



Graduate Studies Committee Agenda

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Notice of Meeting

A meeting of the **Graduate Studies Committee** will be held at **2.00pm** on **Tuesday 4 October 2005** in the Darlington Centre Boardroom.

Members who are unable to attend or have questions concerning this meeting are asked to notify Sally at the above address.

Sally Paynter

for

Dr W Adams

Registrar

27 September 2005

Agenda

Pages

1. Apologies

The following apologies have been received: Associate Professor B Buckley, Dr Balwant Singh

2. Minutes of previous meeting

7-21

Recommendation

That the Graduate Studies Committee adopt the minutes of the previous meeting held on 22 August 2005 as a true record.

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

4. Report of the Academic Board

22-25

Recommendation

That the Graduate Studies Committee note the report of the Academic Board meeting of 10 August 2005, 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.

5.2 Oral report

Recommendation

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

6. Report of the PhD Award Sub-Committee

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

Recommendation

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

6.2 Report of the meeting held on 13 September 2005

26

6.2.1 Receipt of report

Recommendation

That the Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held on 13 September 2005

6.2.2 Second quarter report of 2005

26, 28-31

Recommendation

That the Graduate Studies Committee note the second quarter report of 2005 of the PhD Award Sub-Committee, as set out in the report presented.

6.2.3 Proceedings of the Sub-Committee

26-27

Recommendation

That the Graduate Studies Committee note the proceedings of the PhD Award Sub-Committee, at its meeting of 13 September 2005, 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

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 5 September 2005

32

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 5 September 2005.

7.2.2 Proposals for new and amended postgraduate courses

7.2.2.1 Faculty of Economics and Business:

(1) Master of Public Affairs; Graduate Diploma in Public Affairs and Graduate Certificate in Public Affairs 23-33

Recommendation

The Postgraduate Coursework Sub-Committee recommends:

- (a) *the Graduate Studies Committee approve the proposal from the Faculty of Economics and Business to amend the Master of Public Affairs; Graduate Diploma in Public Affairs and Graduate Certificate in Public Affairs courses;*
- (b) *that Graduate Studies Committee recommend that Academic Board approve this course and recommend that Senate:*
 - (i) *endorse the Academic Board's approval of the proposal; and*
 - (ii) *approve the amendment of the Resolutions of the Senate relating to the course in the Faculty of Economics and Business; and*
 - (iii) *approve the faculty requirements relating to the degree;*

With effect from 1 January 2006, as set out in the report presented.

(2) Master of Public Policy 33

Recommendation

The Postgraduate Coursework Sub-Committee recommends:

- (a) *the Graduate Studies Committee approve the proposal from the Faculty of Economics and Business to amend the Master of Public Policy course;*
- (b) *that Graduate Studies Committee recommend that Academic Board approve this course and recommend that Senate:*
 - (i) *endorse the Academic Board's approval of the proposal; and*
 - (ii) *approve the amendment of the Resolutions of the Senate relating to the course in the Faculty of Economics and Business; and*
 - (iii) *approve the faculty requirements relating to the degree;*

With effect from 1 January 2006, as set out in the report presented.

7.2.2.2 Faculty of Veterinary Science: Master of Veterinary Public Health Management 33-34

Recommendation

The Postgraduate Coursework Sub-Committee recommends:

- (a) *the Graduate Studies Committee approve the proposal from the Faculty of Veterinary Science to amend the Master of Veterinary Public Health Management course;*
- (b) *that Graduate Studies Committee recommend that Academic Board approve this course and recommend that Senate:*
 - (i) *endorse the Academic Board's approval of the proposal; and*

- (ii) approve the amendment of the Resolutions of the Senate relating to the course in the Faculty of Veterinary Science; and
- (iii) approve the faculty requirements relating to the degree;

With effect from 1 January 2006, as set out in the report presented.

7.2.2.3 Faculty of Health Sciences: Graduate Diploma in Communication Disorders

34

Resolution 74/05

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

- (i) approve the proposal from the Faculty of Health Sciences to introduce the Graduate Diploma in Communication Disorders
- (ii) recommend that Senate:
 - (a) endorse the Academic Board's approval of the proposal; and
 - (b) approve the amendment of the Senate Resolutions relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business and relating to the course; and
- (iii) approve the faculty requirements relating to the degree;

With effect from 1 January 2006, as set out in the report presented.

7.2.3 Policy on definition of thesis, dissertation and units of study

34-35

Recommendation

The Postgraduate Coursework Sub-Committee recommends:

- (a) the Graduate Studies Committee:
 - (i) approve the change to the title of the policy "Guidelines for the Usage of the Terms Thesis, Treatise, Dissertation, Essay and Long Essay as Units of Study Within Coursework Programs" to read "Guidelines for the Usage of the Terms Thesis, Treatise, Dissertation and Essay as Units of Study Within Coursework Programs";
 - (ii) recommend a link to this policy be included in the course proposal template;
- (b) that Graduate Studies Committee recommend that Academic Board approve the changes to the policy "Guidelines for the Usage of the Terms Thesis, Treatise, Dissertation, Essay and Long Essay as Units of Study Within Coursework Programs".

7.2.4 Amendments to the Resolutions of the Senate

35-36

Faculty of Arts : Master of Arts in Public History; Master of Letters in Public History; Master of Theology; Master of Theology (Honours); Graduate Diploma in Early Christian Studies; Graduate Diploma in Modern Language Teaching; Graduate Diploma in Public History; Graduate Diploma in Public History (Heritage); Graduate Diploma in Public History (Media); Graduate Certificate in Early Christian Studies; Graduate Certificate in Human Services Management; Graduate Certificate in Modern Language Teaching; and Graduate Certificate in Public History

Recommendation

The Postgraduate Graduate Coursework Sub-Committee recommends the Graduate Studies Committee recommends the Academic Board recommends

that Senate approve the rescission of the Resolutions of the Senate relating to the degrees, diplomas and certificates offered by the Faculty of Arts, with effect from 1 January 2006, as set out in the report presented.

7.2.5 Proceedings of the Sub-Committee

36

Recommendation

That the Graduate Studies Committee note the proceedings of the Postgraduate Coursework Sub-Committee, at its meeting of 5 September 2005, 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

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 on 6 September 2005

37

8.2.1 Receipt of report

Recommendation

That the Graduate Studies Committee receive and note the report of the Postgraduate Research Training Sub-Committee meeting held on 6 September 2005

8.2.2 Proposals for new and amended postgraduate courses

Sydney Conservatorium of Music: Master of Music Studies (Performance) and Graduate Diploma in Music (Performance)

37

Recommendation

That the Graduate Studies Committee:

- (a) *approve the proposal from the Sydney Conservatorium of Music to amend the Graduate Diploma in Music (Performance) course;*
 - (b) *that Graduate Studies Committee recommend that Academic Board approve this course and recommend that Senate:*
 - (i) *endorse the Academic Board's approval of the proposal; and*
 - (ii) *approve the amendment of the Resolutions of the Senate relating to the course in the Sydney Conservatorium of Music; and*
 - (iii) *approve the faculty requirements relating to the degree;*
- with effect from 1 January 2006, as set out in the report presented.*

8.2.3 Review of policy: PhD Candidature: Maximum Length

38

Recommendation

That the Graduate Studies Committee:

- (a) *approve the change to the policy "PhD Candidature: Maximum Length";*
- (b) *recommend that Academic Board approve the changes to the policy "PhD Candidature: Maximum Length".*

8.2.4 Proceedings of the Sub-Committee

38-39

Recommendation

That the Graduate Studies Committee note the proceedings of the Postgraduate Research Training Sub-Committee, at its meeting of 6 September 2005, as set out in the report presented.

9. Postgraduate English Language Requirements

40-41, 42-46

- (a) Faculty of Health Sciences
- (b) Faculty of Medicine
- (c) Faculty of Science

Recommendation

That the Graduate Studies Committee recommend that the Academic Board amend the policy "Postgraduate English Language Requirements", as set out in the report presented.

10. General business

11. Next meeting

The next meeting will be held on 14 November 2005 in the Darlington Centre Boardroom.

**Agenda Item 3
Minutes of the Previous Meeting**

Minutes of the Graduate Studies Committee meeting held on Monday, 22 August 2005

Present: The Chair (Associate Professor A Masters) presiding
The Secretary Mr M Smith

Members: Professors M Behnia, J Carter, J Christodoulou, Associate Professors B Buckley, W Julian, J Kril, M Thompson, N Weber, Drs J Bobis, M Boughton, P Dunbar-Hall, M Govendir, B Singh, and Ms L Renz.

1. Welcome and Apologies

The Chair welcomed Associate Professor Jillian Kril (the new Chair of the PhD Awards Sub-Committee) and Ms Linda Renz (representing Ms Janet Lee from the Sydney University Postgraduate Representative Association) who were attending their first meeting.

Apologies were received from: Professors C Adam, D Hensher, T Hirst, I Marsh and L Zhang, Associate Professors D Coleman, J Keene, Ms N Franklin and Ms J Lee.

2. Minutes of previous meeting

2.1 Meeting held on 27 June 2005

Resolution 117/05

The Graduate Studies Committee adopted the minutes of the previous meeting held on Monday, 27 June 2005 as a true record.

2.2 Meeting held via circulation in July 2005

Resolution 118/05

The Graduate Studies Committee adopted the minutes of the previous meeting held via circulation in July 2005 as a true record.

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

Research Students Attributes

Members noted that at the June meeting of Graduate Studies Committee discussion was held regarding the current generic graduate attributes policy at the University and whether a specific postgraduate attributes policy should be developed.

The Chair advised that he, the Dean of Graduate Studies and the Chair Postgraduate Coursework Sub-Committee reviewed this matter and developed a paper focusing on postgraduate research students. The paper was titled "Research Student Attributes – The Magnificent Seven".

Discussion was held regarding the paper with members recommending that the paper be forwarded to both Faculties and the Research Committee for comment and feedback. Members noted that once research students' attributes were underway, the Chair, the Dean of Graduate Studies and the Chair Postgraduate Coursework Sub-Committee would start reviewing postgraduate coursework students' attributes.

Resolution 119/05

Secretary, Graduate Studies Committee to forward paper titled "Research Student Attributes – The Magnificent Seven" to Faculties and the Secretary, Research Committee for comment.

4. Reports of the Academic Board

4.1 Report of meeting held on 15 June 2005

Resolution 120/05

The Graduate Studies Committee noted the report of the Academic Board meeting of Wednesday, 15 June 2005, as set out in the reports presented.

4.2 Report of meeting held in July 2005 via circulation

Resolution 121/05

The Graduate Studies Committee noted the report of the Academic Board meeting of July 2005 via circulation, as set out in the reports presented.

4.3 Report of meeting held on 10 August 2005

Resolution 122/05

The Graduate Studies Committee noted the report of the Academic Board meeting of Wednesday, 10 August 2005, that was tabled by the Chair, as set out in the reports presented.

5. Report of the Chair

5.1 Higher degrees

5.1.1 Admission to candidature and appointment of examiners

Resolution 123/05

The Graduate Studies Committee noted and confirmed the actions 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

Resolution 124/05

The Graduate Studies Committee noted and confirmed the actions of the Chair in approving the award of higher degrees, as set out in the report presented.

5.1.3 Deferment of public availability of thesis

Resolution 125/05

The Graduate Studies Committee noted and confirmed the actions of the Chair in approving the deferment of public availability of a higher degree thesis, as set out in the report presented.

5.2 Oral report

The Chair advised members that his oral report would be discussed under general business (Agenda item 14). The topic to be discussed was the length of PhD Examination times that was considered at the August meeting of the Academic Board.

Resolution 126/05

The Graduate Studies Committee noted the oral 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 J Kril), spoke to this item.

Associate Professor Kril advised members that there was nothing further to add to the report supplied to the Graduate Studies Committee.

Resolution 127/05

The Graduate Studies Committee noted the report of the Chair of the PhD Award Sub-Committee.

6.2 Report of the meeting held on Tuesday, 9 August 2005

6.2.1 Receipt of report

Resolution 128/05

The Graduate Studies Committee received and noted the report of the PhD Award Sub-Committee meeting held on Tuesday, 9 August 2005.

6.2.2 Proceedings of the Sub-Committee

Resolution 129/05

The Graduate Studies Committee noted the proceedings of the PhD Award Sub-Committee, at its meeting of Tuesday, 9 August 2005, as set out in the report presented.

6.3 Membership of the PhD Award Sub-Committee

Members noted the terms of reference and constitution of the PhD Award Sub-Committee provided for membership by “two academic staff members from each College appointed bi-annually by the Chair of the Graduate Studies Committee on the nomination of the relevant Pro Vice Chancellor (College)”.

On the nomination of the Pro Vice-Chancellor (CST), the Chair of the Graduate Studies Committee had appointed Dr David Easdown (School of Mathematics and Statistics) to the PhD Award Sub-Committee.

Resolution 130/05

The Graduate Studies Committee noted the report of the Chair appointing Dr David Easdown (College of Science and Technology) to membership 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), spoke to this item.

Members noted that there was nothing further to add to the report supplied to the Graduate Studies Committee. Dr Boughton thanked members of both Coursework Sub-Committee and Graduate Studies Committee for their time and dedication in ensuring all new course proposals were reviewed and forwarded to the special meeting of Academic Board to meet the revised DEST deadline.

Resolution 131/05

The Graduate Studies Committee noted the report of the Chair of the Postgraduate Coursework Sub-Committee.

7.2 Report of the meeting held on Monday, 11 July 2005

7.2.1 Receipt of report

Resolution 132/05

The Graduate Studies Committee received and noted the report of the Postgraduate Coursework Sub-Committee meeting held on Monday, 11 July 2005

7.2.2 Proceedings of the Sub-Committee

Resolution 133/05

The Graduate Studies Committee noted the proceedings of the Postgraduate Coursework Sub-Committee, at its meeting of Monday, 11 July 2005, as set out in the report presented.

7.3 Proposals for new and amended postgraduate courses

7.3.1 Faculty of Health Sciences: Master of Health Sciences (Speech-Language Pathology)

The Graduate Studies Committee, on the recommendation of the Postgraduate Coursework Sub-Committee, approved the proposal from the Faculty of Health Sciences to amend the Master of Health Sciences (Speech-Language Pathology).

This existing degree was a Master's degree designed for qualified speech pathologists to extend their knowledge of the literature and research in speech pathology, and to become more discerning consumers of research and scholarship in the field. All students currently take 4 units (24 credit points) which cover advances in the broad areas of speech pathology, and then had the option of specialising in an area of interest in the final 2 units (24 credit points). Those who choose not to specialise cover two of the previous areas in more depth. It was a distance mode degree, and was originally designed and operated using email and the electronic resources of the library.

The Graduate Studies Committee recommends Academic Board approve these amendments and recommend that Senate endorse the proposal and amend the Resolutions of Senate relating to this course, with effect from 1 January 2006.

Resolution 134/05

The Graduate Studies Committee recommend that the Academic Board:

- (i) approve the proposal from the Faculty of Health Sciences to amend the Master of Health Sciences (Speech-Language Pathology)*
 - (ii) recommend that Senate:*
 - (a) endorse the Academic Board's approval of the proposal; and*
 - (b) approve the amendment of the Senate Resolutions relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business and relating to the course; and*
 - (iii) approve the faculty requirements relating to the degree;*
- With effect from 1 January 2006, as set out in the report presented.*

7.3.2 Faculty of Pharmacy

(1) Master of Herbal Medicines; Master of Herbal Medicines (Honours); Graduate Diploma in Herbal Medicines and Graduate Certificate in Herbal Medicines

Discussion was held regarding this proposal, in particular the Master of Herbal Medicines (Honours) component. Members noted the purpose of the graduate programs in herbal medicines remains

unchanged, specifically to provide advanced scientific and pharmaceutical education and clinical application of herbal medicines for health care professionals and Science graduates majoring in Chemistry, Pharmacology, Biochemistry or related subjects, to enable health care practitioners, industry and government regulatory employees and science graduates to specialize in herbal medicines.

The Graduate Studies Committee, on the recommendation of the Postgraduate Coursework Sub-Committee, in principle, approved the proposal from the Faculty of Pharmacy to amend the Master of Herbal Medicines, Master of Herbal Medicines (Honours), Graduate Diploma in Herbal Medicines and Graduate Certificate in Herbal Medicines. This was subject to clarifying the Master of Herbal Medicines (Honours).

The Graduate Studies Committee, in principle, recommends Academic Board approve these amendments and recommend that Senate endorse the proposal and amend the Resolutions of Senate relating to these courses, with effect from 1 January 2006.

Resolution 135/05

Subject to the issue identified concerning the Master of Herbal Medicines (Honours), the Graduate Studies Committee recommend that the Academic Board:

- (i) approve the proposal from the Faculty of Pharmacy to amend the Master of Herbal Medicines; Master of Herbal Medicines (Honours); Graduate Diploma in Herbal Medicines and Graduate Certificate in Herbal Medicines*
 - (ii) recommend that Senate:*
 - (a) endorse the Academic Board's approval of the proposal; and*
 - (b) approve the amendment of the Senate Resolutions relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business and relating to the course; and*
 - (iii) approve the faculty requirements relating to the degree;*
- With effect from 1 January 2006, as set out in the report presented.*

(2) Master of Pharmaceutical Industry; Graduate Diploma in Pharmaceutical Industry and Graduate Certificate in Pharmaceutical Industry

The Graduate Studies Committee, on the recommendation of the Postgraduate Coursework Sub-Committee, approved the proposal from the Faculty of Pharmacy to discontinue the Master of Pharmaceutical Industry, Graduate Diploma in Pharmaceutical Industry and Graduate Certificate in Pharmaceutical Industry.

The Graduate Studies Committee recommends Academic Board approve the discontinuation and recommend that Senate endorse the proposal and amend the Resolutions of Senate relating to these courses, with effect from 1 January 2006.

Resolution 136/05

The Graduate Studies Committee recommend that the Academic Board:

- (i) approve the proposal from the Faculty of Pharmacy to discontinue the Master of Pharmaceutical Industry;*

- Graduate Diploma in Pharmaceutical Industry and Graduate Certificate in Pharmaceutical Industry*
- (ii) *recommend that Senate:*
 - (a) *endorse the Academic Board's approval of the proposal; and*
 - (b) *approve the amendment of the Senate Resolutions relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business and relating to the course; and*
 - (iii) *approve the faculty requirements relating to the degree;*
With effect from 1 January 2006, as set out in the report presented.

7.3.3 Sydney College of the Arts

(1) Master of Contemporary Art for Educators

The Graduate Studies Committee, on the recommendation of the Postgraduate Coursework Sub-Committee, approved the proposal from the Sydney College of the Arts to amend the Master of Contemporary Art for Educators.

It was proposed to make changes to the Master of Contemporary Art for Educators to bring it into line more with the teaching practices adopted by the Faculty and to align the degree core with the student choices being experienced.

The Graduate Studies Committee recommends Academic Board approve these amendments and recommend that Senate endorse the proposal and amend the Resolutions of Senate relating to this course, with effect from 1 January 2006.

Resolution 137/05

The Graduate Studies Committee recommend that the Academic Board:

- (i) *approve the proposal from the Sydney College of the Arts to amend the Master of Contemporary Art for Educators*
- (ii) *recommend that Senate:*
 - (a) *endorse the Academic Board's approval of the proposal; and*
 - (b) *approve the amendment of the Senate Resolutions relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business and relating to the course; and*
- (iii) *approve the college requirements relating to the degree;*
With effect from 1 January 2006, as set out in the report presented.

(2) Master of Studio Art

The Graduate Studies Committee, on the recommendation of the Postgraduate Coursework Sub-Committee, approved the proposal from the Sydney College of the Arts to amend the Master of Studio Art.

The purpose of this proposal was to introduce a revised structure for the degree which would provide candidates more flexibility in their study options through the offering of a variety of electives available in other Postgraduate Coursework degrees within the Faculty and in other faculties of the University.

The Graduate Studies Committee recommends Academic Board approve these amendments and recommend that Senate endorse the

proposal and amend the Resolutions of Senate relating to this course, with effect from 1 January 2006.

Resolution 138/05

The Graduate Studies Committee recommend that the Academic Board:

- (i) *approve the proposal from the Sydney College of the Arts to amend the Master of Studio Art*
- (ii) *recommend that Senate:*
 - (a) *endorse the Academic Board's approval of the proposal; and*
 - (b) *approve the amendment of the Senate Resolutions relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business and relating to the course; and*
- (iii) *approve the college requirements relating to the degree;*
With effect from 1 January 2006, 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 the Graduate Studies Committee spoke to this item.

The Chair advised members that the Postgraduate Research Training Sub-Committee had written to Faculties requesting information regarding how Faculties administer PhD programs. Currently, the Sub-Committee was receiving responses and would supply the Graduate Studies Committee with the outcome of this research at a future meeting.

Members noted the additional information supplied by the Chair.

Resolution 139/05

The Graduate Studies Committee noted the report of the Chair of the Postgraduate Research Training Sub-Committee.

8.2 Report of the meeting held on Tuesday, 12 July 2005

8.2.1 Receipt of report

Resolution 140/05

The Graduate Studies Committee received and noted the report of the Postgraduate Research Training Sub-Committee meeting held on Tuesday, 12 July 2005

8.2.2 Proceedings of the Sub-Committee

Resolution 141/05

The Graduate Studies Committee noted the proceedings of the Postgraduate Research Training Sub-Committee, at its meeting of Tuesday, 12 July 2005, as set out in the report presented.

8.3 Thesis by publication

Professor J Christodoulou spoke to this item.

Members noted at the 12 July 2005 meeting of the Research Training Sub-Committee a paper was supplied by the Board of Postgraduate Studies in Dentistry, Medicine and Pharmacy titled "Thesis by publications". Professor Christodoulou advised the paper was in response to questions raised by PhD candidates within the Faculties of Dentistry, Medicine and Pharmacy.

Discussion took place regarding the paper with members expressing their thanks to the Board of Postgraduate Studies in Dentistry, Medicine and Pharmacy for developing procedures in relation to thesis by publication. The Chair also thanked Professor Christodoulou and the Faculties of Dentistry, Medicine and Pharmacy for the paper and recommended that members circulate this paper within their Faculties for comments.

The Chair advised members that this item would be listed for the next meeting of Graduate Studies Committee. All feedback should be directed to the Secretary, Graduate Studies Committee prior to the next meeting. Once all feedback was received the Graduate Studies Committee would need to recommend to the Academic Board the adoption and circulation to the University of how to conduct thesis by publication.

Resolution 142/05

- (1) *Secretary, Graduate Studies Committee to forward word version of "Thesis by publication" to all members of Graduate Studies Committee.*
- (2) *Members, Graduate Studies Committee to circulate paper "Thesis by publication" within their Faculty for comments.*
- (3) *Secretary, Graduate Studies Committee to agenda item "Thesis by publication" on next agenda.*

8.4 Higher Degree Candidature Annual Progress Report template

The Higher Degree Candidature Annual Progress Report template was a central University form governed by the Graduate Studies Committee with recommendations from the Research Training Sub-Committee. The template was utilised by all Faculties for their Annual Progress Review of research higher degree candidates.

Members noted the Board of Postgraduate Studies in Dentistry, Medicine and Pharmacy had provided the following suggestions for improvements to the template.

Suggestions for improvement:

1. Section 2.3 of candidates' section should ask about frequency of meeting with the associate supervisor. At present the wording was "how often do you meet with your supervisor?". Candidates responded for their main supervisor which did not accurately reflect the total supervision received. Indeed sometimes more supervision (time) was received from the associate supervisor than the main supervisor.
2. The template should be updated to include email contact between the supervisor and student. Recommend a box that has "also communicate by email / phone / correspondence weekly or monthly".
3. Section 2.5 on problems the candidate had experienced needs to be standardised to match Section 4.4 that asks the supervisor to note any difficulties the candidate had experienced. It was important to emphasise completion of these sections on problems experienced, as it would be referred to should a candidate later request an extension of their candidature.

The Research Training Sub-Committee noted the suggested improvements for the form and recommended that the Graduate Studies Committee approve the changes recommended by the Board of Postgraduate Studies in Dentistry, Medicine and Pharmacy.

Discussion took place regarding the template with members agreeing to approve the recommendation made by the Postgraduate Research Training Sub-Committee.

Resolution 143/05

The Graduate Studies Committee approved the amendments to the Higher Degree Candidature Annual Progress Report recommended by the Board of Postgraduate Studies in Dentistry, Medicine and Pharmacy through the Postgraduate Research Training Sub-Committee.

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, (Professor M Behnia), spoke to this item.

Professor Behnia advised members that there was nothing further to add to the report supplied to the Graduate Studies Committee.

Resolution 144/05

The Graduate Studies Committee noted the report of the Chair of the Postgraduate Awards Sub-Committee.

9.2 Report of the meeting held on Monday, 11 July 2005

9.2.1 Receipt of report

Resolution 145/05

The Graduate Studies Committee received and noted the report of the Postgraduate Awards Sub-Committee meeting held on Monday, 11 July 2005

9.2.2 Proceedings of the Sub-Committee

Resolution 146/05

The Graduate Studies Committee noted the proceedings of the Postgraduate Awards Sub-Committee, at its meeting of Monday, 11 July 2005, as set out in the report presented.

10. Variation to course – Faculty of Medicine : Professional Master of Medicine

Members noted the advice from the Faculty of Medicine regarding the Professional Master of Medicine course. This course was approved by Senate in October 2004 on the basis that this course provide a framework for the continued and expansion of courses across the medical specialties and that new courses would periodically be introduced within this framework.

All new offerings followed exactly the model for creation and delivery approved by Senate and supplement rather than replace previous awards. Regular meetings of all staff involved ensure that all units of study developed are consistent with the model and that topics were coordinated across the specialist disciplines and there was no duplication of content.

The Faculty of Medicine was seeking approval to add the following courses:

Master of Medicine (Neonatal Medicine)

Master of Medicine (Endocrinology)

Master of Medicine (Sleep and Chronobiology)

Master of Medicine (Interdisciplinary Medicine)

Consultation had taken place regarding the introduction of a new masters course in Sleep & Chronobiology and the possible effects this had on the existing masters course in sleep medicine. While the Faculty recognised there was some potential for confusion among prospective students, they were satisfied that the two courses were designed to appeal to different markets and that there was a market for both courses. Neither of the groups involved in offering the two courses was willing to relinquish the title incorporating sleep as there was

no viable alternative title to describe their offering. The Faculty web site and other marketing materials would undertake as far as possible to differentiate the two courses.

Professor J Christodoulou advised members that further discussion was taking place within the Faculty of Medicine regarding the Master of Medicine (Sleep and Chronobiology) and requested that this course be removed.

The Graduate Studies Committee, on the recommendation of the Faculty of Medicine, approved the variation to the Professional Master of Medicine to introduce the Master of Medicine (Neonatal Medicine); Master of Medicine (Endocrinology) and Master of Medicine (Interdisciplinary Medicine).

The Graduate Studies Committee recommends Academic Board approve these amendments and recommend that Senate endorse the proposal and amend the Resolutions of Senate relating to this course, with effect from 1 January 2006.

Resolution 147/05

The Graduate Studies Committee recommend that the Academic Board:

- (i) *approve the proposal from the Faculty of Medicine to amend the Professional Master of Medicine;*
 - (ii) *recommend that Senate:*
 - (a) *endorse the Academic Board's approval of the proposal; and*
 - (b) *approve the amendment of the Senate Resolutions relating to the Degrees, Diplomas and Certificates in the Faculty of Medicine and relating to the course; and*
 - (iii) *approve the college requirements relating to the degree;*
- With effect from 1 January 2006, as set out in the report presented.*

11. Amendment of the Resolutions of the Senate

11.1 Faculty of Economics and Business

Master of Business; Master of Commerce; Master of Commerce (Professional Accounting); Master of Economics; Master of Economics (Social Science); Master of Economics (Social Science) in Australian Political Economy; Master of Organisational Human Resource Management and Coaching; Master of Industrial Relations and Human Resource Management; Master of International Business and Law; Master of International Studies; Master of Logistics Management; Master of Transport Management; Master of Transport Management / Master of Urban and Regional Planning; Master of Commerce / Master of Facilities Management; Master of Commerce and Master of Transport Management; Master of Commerce and Master of Logistics Management; Master of International Business and Master of Commerce; Master of International Business and Master of Logistics Management; Graduate Diploma in Business; Graduate Diploma in Commerce; Graduate Diploma in Economics; Graduate Diploma in Economics (Social Science) in Australian Political Economy; Graduate Diploma in Organisational Human Resource Management and Coaching; Graduate Diploma in Industrial Relations and Human Resource Management; Graduate Diploma in International Studies; Graduate Diploma in Logistics Management; Graduate Diploma in Transport Management; Graduate Certificate in Commerce; Graduate Certificate in Economics (Social Science) in Australian Political Economy; Graduate Certificate in Organisational Human Resource Management and Coaching; Graduate Certificate in Industrial Relations and Human Resource Management; Graduate Certificate in International Studies; Graduate Certificate in Logistics Management; Graduate Certificate in Marketing; and Graduate Certificate in Transport Management.

The Graduate Studies Committee, on the recommendation of the Faculty of Economics and Business, approved amendments to the degrees, diplomas and certificates offered by the Faculty of Economics and Business.

The Graduate Studies Committee recommends Academic Board approve these amendments and recommend that Senate approve the proposal and amend the Resolutions of Senate relating to this course, with effect from 1 January 2006.

Resolution 148/05

The Graduate Studies Committee recommend that the Academic Board:

- (1) *recommend that Senate approve:*
 - (a) *the rescission of the Resolutions of the Senate relating to the degrees, diplomas and certificates offered by the Faculty of Economics and Business, and*
 - (b) *the adoption of new Resolutions of the Senate relating to the courses set out in the report presented, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2006, and*
- (2) *approve the faculty requirements relating to the pass degree, combined degrees, the honours degree, specially designated streams and award of the degree,*
as set out in the report presented.

11.2 Faculty of Engineering

Master of Engineering Studies; Master of Engineering Studies (Automation and Manufacturing Systems); Master of Engineering Studies (Manufacturing Knowledge Integration and Project Management); Master of Engineering Studies (Manufacturing Commerce and Business Management); Master of Engineering Studies (New Materials Technology); Master of Engineering Studies (Structural and Foundation Engineering); Master of Engineering Studies (Sustainable Processing); Master of Engineering Studies (Wireless Engineering); Master of Engineering Studies (Network Engineering); Master of Engineering Studies (Aerospace); Master of Engineering Studies (Biophysical Processes); Master of Engineering Studies (Fluid and Wind Engineering); Master of Engineering Studies (Structures); Master of Engineering Studies (Geotechnical) and Master of Engineering Studies (Environmental Fluids)

The Graduate Studies Committee, on the recommendation of the Faculty of Engineering, approved amendments to the degrees offered by the Faculty of Engineering.

The purpose of the amendments to the Resolutions of the Senate for the degrees of Master of Engineering Studies was to reflect that a candidate must engage in either one year of full-time or two years of part-time study.

This change would not affect currently enrolled students as it would only apply to newly enrolling students from Semester 1, 2006.

The Graduate Studies Committee recommends Academic Board approve these amendments and recommend that Senate approve the proposal and amend the Resolutions of Senate relating to this course, with effect from 1 January 2006.

Resolution 149/05

The Graduate Studies Committee recommend that the Academic Board:

- (1) *recommend that Senate approve:*
 - (a) *the rescission of the Resolutions of the Senate relating to the degrees offered by the Faculty of Engineering, and*
 - (b) *the adoption of new Resolutions of the Senate relating to the courses set out in the report presented, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2006 and*
- (2) *approve the faculty requirements relating to admission and award of the degree,*
as set out in the report presented.

11.3 Faculty of Law – Master of International Law; Graduate Diploma in International Law; Graduate Diploma in Commercial Law and Graduate Diploma in Corporate, Securities and Finance Law

The Graduate Studies Committee, on the recommendation of the Faculty of Law, approved amendments to the units of study offered by the Faculty of Law.

The Graduate Studies Committee recommends Academic Board approve these amendments and recommend that Senate approve the proposal and amend the Resolutions of Senate relating to this course, with effect from 1 January 2006.

Resolution 150/05

The Graduate Studies Committee recommend that the Academic Board:

- (1) *recommend that Senate approve:*
 - (a) *the rescission of the Resolutions of the Senate relating to the degrees offered by the Faculty of Law, and*
 - (b) *the adoption of new Resolutions of the Senate relating to the courses set out in the report presented, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2006 and*
- (2) *approve the faculty requirements relating to admission and award of the degree,*
as set out in the report presented.

12. Resolutions of the Faculty

Faculty of Architecture – Master of Architecture (Architectural Design); Graduate Diploma in Architecture (Architectural Design); Graduate Certificate in Architecture (Architectural Design); Master of Architecture (Architectural & Urban Design); Master of Urban Design; Graduate Diploma in Urban Design and Graduate Certificate in Urban Design – Admission Requirements

The Graduate Studies Committee on the recommendation of the Faculty of Architecture had approved changes to the admission requirements for embedded graduate courses in Architecture and Urban Design. The purpose of the proposal was to strengthen the admission requirements and to improve the clarity of the Resolutions of the Faculty.

The Faculty of Architecture Handbook 2005, page 122 would be amended as follows (additions indicated by underline; deletions indicated by strikethrough):

Resolutions of the Faculty

1. (1) An applicant for admission to candidature for the degree of master, graduate diploma or graduate certificate of Architecture (Architectural Design) or master of Architecture (Architectural and Urban Design) shall submit a portfolio of work indicating relevant design interests and capacities to the satisfaction of the stream coordinator and:
 - (a) hold a professional degree in architecture. ~~or closely allied built design field; or~~

~~(b) hold a degree in a related field.~~

2) An applicant for admission to candidature for the degree of master, graduate diploma or graduate certificate of Urban Design shall submit a portfolio of work indicating relevant design interests and capacities to the satisfaction of the stream coordinator and:

(a) hold a professional degree in architecture or a degree in landscape architecture, urban planning or similar related field.; ~~or~~

~~(b) hold a degree in urban planning or other related field.~~

Resolution 151/05

The Graduate Studies Committee recommend that the Academic Board approve the admission requirements in the Faculty of Architecture.

13. Reports from the Faculties

13.1 Faculty of Health Sciences – Master of Applied Science (Occupational Therapy); Master of Health Information Management; Master of Health Science (Clinical Data Management); Master of Health Science (Development Disability); Master of Health Science (Development Disability) Honours; Master of Health Science (Education); Master of Health Science (Gerontology); Master of Health Science (Health Informatics); Master of Health Science (Occupational Therapy); Master of Physiotherapy; Graduate Diploma of Health Science (Clinical Data Management); Graduate Certificate of Health Science (Development Disability); Graduate Certificate of Health Science (Occupational Therapy) and Postgraduate Electives – Units of Study

The Graduate Studies Committee noted the Faculty of Health Sciences had approved and would be introducing new Units of Study in the graduate programs of:

Master of Applied Science (Occupational Therapy);
Master of Health Information Management;
Master of Health Science (Clinical Data Management);
Master of Health Science (Development Disability);
Master of Health Science (Development Disability) Honours;
Master of Health Science (Education);
Master of Health Science (Gerontology);
Master of Health Science (Health Informatics);
Master of Health Science (Occupational Therapy);
Master of Physiotherapy;
Graduate Diploma of Health Science (Clinical Data Management);
Graduate Certificate of Health Science (Development Disability);
Graduate Certificate of Health Science (Occupational Therapy) and
Postgraduate Electives

Resolution 152/05

The Graduate Studies Committee noted the Units of Study in the Faculty of Health Sciences and advise the Academic Board.

13.2 Faculty of Pharmacy – Master of Pharmacy – Units of Study

The Graduate Studies Committee noted the Faculty of Pharmacy advice that the Master of Pharmacy, introduced in 2004, was a postgraduate entry program designed to provide graduates with the cores skills and knowledge necessary for effective participation in any section of the pharmacy profession. The Faculty recommends the Graduate Studies Committee note the:

- i) changes to the Year 1 Units of Study to comply with the University's six credit point standardisation guidelines, and
- ii) a new Unit of Study for Year 2, Medication Review

Resolution 153/05

The Graduate Studies Committee noted the Units of Study in the Faculty of Pharmacy and advise the Academic Board.

14. General business

PhD Examinations

The Chair advised members that the two papers titled “The Lengths of PhD Examinations at the University of Sydney” and “Improving the duration of examination times at the University of Sydney” were submitted to the August meeting of the Academic Board. The Board thanked members of the Graduate Studies Committee for their work to date on this matter and recommended that Committee members develop an alternative method of processing PhD examinations.

The Chair recommended that one alternative method of processing PhDs was to make the oral examination the default option. Discussion was held regarding this proposal with members noting the following advantages for implementing the oral examination process:

- (a) it sets the time the examination would take place;
- (b) it assists the examiners in preparing for the examination;
- (c) the University would have clear recommendations from the examiners as to whether to award the degree;
- (d) the candidate would know the outcome at the end of the examination as opposed to the end of the written process; and
- (e) the University resolutions were already designed for oral examinations.

Members were concerned about how to implement an oral examination. The Chair advised that the policies and procedures were already in place to conduct oral examinations. The Chair agreed that the first set of oral examinations may have some teething problems. However, by undertaking this process it would eventually prove to be a smooth process as Faculties would not be “reinventing” the oral examination process every time.

Associate Professor Buckley advised members that the Sydney College of the Arts undertake oral examination on a regular basis. Information about this process could be supplied to the University.

Debate was also held regarding possible disadvantages for conducting oral examinations. These included what process would be in place if a student did not want to undertake an oral examination; the cost of conducting an oral examination and whether enough examiners would be available to undertake an oral examination process. Members noted the University would need to allocate appropriate resources such as audio-visual equipment for undertaking oral examinations.

The Chair reminded members that the Committee’s brief was to develop an alternative method of processing PhD examinations. The Committee’s first aim should be for an appropriate academic outcome. If this academic outcome had costing implications then the Committee should advise the University as costing decision would be made at the University level.

Members noted that further discussion on this topic would need to be done at the Faculty level. The Chair recommended that all Faculties discuss the option of making the oral examination the default option.

The Chair requested that all feedback be directed to the Secretary, Graduate Studies Committee by 1 November 2005. This topic would then be listed for the November meeting of Graduate Studies Committee at which time the Committee would develop a recommendation for the Academic Board.

Resolution 154/05

1. *Members, Graduate Studies Committee to discuss and seek feedback from Faculty regarding the recommendation of making the oral examination the default option.*
2. *Faculties to submit feedback on making the oral examination the default option to the Secretary, Graduate Studies Committee by 1 November 2005.*
3. *Secretary, Graduate Studies Committee to list making oral examination the default option for the November meeting of the Graduate Studies Committee.*

15. Next meeting

The next meeting will be held on **Tuesday, 4 October 2005** in the Darlington Centre Boardroom.

Agenda Item 4 **Report of the Academic Board**

4. Report of the Academic Board meeting held on 10 August 2005

The agenda for the meeting of the Academic Board on 10 August 2005 may be accessed on the web: <http://www.usyd.edu.au/su/ab/>

4.1 Proposals for Amended Courses

The Academic Board approved the following proposals for amendments to existing courses:

- Faculty of Economics and Business: Master of International Business; Graduate Diploma in International Business and Graduate Certificate in International Business
- Faculty of Health Sciences: Master of Exercise and Sport Science (Sports Performance); Master of Exercise and Sport Science (Sports Performance) (Honours); Master of Exercise and Sport Science (Clinical Exercise Science); and Master of Exercise and Sport Science (Clinical Exercise Science) (Honours); Graduate Certificate of Health Science (Sexual Health) and Graduate Diploma of Health Science (Sexual Health); Doctor of Health Science
- Faculty of Nursing and Midwifery: Master of Cancer Nursing; Master of Cancer Nursing (Honours); Master of Clinical Education; Master of Clinical Education (Honours); Master of Clinical Nursing; Master of Clinical Nursing (Honours); Master of Emergency Nursing; Master of Emergency Nursing (Honours); Master of Gerontic Nursing; Master of Gerontic Nursing (Honours); Master of Intensive Care Nursing; Master of Intensive Care Nursing (Honours); Master of Mental Health Nursing; Master of Mental Health Nursing (Honours); Graduate Certificate in Cancer Nursing; Graduate Certificate in Clinical Education; Graduate Certificate in Clinical Nursing; Graduate Certificate in Emergency Nursing; Graduate Certificate in Gerontic Nursing; Graduate Certificate in Intensive Care Nursing and Graduate Certificate in Mental Health Nursing; Master of Midwifery and Graduate Diploma in Midwifery
- Faculty of Science: Master of Information Technology
- Faculty of Veterinary Science: Master of Veterinary Public Health Management and Graduate Diploma in Veterinary Public Health Management

4.2 Parallel teaching of postgraduate and undergraduate students

The Academic Board approved the parallel teaching of postgraduate and undergraduate students in units of study in Sanskrit and Pali in the Faculty of Arts.

4.3 Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA) 2005 Ranking Guidelines

The Academic Board approved the APA/UPA 2005 Ranking Guidelines.

4.4 The Length of PhD examinations at the University of Sydney

The Academic Board noted the papers titled “The Lengths of PhD Examinations at The University of Sydney” and “Improving the duration of examination times at the University of Sydney” and approved the dissemination of the recommendations in “Improving the duration of examination times at the University of Sydney” to all faculties.

4.5 Proceedings of the Committee

The Academic Board noted the proceedings of the Graduate Studies Committee meeting held on 27 June 2005.

4.6 Reconciliation Statement

The Academic Board endorsed the Reconciliation Statement and recommended that it be approved by Senate.

4.7 Academic Board Members

The Academic Board noted that a number of casual vacancies were to be filled, and endorsed the following nominations from the Pro Vice-Chancellor (College of Health Sciences) and the Pro Vice-Chancellor (College of Humanities and Social Sciences):

- Dr Peter Knight (non-professorial academic staff member from the College of Health Sciences);
- Ms Kate O'Connor (undergraduate student member from the College of Humanities and Social Sciences); and
- Ms Kelli McGraw (postgraduate research student member from the College of Humanities and Social Sciences).

4.8 Academic Board Elections in 2005

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The Academic Board noted that elections were to be held in 2005 in accordance with the *University of Sydney (Academic Governance) Rule 2003*. Members of the Board to be elected in 2005 for terms of office commencing 1 January 2006 include:

- 64 Academic staff members elected from faculties;
- 9 Non-professorial staff members elected from Colleges; and
- 12 student members elected from Colleges.

The Chair of the Academic Board must also be elected in 2005 by all members of the Board, including both elected and ex-officio members, for a term of office which also commences on 1 January 2006.

The Board approved the attached timetable for the election of staff and student members to the Academic Board.

4.9 Presentation by the Deputy Vice-Chancellor (Academic and International)

The Academic Board noted a presentation from the Deputy Vice-Chancellor (Academic and International) regarding the timelines and processes to be implemented for course development and approval.

Elections to the Academic Board 2005

Academic Governance Rule	Students to Faculties	Faculty Academic Staff	Non-professional Staff	Students to AB	Chair AB
	Conducted by faculties	Conducted by faculties	Conducted by Academic Board	Conducted by Academic Board	Conducted by Academic Board
A. Publish Notice (14 – 28 before close of nominations)	Mon 22 Aug (14 days before C)	Mon 22 Aug (14 days before C)	Mon 10 Oct (14 days before C)	Mon 10 Oct (14 days before C)	Mon 7 Nov (14 days before C)
B. Roll available for inspection (at least 14 days before election)	Tues 20 Sep (14 days before E)	Tues 20 Sep (14 days before E)	Tues 8 Nov (14 days before E)	Tues 8 Nov (14 days before E)	Tues 6 Dec (14 days before E)
C. Nominations close (14 – 28 days after A at 4.00pm)	Mon 5 Sep (14 days after A)	Mon 5 Sep (14 days after A)	Mon 24 Oct (14 days after A)	Mon 24 Oct (14 days after A)	Mon 21 Nov (14 days after A)
D. Issue ballot papers (14 – 28 days after C and 14 – 28 days before F)	Tues 20 Sep (14 days after B and 14 days before E)	Tues 20 Sep (14 days after B and 14 days before E)	Tues 8 Nov (14 days after B and 14 days before E)	Tues 8 Nov (14 days after B and 14 days before E)	Tues 6 Dec (14 days after B and 14 days before E)
E. Return ballot papers, 4.00pm	Tues 4 Oct	Tues 4 Oct	Tues 22 Nov	Tues 22 Nov	Tues 20 Dec
F. Polling day (14 – 28 days after D)	Wed 5 Oct	Wed 5 Oct	Wed 23 Nov	Wed 23 Nov	Wed 21 Dec

Semester and vacation dates

- Lectures begin 25 July
- AVCC Common week/non-teaching period: 26 – 30 September
- Public Holiday – Monday 3 October
- Stu-vac: 31 October – 4 November
- Exams: 7 – 19 November
- Semester ends: 19 November

Notes

- All terms of office commence 1 January 2006

Agenda Item 6

Report of the PhD Award Sub-Committee

6.2 Report of the PhD Award Sub-Committee meeting held on 13 September 2005

The Committee met on 13 September 2005 when there were present: The Chair of the PhD Award Sub-Committee (Associate Professor J Kril) presiding, Professors J Christodoulou and P Wilson and Dr D Easdown. 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 13 September 2005.

6.2.2 Second quarter report of 2005

28-31

The Sub-Committee considered the second quarter report of 2005 and noted:

- that the results in the report reflected similar examination times as in the first quarter and that the percentage of degrees awarded in six months or more was still high; and
- that the main issue for faculties was to ensure that the examiners were appointed in a timely manner and that the length of time examiners took to examine theses was monitored closely.

Recommendation

That the Graduate Studies Committee note the second quarter report of 2005 of the PhD Award Sub-Committee, as set out in the report presented.

6.2.3 Proceedings of the Sub-Committee

(1) Doctor of Philosophy

(a) Award of the degree subject to correction of typographical errors

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 the correction of typographical errors.

(b) Award of the degree with qualification

The Sub-Committee noted that the Chair had considered the examiners' reports, together with the recommendations of the head of department/school concerned and the faculty board of postgraduate studies, with respect to one candidate and resolved to approve the award of the degree of Doctor of Philosophy, subject to emendations.

(c) 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 five candidates and resolved to that the award of the degree of Doctor of Philosophy not be awarded but the candidates be allowed to revise and resubmit the theses.

(d) 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 eight candidates and resolved:

- (i) to approve the award of the degree of Doctor of Philosophy, subject to emendations, in four cases;

- (ii) to require revision and resubmission for examination in three cases;
 - (iii) to recommend the appointment of a fourth examiner/assessor in one case.
- (e) **Appointment of Examiners**
The Sub-Committee noted that examiners had been appointed for 66 candidates for the degree of Doctor of Philosophy.

Second Quarter Report 2005

Awards at faculty level

The second quarter report from faculties to the Sub-Committee on PhDs awarded at faculty level for the period 1 April to 30 June 2005 is tabulated below, with complete reports from faculties attached (pages 21-45 and separate attachment). No PhDs were awarded at faculty level for this period by the Faculty of Nursing and the Sydney College of the Arts.

Faculty	Award	Award subject to		Percentages		
		Typographical corrections	Emendations	Award	Typographical corrections	Emendations
Agriculture, Food & Natural Resources						
Architecture			3			100%
Arts	2	2	5	22.2%	22.2%	55.6%
Dentistry						
Economics & Business		1	3		25%	75%
Education & Social Work		1	6		14.3%	85.7%
Engineering		2	3		40%	60%
Health Sciences			5			100%
Law	1		1	50%		50%
Medicine	1	4	18	4.3%	17.4%	78.3%
Nursing						
Pharmacy						
Rural Management	1			100%		
Science	3	4	16	13%	17.4%	69.6%
Veterinary Science		1	1		50%	50%
AGSM						
College of the Arts						
Conservatorium of Music			1			100%
TOTAL	8	15	62	9.4%	17.6%	72.9%

Awards by PhD Award Sub-Committee

The second quarter report on PhDs considered by the Sub-Committee indicating the recommendation of the Sub-Committee forwarded to the faculty concerned for the period 1 April to 30 June 2005 tabulated below:

Faculty	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award
Agriculture, Food & Natural Resources					
Architecture			1		
Arts			1	1	
Dentistry					
Economics & Business			1		
Education & Social Work					
Engineering					
Health Sciences			2	2	
Law			1	1	
Medicine			4		
Nursing					
Pharmacy					
Rural Management					
Science			3		
Veterinary Science					
AGSM					
College of the Arts					
Conservatorium of Music					
TOTAL	0	0	13	4	0

Total awards year to date

The year-to-date report on PhDs awarded at faculty level or recommended by the Sub-Committee is tabulated below:

Faculty	Numbers					Percentages				
	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award
Agriculture, Food & Natural Resources										
Architecture			4					100%		
Arts	2	2	6	1		18.2%	18.2%	54.5%	9.1%	
Dentistry										
Economics & Business		1	4				20%	80%		
Education & Social Work		1	6				14.3%	85.7%		
Engineering		2	3				40%	60%		
Health Sciences			7	2				77.8%	22.2%	
Law	1		2	1		25%		50%	25%	
Medicine	1	4	22			3.7%	14.8%	81.5%		
Nursing										
Pharmacy										
Rural Management	1					100%				
Science	3	4	19			11.5%	15.4%	73.1%		
Veterinary Science		1	1				50%	50%		
AGSM										
College of the Arts										
Conservatorium of Music			1					100%		
TOTAL	8	15	75	4	0	7.8%	14.7%	73.5%	3.9%	0%

Summary of examination times, second quarter 2005

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

Averaged over all faculties 44.7% of degrees were awarded in three months or less, 14.1% in four months, 20% in five months, 7.1% in six months and 14.1% took longer than six months.

Faculty	Numbers								
	≤2 mths	3 mths	4 mths	5 mths	6 mths	7 mths	8 mths	9 mths	>9 mths
Agriculture, Food & Natural Resources									
Architecture				2					1
Arts		2	1	1	3			1	1
Dentistry									
Economics & Business			1	2		1			
Education & Social Work		2	1	3			1		
Engineering	4			1					
Health Sciences	1	3		1					
Law	1		1						
Medicine	5	7	3	4	2		1	1	
Nursing									
Pharmacy									
Rural Management	1								
Science	2	9	4	3	1	2	1		1
Veterinary Science		1	1						
AGSM									
College of the Arts									
Conservatorium of Music								1	
TOTAL	14	24	12	17	6	3	3	3	3

Agenda Item 7

Report of the Coursework Sub-Committee

7.2 Report of the Postgraduate Coursework Sub-Committee meeting held on Monday, 5 September 2005

The Committee met on Monday, 5 September 2005 when there were present: The Chair (Dr M Boughton) presiding, The Committee Secretary (Mr M Smith) and Members Professor M Behnia, Associate Professors A McLachlan and M Thompson, Drs L Harbon, M J Mahony and Dr K C Wong

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 Monday, 5 September 2005.

7.2.2 Proposals for new and amended postgraduate courses

7.2.2.1 Faculty of Economics and Business:

(1) Master of Public Affairs; Graduate Diploma in Public Affairs and Graduate Certificate in Public Affairs

The Postgraduate Coursework Sub-Committee, on the recommendation of the Faculty of Economics and Business, had reviewed the proposal to amend the Master of Public Affairs; Graduate Diploma in Public Affairs and Graduate Certificate in Public Affairs.

The purpose of this proposal is to vary the requirements of the Public Affairs award programs by:

- 1) altering the standard entry requirements enabling graduates not only from the University of Sydney but also from approved institutions to enrol;
- 2) adjusting the award of the award courses to reflect a standardisation across the Faculty, in particular the Honours award; and
- 3) structuring the course around core and elective units to provide emphasis on practical concepts.

The proposed course is not replacing an existing award course, but is an amendment to the existing course to fulfil the market need for an academic qualification in this field.

The Postgraduate Coursework Sub-Committee recommends that Graduate Studies Committee approve these amendments and recommend that Academic Board approve this course and recommend Senate endorse the amendments to the Resolutions of the Senate, with effect from 1 January 2006.

Recommendation

The Postgraduate Coursework Sub-Committee recommends:

- (a) the Graduate Studies Committee approve the proposal from the Faculty of Economics and Business to amend the Master of Public Affairs; Graduate Diploma in Public Affairs and Graduate Certificate in Public Affairs courses;*
- (b) that Graduate Studies Committee recommend that Academic Board approve this course and recommend that Senate:*
 - (i) endorse the Academic Board's approval of the proposal; and*

- (ii) *approve the amendment of the Resolutions of the Senate relating to the course in the Faculty of Economics and Business; and*
- (iii) *approve the faculty requirements relating to the degree;*

With effect from 1 January 2006, as set out in the report presented.

(2) Master of Public Policy

The Postgraduate Coursework Sub-Committee, on the recommendation of the Faculty of Economics and Business, had reviewed the proposal to amend the Master of Public Policy.

The purpose of this proposal is to enable students to articulate from the Graduate Diploma of Public Administration to the Master of Public Policy (MPP). The change proposed will allow students to gain credit for up to six units for the MPP from the Graduate Diploma of Public Administration (Graduate School of Government/School of Economics and Political Science). This is an exact parallel to a change made last year when the Faculty approved adding an 'embedded sequence' of exactly the same units to enable students to articulate into the Master of Public Administration.

The Postgraduate Coursework Sub-Committee recommends that Graduate Studies Committee approve these amendments and recommend that Academic Board approve this course and recommend Senate endorse the amendments to the Resolutions of the Senate, with effect from 1 January 2006.

Recommendation

The Postgraduate Coursework Sub-Committee recommends:

- (a) *the Graduate Studies Committee approve the proposal from the Faculty of Economics and Business to amend the Master of Public Policy course;*
- (b) *that Graduate Studies Committee recommend that Academic Board approve this course and recommend that Senate:*
 - (i) *endorse the Academic Board's approval of the proposal; and*
 - (ii) *approve the amendment of the Resolutions of the Senate relating to the course in the Faculty of Economics and Business; and*
 - (iii) *approve the faculty requirements relating to the degree;*

With effect from 1 January 2006, as set out in the report presented.

7.2.2.2 Faculty of Veterinary Science: Master of Veterinary Public Health Management

The Postgraduate Coursework Sub-Committee, on the recommendation of the Faculty of Veterinary Science, had reviewed the proposal to amend the Master of Veterinary Public Health Management.

The purpose of the proposal was to introduce a minimum Weighted Average Mark (WAM) for access to Research Projects and therefore the Master of Veterinary Public Health Management. Students who achieve less than the minimum WAM in their first 24 credit points of study in Master of Veterinary Public Health Management would be permitted to complete the Graduate Certificate in Veterinary Public Health Management or the Graduate Diploma in Veterinary Public Health Management, but would not

be permitted to progress to the Master of Veterinary Public Health Management.

The Postgraduate Coursework Sub-Committee recommends that Graduate Studies Committee approve these amendments and recommend that Academic Board approve this course and recommend Senate endorse the amendments to the Resolutions of the Senate, with effect from 1 January 2006.

Recommendation

The Postgraduate Coursework Sub-Committee recommends:

- (a) *the Graduate Studies Committee approve the proposal from the Faculty of Veterinary Science to amend the Master of Veterinary Public Health Management course;*
- (b) *that Graduate Studies Committee recommend that Academic Board approve this course and recommend that Senate:*
 - (i) *endorse the Academic Board's approval of the proposal; and*
 - (ii) *approve the amendment of the Resolutions of the Senate relating to the course in the Faculty of Veterinary Science; and*
 - (iii) *approve the faculty requirements relating to the degree;*

With effect from 1 January 2006, as set out in the report presented.

7.2.2.3 Faculty of Health Sciences: Graduate Diploma in Communication Disorders

The Chair welcomed Dr Kerri Lee who attended for this item.

The Faculty of Health Sciences recommended through the Postgraduate Coursework Sub-Committee and the Graduate Studies Committee that the Academic Board approve and recommend that Senate endorse the introduction of the Graduate Diploma in Communication Disorders, with effect from 1 January 2006.

The purpose of the proposal was to introduce a new one year full-time 48 credit point full fee paying Graduate Diploma proposed by the School of Communication Sciences and Disorders. This course would articulate with the current Master of Speech Language Pathology.

Resolution 74/05

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

- (i) *approve the proposal from the Faculty of Health Sciences to introduce the Graduate Diploma in Communication Disorders*
- (ii) *recommend that Senate:*
 - (a) *endorse the Academic Board's approval of the proposal; and*
 - (b) *approve the amendment of the Senate Resolutions relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business and relating to the course; and*
- (iii) *approve the faculty requirements relating to the degree;*

With effect from 1 January 2006, as set out in the report presented.

7.2.3 Policy on definition of thesis, dissertation and units of study

At the July meeting of the Postgraduate Coursework Sub-Committee discussion took place regarding the number of proposals that incorrectly use the terms of thesis, dissertation and units of study. The Chair advised members that the University had a policy that defines these terms. The policy was titled "*Guidelines for the Usage of the Terms Thesis, Treatise, Dissertation, Essay and Long Essay as Units of Study Within Coursework Programs*".

Discussion was held regarding this policy with members noting that the policy was still current and provided valuable information in relation to the usage of terms such as thesis, treatise, dissertation and essay. Members agreed that faculties should be accessing this policy when preparing course proposals.

After further discussion, members recommended the following:

1. the term “Long Essay” should be removed from the title as this term is no longer used by the University; and
2. a link to this policy should be included in the course proposal template so faculties can access information when preparing course proposals; and

The Sub-Committee agreed that these recommendations should be forwarded to the Academic Board via the Graduate Studies Committee for approval.

Recommendation

The Postgraduate Coursework Sub-Committee recommends:

- (a) *the Graduate Studies Committee:*
 - (i) *approve the change to the title of the policy “Guidelines for the Usage of the Terms Thesis, Treatise, Dissertation, Essay and Long Essay as Units of Study Within Coursework Programs” to read “Guidelines for the Usage of the Terms Thesis, Treatise, Dissertation and Essay as Units of Study Within Coursework Programs”;*
 - (ii) *recommend a link to this policy be included in the course proposal template;*
- (b) *that Graduate Studies Committee recommend that Academic Board approve the changes to the policy “Guidelines for the Usage of the Terms Thesis, Treatise, Dissertation, Essay and Long Essay as Units of Study Within Coursework Programs”.*

7.2.4 Amendments to the Resolutions of the Senate

Faculty of Arts : Master of Arts in Public History; Master of Letters in Public History; Master of Theology; Master of Theology (Honours); Graduate Diploma in Early Christian Studies; Graduate Diploma in Modern Language Teaching; Graduate Diploma in Public History; Graduate Diploma in Public History (Heritage); Graduate Diploma in Public History (Media); Graduate Certificate in Early Christian Studies; Graduate Certificate in Human Services Management; Graduate Certificate in Modern Language Teaching; and Graduate Certificate in Public History

The Postgraduate Coursework Sub-Committee, on the recommendation of the Faculty of Arts, had approved the proposal from the Faculty to amend the Master of Arts in Public History; Master of Letters in Public History; Master of Theology; Master of Theology (Honours); Graduate Diploma in Early Christian Studies; Graduate Diploma in Modern Language Teaching; Graduate Diploma in Public History; Graduate Diploma in Public History (Heritage); Graduate Diploma in Public History (Media); Graduate Certificate in Early Christian Studies; Graduate Certificate in Human Services Management; Graduate Certificate in Modern Language Teaching; and Graduate Certificate in Public History.

The purpose of this proposal was to amend the Resolutions of Senate relating to ‘Degrees, diplomas and certificates in the Faculty of Arts’ (pp. 195-96 *Calendar 2005*) by removing programs no longer offered and re-ordering the titles of existing combined degree programs with the faculties of Science and Economics and Business.

The Postgraduate Coursework Sub-Committee recommends that the Graduate Studies Committee recommends Academic Board approve these amendments and

recommends that Senate approve the rescission the Resolutions of Senate relating to the degrees, diplomas and certificate, with effect from 1 January 2006.

Recommendation

The Postgraduate Graduate Coursework Sub-Committee recommends the Graduate Studies Committee recommends the Academic Board recommends that Senate approve the rescission of the Resolutions of the Senate relating to the degrees, diplomas and certificates offered by the Faculty of Arts, with effect from 1 January 2006, as set out in the report presented.

7.2.5 Proceedings of the Committee

(1) Course Review Database

At the July meeting of Postgraduate Coursework Sub-Committee discussion took place regarding the number of new proposals the Sub-Committee had reviewed and approved since February 2005. Members agreed that it was important to track these new degrees to ensure that they were reviewed by the faculties.

Members requested the Secretary, Postgraduate Coursework Sub-Committee develop a course review database that the Sub-Committee could access and utilise. The Sub-Committee noted the Course Tracking Database developed by the Secretary, Postgraduate Coursework Sub-Committee.

The Chair and members requested some minor modifications to the database and recommended that the database include course proposals that were approved since 2004. The Chair thanked the Sub-Committee Secretary for the work done on the database and requested that the database be listed for a future meeting on the Sub-Committee once the database was completed.

Agenda Item 8 Report of the Coursework Sub-Committee

8.2 Report of the Postgraduate Research Training Sub-Committee meeting held on Tuesday, 6 September 2005

The Committee met on Tuesday, 6 September 2005 when there were present: The Chair (Associate Professor A Masters) presiding; the Committee Secretary Mr M Smith and Members Professors M Behnia, D Burke, and S Fleming, Associate Professor B Buckley and J Kril

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 on Tuesday, 6 September 2005

8.2.2 Proposals for new and amended postgraduate courses

Sydney Conservatorium of Music : Master of Music Studies (Performance) and Graduate Diploma in Music (Performance)

The Postgraduate Research Training Sub-Committee, on the recommendation of the Sydney Conservatorium of Music, had reviewed the proposal to amend the Master of Music Studies (Performance) and the Graduate Diploma in Music (Performance).

The purpose of the proposal was to amend the existing degree allow a focus on 'pure' performance which was not possible within the 'old' structures. Students now had five semester-long units which could be devoted to the increased performing opportunities in a variety of ensembles at the Conservatorium. However, students still had the possibilities to choose other electives if they so wish. The reduction of the length of the degree to three semesters brings it in line with similar degrees in Australia and abroad. Students could tailor their degree to suit their needs and could focus on aspects of performance such as orchestral studies, small ensemble and other performance opportunities with a variety of ensembles which was not possible in the old degree structure. As with the Graduate Diploma, instrumental students to work on the preparation of audition excerpts as their main focus.

The Postgraduate Research Training Sub-Committee recommends that Graduate Studies Committee approve these amendments and recommend that Academic Board approve this course and recommend Senate endorse the amendments to the Resolutions of the Senate, with effect from 1 January 2006.

Following the meeting additional information was received indicating that the Master of Music Studies (Performance) is a coursework, not research, course. Consequently the proposal relating to this course has been referred to the Coursework Sub-Committee for consideration.

Recommendation

That the Graduate Studies Committee:

- (a) *approve the proposal from the Sydney Conservatorium of Music to amend the Graduate Diploma in Music (Performance) course;*
 - (b) *that Graduate Studies Committee recommend that Academic Board approve this course and recommend that Senate:*
 - (i) *endorse the Academic Board's approval of the proposal; and*
 - (ii) *approve the amendment of the Resolutions of the Senate relating to the course in the Sydney Conservatorium of Music; and*
 - (iii) *approve the faculty requirements relating to the degree;*
- with effect from 1 January 2006, as set out in the report presented.*

8.2.3 Review of policy : PhD Candidature: Maximum Length

The Research Training Sub-Committee had been advised by the Manager, Postgraduate Student Administration Unit, Faculty of Medicine that the policy “PhD Candidature: Maximum Length” was found on Policy Online.

Under the terms of reference for the Postgraduate Research Training Sub-Committee, the Sub-Committee was to advise the Graduate Studies Committee on policies relating to postgraduate research training in the University. Members were invited to review the policy “PhD Candidature: Maximum Length” and advise the Graduate Studies Committee whether this policy should be updated or withdrawn from Policy Online.

Discussion was held regarding the policy “PhD Candidature: Maximum Length” with members agreeing that the policy was still relevant. However, members recommended that the policy should be modified to reflect current length of PhD candidature. The policy should be updated as follows (additions indicated by underline, deletions indicated by strikethrough):

PhD Candidature: Maximum Length

Approved by: Academic Board on 15 May 1995

Date of effect: 16 May 1995

Contact: Chair, Graduate Studies Committee

The Board noted the following report from the Committee for Graduate Studies:

In response to a request by the Chair, the ~~PhD Award~~ Postgraduate Research Training Sub-Committee had considered the maximum length of part time PhD candidature to ensure that it was ~~and the apparent anomaly that the maximum length of seven years was not~~ equivalent to the maximum length for full-time candidatures of ~~five~~ four years. The Sub-Committee had noted that whilst there might be occasions where a part time candidature of more than ~~seven~~ eight years was appropriate, these could be dealt with by allowing extensions. The Sub-Committee did not consider that a change in the regulations to increase the maximum length to ten years was necessary.

Recommendation

That the Graduate Studies Committee:

- (a) *approve the change to the policy “PhD Candidature: Maximum Length”;*
- (b) *recommend that Academic Board approve the changes to the policy “PhD Candidature: Maximum Length”.*

8.2.4 Proceedings of the Committee

(1) **Definition of PhD**

At the July meeting of the Postgraduate Research Training Sub-Committee the Chair advised members that faculties had been approached regarding information on how they administer their PhD programs, including features of their supervision processes and appointment of examiners. The information obtained from the faculties was to be supplied at a future meeting of the Sub-Committee.

Members noted that a number of responses had been received from the faculties. The Chair recommended that he and the Committee Secretary review the information and bring a consolidated report back to the Sub-Committee. Members agreed that this was the most appropriate action to take.

(2) **Potential matters for the Sub-Committee's consideration**

Members noted that the Chair, Board of Postgraduate Studies in Dentistry, Medicine and Pharmacy had written to the Chair, Postgraduate Research Training Sub-Committee regarding a number of matters. In particular, Non-PhD research degrees within the University and the naming of degrees.

The Chair recommended that the matter regarding "Non-PhD research degrees within the University" be listed for the next meeting. Members agreed that this was the most appropriate action to take.

In relation to the matters regarding "the naming of degrees" and "the choice of Academic Dress for new degrees"; the Chair advised members that naming of degrees should reflect what the University provides. One main reason for the naming of degrees was so prospective students knew what was on offer at the University.

Members noted that Academic Dress was the domain of the University Senate and that this responsibility was devolved to the Registrar. The Chair recommended that any matters dealing with Academic Dress should be directed to the Registrar's Office.

Agenda Item 9
Postgraduate English Language Requirements

9. Postgraduate English Language Requirements **42-46**

At its May meeting, the Graduate Studies Committee noted that the updating of the *Postgraduate English Language Requirements* policy was awaiting review in response to the outcome of the International Office report regarding the inconsistencies between the two policies relating to English Language Requirements, one for Undergraduate the other Postgraduate. The Graduate Studies Committee is asked to approve the amendments to Appendix One: “*Schedule of approved Faculty variations, above the University minimum requirements*” of the *Postgraduate English Language Requirements* policy and note that once the International Office had submitted their recommendations the policy would be updated and forwarded to the Graduate Studies Committee for approval.

(a) Faculty of Health Sciences

The Faculty of Health Sciences recommends through the Graduate Studies Committee that the Academic Board approve the amendment of appendix one of the policy *Postgraduate English Language Requirements* to provide for requirements above the University minimum for admission to postgraduate award courses in the School of Exercise and Sport Science.

The Faculty wishes to change the IELTS cut-off from the University standard of 6.5 to set an overall band score of 7.0 or better, with individual bands of speaking and writing of no less than 6.5.

The School of Exercise and Sports Science in the Faculty of Health Sciences has found that using the current University standard has led to difficulties with some of their students, requiring inordinate time for editing of written work.

The amendments to Appendix One are set out in the following pages, additions are indicated by underlining.

(b) Faculty of Medicine

The Faculty of Medicine recommends through the Graduate Studies Committee that the Academic Board approve the amendment of appendix one of the policy *Postgraduate English Language Requirements* to change the TOEFL score of 600 or better to 577 or better to be consistent with the current IELTS score of 6.5 or more.

The amendments to Appendix One are set out in the following pages, additions are indicated by underlining.

(c) Faculty of Science

The Faculty of Science recommends through the Graduate Studies Committee that the Academic Board approve the amendment of appendix one of the policy *Postgraduate English Language Requirements* to provide for requirements above the University minimum for admission to the Master of Environmental Science and Law and the Master of Environmental Law.

The Faculty wishes to change the IELTS cut-off from the University standard of 6.5, with no band less than 6, to an overall score of 7.0 with no band less than 6.0.

As the students in this program undertake the same Law units of study as those enrolled in the Master of Environmental Law, it would be appropriate for the IELTS requirement to be consistent across those two programs. The justification for the proposal rests on the fact that the Law-based units are heavily dependant upon understanding the spoken language and that the vocabulary used in the teaching Law is often difficult even for local students.

Currently the IELTS language requirement for the Master of Environmental Science Law states that the final average mark must be at least 6.5, with no component mark below 6.0. For the Master of Environmental Law, the requirement is an IELTS average of 7.0, with no mark below 6.0. As the students undertaking the Master of Environmental Science Law do the same LAWS units as students in the Master of Environmental Law, it seems ridiculous that the students in the Master of Environmental Science Law should be allowed a less rigorous English requirement, particularly as it leads to the students having difficulty understanding the content of the units.

The request for change is also in line with requests from other vocational programs conducted through the Science Faculty, such as the master of Nutrition and Dietetics, where comprehending the language and being able to communicate it properly, whether by speaking or writing are necessities.

The amendments to Appendix One are set out in the following pages, additions are indicated by underlining.

Recommendation

That the Graduate Studies Committee recommend that the Academic Board amend the policy "Postgraduate English Language Requirements" as set out in the report presented.



The University of Sydney

Postgraduate English Language Requirements

To be amended by the Academic Board on 2 November 2005

Date of effect: 3 November 2005

1. Policy

This policy outlines the Academic Board's position on English language requirements for applicants for postgraduate award courses for whom English is not their first language.

2. Background

The Academic Board has established the minimum English language requirements for postgraduate award course applicants. Faculties may ask the Academic Board to approve specific requirements above the University minimum levels. Students must be made aware of the English language requirements at the time of application.

3. Coverage

This policy applies to all applicants, both local and international, for postgraduate coursework and postgraduate research award courses.

4. Principles

4.1 Once candidates have satisfied academic eligibility provisions (admission) and met any necessary student visa requirements, candidates must also satisfy these provisions relating to English language proficiency.

4.2 Faculties may request that the Academic Board approve English language requirements above the minimum set out in 4.3.3 below. Approved Faculty variations above the minimum requirements are set out in appendix one of this policy.

4.3 Proof of proficiency in English may include:

4.3.1 a record of satisfactory achievement in tertiary studies in which the language of the institution was English and the language of instruction, examination and assessment was English. Satisfactory achievement will be determined by the appropriate Faculty and should be relevant to the discipline concerned.

4.3.2 successful completion of the course "English for Academic Purposes" at the University's Centre for English Teaching.

4.3.3 an internationally recognised English language test meeting the University minimum requirements, or approved Faculty requirements where these are higher than the University minimum:

4.3.3.1 IELTS (International English Language Testing Scheme) overall band score of 6.5 with a minimum of 6.0 in each band; or

4.3.3.2 TOEFL (Test of English as a Foreign Language) 577 plus TWE (Test of Written English) at 4.5; or

4.3.3.3 CBT (Computer-based TOEFL) 233 plus Essay Rating 4.5; or

4.3.3.4 Cambridge Certificate of Proficiency in English grade A or B;

4.3.3.5 GCSW English language grade A or B; or

4.3.3.6 CULT (Combined Universities Language Test 70); or

4.3.3.7 the relevant Faculty requirements set out in Appendix One, where the requirements are higher than the University minimum above.

5. Dean's ability to waive English language requirements in certain circumstances

- 5.1 In accordance with the *Delegations of Authority: Academic Functions*, the Dean of the Faculty has the ability to waive English language requirements in certain circumstances.
- 5.2 In waiving English language requirements the Dean of the Faculty must be satisfied, on the advice of the head of department/school concerned that the candidate has English language competency to enable the successful completion of the course.
- 5.3 The Dean of the Faculty may waive English language requirements where a candidate submits a recognised English language test score which deviates from the University, or specific course requirements by:
- 5.3.1 IELTS (International English Language Testing Scheme) not more than 0.5 below the overall band score and not more than 1.0 below in any of the individual bands; or
- 5.3.2 TOEFL (Test of English as a Foreign Language) not less than [International Office to provide equivalent] plus not less than TWE (Test of Written English) at [International Office to provide equivalent];
- 5.4 In establishing satisfaction that the candidate has English language competency to enable the successful completion of the course, where the Dean is waiving English language requirements, the Dean may consider all relevant factors including such things as ability to communicate in an academic environment; the fact of a student having been known to the Faculty for at least two years; previous appropriate work experience in an English language environment; and verbal discussion between the Faculty and the candidate.
- 5.5 The Graduate Studies Committee may approve exceptions to the limits of 5.3 in exceptional circumstances.

6. Time limits

- 6.1 Where a candidate is providing proof of proficiency in English through a record of satisfactory achievement in tertiary studies. The tertiary studies must have been undertaken no more than a maximum of 5 years prior to the application.
- 6.2 Where a candidate is providing proof of proficiency in English through successful completion of an appropriate course at the University's Centre for English Teaching, the course shall have been completed no more than 2 years prior to the application
- 6.3 Where a candidate is providing proof of proficiency in English through an internationally recognised English language test, scores older than two years at the time of application will not be accepted.

7. Procedures for waiving English language requirements

- 7.1 The Dean must record in writing the approval to waive English requirements on an individual basis outlining:
- 7.1.1 the proof of proficiency in English provided by the candidate;
- 7.1.2 the reasons, in accordance with this policy, the Dean approved the waiver.
- 7.2 The Faculty Office (or appropriate administrative unit) shall ensure:
- 7.2.1 a record of the approved waiving of requirements is kept on the student file;
- 7.2.2 for local applicants, that the basis for admission is recorded in FlexSIS; and
- 7.2.3 for International applicants, that the International Office is advised of the approval to waive English requirements and the basis for the decision and

that the International Office ensures that the basis for admission is recorded in FlexSIS.

8. Authority

8.1 Development/consultation

Consultation on this policy involved the International Office, the Strategic Director (Internationalisation), faculties, the Postgraduate Research Training Sub-Committee, Graduate Studies Committee, and the Academic Board.

8.2 Management responsibility

The Dean of Graduate Studies shall have overall management responsibility for the policy.

8.3 Implementation and monitoring

The Dean of Graduate Studies shall have responsibility for implementing and monitoring the policy.

8.4 Review

The Dean of Graduate Studies shall initiate a review of the policy in July 2006

8.5 Communication

The Dean of Graduate Studies shall be responsible for communicating the policy.

8.6 Contact

Inquiries should be directed to:
Office of the Dean of Graduate Studies
H04
Phone: 9036 9518
E-mail: DoGS@usyd.edu.au

9. Related information

9.1 Related University legislation, resolutions, policies and procedures include:

9.1.1 University of Sydney (Amendment Act) Rule 1999 (as amended) at

<http://www.usyd.edu.au/publications/calendar/>

9.1.2 Probationary candidate and English expression at

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

9.2 University policies superseded or replaced by this policy:

9.2.1 Postgraduate English Language Requirements (approved 28 April 2004) at

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

9.3 External legislation, resolutions, policies related to this policy include:

9.3.1 Education Services for Overseas Students Act 2000 at

<http://www.dest.gov.au/esos/>

9.3.2 National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students (The National Code) at

http://www.dest.gov.au/esos/National_Code/contents.htm

Appendix One: Schedule of approved Faculty variations, above the University minimum requirements

Faculty	Course	Requirements (above the University minimum)	Approval Date
Faculty of Agriculture, Food and Natural Resources			
Faculty of Architecture	All postgraduate award courses	<ul style="list-style-type: none"> TOEFL – 600 or better plus TWE at 4.5+ IELTS – Overall band score of 7.0 or better, with no component being below 6.5 	12 May 1999
Faculty of Arts			
Faculty of Dentistry			
Faculty of Economics and Business	All postgraduate award courses except the Commerce courses	<ul style="list-style-type: none"> TOEFL – 600 or better plus TWE at 4.5+ IELTS – Overall band score of 7.0 or better, with no component being below 6.0 	12 February 1997
Faculty of Education and Social Work	Master of Teaching	<ul style="list-style-type: none"> IELTS – Overall band score of 7.5 or better with no band less than 7 	16 March 2005
Faculty of Engineering			
Faculty of Health Sciences	Doctor of Health Sciences	<ul style="list-style-type: none"> IELTS - Overall band of 7.0, with individual band of speaking and writing of no less than 6.5 	12 June 2002 (effective from 1 January 2003)
	Master of Occupational Therapy	<ul style="list-style-type: none"> TOEFL – 600 or better, plus TWE at 5.0+ IELTS – Overall band score of 7.0 or better, with at least 6 for Speaking and 7 for Writing on each band 	8 December 2000
	All postgraduate Physiotherapy courses	<ul style="list-style-type: none"> IELTS – Overall band score of 7.0 or better 	12 February 1997
	All postgraduate award courses in the School of Exercise and Sports Science	<ul style="list-style-type: none"> <u>IELTS – Overall band score of 7.0 or better with individual bands of speaking and writing of no less than 6.5</u> 	2 November 2005
Faculty of Law	All postgraduate award courses	<ul style="list-style-type: none"> IELTS – Overall band score of 7.0 or better, with at least 6.0 in each of the components 	12 February 1997
Faculty of Medicine	All postgraduate award courses	<ul style="list-style-type: none"> TOEFL – 600 577 or better overall, plus TWE at 4.5+ 	2 November 2005
Faculty of Nursing	All postgraduate award courses	<ul style="list-style-type: none"> IELTS – Overall band score of 7.0 or better, with at least 7.0 in each of the components 	14 August 2002
Faculty of Pharmacy	All postgraduate award courses	<ul style="list-style-type: none"> TOEFL – 600 or better plus TWE at 4.5+ IELTS – Overall band score of 7.0 or better, with no component being below 6.5 	28 April 2004 (effective from 1 January 2005)
Faculty of Rural Management			
Faculty of Science	Master of Nutrition and Dietetics; Master of Nutritional Science; Master of Applied Science (Nutrition and Dietetics); Graduate Diploma in Applied Science (Nutrition and Dietetics); and Graduate	<ul style="list-style-type: none"> TOEFL – 610 or better plus TWE at 5.0+ CBT – 253 or better plus Essay Rating 5.0 IELTS – Overall band score of 7.5 or better, with at least 6.5 in each 	28 April 2004 (effective from 1 January 2005)

	Certificate in Applied Science (Nutrition and Dietetics)	of the components	
	Graduate Certificate in Applied Science (Psychology of Coaching), Graduate Diploma in Applied Science (Psychology of Coaching) and Master of Applied Science (Psychology of Coaching)	<ul style="list-style-type: none"> IELTS: Overall band score of 7.5 as a minimum on each band with no band falling below a score of 6.0 	16 March 2005 (effective from 1 January 2005)
	<u>Master of Environmental Science and Law and Master of Environmental Law</u>	<ul style="list-style-type: none"> <u>IELTS – Overall band score of 7.0 with no band less than 6.0</u> 	2 November 2005
Faculty of Veterinary Science	All postgraduate award courses except the Veterinary Public Health Management courses	<ul style="list-style-type: none"> IELTS: Overall band score of 7.0 with no band falling below a score of 6.5. TOEFL: 600 or better plus TWE at 5.0+ CBT: 250 plus essay rating 5.0 	16 March 2005 (effective from 1 January 2005)
	Master of Veterinary Public Health Management; Graduate Diploma in Veterinary Public Health Management; and Graduate Certificate in Veterinary Public Health Management	<ul style="list-style-type: none"> TOEFL – 600 or better plus TWE at 5.0+ CBT – 250 plus Essay Rating 5.0 IELTS – Overall band score of 7.0 or better, with at least 7.0 for Speaking and 7.0 for Writing on each band. 	12 November 2003
Sydney College of the Arts			
Sydney Conservatorium of Music			