the nomenclature throughout the proposal be amended to reflect University practice;
- asked the Faculty to consider the credit point values for the proposed units of study, particularly arising from discussions about the overall student workload;
- sought clarification in relation to the monitoring and evaluation of the course; and
- recommended a clearer statement relating to teaching availability and staff workload issues.

The proponents addressed the issues, submitting a revised proposal which is available from the Academic Board office.

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board recommend that Senate approve:

- (1) *the proposal from the Faculty of Medicine for the introduction of the new courses, the Master of Surgery and Graduate Diploma in Surgery,*
 - (2) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Medicine, and*
 - (3) *the adoption of the Resolutions of the Senate relating to the Master of Surgery and Graduate Diploma in Surgery,*
- with effect from 1 January 2004, as set out in the report presented.*

(4) Faculty of Science: Master of Medical Physics; and Graduate Diploma in Medical Physics

At its August meeting the Sub-Committee considered a proposal from the Faculty of Science proposed to introduce the new courses, the Master of Medical Physics and Graduate Diploma in Medical Physics from 1 January 2004.

The courses were designed to meet the global demand for students with the knowledge, understanding and expertise to work within the highly scientific and technical medical environment, particularly in hospitals.

Medical Physics was the specialist area of physics which dealt with the application of physics in a clinical or hospital setting, specifically in the areas of radiation therapy, nuclear medicine and diagnostic radiology. A Masters degree in Medical Physics was the entry level qualification for a career and subsequent accreditation in the medical physics profession.

Currently there was a shortage of qualified medical physicists in Australia and particularly New South Wales. This shortage would increase as cancer services expanded as proposed by the New South Wales and Federal Government. The shortage was exacerbated by the net loss of experienced Medical Physicists to countries such as USA and Canada, where the demand was also strong and where salaries were higher. In consultation with the Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM), the New South Wales state government as funding training (Registrar) positions in medical physics over the next five years (2003–2008). These positions required individuals to undertake, as part of the training, an accredited Masters degree in Medical Physics. The curriculum of the proposed degree would satisfy the requirements of the ACPSEM training and accreditation program.

In Australia, there were currently only three universities (Queensland University of Technology (QUT), Adelaide, Wollongong) offering Master's degrees in Medical Physics by coursework. Although the central Sydney area had the largest concentration of radiotherapy facilities and services there was no Masters course offered by any tertiary training institution in the Sydney area.

The School of Physics had developed a strategic plan to develop interdisciplinary areas of Physics and as part of this plan to promote physics as a discipline through collaborations with other Departments within the University and with other bodies. The School had successful research programs in biological and medical areas of physics and was further committing to Medical Physics research through the recent appointment of a medical physicist with impressive credentials in teaching and research in the medical physics profession. The School was forming an Institute of Medical Physics as an umbrella organization for its Medical Physics activities and the Medical Physics Masters course would be managed through the Institute.

The Sub-Committee had noted:

- the overall credit point value of the courses was to ensure that external accreditation requirements were also met and that this needed to be clarified;
- all proposed units of study were new and all were core requirements;
- the issue of progression, and if a candidate needed to suspend, needed to be further addressed;
- examination of the project needed to be carefully managed;
- there was an expectation that all candidates would be working in a hospital but in principle a candidate would be able to undertake the course if they weren't;
- concern about the inclusion of international students including ensuring that restrictions were in place where applicable;
- additional consultation had been undertaken and needed to be completed;

- the Faculty needed to address the issue of availability of equipment;
- attributes of graduates needed further expansion;
- consideration needed to be given to establishing a quota; and
- monitoring and evaluation needed to meet University requirements, not just the accrediting body.

A revised proposal was submitted by the Faculty and considered by the Sub-Committee. The revised proposal is available from the Academic Board office.

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board recommend that Senate approve:

- (1) the proposal from the Faculty of Science for the introduction of the new courses, the Master of Medical Physics and Graduate Diploma in Medical Physics,*
 - (2) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Science,*
 - (3) the adoption of the Resolutions of the Senate relating to the Master of Medical Physics and Graduate Diploma in Medical Physics,*
- with effect from 1 January 2004, as set out in the report presented.*

Agenda Item 7.3
Report of the Postgraduate Coursework Sub-Committee

7.3 Additional report of the Postgraduate Coursework Sub-Committee

7.3.1 Proposals for new and amended courses

(1) Faculty of Medicine: Master of Medicine (Ophthalmic Science); Graduate Diploma in Medicine (Ophthalmic Science); Master of Science in Medicine (Ophthalmic Science); and Graduate Diploma in Science in Medicine (Ophthalmic Science)

At the last meeting of the Graduate Studies Committee, this item was removed at the request of the Chair.

The Faculty of Medicine proposes to introduce the new specialisation of Ophthalmic Science into the Master of Medicine, Graduate Diploma in Medicine, Master of Science in Medicine and Graduate Diploma of Science in Medicine courses from 1 January 2004.

The purpose of the proposal is to provide new postgraduate qualifications for medical or other health graduates wishing to extend their understanding of the ophthalmic basic and visual sciences. It also aims to assist those seeking a position in the Royal Australian and New Zealand College of Ophthalmologists (RANZCO) approved training scheme.

In 2002 RANZCO has indicated that it will no longer offer examinations for candidates in ophthalmic basic sciences. The proposed specialisation is aimed at filling a void left by the College and provides an opportunity for candidates throughout Australia and New Zealand to study the Ophthalmic Basic Sciences. They may do this either prior to or during their training on a full or part-time basis.

The University of Otago has already set up a Postgraduate Diploma in Ophthalmic Basic Sciences which it conducts through distance learning. Our close affiliation with the University of Otago has resulted in us collaborating to have a similar degree available through the University of Sydney. The University of Otago has provided access to their course material and lecturers in a sharing of knowledge and skills to provide students with a degree of the highest possible standard. An internet based course is proposed with lecturers based in either Sydney or Dunedin (or elsewhere in Australia or New Zealand) conducting the tutorials and lectures each week.

Cross accreditation will be granted to students that have already completed part of their diploma through the University of Otago and who wish to complete their degree at the University of Sydney. Students will only be accepted if this does not make up more than 50% of their degree in accordance with the Resolutions of the Senate.

In discussion, clarification was provided about aspects of the proposal, including the following, and some amendments to the proposal were requested:

- advice was provided that, while the two masters degrees in the area of Ophthalmic Science would appeal to health graduates wishing to increase their understanding of the ophthalmic basic and visual sciences, only the Master of Medicine (Ophthalmic Science) would appeal to medical graduates;
- Professor Billson and Dr Petsoglou agreed to reduce the 40,000 word maximum length of the treatise to 20,000 in line with usual practice; and
- the Chair queried the proposed allocation of nine credit points per unit of study when the University was moving to six credit points to enable easy transfer of credit points from one area to another. She undertook to seek advice on whether this needed to be changed. Professor Billson and Dr Petsoglou indicated that it would be possible to make such changes if required.

A revised proposal was received from the Faculty.

Recommendation

That the Postgraduate Coursework Sub-Committee recommend through the Graduate Studies Committee that the Academic Board:

- (1) approve the proposal from the Faculty of Medicine for the introduction of the new specialisation in Ophthalmic Science in the Master of Medicine; Master of Science in Medicine; Graduate Diploma in Medicine; and Graduate Diploma of Science in Medicine; and*
 - (2) recommend that Senate amend the Resolutions of the Senate relating to the Master of Medicine; Master of Science in Medicine; Graduate Diploma in Medicine; and Graduate Diploma of Science in Medicine, to provide for the new specialisation,*
- with effect from 1 January 2004, as set out in the report presented.*

Agenda Item 8
Report of the Postgraduate Research Training Sub-Committee

8.2 Report of the Postgraduate Research Training Sub-Committee meeting held by circulation in November 2003

The Committee met on by circulation in November 2003.

8.2.1 Receipt of Report

The Sub-Committee **recommends** that the Graduate Studies Committee receive and note the following report of the meeting held by circulation in November 2003.

8.2.2 Proposals for new and amended courses

(1) Faculty of Arts: Master of Arts (Research)

On the recommendation of the Faculty of Arts, the Postgraduate Research Training Sub-Committee recommends that the Graduate Studies Committee recommend through the Academic Board that Senate approve the proposal from the Faculty of Arts to re-introduce a previous Master of Arts course and differentiate it from the existing Master of Arts by naming it Master of Arts (Research), from 1 January 2004.

The Sub-Committee had identified the following concerns in the original proposal:

- students who had completed only three years of undergraduate study were not eligible to enrol in a one year masters degree according to the accreditation of degrees paper written by the Federal Government;
- under section 4 (2) of the proposal, the thesis length should read 26,000 – 28,000 and 4 (4) thesis length 28,000 – 30,000 words;
- Section 17, Transitional arrangements was no longer an issue as the student mentioned had submitted his thesis for examination;
- the amount of credit points candidates were able to transfer from other postgraduate courses appeared inconsistent with other universities practices, however the Sub-Committee noted that this issue would be revisited in the revised proposal;
- this type of masters degree would help prepare students for PhD candidature;
- it was agreed that the impact of offering the degree over two years compared to only one year, should be examined; and
- it was noted that the Masters of Arts (Research) was much more transferable than the Master of Philosophy degree which was currently offered by the Faculty.

A revised proposal was submitted by the Faculty and considered by the Sub-Committee. The revised proposal is available on the University's intranet at:

<http://www.usyd.edu.au/su/ab/committees/ResTrain/2003.html>

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) *recommend that Senate approve:*
- (a) *the proposal from the Faculty of Arts for the introduction of the new course, the Master of Arts (Research) and the restructured course, the Master of Arts,*
 - (b) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Arts, and*
 - (c) *the rescission of the Resolutions of the Senate relating to the Master of Arts,*
 - (d) *the adoption of the new Resolutions of the Senate relating to the Master of Arts (Research),*
 - (e) *the adoption of the new Resolutions of the Senate relating to the Master of Arts, made pursuant to the University of Sydney (Coursework) Rule 2000,*

- (2) *note the Resolutions of the Faculty relating to the Master of Arts made pursuant to the University of Sydney (Coursework) Rule 2000; and*
- (3) *approve the faculty requirements relating to admission, units of study, the pass degree, and award of the degree,*
with effect from 1 January 2004, as set out in the report presented.

Amendment of the Resolutions of the Senate and adoption of new Resolutions

Resolutions of the Senate

Degrees, Diplomas and Certificates in the Faculty of Arts

The Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Arts are amended to the following effect from 1 January 2004:

(additions indicated by underline, deletions indicated by strikethrough)

Section 1. relating to degrees in the Faculty of Arts is amended, with subsequent re-numbering:

1. The degrees in the Faculty of Arts shall be:
 - (a) Bachelor of Arts (BA)
 - (b) Bachelor of Arts (Advanced) (BA (Advanced))
 - (c) Bachelor of Arts (Honours) (BA(Hons))
 - (d) Bachelor of Arts (Asian Studies) (BA(AsianStud))
 - (e) Bachelor of Arts (Asian Studies) (Honours) (BA(AsianStud)Hons)
 - (f) Bachelor of Arts (Languages) (BA (Lang))
 - (g) Bachelor of Arts (Languages) (Honours) (BA (Lang)(Hons))
 - (h) Bachelor of Arts (Media and Communications) (BA (Media & Comm))
 - (i) Bachelor of Arts (Media & Communications) (Honours) (BA (Media & Comm)) (Hons)
 - (j) Bachelor of Arts Informatics (BA Informatics)
 - (k) Bachelor of Arts Informatics (Honours) (BA Informatics (Hons))
 - (l) Bachelor of Social Sciences (BSocSci)
 - (m) Bachelor of Social Sciences (Honours) (BSocSci(Hons))
 - (n) Bachelor of Liberal Studies (BLibStud)
 - (o) Bachelor of liberal Studies (Advanced) (BlibStud(Advanced))
 - (p) Bachelor of Liberal Studies (International) (BLibStud(International))
 - (q) Master of Arts (MA)
 - (r) Master of Arts (Research) (MA(Research))
 - (s) Master of Arts in Early Christian Studies (MA (Early Christian Stud))
 - (t) Master of Arts in Public History (MA(Public History))
 - (u) Master of Letters (MLitt)
 - (v) Master of Letters in Public History (MLitt(Public History))
 - (w) Master of Media Practice (MMediaPrac)
 - (x) Master of Medical Humanities (MMedicalHum)
 - (y) Master of Philosophy (MPhil)
 - (z) Master of Professional Communication (MPC)
 - (i) Master of Theology (MTh)
 - (ii) Master of Theology (Honours) (MTh (Hons))
 - (iii) Doctor of Philosophy (PhD)
 - (iv) Doctor of Letters (DLitt)
 - (v) Doctor of Arts (DArts)
 - (vi) Doctor of Social Sciences (DSocSci)

Resolutions of the Senate

Master of Arts (Research)

The Resolutions of the Senate relating to the Master of Arts (Research) are adopted to the following effect from 1 January 2004:

These Resolutions must be read in conjunction with the relevant rules and Resolutions of the Senate and Academic Board, including:

- (1) the University of Sydney (Amendment Act) Rule 1999 (as amended);
- (2) the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework courses;
- (3) the Resolutions of the Academic Board relating to Assessment and Examination of Coursework; and
- (4) the Resolutions of the Academic Board relating to the Examination Procedure for the Degree of Doctor of Philosophy.

The Master of Arts (Research) is designed to meet the needs of those who wish to extend their studies beyond their undergraduate degree primarily by research and thesis but do not have an undergraduate honours degree or other qualification that would allow entry into a postgraduate research degree.

The Master of Arts (Research) will allow students to develop and demonstrate their research capability within the Master's award through thesis only or through thesis combined with one or two postgraduate units of study.

1. Admission to Candidature:

An applicant for admission to candidature shall:

- (1) Apply in writing to the Dean;
- (2) (a) (i) hold a Bachelor degree with a major in a relevant subject area with a distinction average from the University of Sydney; or
(ii) an undergraduate degree deemed to be equivalent
- (b) Submit with the application:
 - (i) An outline of the proposed program of advanced coursework and research (not less than 1,000 words)

2. Probationary acceptance

- (1) A candidate may be accepted on a probationary basis for a period not exceeding two semesters and upon completion of this probationary period, the Dean shall review the candidate's work and shall either confirm the candidate's status or terminate the candidature.
- (2) In the case of a candidate accepted on a probationary basis, the candidature shall be deemed to have commenced from the date of such acceptance.

3. Availability

- (1) Admission to candidature may be limited by quota.
- (2) In determining the quota the University will take into account:
 - (a) availability of resources, including space, library, equipment and computing facilities; and
 - (b) availability of adequate and appropriate supervision.
- (3) In considering an applicant for admission to candidature, the Dean may take account of the quota and will select in preference applicants who are most meritorious in terms of the eligibility for admission criteria.

4. Degree requirements

In order to complete the requirements for the degree, a candidate shall complete an approved course of advanced study and research as follows:

- (1) one postgraduate unit of study as prescribed by the Faculty; comprising a total of 6 credit points; and
- (2) a thesis of 28,000 - 30,000 words in length investigating an appropriate topic approved by their supervisor, the relevant postgraduate coordinator and the Faculty; or;
- (3) two postgraduate units of study as prescribed by the Faculty, comprising 12 credit points; and
- (4) a thesis of 26,000 – 28,000 words in length investigating an appropriate topic approved by their supervisor, the relevant postgraduate coordinator and the Faculty; or;
- (5) a thesis of 30,000 – 35,000 words in length investigating an appropriate topic approved by their supervisor, the relevant postgraduate coordinator and the Faculty

5. Units of study

- (1) Coursework Units of Study. A candidate shall complete units of study from the Table of Units of Study for the Mater of Arts degree in the Faculty of Arts Postgraduate Handbook.
- (2) Candidates who elect to undertake units of study together with the shorter thesis must complete the units of study prior to the submission of the thesis.

6 The Thesis

- (1) A candidate shall undertake research to produce a research thesis of the required length. The candidate shall state, throughout the thesis and specifically in chapter or foot notes, the sources from which information is derived, the extent to which use has been made of the work of others, and the portion of the work the candidate claims as original.
- (2) The topic of the thesis must have the prior approval of the Dean.
- (3) A candidate may also 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 produce evidence to identify satisfactorily the sections of the work for which the candidate is responsible.
- (4) A candidate may not present as the thesis any work that has been presented for a degree or diploma at this or another university, but the candidate will not be precluded from incorporating such in the thesis, provided that, in presenting the thesis, the candidate indicates the part of the work which has been so incorporated.
- (5) The thesis shall be written in English or, in the case of language departments, either in English or in their target language as determined by the department. Such applications should normally be made in writing and approved by the chair of department concerned and the Dean of Arts before the commencement of candidature. In considering applications a chair of department shall take into account arrangements for supervision and examination.
- (6) A candidate shall submit to the relevant department three copies of the thesis and three copies of a summary of about 300 words in length.

- (7) The copies of the thesis submitted for examination will be either printed copies or, where prior approval has been obtained from the relevant head of department, in the form of CDs, as provided in the Resolutions of the Academic Board relating to the Form of the Thesis for the degree of Doctor of Philosophy.
- (8) The thesis shall be accompanied by a certificate from the supervisor stating whether, in the supervisor's opinion, the form of presentation of the thesis is satisfactory.
- (9) When the degree has been awarded, a hard copy of the thesis printed on archival paper and incorporating any required emendations and revisions shall be lodged in the University Library.

7. Length of candidature

- (1) A candidate may proceed either on a full-time or part-time basis.
- (2) Except with the express approval of the Dean –
 - (a) a full-time candidate shall complete the degree requirements no earlier than the end of the fourth semester of candidature; and
 - (b) a part-time candidate shall complete the degree requirements no earlier than the end of the eighth semester of candidature.
- (3) Where a candidate is granted credit for previous studies in accordance with section 8 below, the candidate's minimum and maximum length of candidature may be adjusted accordingly.
- (4) Where a candidate is granted a period of suspension of candidature, this period will not count as part of the time-limits prescribed above in sub-section (2).
- (5) Where a candidate is granted permission to change from full- to part-time candidature, or the reverse, the minimum and maximum lengths of candidature will be amended pro-rata.

8 Credit transfer

- (1) Coursework component
 - (a) A candidate who, at the date of admission to candidature, has completed postgraduate coursework (whether a degree for that work has been awarded or not) may apply for credit transfer towards the degree.
 - (b) On the recommendation of the relevant head of department, the Dean may grant a candidate credit for previous studies provided that -
 - (i) the coursework for which credit is sought is deemed by the Dean to have been completed with a high level of competency (normally at a Distinction level or above) and to be relevant to the candidate's total program of study; and
 - (ii) no more than 12 credit points shall be so credited.
- (2) Research component
 - (a) A candidate who, at the date of admission to candidature, has completed not less than one semester as a candidate for a degree of master in the Faculty of Arts or in another faculty in the University of Sydney, may be permitted by the Dean to transfer credit for the whole or any part of that candidature towards the Master of Arts (Research) degree, provided that –
 - (i) the period of candidature for the degree of master for which credit is sought shall have been in a program of full-time or part-time advanced study directly related to the candidate's proposed course of advanced study and research for the Maser of Arts (Research) degree; and
 - (ii) the candidate shall have abandoned candidature for that degree of master.
 - (b) A candidate who, at the date of admission to candidature, has completed not less than one semester as a candidate for the degree of Doctor of Philosophy or Master of Philosophy in the University of Sydney may be permitted by the Dean to transfer credit for the whole or any part of that candidature towards the Master of Arts (Research) degree, provided that –
 - (i) the period of candidature for the PhD or MPhil degree for which credit is sought shall have been in a program directly related to the candidate's proposed course of advanced study and research for the Master of Arts (Research) degree; and
 - (ii) the candidate shall have abandoned candidature for the PhD of MPhil degree.
 - (c) A candidate who, at the date of admission, has completed not less than one semester as a candidate for a higher degree in another university or institution may be credited for the whole or any part of that period of candidature towards the Master of Arts (Research) degree, provided that -
 - (i) the period of candidature for the higher degree for which credit is sought shall have been in a program of full-time or part-time advanced study and

- (ii) research directly related to the candidate's proposed course of advanced study and research for the Master of Arts (Research) degree;
- (iii) the candidate shall have abandoned candidature for the higher degree of the other university or institution concerned for which credit is sought; and the amount of credit which may be so granted shall not exceed two semesters.

9. Control of candidature

- (1) Each candidate shall pursue his or her course of advanced study and research wholly under the control of the University.

10. Location of candidature

- (1) Subject to the approval of the supervisor, relevant head of department and the Dean, a candidate shall pursue the program of advanced study and research:
 - (a) within the University, including its research centres;
 - (b) on fieldwork either in the field or in libraries, museums or other repositories;
 - (c) within research institutions or other institutions considered by the Dean to provide adequate facilities for that candidature; or
 - (d) within a professional working environment considered to be appropriate by the Dean.
- (2) A candidate shall be regarded as engaging in work within the University if he or she is undertaking approved distance and/or off-campus study, this being a mode of study in which the student would not be in regular physical attendance on a designated campus of the University.
- (3) A candidate must, however, be able to attend the University at such times and on such occasions for the purposes of consultation and participation in prescribed academic and educational activities, as may be required by the relevant head of department.
- (4) Except in respect of a candidate undertaking approved distance and/or off-campus study, a candidate pursuing candidature outside Australia must also complete a cumulative minimum period of one semester of candidature within the University.

11. Supervision

- (1) Appointment of supervisor
 - (a) The Dean, on the recommendation of the relevant head of department, shall appoint a suitably qualified supervisor for each candidate to take primary responsibility for the conduct of the candidature.
 - (b) The Dean, on the recommendation of the relevant head of department, shall normally appoint one or more associate supervisors for each candidate to assist in the supervision of that candidature.
- (2) Qualifications of supervisors

A person appointed as a supervisor must be:

 - (a) a member of the academic staff;
 - (b) a member of the senior research staff;
 - (c) a person upon whom the Senate has conferred an academic title;
 - (d) or such other member of the staff of the University as may be considered appropriate in a particular case by the Graduate Studies Committee of the Academic Board.
- (3) Qualifications of associate supervisors

A person appointed as an associate supervisor must:

 - (a) hold the qualifications referred to in sub-section (2); or
 - (b) have been appointed as an honorary associate of the University.

12. Progress

- (1) Annual review
 - (a) At the end of each year of candidature, each candidate shall complete and submit an annual progress report form to provide evidence of progress to the satisfaction of the supervisor, the relevant head of department and the Dean.
 - (b) The supervisor shall comment on the candidate's report, and the form will then be referred back to the candidate who shall sign the report to indicate that he or she has sighted the supervisor's comments.
 - (b) The form shall then be referred to the head of the relevant department, who, on the basis of the evidence provided, shall recommend the conditions of candidature to apply for the following year. The head may require the candidate to provide further evidence of progress at the end of one semester or such other period as the head considers appropriate.
 - (d) The progress report form is then forwarded to the Dean for consideration and comment.
- (2) Interview at the end of the first year of candidature

- (a) In addition to the requirement for the submission of an annual progress report, at the end of the first year of candidature each candidate's progress will be reviewed at an interview to be organised by the relevant department.
 - (b) The review shall include an assessment of the research project including the resources being made available, the candidate's progress and the supervisory arrangements. If both the supervisor and the relevant head of department participate in the review, another member of staff - usually the departmental postgraduate co-ordinator - shall normally also participate in the review. There shall also be a segment where the candidate has the opportunity to discuss in confidence his or her progress in the absence of the supervisor.
 - (c) An outcome will be considered by the head of department, if not directly involved, and the Dean. Where difficulties have been identified, the report will include an agreed course of action which may include discontinuation of candidature.
- (3) Lack of evidence of satisfactory progress
- (a) If a candidate fails to submit evidence of progress or if the relevant head of department considers that the evidence submitted does not indicate satisfactory progress, the Dean may, on the head's recommendation, call upon the candidate to show good cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of the degree and where, in the opinion of the Dean, the candidate does not show good cause, the Dean may terminate that candidature or may impose conditions on the continuation of that candidature.
 - (b) For the purposes of these Resolutions, *good cause* means circumstances beyond the reasonable control of a candidate, which may include serious ill-health or misadventure, but does not include demands of employers, pressure of employment or time devoted to non-University activities, unless these are relevant to serious ill health or misadventure. In all cases the onus is on the candidate to provide the University with satisfactory evidence to establish good cause.

13. Discontinuation of enrolment

- (1) A candidate who wishes to discontinue enrolment in the degree or in a unit of study must apply to the relevant head of department and will be presumed to have discontinued enrolment from the date of that application, unless evidence is produced showing:
 - (a) that the discontinuation occurred at an earlier date; and
 - (b) that there was good reason why the application could not be made at the earlier time.
- (2) A candidate who discontinues enrolment in a unit of study shall have that discontinuation recorded as Withdrawn (W) or Discontinued Not to Count as Failure (DNF) where that discontinuation occurs within the time-frames specified by the University or where the candidate meets other conditions as specified by the relevant head of department.
- (3) A candidate who discontinues candidature for the degree shall have that discontinuation recorded as Withdrawn (W) or Not Enrolled or Not Continuing where that discontinuation occurs within the time-frames specified by the University or where the candidate meets other conditions as specified by the relevant head of department.
- (4) A candidate who discontinues candidature and who seeks to re-enrol as a candidate for the degree must apply for re-admission in accordance with procedures determined by the Committee.

14. Suspension of candidature

- (1) A candidate must be enrolled in each semester in which he or she is actively completing the requirements for the degree. A candidate who wishes to suspend candidature must first obtain approval from the Dean.
- (2) The candidature of a candidate who has not re-enrolled and who has not obtained approval from the Dean for suspension will be deemed to have lapsed.
- (3) A student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the Committee. If re-admitted to candidature, the candidate shall complete the degree requirements under such conditions as determined by the Dean.
- (4) A candidate who enrolls after suspending candidature shall complete the requirements for the degree under such conditions as determined by the Dean.

15. Examination

Except as prescribed in these resolutions, the examination procedures shall be in accordance with the policies and procedures prescribed by the Academic Board for the degree of Doctor of Philosophy.

16. Appointment of Examiners

- (1) On receiving the thesis and having considered the certificate of the supervisor, the Dean shall consult with the relevant head of department and, if the Dean sees fit, appoint examiners.
- (2) If the Dean resolves to appoint examiners, two independent examiners shall be appointed. Of the examiners so appointed:

- (a) at least one examiner shall be external to the University;
 - (b) the supervisor may not be appointed as an examiner;
 - (c) each examiner shall hold a professional doctorate or PhD-level qualification and/or be a member of staff at a recognised university;
- (3) In any case where the Dean, having received the thesis and having considered the report of the supervisor, resolves not to appoint examiners, the Dean shall report the circumstances to the Graduate Studies Committee of the Academic Board.

17. Determination of the result of the candidature

The Dean will consider the results of the coursework and the examiners' reports on the thesis, together with a recommendation concerning the award of the degree, and shall determine the result of the candidature.

18. Public availability of thesis

- (1) It is the policy of the Senate that a candidate for a higher degree should not normally be permitted to undertake a program of advanced study and research which is likely to result in the lodgment of a thesis that cannot be available for use immediately, to be read, photocopied or microfilmed, except as provided in sub-sections (3) and (4) below.
- (2) An applicant for admission to candidature for a higher degree shall be required to acknowledge awareness of this policy when applying for such admission.
- (3) Use of confidential material and access to a restricted thesis
- (a) If, at any time between application for admission to candidature and the lodgment of the thesis, it shall appear to the supervisor and to the relevant head of department that successful prosecution of the candidature will require the use of confidential material which the candidate would not be at liberty fully to disclose in the thesis, the matter shall be reported as soon as practicable to the Dean.
 - (b) The Dean may, if the Dean thinks fit, recommend to the Graduate Studies Committee of the Academic Board that the candidate be granted:
 - (i) permission to include in an appendix to the thesis such material as is essential to the thesis but which, for a limited period, may not be available for general inspection; and
 - (ii) exemption, in respect of such an appendix, from the requirement to give the undertaking specified in sub-section (2) above.
 - (c) Subject to the provisions sub-section (d) below, if the Graduate Studies Committee of the Academic Board resolves to grant such permission and exemption, the University Librarian shall restrict access, for a period to be specified by the Graduate Studies Committee of the Academic Board, to any appendix referred to in sub-section (b) above. This period of restriction shall not exceed five years unless there are exceptional reasons for an extension of the period.
 - (d) The University Librarian may grant access to an appendix to a thesis to which access has been restricted in accordance with sub-section (c) above, to a scholar who —
 - (i) demonstrates bona fide concern with the material in that appendix; and
 - (ii) has the written consent of either: the author of the thesis; or the head of the relevant department in a case where the author cannot be contacted, notwithstanding that all reasonable steps have been taken to contact the author.
 - (e) Notwithstanding any other provision of these resolutions, the examiners of a thesis, including any Faculty committee or any committee of the Academic Board which is directly concerned with the examination of such thesis, shall have access to the thesis and any appendix to the thesis for the purposes of any examination or re-examination.
- (4) Deferment of public availability of thesis
- (a) The Senate recognises that there are certain circumstances where deferment of the public availability of the thesis is appropriate.
 - (b) In a case where a candidate or potential candidate is to be associated with a project in collaboration with industry that has potential for concern over exploitation of intellectual property, the Dean, if satisfied that the circumstances warrant it, may recommend to the Graduate Studies Committee of the Academic Board that:
 - (i) the candidate or prospective candidate be granted exemption from the requirement to give the undertaking specified in sub-section (2) above; and
 - (ii) authorisation be given to delay lodgment of the thesis in the Library for a period that, except in exceptional circumstances, shall not exceed eighteen months from the date of the award of the degree.

- (c) The Chair of the Graduate Studies Committee of the Academic Board may approve such applications on behalf of the Graduate Studies Committee, where the Chair is satisfied that they are appropriate.
- (d) If, at any time between application for admission to candidate and the lodgment of the thesis, it shall appear to the candidate, supervisor and to the relevant head of department that there are reasons to believe that the candidate's interests would be at risk if the thesis were immediately made available, the candidate may apply in writing for deferment of the availability of that thesis in the University Library for a specific period of time. Any such application should set out clearly the reasons for the request and include supporting evidence, as appropriate.
- (e) The Dean, if satisfied that such a deferment is necessary to protect the interests of the candidate, may:
 - (i) give authorisation for the thesis not to be lodged in the Library for a period not exceeding six months from the date of award of the degree; and may also
 - (ii) recommend to the Graduate Studies Committee of the Academic Board that a longer period of deferment, or an extension of the original deferment, be approved provided that, except in exceptional circumstances, the total period shall not exceed eighteen months.

19. Chairs of department

A chair of department may delegate to a specified member of the academic staff his or her responsibilities under these resolutions by countersigning a specific recommendation in respect of a particular candidature or by making, and forwarding to the Registrar, a written statement of delegation of those powers.

Resolutions of the Senate

Master of Arts

The Resolutions of the Senate relating to the Master of Arts are adopted to the following effect from 1 January 2004:

1. These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework courses, and the relevant Faculty Resolutions.

2. **Requirements for the Award Course**

To qualify for the award of the degree a student must:

- (1) complete successfully units of study giving credit for a total of 48 credit points; and
- (2) satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

Resolutions of the Faculty

Master of Arts

The Resolutions of the Faculty relating to the Master of Arts are adopted to the following effect from 1 January 2004:

These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework courses, and the relevant Resolutions of the Senate.

Section 1

1. Admission

An applicant may gain admission to the degree by satisfying the following requirements:

- (1) be a graduate of the University of Sydney; and
- (2) have completed a minim of three units of study to third year level within the subject area in which the applicant seeks to proceed, provided that the applicant's work is of sufficient merit; or
- (3) have completed at a satisfactory level courses deemed by the Dean to be equivalent

2. Units of study

The units of study, which may be taken for the degree, are set out under subject areas in the table of Postgraduate units of study for the Master of Arts in the Faculty of Arts Postgraduate Handbook, including:

- (1) credit point value;
- (2) the semesters in which they are offered; and
- (3) any special conditions.

3. Requirements for the Award Course

To qualify for the award of the degree a student shall complete eight units of study having a total value of 48 credit points A candidate for the degree shall complete:

- (1) 6 units of study (36 credit points) and a dissertation (12 credit points); or
- (2) 8 units of study (48 credit points)
- (3) complete such essays and other written work as approved by the Dean
- (4) A maximum of 24 credit points may be counted towards the degree from units of study offered by departments other than the primary department in which the candidate is enrolled in of which no more than 12 credit points from units of study offered by other faculties with approval from the departments concerned and Dean of Arts.

4. Subject areas

The degree may be awarded in the following subject areas and requires the completion of at least 24 credit points in the subject area:

- Ancient History;
- Anthropology;
- Applied Japanese for Business Purposes;
- Applied Linguistics;
- Art History and Theory;
- Asian Studies;
- Australian Studies;
- Chinese Studies;
- Creative Writing;
- Crosscultural Communication;
- Curatorial Studies;
- Curatorship and Modern Art;
- English;
- English for Academic Purposes;
- European Studies;
- French Studies;
- Gender Studies;
- Germanic Studies;
- History;
- Holocaust Studies;
- Italian Studies;
- Italian Renaissance Studies;
- Japanese Studies;
- Korean as a Foreign Language;
- Latin, Modern Greek;
- Museum Education;
- Museum Studies;
- Music;
- Peace and Conflict Studies;
- Performance Studies;
- Philosophy;
- Religious Education;
- Semitic Studies;
- Social Policy Sociology; and
- Studies in Religion.

5. Award of Course

- (1) The Master of Arts shall be awarded in two grades, namely Pass and with merit, the latter grade to be awarded if the candidate has achieved a Distinction average across the degree.
- (2) A candidate who has completed 36 credit points and is no longer able to complete the program may apply to the Dean to be awarded the Graduate Diploma in Arts.
- (2) A candidate who has completed 24 credit points and is no longer able to complete the program may apply to the Dean to be awarded the Graduate Certificate in Arts.
- (4) The testamur shall specify the subject are in which the Master of Arts has been taken.

Section 2

6. Details of units of study

Students are to refer to the Table of units of study provided in the Faculty of Arts Postgraduate Handbook.

7. Enrolment in more/less than minimum load

A student may not enrol without first obtaining permission from the Dean of Arts in additional units of study once the degree requirements of 48 credit points have been satisfied.

8. Cross-institutional study

Provided that permission has been obtained in advance, the Dean of Arts may permit a student to complete a unit of study at another institution and have that unit credited to his/her course requirements provided that either:

- (1) the unit of study content is material not taught in any corresponding unit of study at the University' or
- (2) the student is unable for good reason to attend a corresponding unit of study at the University.

9. Restrictions on enrolment

Units of study which overlap substantially in content are noted in the table of postgraduate units of study for the Master of Arts. Such units of study are mutually exclusive and no more than one of the overlapping units of study may be counted towards meeting the course requirements.

10. Discontinuation of enrolment

- (1) A student who wishes to discontinue enrolment from the Master of Arts or a unit of study must apply to the Dean of Arts and will be presumed to have discontinued enrolment from the date of that application, unless evidence is produced showing:
 - (a) that the discontinuation occurred at an earlier date; and
 - (b) that there was good reason why the application could not be made at the earlier time.
- (2) A discontinuation of enrolment may be recorded as *Withdrawn (W)* or *Discontinued Not To Count As Failure (DNF)* where that discontinuation occurs within the time-frames specified by the University and published by the faculty, or where the student meets other conditions as specified by the faculty.

11. Suspension of candidature faculty procedures for readmission

- (1) A student must be enrolled in each semester in which he or she is actively completing the requirements for the award course. A student who wishes to suspend candidature must first obtain approval from the Dean of Arts.
- (2) The candidature of a student who has not re-enrolled and who has not obtained approval from the Dean for suspension will be deemed to have lapsed.
- (3) A student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the Dean of Arts.
- (4) A student who enrolls after suspending candidature shall complete the requirements for the award course under such conditions as determined by the Dean.

12. Re-enrolment after an absence

A student must apply to the Dean in writing to recommence their candidature after a period of suspension.

13. Satisfactory progress pursuant to the University of Sydney (Coursework) Rule 2000

14. Time limit

A student enrolled in the Master of Arts shall complete their candidature within two semesters full-time or up to eight semesters part-time.

15. Assessment policy

Units of study are assessed in a variety of ways, namely essay, book review, class seminar, practical work. The assessment criteria for each unit of study is available from the department.

16. Credit transfer policy in accordance with the University of Sydney (Coursework) Rule 2000 and Academic Board policy.

Agenda Item 9
Report from Faculties

9.1 Faculty of Arts

(1) Master of Arts (Museum Studies)

The Faculty of Arts proposes to amend the Resolutions of the Faculty to provide for the Master of Arts (Museum Studies) degree to be offered offshore in Hong Kong, as an expansion of the current Graduate Diploma in Museum Studies course.

This entails inserting an additional clause 17. to the proposed Resolutions of the Faculty set out on pages 39-47, as follows:

17. Off-shore courses
The Master of Arts (Museum Studies) will be offered as a course of study leading to the award of the degree of Master of Arts (Museum Studies) which is conducted other than in the Commonwealth of Australia.

Recommendation

That the Graduate Studies Committee recommend that the Academic Board approve the amendment of the Resolutions of the Faculty relating to the Master of Arts, with effect from 1 January 2004, as set out in the report presented.

(2) Master of Philosophy; Master of Letters; Master of Arts; Graduate Diploma in Arts

The Faculty of Arts proposes to amend the Resolutions of the Senate for the Master of Philosophy; Master of Letters; Master of Arts; and Graduate Diploma in Arts as a result of the division of the Department of Semitic Studies into two departments, namely; Department of Arabic and Islamic Studies; and Department of Hebrew, Biblical and Jewish Studies.

This amendment is in order to reflect the new subject areas in keeping with the new department names for the award of the degrees and diploma.

Currently enrolled students have been transferred to the relevant departments and will be awarded the degree or diploma in accordance with the resolutions under which they were enrolled.

Accordingly “Semitic Studies” will be removed from the lists of subject areas in the relevant degrees and diploma and replaced with “Arabic and Islamic Studies”; and “Hebrew, Biblical and Jewish Studies”.

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) recommend that Senate amend the Resolutions of the Senate relating to the Master of Philosophy; Master of Letters; and Graduate Diploma in Arts; and*
 - (2) approve the amendment of the Resolutions of the Faculty relating to the Master of Arts,*
- with effect from 1 January 2004, as set out in the report presented.*

9.2 Faculty of Architecture

(1) Postgraduate coursework courses

separate attachment

The Faculty of Architecture proposes to rescind the Resolutions of the Senate relating to its postgraduate coursework courses and adopt new Resolutions of the Senate and Resolutions of the Faculty, pursuant to the *University of Sydney (Coursework) Rule 2000*.

In proposing the revised Resolutions, the Faculty has also indicated changes including refinement of the admission requirements.

The Faculty advises that the Master of Housing Studies; Graduate Diploma in Housing Studies; and Graduate Certificate in Housing Studies courses ceased to be offered to new students from 2002.

The Master of Design Science (Film and Digital Video); Graduate Diploma in Science (Film and Digital Video); and Graduate Certificate in Design Science (Film and Digital Video) will cease to be offered to new students from 2005.

The proposal is available on the University's intranet at:

<http://www.usyd.edu.au/su/ab/committees/GSC/2003.html>

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) *recommend that Senate approve:*
 - (a) *the rescission of the Resolutions of the Senate and the Resolutions of the Faculty relating to Postgraduate Coursework Study: Master's Degrees, Graduate Diplomas and Graduate Certificates, in the Faculty of Architecture,*
 - (b) *the adoption of the new Resolutions of the Senate relating to the Master's degrees, graduate diplomas and graduate certificates in the Faculty of Architecture, made pursuant to the University of Sydney (Coursework) Rule 2000,*
- (2) *note the Resolutions of the Faculty relating to the Master's degrees, graduate diplomas and graduate certificates in the Faculty of Architecture made pursuant to the University of Sydney (Coursework) Rule 2000; and*
- (3) *approve the faculty requirements relating to admission, units of study, the pass degree, the honours degree and award of the degree, with effect from 1 January 2004, as set out in the report presented.*

9.3 Faculty of Health Sciences

(1) Changes to units of study

separate attachment

In accordance with the Academic Board Resolutions: *Creation, Variation and Deletion of Award Courses and Units of Study*, the Faculty of Health Sciences advises Faculty approved variations to units of study.

The variations available on the University's intranet at:

<http://www.usyd.edu.au/su/ab/committees/GSC/2003.html>

Recommendation

That, in accordance with the Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study, the Graduate Studies Committee note the Faculty approved variations to units of study offered by the Faculty of Health Science, as set out in the report presented.

9.4 Sydney College of the Arts

(1) Master of Film and Digital Image

separate attachment

Discussion have taken place between the Faculties of Architecture; Arts; and the Sydney College of the Arts considering the move of the Master of Design Science (Film and Digital Video) from the Faculty of Architecture. It is proposed that the Faculty of Arts and the Sydney College of Arts will jointly offer the degree under a new proposed name: Master of Film and Digital Image.

The three faculties have reached agreement on the proposal which is available on the University's intranet at: <http://www.usyd.edu.au/su/ab/committees/GSC/2003.html>

Recommendation

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

- (1) amend the Resolutions of the Senate relating to degrees, diplomas and certificates offered in the Faculty of Architecture;*
- (2) re-name the Master of Design Science (Film and Digital Video), the Master of Film and Digital Image; and*
- (3) amend the Resolutions of the Senate relating to degrees, diplomas and certificates in the Faculty of Arts; and the Sydney College of the Arts, with effect from 1 January 2005, as set out in the report presented.*

Agenda Item 10
Meeting dates 2004

8. Meeting dates 2004

2004 Graduate Studies Committee meeting schedule

The 2004 meeting dates of the Graduate Studies Committee, and the schedule for the production and distribution of the agenda, are set out below.

All meetings will be held on Monday's at 2.00 pm.

<i>Close-off for receipt of material for agenda</i>	<i>Agenda mailed</i>	<i>Meeting date</i>
Monday	Monday	Monday
9 February	16 February	23 February
22 March	29 March	5 April
3 May	10 May	17 May
14 June	21 June	28 June
9 August	16 August	23 August
20 September	27 September	5 October
1 November	8 November	15 November
Easter	<i>Friday 9 April to Monday 12 April inclusive</i>	
<i>Anzac Day holiday</i>	<i>Monday 26 April</i>	
<i>Queen's Birthday</i>	<i>Monday 14 June</i>	
<i>Labour Day</i>	<i>Monday 4 October</i>	
<i>AVCC Common Weeks / non-teaching periods</i>	<i>Fri 9 April to Fri 16 April inclusive;</i> <i>Mon 5 July to Fri 9 July inclusive;</i> <i>Mon 27 Sept to Fri 1 October inclusive.</i>	

Recommendation

That the Graduate Studies Committee note the 2004 meeting dates, as set out in the report presented.