



## Graduate Studies Committee Agenda

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### Notice of Meeting

A meeting of the **Graduate Studies Committee** will be held at **2.00pm** on **Monday 4 September 2006** in the Darlington Centre Boardroom.

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

*Mark Smith*  
for  
Dr W Adams  
**Registrar**

28 August 2006

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### Agenda

Pages

**1. Apologies**

The following apologies have been received: Professor M Behnia

**2. Arrangement of agenda**

2.1 Starring of items

2.2 Adoption of unstarred items

***Recommendation***

*The Graduate Studies Committee resolve as recommended with respect to all unstarred item.*

**3. Minutes of previous meeting**

5 – 13

***Recommendation***

*The Graduate Studies Committee adopt the minutes of the previous meeting held on Monday, 24 July 2006 as a true record.*

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

**5. Report of the Chair** **14**  
★ ..... 5.1 Oral report

**Recommendation**

*The Graduate Studies Committee note the report of the Chair.*

★ ..... 5.2 Higher degrees **14, 15 – 16**  
5.2.1 Deferment of public availability of thesis *(confidential attachment)*

**Recommendation**

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

★ ..... 5.3 Commercialisation Training Scheme **14**

**Recommendation**

*The Graduate Studies Committee note the report of the Chair.*

★ ..... 5.4 Deferment of Public Availability of Thesis and Use of Confidential material **14, 15 – 16**

**Recommendation**

*The Graduate Studies Committee note the report of the Chair.*

**REPORTS FROM ACADEMIC BOARD AND SUB-COMMITTEES**

**6. Report of the Academic Board** **17 – 18**  
★ ..... 6.1 Report of the Academic Board meeting held on Wednesday, 23 August 2006

**Recommendation**

*The Graduate Studies Committee note the report of the Academic Board meeting of Wednesday, 23 August 2006, as set out in the report presented.*

**7. Report of the PhD Award Sub-Committee** **19, 20 – 23**  
★ ..... 7.1 Oral report of the Chair of the PhD Award Sub-Committee

**Recommendation**

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

**7.2 Report of the meeting held via circulation in July 2006**

**7.2.1 Receipt of report**

**Recommendation**

*The Graduate Studies Committee receive and note the report of the PhD Award Sub-Committee meeting held via circulation in July 2006*

★ ..... 7.2.2 Second quarter report of 2006 **20 – 23**

**Recommendation**

*The Graduate Studies Committee note the second quarter report of 2006 of the PhD Award Sub-Committee, as set out in the report presented.*

**7.2.3 Proceedings of the Sub-Committee**

***Recommendation***

*The Graduate Studies Committee note the proceedings of the PhD Award Sub-Committee, at its meeting held via circulation in July 2006, as set out in the report presented.*

**8. Report of the Postgraduate Coursework Sub-Committee**

**24 – 26**

**★ ..... 8.1 Oral report of the Chair of the Postgraduate Coursework Sub-Committee**

***Recommendation***

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

**8.2 Report of the meeting held on Monday, 31 July 2006**

**8.2.1 Receipt of report**

***Recommendation***

*The Graduate Studies Committee receive and note the report of the Postgraduate Coursework Sub-Committee meeting held on Monday, 31 July 2006.*

**8.2.2 Postgraduate Coursework Course Review : Faculty of Health Sciences**

***Recommendation***

*The Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.*

**8.2.3 Proceedings of the Sub-Committee**

***Recommendation***

*The Graduate Studies Committee note the proceedings of the Postgraduate Coursework Sub-Committee, at its meeting of Monday, 31 July 2006, as set out in the report presented.*

**9. Report of the Postgraduate Research Training Sub-Committee**

**27 – 29**

**★ ..... 9.1 Oral report of the Chair of the Postgraduate Research Training Sub-Committee**

***Recommendation***

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

**9.2 Report of the meeting held on Tuesday, 15 August 2006**

**9.2.1 Receipt of report**

***Recommendation***

*The Graduate Studies Committee receive and note the report of the Postgraduate Research Training Sub-Committee meeting held on Tuesday, 15 August 2006*

**9.2.2 Examination times and visa requirements for international students**

***Recommendation***

*The Graduate Studies Committee to note the information on Examination times and visa requirements for international students.*

### 9.2.3 Proceedings of the Sub-Committee

#### **Recommendation**

*The Graduate Studies Committee note the proceedings of the Postgraduate Research Training Sub-Committee, at its meeting of Tuesday, 15 August 2006, as set out in the report presented.*

## 10. Report of the Postgraduate Research Training Sub-Committee 30

### ★ ..... 10.1 Oral report of the Chair of the Postgraduate Awards Sub-Committee

#### **Recommendation**

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

### 10.2 Report of the Postgraduate Awards Sub-Committee

#### **Recommendation**

*For noting.*

## FOR DISCUSSION

## 11. Review of Postgraduate Coursework Programs 31, 32 – 33

### ★ ..... 11.1 Review of Postgraduate Coursework Programs Terms of Reference

#### **Recommendation**

*For discussion.*

## FOR NOTING

## 12. Report from Faculties 34

### 12.1 Faculty of Law : Units of Study

#### **Recommendation**

*The Graduate Studies Committee note and recommend the Academic Board note the unit of study information supplied by the Faculty of Law.*

## 13. General business

## 14. Next meeting

The next meeting will be held on Monday, 23 October 2006 in the Darlington Centre Boardroom.

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

### **Minutes of the Graduate Studies Committee meeting held on Monday, 24 July 2006 at 2.00pm in the Darlington Centre Boardroom**

**Present:** The Chair (Associate Professor P McCallum) presiding  
The Secretary Mr M Smith

**Members:** Professors M Behnia, J Christodoulou and B Sutton, Associate Professors  
B Buckley and J Kril, Drs M Boughton and M Govendir and Ms J Leong.

#### **1. Apologies**

Apologies were received from: Professor N Weber, Associate Professors P Dunbar-Hall, J Keene and M Thompson, Drs J Bobis and K Jolliffe and Mr B Forwood. Professors M Crossley, D Hensher and L Zhang, Dr R Caldwell and Ms N Franklin were absent from the meeting.

#### **2. Arrangement of agenda**

##### **2.1 Starring of items**

Agenda Item 6 Report of the Academic Board was starred for discussion.

##### **2.2 Adoption of unstarred items**

###### ***Resolution 145/06***

*The Graduate Studies Committee resolved as recommended with respect to all unstarred item.*

#### **3. Minutes of previous meeting**

##### **3.1 Minutes of previous meeting held on Tuesday, 13 June 2006**

###### ***Resolution 146/06***

*The Graduate Studies Committee adopted the minutes of the previous meeting held on Tuesday, 13 June 2006, as a true record.*

##### **3.2 Minutes of previous meeting held via circulation on Wednesday, 21 June 2006**

###### ***Resolution 147/06***

*The Graduate Studies Committee adopted the minutes of the previous meeting held via circulation on Wednesday, 21 June 2006, as a true record.*

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

There was no further business arising from the previous minutes.

#### **5. Report of the Chair**

##### **5.1 Membership of the PhD Awards Sub-Committee**

The Chair advised members that a discussion was held with the Chair of the PhD Awards Sub-Committee regarding the Chair's request to become a member of the Sub-Committee. Members noted that the discussion highlighted the possible conflict of interest that the Chair of Graduate Studies may face by being a member of the Sub-Committee and being directly involved with considering appeals against academic decisions by postgraduate research awards students.

Due to this possible conflict the Chair recommended that the membership of the PhD Awards Sub-Committee not be amended to include the Chair of the Graduate Studies Committee as a member.

**Resolution 148/06**

*The Graduate Studies Committee noted the report from the Chair.*

**5.2 Deputy Chair of the Graduate Studies Committee**

The Chair advised members that the updated Terms of Reference to include appointing a Deputy Chair for times when the Chair has a conflict of interest or is absent was approved by the Academic Board at its July 2006 meeting. The Terms of Reference now include:

**Deputy Chair**

*The Chair, Graduate Studies Committee shall appoint a Deputy Chair annually from either one of the Chairs of faculty Postgraduate Committees or the Chairs of Sub-Committees of the Graduate Studies Committee.*

The Chair appointed Dr Maureen Boughton to the position of Deputy Chair, Graduate Studies Committee. The appointment would be from July 2006 to July 2007. The Graduate Studies Committee recommends that the Academic Board approve the appointment of Dr Maureen Boughton to the position of Deputy Chair, Graduate Studies Committee.

**Resolution 149/06**

*That Academic Board approve the appointment of Dr Maureen Boughton to the position of Deputy Chair, Graduate Studies Committee from July 2006 to July 2007.*

**5.3 Research Higher Degree Student Management**

At the June meeting of Graduate Studies Committee the Chair advised members he had been invited to be a member of the Research Higher Degree Student Project Board. This project was being sponsored by the Deputy Vice-Chancellor (Research) and the business owner was the Dean of Graduate Studies.

Discussion was held regarding the Project and whether there was any student and faculty representation on the Project Board and what the anticipated workload was for faculties. The Chair agreed to liaise over the issue of the Student representation and report back to the Committee.

The Chair advised that discussion was held with the Deputy Vice-Chancellor (Research) and the Dean of Graduate Studies. It was agreed that student and faculty input would be valuable once the project was in full operation. The Chair agreed to utilise the Graduate Studies Committee as a vehicle for information flow regarding the project. Members noted that any questions about the project could be forwarded to either the Chair or the Dean of Graduate Studies.

**Resolution 150/06**

*The Graduate Studies Committee noted the information supplied by the Chair regarding the Research Higher Degree Student Management Project.*

**5.4 Review of the Academic Board and Standing Committees**

At the June meeting the Chair advised members the Academic Board was required to undertake a review every two years. The next review was to take place in 2006. The Academic Board was recommending a review of the Terms of Reference and structure of all its Standing Committees and their Sub-Committees.

The Chair advised members that until the new University structure was in place it would be beneficial to postpone the review of the Terms of Reference.

**Resolution 151/06**

*The Graduate Studies Committee noted the information supplied by the Chair.*

**5.5 Review of Postgraduate Coursework Degrees**

The Chair advised members that the Provost and Deputy Vice-Chancellor, Professor Nutbeam had established a working group to review the postgraduate courses offered at the University. The terms of reference for the working group had been drafted and would be circulated to members once finalised.

Members noted that some of the reasons behind the establishment of the working group were to ensure the postgraduate courses offered met with the University's strategic goals and remained competitive. Another factor was to guarantee faculties had the opportunity to be flexible in relation to market changes.

The Chair advised members that he would keep the Committee updated as to the progress of the working group.

**Resolution 152/06**

*The Graduate Studies Committee noted the information supplied by the Chair.*

**5.6 Commercialisation Training Scheme**

The Chair requested the Dean of Graduate Studies speak to this item.

The Dean of Graduate Studies advised members that the Federal government, through DEST, was providing funding for a Commercialisation Training Scheme. Members noted that the Dean of Graduate Studies met with DEST to discuss the Scheme. The idea of the Scheme was to provide twenty-eight research students with the ability to undertake a Graduate Certificate in Entrepreneurship. The Dean of Graduate Studies had meetings with the Faculty of Economic and Business to discuss the possibility of running the Graduate Certificate. However, negotiation between various funding bodies needs to occur to ensure maximum benefit for the Graduate Certificate in Entrepreneurship.

Discussion was held regarding whether it was possible to introduce this Certificate in 2007 given the DEST cut off date for new courses. The Chairs of Graduate Studies and the Academic Board undertook to liaise with the Provost and Deputy Vice-Chancellor and flag the possibility of running the Graduate Certificate in 2007. Members also noted there would be an issue regarding the administration of the Certificate.

The Dean of Graduate Studies undertook to provide members with additional information about the Scheme and the outcomes of his discussions with his Deans of Graduate Studies colleagues.

**Resolution 153/06**

- 1. The Graduate Studies Committee noted the information supplied by the Dean of Graduate Studies regarding the Commercialisation Training Scheme.*
- 2. The Chairs Graduate Studies and Academic Board to liaise with Provost and Deputy Vice-Chancellor regarding the possibility to introducing a Graduate Certificate in Entrepreneurship in Semester 1, 2007.*
- 3. The Dean of Graduate Studies to provide additional information regarding the Scheme to members.*

**6. Report of the Academic Board**

The Chair advised members that at the July meeting of the Academic Board a number of proposals were approved for introduction in Semester 1, 2007. This included the new combined Bachelor/Master degrees from the Faculty of Health Sciences.

**Resolution 154/06**

*The Graduate Studies Committee noted the report of the Academic Board meeting of Wednesday, 5 July 2006, as set out in the report presented.*

**7. Report of the PhD Award Sub-Committee**

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

**Resolution 155/06**

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

**7.2 Report of the meeting held on Tuesday, 30 May 2006 and Tuesday, 27 June 2006**

**7.2.1 Receipt of report**

**Resolution 156/06**

*The Graduate Studies Committee received and noted the report of the PhD Award Sub-Committee meeting held on Tuesday, 30 May 2006 and Tuesday, 27 June 2006.*

**7.2.2 Proceedings of the Sub-Committee**

**Resolution 157/06**

*The Graduate Studies Committee noted the proceedings of the PhD Award Sub-Committee, at its meeting of Tuesday, 30 May 2006 and Tuesday, 27 June 2006, as set out in the report presented.*

**8. Report of the Postgraduate Coursework Sub-Committee**

**8.1 Next meeting of the Postgraduate Coursework Sub-Committee**

**Resolution 158/06**

*The Graduate Studies Committee noted the next meeting of the Postgraduate Coursework Sub-Committee will be held on Monday, 31 July 2006.*

**9. Report of the Postgraduate Research Training Sub-Committee**

**9.1 Oral report of the Chair of the Postgraduate Research Training Sub-Committee**

**Resolution 159/06**

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

**9.2 Report of the meeting held on Tuesday, 4 July 2006**

**9.2.1 Receipt of report**

**Resolution 160/06**

*The Graduate Studies Committee received and noted the report of the Postgraduate Research Training Sub-Committee meeting held on Tuesday, 4 July 2006*

## **9.2.2 Proceedings of the Sub-Committee**

### ***Resolution 161/06***

*The Graduate Studies Committee noted the proceedings of the Postgraduate Research Training Sub-Committee, at its meeting of Tuesday, 4 July 2006, as set out in the report presented.*

## **9.3 Examination times and visa requirements for international students**

The Chair advised members that the Research Training Sub-Committee discussed the issue of student visa requirements. Members noted the Chair had written to the Director, Student Centre to seek clarification regarding PhD student status and their entitlements when the thesis was lodged.

The Committee was aware that DIMA recognised the fact that a candidature did not automatically terminate with the submission of a thesis and were open to the idea of a three month extension to student visas. Members noted that the Chair would liaise with the President of SUPRA to obtain further information regarding the issues surrounding international PhD candidates.

The Chair also recommended the International Office be requested to confirm DIMA requirements in relation to student visas for PhD candidates and a possible process for extending these visas.

### ***Resolution 162/06***

- 1. The Chair of the Graduate Studies Committee to liaise with the President SUPRA regarding issues for international PhD candidates.*
- 2. Secretary, Graduate Studies Committee to liaise with the International Office regarding DIMA requirements in relation to extensions of student visas.*

## **10. Report of the Postgraduate Awards Sub-Committee**

### **10.1 Oral report of the Chair of the Postgraduate Awards Sub-Committee**

The Chair of the Postgraduate Awards Sub-Committee advised members that the budget process for 2007 scholarships was underway. Members noted there was an option of bringing the twenty co-funded scholarship for Semester 2, 2007 into the Semester 1, 2007 pool and sought the Committee's view on this.

The Committee advised the Chair of the Postgraduate Awards Sub-Committee that there were a number of benefits in having scholarships available in Semester 2. The Committee recommended that the twenty available for Semester 2, 2007 remain.

### ***Resolution 163/06***

- 1. The Graduate Studies Committee noted the report of the Chair of the Postgraduate Awards Sub-Committee.*
- 2. The Chair, Postgraduate Awards Sub-Committee note the Graduate Studies Committee recommendation to maintain the twenty scholarships available for Semester 2, 2007.*

## **10.2 Report of the meeting held on 22 June and 11 July 2006**

### **10.2.1 Receipt of report**

### ***Resolution 164/06***

*The Graduate Studies Committee received and noted the report of the Postgraduate Awards Sub-Committee meeting held on 22 June and, 11 July 2006*

## 10.2.2 Proceedings of the Sub-Committee

### **Resolution 165/06**

*The Graduate Studies Committee noted the proceedings of the Postgraduate Awards Sub-Committee, at its meeting of 22 June and 11 July 2006 as set out in the report presented.*

## 11. PhD: Guidelines for Examiners of Doctor of Philosophy Theses : Conferring of Examiners

### 11.1 Feedback regarding the Conferring of Examiners

At the June meeting of Graduate Studies, discussion was held regarding the PhD: Guidelines for Examiners of Doctor of Philosophy Theses, in particular the conferring of examiners. Members noted the following documents were attached for information and to assist with discussion of the topic:

1. Degree of Doctor of Philosophy, Resolutions of the Academic Board, The Examination Process – 2. Consideration by examiners
2. Proposed amendments to the PhD: Guidelines for Examiners of Doctor of Philosophy Theses
3. Comparisons between GO8 universities – *PhD: Guidelines for Examiners of Doctor of Philosophy Theses*
4. PhD: Guidelines for examiners of Doctor of Philosophy Theses Conferring of Examiners Feedback

The Chair advised members that a decision and recommendation to the Academic Board regarding the resolution *Degree of Doctor of Philosophy Examiners to submit independent reports* and whether examiners were allowed to consult would be made at this meeting. Discussion took place regarding the recommended changes to the guidelines. The majority of members agreed to the recommendation from the PhD Awards Sub-Committee to amend the PhD: Guidelines for Examiners of Doctor of Philosophy Theses to reflect the current Degree of Doctor of Philosophy, Resolutions of the Academic Board.

Members noted that there were a number of typographical errors within the Guidelines and the paragraph on Examination of theses containing predominantly published works did not match the Academic Board policy on published works. The Chair advised members that he would undertake to re-draft the paragraph on published works and forward the revised paragraph to members for approval. The Guidelines would also be updated to remove any typographical errors.

The Committee also recommended that the Postgraduate Research Training Sub-Committee review the Degree of Doctor of Philosophy, Resolutions of the Academic Board, The Examination Process – 2. Consideration by examiners and provide recommendation to the Graduate Studies Committee regarding whether the Resolutions needed to be modified.

Subject to clarifying the Examination of theses containing predominantly published works paragraph and amending the typographical errors, the Graduate Studies Committee approved the *PhD: Guidelines for Examiners of Doctor of Philosophy Theses* and recommended the Academic Board note the approval.

### **Resolution 166/06**

1. *Graduate Studies Committee approve the recommendation from the PhD Awards Sub-Committee to amend the PhD: Guidelines for Examiners of Doctor of Philosophy Theses to reflect the current Degree of Doctor of Philosophy, Resolutions of the Academic Board.*
2. *Graduate Studies Committee recommends that the Postgraduate Research*

*Training Sub-Committee review the Degree of Doctor of Philosophy, Resolutions of the Academic Board, The Examination Process – 2. Consideration by examiners and provide recommendation to the Graduate Studies Committee regarding whether the Resolutions need to be modified.*

3. Graduate Studies Committee recommends that the Academic Board:
  - a. approve the amendments to the PhD: Guidelines for Examiners of Doctor of Philosophy Theses to reflect the current Degree of Doctor of Philosophy, Resolutions of the Academic Board; and
  - b. note that the Postgraduate Research Training Sub-Committee will be reviewing the Degree of Doctor of Philosophy, Resolutions of the Academic Board, The Examination Process – 2. Consideration by examiners.

## 12. English Language Requirements

### 12.1 Feedback from International Office regarding English Language Requirements – Combined Universities Language Test

At the June meeting of the Graduate Studies Committee members discussed the Combined Universities Language Test conducted by the University of New South Wales. Full details of the CULT were located on the University of New South Wales website at: <http://www.lang.unsw.edu.au/cult/index.htm>

The International Office advised the University had not set an equivalency between CULT and IELTS. As a result, the CULT English Language entry requirements for those Faculties who had not set a CULT score defaults to the University minimum CULT. This was an issue for Faculties who set an English language requirement higher than the University minimum.

The feedback provided by members indicated that faculties were willing to recommend the International Office, in conjunction with the Centre for English Teaching be responsible for updating the CULT whenever a faculty requests a change to the minimum standard mark for IELTS and TOEFL. However, before final approval of this recommendation could be made members requested the International Office provide an example of what a CULT equivalency is in relation to IELTS and TOEFL.

The International Office in conjunction with the Centre for English Teaching recommends the following table of equivalencies:

IELTS	CULT	Skill area
6.5	75	Minimum 17.5 in each skill
7.0	80	Minimum 18.0 in each skill
7.5	85	Minimum 18.5 in each skill

Given the information supplied by the International Office, Graduate Studies Committee recommend that the International Office, in conjunction with the Centre for English Teaching be responsible for updating the CULT whenever a faculty requests a change to the minimum standard mark for IELTS and TOEFL

The Chair also noted that some faculties had adopted the practice of specifying minimum IELTS scores for degree courses in the Faculty Resolutions of those courses, and noted that such statements rarely mentioned the alternative tests or pathways accepted by the University for international students from a non-English speaking background. It was also pointed out that the Academic Board also had a

policy document *Postgraduate English Language Requirements* which was regularly updated. In order to avoid incomplete or conflicting information, it was recommended that reference to specific IETLS scores not be included in Faculty Resolutions but that faculties use the *Postgraduate English Language Requirements* as the proper place to specify such information, referring to the policy in faculty resolutions as appropriate.

**Resolution 167/06**

1. *Graduate Studies Committee recommends the Academic Board approve the recommendation that the International Office, in conjunction with the Centre for English Teaching be responsible for updating the Combined Universities Language Test CULT whenever a faculty requests a change to the minimum standard mark for IELTS and TOEFL.*
2. *Graduate Studies Committee recommends the International Office, in conjunction with the Centre for English Teaching note their responsibility in updating the Combined Universities Language Test whenever faculties recommend changes to IELTS and TOEFL.*

**13. Amendment to the Resolutions**

**13.1 Faculty of Architecture : Master, Graduate Diploma, Graduate Certificate of Design Science; Master, Graduate Diploma, Graduate Certificate of Urban Design; Master of Urban Design (Urban Design and Planning); Master of Urban and Regional Planning**

The Graduate Studies Committee, on the recommendation of the Faculty of Architecture, reviewed the amendments to the Resolutions of the Senate and the Faculty.

The Graduate Studies Committee recommends the Academic Board approve and recommends Senate approve the amendments to the Resolutions of the Senate, with effect from Semester 1, 2007.

**Resolution 168/06**

*The Graduate Studies Committee recommend the Academic Board:*

- (1) *recommend that Senate approve:*
  - (a) *the rescission of the Resolutions of the Senate relating to the Master, Graduate Diploma, Graduate Certificate of Design Science; Master, Graduate Diploma, Graduate Certificate of Urban Design; Master of Urban Design (Urban Design and Planning); Master of Urban and Regional Planning, and*
  - (b) *the adoption of new Resolutions of the Senate relating to this courses, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from Semester 1, 2007 and*
- (2) *note the Resolutions of the Faculty relating to this courses, made pursuant to the University of Sydney (Coursework) Rule 2000; and*
- (3) *approve the faculty requirements relating to admission, specially designated streams and award of the degree,*  
*as set out in the report presented.*

**13.2 Faculty of Medicine : Doctor of Public Health; Master, Graduate Diploma, Graduate Certificate of Biostatistics; Master, Graduate Diploma, Graduate Certificate of Health Policy; Master, Graduate Diploma of International Public Health; Master, Graduate Diploma of Public Health; Master, Graduate Diploma, Graduate Certificate of Medical Education; Master, Graduate Diploma of Surgery; Graduate Diploma in Indigenous Health Promotion**

The Graduate Studies Committee, on the recommendation of the Faculty of Medicine, reviewed the amendments to the Resolutions of the Senate and the Faculty.

The Graduate Studies Committee recommends the Academic Board approve and recommends Senate approve the amendments to the Resolutions of the Senate, with effect from Semester 1, 2007.

**Resolution 169/06**

*The Graduate Studies Committee recommend the Academic Board:*

- (1) *recommend that Senate approve:*
  - (a) *the rescission of the Resolutions of the Senate relating to the Doctor of Public Health; Master, Graduate Diploma, Graduate Certificate of Biostatistics; Master, Graduate Diploma, Graduate Certificate of Health Policy; Master, Graduate Diploma of International Public Health; Master, Graduate Diploma of Public Health; Master, Graduate Diploma, Graduate Certificate of Medical Education; Master, Graduate Diploma of Surgery; Graduate Diploma in Indigenous Health Promotion, and*
  - (b) *the adoption of new Resolutions of the Senate relating to this courses, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from Semester 1, 2007 and*
- (2) *note the Resolutions of the Faculty relating to this courses, made pursuant to the University of Sydney (Coursework) Rule 2000; and*
- (3) *approve the faculty requirements relating to the award of the degree, as set out in the report presented.*

**14. Report from Faculties**

**14.1 Faculty of Health Sciences : Units of Study**

The Committee noted the advice from the Faculty of Health Sciences that new Units of Study were to be introduced across a range of postgraduate courses. These courses included the Master of Health Science (Behavioural Science); Master of Health Science (Cardiopulmonary Physiotherapy); Master of Health Science (Child and Adolescent); Master of Health Science (Education); Master of Health Science (Gerontology); Master of Health Science (Manipulative Physiotherapy); Master of Health Science (Neurological Physiotherapy); Master of Health Science (Paediatric Physiotherapy); Master of Health Science (Physiotherapy); Master of Health Science (Sports Physiotherapy); Master of Occupational Therapy; Master of Orthoptics; Graduate Diploma of Health Science (Education); Graduate Certificate of Health Science (Behavioural Science) and Graduate Certificate of Health Science (Education)

**Resolution 170/06**

*The Graduate Studies Committee noted and recommend the Academic Board note the unit of study information supplied by the Faculty of Health Sciences.*

**15. General business**

**16. Next meeting**

The next meeting would be held on Monday, 4 September 2006 in the Darlington Centre Boardroom.

## Agenda Item 5 Report of the Chair

### 5. Report of the Chair

#### ★ ..... 5.1 Oral report

##### **Recommendation**

*The Graduate Studies Committee note the report of the Chair.*

#### ★ ..... 5.2

##### **Higher degrees**

##### **5.2.1 Deferment of public availability of thesis**

*(confidential attachment)*

##### **Recommendation**

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

#### ★ ..... 5.3

##### **Commercialisation Training Scheme**

The Chair and the Dean of Graduate Studies met with representatives from DEST to discuss the Commercialisation Training Scheme. The idea of the Scheme is to provide twenty-eight research students with the ability to undertake a Graduate Certificate in Entrepreneurship.

Following on from this meeting the Dean of Graduate Studies met with the Faculty of Economic and Business to discuss the possibility of running the Graduate Certificate. The Faculty of Economics and Business are currently developing a Graduate Certificate in Innovation and Enterprise. Once this proposal is received it will be discussed by the appropriate University committees.

The close off for advising DEST of all course on offer for 2007 occurred on 1 August 2006. Research is currently underway to ascertain whether it is possible to place this new course on the DEST list for 2007. Members will be kept informed as to the outcome of the research.

##### **Recommendation**

*The Graduate Studies Committee note the report of the Chair.*

#### ★ ..... 5.4

##### **Deferment of Public Availability of Thesis and Use of Confidential material**

**15 – 16**

The Chair of the Graduate Studies Committee will speak to this item.

Members of Graduate Studies Committee to note the attached information Part 10, Division 5: Higher degree theses.

##### **Recommendation**

*The Graduate Studies Committee note the report of the Chair.*

## Attachment to Agenda Item 5.4

### PART 10 – AWARDING DEGREES, DIPLOMAS AND CERTIFICATES

#### Divison 5: Higher degree theses

##### 89. Lodgment

- (1) In all cases where a higher degree has been awarded, after examination of a thesis the Registrar shall lodge with the University Librarian one bound copy of the thesis, printed on permanent or archival paper.
- (2) It is the policy of the Senate that a candidate for a higher degree should not normally be permitted to undertake a program of advanced study and research which is likely to result in the lodgment of a thesis which cannot be available for use immediately, to be read, photocopied or microfilmed, except as provided in Rule 92 below.
- (3) An applicant for admission to candidature for a higher degree shall be required to acknowledge awareness of this policy when applying for such admission.
- (4) Subject to Rules 90 and 91, a higher degree thesis lodged in the University Library or in a departmental library shall be available immediately for use. The University Librarian (or, in the case of a departmental library, the head of department) may supply a copy of the thesis to an individual for research or study, or to a library.
- (5) Except as provided in Rule 90, a candidate for a higher degree lodging a thesis for examination shall sign the following undertaking:  
'I ..... understand that if I am awarded a higher degree for my thesis entitled '.....' being lodged herewith for examination, the thesis will be lodged in the University Library and be available immediately for use. I agree that the University Librarian (or, in the case of a departmental library, the head of department) may supply a copy of the thesis to an individual for research or study or to a library.  
Signed.....Date.....'

##### 90. Use of confidential material

- (1) If, at any time between application for admission to candidature and the lodgment of the thesis, it shall appear to the supervisor and to the head of the department that successful prosecution of the candidature will require the use of confidential material which the candidate would not be at liberty fully to disclose in the thesis, the matter shall be reported as soon as practicable to the faculty or board of studies concerned.
- (2) The faculty or board of studies may, if it thinks fit, recommend to the Graduate Studies Committee of the Academic Board that the candidate be granted:
  - (a) permission to include in an appendix to the thesis such material as is essential to the thesis but which, for a limited period, may not be available for general inspection; and
  - (b) exemption, in respect of such an appendix, from the requirement to give the undertaking specified in Rule 89(5).
- (3) Subject to the provisions of Rule 91, if the Graduate Studies Committee of the Academic Board resolves to grant such permission and exemption, the University Librarian shall restrict access, for a period to be specified by the Graduate Studies Committee of the Academic Board, to any appendix referred to in Rule 90(2)(b). This period of restriction shall not exceed five years unless there are exceptional reasons for an extension of the period.

##### 91. Access to restricted thesis

- (1) The University Librarian may grant access to an appendix to a thesis to which access has been restricted in accordance with Rule 90(3), to a scholar who—
  - (a) demonstrates bona fide concern with the material in that appendix; and
  - (b) has the written consent of either:
    - (i) the author of the thesis, or
    - (ii) the head of the department concerned in a case where the author cannot be contacted, notwithstanding that all reasonable steps have been taken to contact him or her.
- (2) Notwithstanding any other provision of these resolutions, the examiners of a thesis, including any committee or board of postgraduate studies of a faculty or board of studies or any committee of the Academic Board which is directly concerned with the examination of such thesis, shall have access to the thesis and any appendix of it for the purposes of any examination or \_re-examination.

- (3) Immediately a candidate for a higher degree lodges the prescribed number of copies of the thesis with the Registrar for examination, the Registrar shall arrange for a label stating the rights of the author under the laws relating to copyright to be affixed to the inside of the front cover of each copy or to any disk or other electronic medium on which the thesis is submitted.

**92. Public availability of theses**

- (1) For the purposes of this Part 10, references to 'theses' shall be taken to include also reference to treatises, dissertations and other similar productions where there is a requirement that a copy of the production be lodged by the Registrar with the University Librarian.
- (2) The Senate recognises that there are certain circumstances where deferment of the public availability of the thesis is appropriate.
- (3) In a case where a candidate or potential candidate is to be associated with a project in collaboration with industry that has potential for concern over exploitation of intellectual property, the Dean, if satisfied that the circumstances warrant it, may recommend to the Graduate Studies Committee of the Academic Board that:
  - (a) the candidate or prospective candidate be granted exemption from the requirement to give the undertaking specified in Rules 89(3) and 89(5); and
  - (b) authorisation be given to the Registrar to delay lodgment of the thesis in the Library for a period that, except in exceptional circumstances, shall not exceed 18 months from the date of the award of the degree.
- (4) The Senate authorises the Chair of the Graduate Studies Committee to approve such applications where the Chair is satisfied that they are appropriate.
- (5) If, at any time between application for admission to candidate and the lodgment of the thesis, it shall appear to the candidate, supervisor and to the head of the department that there are reasons to believe that the candidate's interests would be at risk if the thesis were immediately made available, the candidate may apply in writing for deferment of the availability of that thesis in the University Library for a specific period of time. Any such application should set out clearly the reasons for the request and include supporting evidence, as appropriate.
- (6) The dean, if satisfied that such a deferment is necessary to protect the interests of the candidate, may:
  - (a) authorise the Registrar not to lodge the thesis in the Library for a period not exceeding 6 months from the date of award of the degree;and may also
  - (b) recommend to the Graduate Studies Committee of the Academic Board that a longer period of deferment, or an extension of the original deferment, be approved provided that, except in exceptional circumstances, the total period shall not exceed 18 months.

## **Agenda Item 6 Report of the Academic Board**

### **Report of the Academic Board meeting held on Wednesday, 23 August 2006**

The report of the Graduate Studies Committee to the Academic Board is available in the agenda for the meeting of the Academic Board on Wednesday, 23 August 2006. The agenda may be accessed on the University's intranet at: <http://www.usyd.edu.au/su/ab>

#### **6.1 Amendment of Senate Resolutions**

The Academic Board approved the amendment of the Resolutions of Senate relating to the following courses:

- Faculty of Architecture: Master, Graduate Diploma, Graduate Certificate of Design Science; Master, Graduate Diploma, Graduate Certificate of Urban Design; Master of Urban Design (Urban Design and Planning); Master of Urban and Regional Planning; and
- Faculty of Medicine: Doctor of Public Health; Master, Graduate Diploma, Graduate Certificate of Biostatistics; Master, Graduate Diploma, Graduate Certificate of Health Policy; Master, Graduate Diploma of International Public Health; Master, Graduate Diploma of Public Health; Master, Graduate Diploma, Graduate Certificate of Medical Education; Master, Graduate Diploma of Surgery; Graduate Diploma in Indigenous Health Promotion.

#### **6.2 Faculty Reports**

The Academic Board noted the Faculty report from the Faculty of Health Sciences regarding the introduction of units of study across a range of postgraduate courses in the Faculty.

#### **6.3 PhD: Guidelines for Examiners of Doctor of Philosophy Theses : Conferring of Examiners**

The Academic Board approved the amendments to the PhD: Guidelines for Examiners of Doctor of Philosophy Theses and noted that the Postgraduate Research Training Sub-Committee will be reviewing the Degree of Doctor of Philosophy, Resolutions of the Academic Board, The Examination Process – 2. Consideration by examiners.

#### **6.4 English Language Requirements: Feedback from International Office regarding English Language Requirements – Combined Universities Language Test**

The Academic Board approved the recommendation that the International Office, in conjunction with the Centre for English Teaching be responsible for updating the Combined Universities Language Test CULT whenever a faculty requests a change to the minimum standard mark for IELTS and TOEFL.

#### **6.5 Deputy Chair of the Graduate Studies Committee**

The Academic Board approved the appointment of Dr Maureen Boughton as Deputy Chair of the Graduate Studies Committee from July 2006 to July 2007.

#### **6.6 Proceedings of the Committee**

The Academic Board noted the proceedings of the Graduate Studies Committee meeting held on 25 July 2006.

#### **6.7 Student Research Experience Questionnaire (SREQ) Results**

The Academic Board received and noted a report from the Dean of Graduate Studies analysing SREQ data from 2002 to 2005 (noting that more than 50% of students had responded, the majority being PhD candidates) and highlighting areas where the University was doing well, and those where it needed to improve. Members noted that, against other Group of 8 universities, the University could improve in the areas of research facilities and research climate, but equalled or exceeded student expectations in the other criteria. The data indicated consistent improvement over the past four years, with the University's main strengths being supervision and generic skills.

**6.8 Academic Board Nominees**

The Academic Board noted advice from the Chair on the recruitment of Academic Board nominees. Members noted that recent expressions of interest had resulted in a final list of 230 nominees, and that the next step would be to arrange training for the new nominees and for any existing nominees that wanted to attend.

**6.9 Report of the Chair of the Academic Board**

In addition to the above items, the Chair of the Academic Board also reported on the recent meeting of the NSW & ACT Committee of Chairs of Academic Boards, noting that the major item for discussion was protocols for accreditation of higher education institutions, which will introduce more competition in the sector, particularly for courses in high demand and for which delivery costs are reasonably low (e.g. business and health-related studies).

## Agenda Item 7 Report of the PhD Award Sub-Committee

### Report of the PhD Award Sub-Committee meeting held via circulation in July 2006

**The following members have responded in support of the recommendations in the agenda:** The Chair of the PhD Award Sub-Committee (Associate Professor J Kril) presiding, Professors J Christodoulou, P Wilson and L Zhang, Associate Professor D Brennan and Drs M Boughton and D Easdown.

#### 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 via circulation in July 2006.

#### 7.2.2 Second quarter report of 2006

The Sub-Committee noted the Second quarter report of 2006.

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#### *Recommendation*

*That the Graduate Studies Committee note the second quarter report of 2006 of the PhD Award Sub-Committee, as set out in the report presented.*

#### 7.2.3 Proceedings of the Sub-Committee

##### (1) Doctor of Philosophy

##### (a) Award of the degree with qualification

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

##### (b) Revise and resubmit

The Sub-Committee noted that the Chair had considered the examiners' reports, together with the recommendations of the head of department/school concerned and the faculty board of postgraduate studies, with respect to one candidate and resolved that the degree of Doctor of Philosophy not be awarded but that the candidate be allowed to revise and resubmit the thesis within two (2) semesters.

##### (c) Cases referred to the Sub-Committee

The Sub-Committee considered examiners' reports, together with the recommendations of the head of department/school concerned and the faculty board of postgraduate studies, with respect to one candidate and resolved to recommend the appointment of a fourth examiner/assessor.

##### (d) Appointment of Examiners

The Sub-Committee noted that examiners had been appointed for 32 candidates for the degree of Doctor of Philosophy.

**AGENDA ITEM 7.2.2  
Second Quarter Report 2006**

**7.2.2.1 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 2006 is tabulated below, with complete reports from faculties attached (pages 17-42, Separate attachment). No PhDs were awarded at faculty level for this period by the faculties of Dentistry, Nursing and Midwifery and Veterinary Science.

Faculty	Award	Award subject to		Percentages		
		Typographical corrections	Emendations	Award	Typographical corrections	Emendations
<b>Agriculture, Food &amp; Natural Resources</b>			10			100%
<b>Architecture</b>		1	2		33.3%	66.7%
<b>Arts</b>	2	5	2	22.2%	55.6%	22.2%
<b>Dentistry</b>						
<b>Economics &amp; Business</b>		1	7		12.5%	87.5%
<b>Education &amp; Social Work</b>		1			100%	
<b>Engineering</b>			5			100%
<b>Health Sciences</b>	1	2	7	10%	20%	70%
<b>Law</b>	1					
<b>Medicine</b>		6	13		31.6%	68.4%
<b>Nursing</b>						
<b>Pharmacy</b>		1	1		50%	50%
<b>Rural Management</b>						
<b>Science</b>	1	1	19	4.8%	4.8%	90.5%
<b>Veterinary Science</b>						
<b>AGSM</b>						
<b>College of the Arts</b>		1	1		50%	50%
<b>Conservatorium of Music</b>						
<b>TOTAL</b>	<b>5</b>	<b>19</b>	<b>67</b>	<b>5.5%</b>	<b>20.9%</b>	<b>73.6%</b>

### 7.2.2.2 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 2006 tabulated below:

Faculty	Award	Typographical corrections	Emendations	Revise and resubmit	Non-award
<b>Agriculture, Food &amp; Natural Resources</b>			1		
<b>Architecture</b>					
<b>Arts</b>		1	4	1	
<b>Dentistry</b>					
<b>Economics &amp; Business</b>					
<b>Education &amp; Social Work</b>			4		
<b>Engineering</b>			1		
<b>Health Sciences</b>			4		
<b>Law</b>			1		
<b>Medicine</b>			4		
<b>Nursing</b>			1		
<b>Pharmacy</b>					
<b>Rural Management</b>					
<b>Science</b>					
<b>Veterinary Science</b>			1		
<b>AGSM</b>					
<b>College of the Arts</b>				2	
<b>Conservatorium of Music</b>					
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>21</b>	<b>3</b>	<b>0</b>

**7.2.2.3 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
<b>Agriculture, Food &amp; Natural Resources</b>			11					100%		
<b>Architecture</b>		1	2				33.3%	66.7%		
<b>Arts</b>	2	6	6	1		13.3%	40%	40%	6.7%	
<b>Dentistry</b>										
<b>Economics &amp; Business</b>		1	7				12.5%	87.5%		
<b>Education &amp; Social Work</b>		1	4				20%	80%		
<b>Engineering</b>			6					100%		
<b>Health Sciences</b>	1	2	11			7.1%	14.3%	78.6%		
<b>Law</b>	1		1			50%		50%		
<b>Medicine</b>		6	17				26.1%	73.9%		
<b>Nursing</b>			1					100%		
<b>Pharmacy</b>		1	1				50%	50%		
<b>Rural Management</b>										
<b>Science</b>	1	1	19			4.8%	4.8%	90.5%		
<b>Veterinary Science</b>			1					100%		
<b>AGSM</b>										
<b>College of the Arts</b>		1	1	2			25%	25%	50%	
<b>Conservatorium of Music</b>										
<b>TOTAL</b>	<b>5</b>	<b>20</b>	<b>88</b>	<b>3</b>	<b>0</b>	<b>4.3%</b>	<b>17.2%</b>	<b>75.9%</b>	<b>2.6%</b>	<b>0</b>

#### 7.2.2.4 Summary of examination times, second quarter 2006

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 50.5% of degrees were awarded in three months or less, 24.2% in four months, 8.8% in five months, 6.6% in six months and 9.9% 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		4	3	2			1		
Architecture		2					1		
Arts		4	1	3	1				
Dentistry									
Economics & Business		3	2		1	2			
Education & Social Work			1						
Engineering	2	3							
Health Sciences	3	5	1	1					
Law			1						
Medicine	2	6	5	2	2	2			
Nursing									
Pharmacy		1	1						
Rural Management									
Science	4	6	7		1		1	1	1
Veterinary Science									
AGSM									
College of the Arts	1				1				
Conservatorium of Music									
<b>TOTAL</b>	12	34	22	8	6	4	3	1	1

## **Agenda Item 8**

### **Report of the Postgraduate Coursework Sub-Committee**

#### **8.2 Report of the Postgraduate Coursework Sub-Committee meeting held on Monday, 31 July 2006**

The Committee met on Monday, 31 July 2006 when there were present: The Chair (Dr M Boughton) presiding, the Committee Secretary Mr M Smith and Members: Professors M Behnia, B Sutton, Associate Professor M Thompson, Drs D Al Bakri, R Walker, K C Wong and Mr Roozi Araghi (representing Ms J Leong).

##### **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 Monday, 31 July 2006.

##### **8.2.2. Postgraduate Coursework Course Review : Faculty of Health Sciences**

###### **8.2.2.1 Master of Health Science (Behavioural Science); Master of Health Science (Honours) (Behavioural Science); Graduate Certificate of Health Sciences (Behavioural Science)**

The Postgraduate Coursework Sub-Committee had received from the Faculty of Health Sciences a Course Review Template (Postgraduate Coursework) for the Master of Health Science (Behavioural Science); Master of Health Science (Honours) (Behavioural Science); Graduate Certificate of Health Sciences (Behavioural Science).

The Postgraduate Coursework Sub-Committee would like to acknowledge the excellent work in the reviews recently conducted at the Faculty of Health Sciences.

The Postgraduate Coursework Sub-Committee noted the recommendations made in the Course Review Template and recommended the Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.

###### ***Recommendation***

*The Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.*

###### **8.2.2.2 Master of Health Science (Child and Adolescent Health); Master of Health Science (Honours) (Child and Adolescent Health); Graduate Certificate of Health Sciences (Child and Adolescent Health)**

The Postgraduate Coursework Sub-Committee had received from the Faculty of Health Sciences a Course Review Template (Postgraduate Coursework) for the Master of Health Science (Child and Adolescent Health); Master of Health Science (Honours) (Child and Adolescent Health); Graduate Certificate of Health Sciences (Child and Adolescent Health).

The Postgraduate Coursework Sub-Committee noted the recommendations made in the Course Review Template and recommended the Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.

###### ***Recommendation***

*The Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.*

###### **8.2.2.3 Master of Health Science (Education); Master of Health Science (Honours) (Education); Graduate Diploma of Health Science (Education); Graduate Certificate of Health Sciences (Education)**

The Postgraduate Coursework Sub-Committee had received from the Faculty of Health Sciences a Course Review Template (Postgraduate Coursework) for the Master of Health Science (Education); Master of Health Science (Honours) (Education); Graduate Diploma of Health Science (Education); Graduate Certificate of Health Sciences (Education).

The Postgraduate Coursework Sub-Committee noted the recommendations made in the Course Review Template and recommended the Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.

***Recommendation***

*The Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.*

**8.2.2.4 Master of Health Science (Gerontology) and Master of Health Science (Honours) (Gerontology)**

The Postgraduate Coursework Sub-Committee had received from the Faculty of Health Sciences a Course Review Template (Postgraduate Coursework) for the Master of Health Science (Gerontology) and the Master of Health Science (Honours) (Gerontology).

The Postgraduate Coursework Sub-Committee noted the recommendations made in the Course Review Template and recommended the Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.

***Recommendation***

*The Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.*

**8.2.2.5 Master of Health Science (Medical Radiation Sciences); Graduate Diploma in Health Science (Medical Radiation Sciences) and Graduate Certificate in Health Science (Medical Radiation Sciences)**

The Postgraduate Coursework Sub-Committee had received from the Faculty of Health Sciences a Course Review Template (Postgraduate Coursework) for the Master of Health Science (Medical Radiation Sciences); Graduate Diploma in Health Science (Medical Radiation Sciences) and Graduate Certificate in Health Science (Medical Radiation Sciences).

The Postgraduate Coursework Sub-Committee noted the recommendations made in the Course Review Template and recommended the Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.

***Recommendation***

*The Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.*

**8.2.2.6 Master of Rehabilitation Counselling and Graduate Diploma in Rehabilitation Counselling**

The Postgraduate Coursework Sub-Committee had received from the Faculty of Health Sciences a Course Review Template (Postgraduate Coursework) for the Master of Rehabilitation Counselling and Graduate Diploma in Rehabilitation.

The Postgraduate Coursework Sub-Committee noted the recommendations made in the Course Review Template and recommended the Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.

***Recommendation***

*The Graduate Studies Committee note the information supplied by the Faculty of Health Sciences.*

### **8.2.3 Proceedings of the Committee**

#### **(1) Report of the Chair Postgraduate Coursework Sub-Committee**

The Chair advised members that a working party had been established by the Provost and Deputy Vice-Chancellor to review the structure of postgraduate coursework offerings at the University. The working party was chaired by the Pro Vice-Chancellor (Learning and Teaching) and members include both the Chair of the Graduate Studies Committee and the Chair of the Postgraduate Coursework subcommittee, the Dean of Graduate Studies and the Director of the Institute of Learning and Teaching.

Members noted that the working party was due to submit their findings to the Provost in February 2007. The Chair advised members that the Sub-Committee would be kept informed about the progress of the working party.

#### **(2) Proposals for new and amended postgraduate courses**

##### **(a) Faculty of Engineering : Graduate Certificate in Event Management**

The Postgraduate Coursework Sub-Committee, on the recommendation of the Faculty of Engineering, had reviewed a proposal from the Faculty to introduce the new Graduate Certificate in Event Management.

The proposal had been returned to the Faculty for clarification of issues identified by the Postgraduate Coursework Sub-Committee.

##### **(b) Sydney Conservatorium of Music : Graduate Diploma in Music (Audition Preparation)**

The Postgraduate Coursework Sub-Committee, on the recommendation of the Sydney Conservatorium of Music, had reviewed a proposal from the Conservatorium to introduce the new Graduate Diploma in Music (Audition Preparation).

The proposal had been returned to the Faculty for clarification of issues identified by the Postgraduate Coursework Sub-Committee.

##### **(c) Faculty of Arts : Master of Arts in Early Christian Studies; Graduate Diploma in Early Christian Studies; Graduate Certificate in Early Christian Studies**

The Postgraduate Coursework Sub-Committee, on the recommendation of the Faculty of Arts, had reviewed a proposal from the Faculty to delete the Master of Arts in Early Christian Studies; Graduate Diploma in Early Christian Studies and the Graduate Certificate in Early Christian Studies.

The proposal had been returned to the Faculty for clarification of issues identified by the Postgraduate Coursework Sub-Committee.

#### **(3) Next meeting**

The next meeting of the Sub-Committee was scheduled for Monday, 21 August 2006. Given this date was approximately three weeks away the Chair recommended that the 21 August meeting be cancelled. The next meeting would be Monday, 9 October 2006.

Members noted that if any urgent matters were received for the Sub-Committee then a meeting via circulation would be held prior to 9 October 2006.

## **Agenda Item 9**

### **Report of the Postgraduate Research Training Sub-Committee**

#### **9.2 Report of the Postgraduate Research Training Sub-Committee meeting held on Tuesday, 15 August 2006**

The Committee met on Tuesday, 15 August 2006 when there were present: The Chair (Associate Professor P McCallum) presiding; The Committee Secretary Mr M Smith; Members: Professors M Behnia, J Christodoulou, S Fleming, B Sutton, Associate Professors A Bashford, J Kril and Ms J Leong.

##### **9.2.1 Receipt of Report**

The Sub-Committee **recommends** that the Graduate Studies Committee receive and note the following report of the meeting held on Tuesday, 15 August 2006.

##### **9.2.2 Examination times and visa requirements for international students**

At the July meeting members discussed PhD examination times in relation to international students and how delays in examinations created additional stress for international students and their visa requirements. Members agreed this is an important issue to be discussed; in particular possible strategies the University could employ to assist international students.

Members noted that the Chair had liaised with the Director of the Student Centre and the Deputy Director, Government Relations and Student Advice at the International Office. The Director of the Student Centre advised that the present situation for international PhD students was as follows:

1. The student becomes "Not enrolled" after submission of the thesis.
2. Scholarship payments then cease.
3. The Library could provide access on request from the Head of Department or supervisor.
4. The Student Centre were currently looking at keeping open Unikey accounts, however this was not yet implemented.

The advice received from the International Office was that DIMA allowed international research students to apply for a three month "marking visa" if their student visa was to expire prior to their thesis being marked. A further three month marking visa would be considered if the thesis had not been marked within this period. There was no guarantee that the "marking visa" would be granted, however the International Office was not aware of a student being refused one.

The International Office fully supports Unikey accounts remaining open for research students until their thesis was marked as it was a visa requirement that they advise the University of any change of address within seven days. This could not be done if they do not have access to MyUni.

Members agreed that it was important for this information to be forwarded to faculties, the International Office and SUPRA. The Chair recommended that the most appropriate way for the dissemination of this information was to advise the Graduate Studies Committee and request this Committee to advise the appropriate areas within the University.

##### ***Recommendation***

*The Graduate Studies Committee to note the information on Examination times and visa requirements for international students.*

##### **9.2.3 Proceedings of the Committee**

###### **(1) Postgraduate research and coursework handbook 2005/06**

At the July meeting of the Postgraduate Research Training Sub-Committee the Chair recommended a small working group be established off line to review the Sydney

University Postgraduate Representative Association recommendations regarding the handbook and to develop a recommendation for the Academic Board regarding the future of the Postgraduate Handbook.

The Chair advised members that the Secretary, Postgraduate Research Training Sub-Committee would be organising the first meeting of the working group prior to the end of August. A report from this working group would be included in the October agenda of Research Training.

**(2) University of Sydney (Doctor of Philosophy (PhD)) Rule 2004**

Members noted, that the University of Sydney (Doctor of Philosophy (PhD)) Rule 2004 covers a number of topics including Admission to candidature, Credit for previous studies, Earliest date for submission and Latest date for submission. The Chair of the Academic Board advised members that some issues have arisen regarding the PhD Rule. For example, under Admission to candidature it states a candidate could hold “the degree of master”; however the Rule does not stipulate whether this was a coursework or research degree. It was also noted that the section governing the Earliest date for submission of thesis needed to be strengthened in relation to what constituted “exceptional progress”.

The Chair recommended that a small working group be established to review the PhD Rule. In particular the Admission to candidature, Credit for previous studies, and Earliest and Latest date for submission. Members noted that it was important to review the Rule to ensure the right balance between management (for Faculties) and environment (for candidates) was achieved.

The Chair requested members who were interested, or knew of appropriate people who would be beneficial for the working group to contact the Secretary of Research Training. The Sub-Committee noted that the Secretary would be responsible for organising the meetings of the working group to review the PhD Rule.

**(3) Degree of Doctor of Philosophy – Examiners to submit independent reports**

Members noted that at the June meeting of Graduate Studies a recommendation was made that the Postgraduate Research Training Sub-Committee review the Degree of Doctor of Philosophy, Resolutions of the Academic Board, The Examination Process – 2. Consideration by examiners and provide recommendation to the Graduate Studies Committee regarding whether the Resolutions needed to be modified.

Members noted that the Chair of the PhD Awards Sub-Committee was currently undertaking a project reviewing the PhD examination process. Part of the project outcome was to ensure the best possible education for PhD candidates, which in turn should produce high quality theses. The Sub-Committee believed that if this project was reviewing the examination process then the “Consideration by examiners” should be included in the project brief.

The Sub-Committee then discussed the issue regarding when a candidate completing the degree of Doctor of Philosophy stops being a candidate of the university. In particular when the policies surrounding the degree stop coming into effect. The Chair of the Academic Board undertook to speak with the Registrar regarding this matter and would report back to the Sub-Committee at a future meeting.

**(4) Review of Postgraduate Research policies**

Under the Terms of Reference the Postgraduate Research Training Sub-Committee was required to provide advice to the Academic Board via the Graduate Studies Committee on postgraduate research training policies and procedures. A number of policies had been identified requiring review by the Sub-Committee.

The following four policies had been listed for discussion:

1. Review Process for Postgraduate Research Students
2. Code of practice for supervision of postgraduate research students
3. Higher Degree Theses
4. Oral Examinations of PhD Theses at the University of Sydney

Given the detail contained in each of the policies listed for discussion, the Chair recommended a working group be established to review these policies. The working group would need to consider the underlying principles behind the policies, whether the policies had become obsolete due to other postgraduate research policies, or if the policy contains procedural recommendation that may be redrafted into guidelines.

The Chair requested members who were interested, or knew of appropriate people who would be beneficial for the working group to contact the Secretary of Research Training. The Sub-Committee noted that the Secretary would be responsible for organising the meetings of the working group to review the policies.

**(5) Consideration of tasks for 2006**

At the 4 July 2006 meeting of Postgraduate Research Training Sub-Committee, members noted a number of issues to be dealt with by the Sub-Committee. These issues included:

- Quality of PhD
- Definition of PhD
- Research Student Attributes
- Student-centred candidatures
- Length of candidatures
- Length of examinations
- Quality of supervision / Supervisor accreditation
- Intellectual Property
- Recruitment (International Students)
- Commercialisation Training Scheme from DEST

The Chair advised members that work on the various items was underway by other working groups and information would be supplied as work proceeded. For example, the Dean of Graduate Studies was currently working on the Commercialisation Training Scheme and would provide an update at a future meeting.

Members noted that it was not necessary to list these issues until a report from the various working groups was received.

**(6) Student Research Experience Questionnaire (SREQ) Results**

Members noted the document tabled by the Dean of Graduate Studies titled "The University of Sydney Analysis of Student Research Experience Questionnaire (SREQ) – Areas of Best Practice and suggested improvements". The Dean of Graduate Studies advised members that the SREQ provided the University with a good source of data regarding research higher degrees at the University. This was particularly important given the new research funding model being introduced by the federal government.

Discussion was held regarding the SREQ and the funding of research and infrastructure at the University. Members agreed that while these were important matters to discuss the decision regarding funding belongs with senior management of the University. The Sub-Committee did note that the Academic Board should still play a role in advising senior management about the results from the SREQ and for improvements to occur the University would need to consider its research funding model.

**Agenda Item 10**  
**Report of the Postgraduate Awards Sub-Committee**

**10. Report of the Postgraduate Awards Sub-Committee**

The Graduate Studies Committee to note that the next meeting of the Postgraduate Awards Sub-Committee will be held on 26 October 2006.

***Recommendation***

*For noting.*

## **Agenda Item 11**

### **Review of Postgraduate Coursework Programs**

#### **11. Review of Postgraduate Coursework Programs**

**32 – 33**

##### **★ ..... 11.1 Review of Postgraduate Coursework Programs Terms of Reference**

At the July meeting of the Graduate Studies Committee the Chair advised members that the Provost and Deputy Vice-Chancellor, Professor Nutbeam established a working group to review the postgraduate courses offered at the University. The terms of reference for the working group were in the process of being drafted and will be circulated to members once finalised.

Some of the reasons behind the establishment of the working group are to ensure the postgraduate courses offered met with the University's strategic goals and remained competitive. Another factor is to guarantee faculties have the opportunity to be flexible in relation to market changes.

Attached for information is the draft Terms of Reference for the working group.

##### ***Recommendation***

*For discussion.*

## Attachment to Agenda Item 11

### Review of Postgraduate Coursework Programs Draft Terms of Reference

#### Scope

The review will look at the structure, planning, coordination, quality assurance mechanisms, and outcomes of postgraduate coursework offerings at the University of Sydney in order to ensure that they are maximally organised to help the University reach its goals and serve society's changing needs.

The review will collect statistical information on the programmes currently on offer, consult with stakeholder groups and benchmark Sydney's programme against that at the University of Melbourne, the Australian National University, one major regional university (NUS) and one major American university (Stanford), as well as testing the range and structure of the University's offerings for alignment and compatibility with American and European tertiary educational frameworks.

The overriding aim of the Review is to ensure that Sydney University has a model for postgraduate coursework that is flexible, coherent, well planned, efficiently managed with minimal duplication, internationally competitive and compatible, and which is responsive to society's needs for leaders with highly developed specialised knowledge and creative problem solving ability.

To achieve this aim the terms of reference of the review are:

1. To review models<sup>1</sup> within the University of postgraduate award offerings and make recommendations for a clearer, more coherent framework for postgraduate coursework.
2. To review planning, management and quality assurance mechanisms and to examine ways to ensure flexibility, academic rigour and coherent coordination across the University and better management of growth
3. To examine existing overlap, and consider ways of removing unnecessary duplication, and reducing the number of units of study
4. To benchmark the framework for postgraduate coursework programmes at the University of Sydney and suggest structures which will ensure compatibility and competitiveness with emerging national and international models
5. To recommend strategies for ensuring opportunities for students to undertake interdisciplinary study and leadership training.
6. To make recommendations on the future of post graduate coursework provisions.

#### Questions guiding the review

##### From a faculty/university perspective

1. What are the models of postgraduate coursework currently in place across the University and how can they be rationalised and clarified?
2. What opportunities exist to improve the articulation of undergraduate, postgraduate coursework and postgraduate research degrees?
3. What are the distinctive features of postgraduate coursework study at the University of Sydney?
4. How do faculties monitor enrolments, content and relevance of programs and on what basis do they make decisions to develop new programs or to discontinue programs? How can planning and management be better coordinated across the University to ensure coherence and avoid duplication?
5. How can the University foster inter-disciplinary work and leadership skills?

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<sup>1</sup> These include: PG entry for professional programs, programs for advanced learning and Masters degrees by research

### From a Student perspective

1. What opportunities exist for interdisciplinary work, for the acquisition of leadership skills, for flexibility delivery and for mixing study and employment or home work?
2. How appropriate is the content and range of the programs to meet student and employer expectations?
3. What are the overlaps and gaps in programs?
4. What are the levels of student satisfaction?
5. What are the barriers to study across and within faculties?

### Structure

The review will be coordinated by a Steering Group which will work with existing committees of the Academic Board, the University executive and with faculty members.

#### *Steering Group*

Professor Judyth Sachs, Pro-Vice-Chancellor -Teaching and Learning (Chair)  
Associate Professor Peter McCallum, Chair Graduate Studies Committee (Project manager)  
Professor Masud Behnia, Dean of Graduate Studies  
Michael Jackson, Acting Director, Institute for Teaching and Learning  
Maureen Boughton, Chair, Postgraduate Coursework Subcommittee  
Representative from SUPRA

### Inputs and Reporting

The Steering Group will review data on existing coursework programmes at the University of Sydney and collect benchmark information from relevant Australian and overseas universities. It will meet and/or seek written from stakeholders including SUPRA, relevant industry and employer groups, Deans, Pro-Deans, and faculty representatives. The Steering Group will make ongoing reports to the Provost and the Academic Board as appropriate. The final report of the Steering Group will be to the Provost with a copy to the Chair of the Academic Board.

### Draft Timeline

Action	Date
Refine and set terms of reference, procedure and timeframe for Review	July
Draw up detailed work plan	1 <sup>st</sup> week of August
Collect statistical information on postgraduate coursework at the University of Sydney including course structure, whether primarily aimed at further learning, specialised professional training/accreditation, or in-service professional development enrolment numbers, enrolment, progression and completion rates, SCEQ data	July – August
Literature search	August
Call for submissions	August
Meetings and focus groups with students, business and industry groups, faculty staff and other stakeholders	September to 2 <sup>nd</sup> week of October
Collection of benchmarking information from University of Melbourne, ANU, NUS and other relevant institutions.	September
Consultation with relevant committee chairs at Melbourne and ANU	September - October
Analysis and synthesis	Last two weeks of October
Writing of draft report	Second week of November
Circulation of draft report	Responses by end of November
Consultation of recommendations and implementation	2 <sup>nd</sup> week of December
Final Report presented to Provost and Deans	February 2007

## **Agenda Item 12 Report from Faculties**

### **12. Report from Faculties**

#### **12.1 Faculty of Law : Units of Study**

The Faculty of Law advises that new Unit of Study are to be introduced in the Master of Health Law, Graduate Diploma in Health Law and Graduate Diploma in Public Health Law.

The purpose of the proposal is to offer an alternative compulsory unit of study to Legal Reasoning and the Common Law System in the abovementioned Health Law programs. The unit of study to be offered is Health Law for Health Professionals.

The Faculty of Law also advised that it was concurrently endorsing revised Senate and Faculty Resolutions relating to its postgraduate courses, including the aforementioned courses and will report its decisions to the Graduate Studies Committee in due course.

The report and full list of Unit of Study changes is at the following locations:

<http://www.usyd.edu.au/su/ab/committees/GSC/2006.html>

#### ***Recommendation***

*The Graduate Studies Committee note and recommend the Academic Board note the unit of study information supplied by the Faculty of Law.*