



Graduate Studies Committee Agenda

Committee Secretary: Megan Kemmis

Secretariat, Quadrangle, A14

Phone: 9351 3306; Fax: 9351 3572

E-mail: gradstudies@academicboard.usyd.edu.au

Web site: http://www.usyd.edu.au/ab/committees/grad_studies/index.shtml

Notice of Meeting

A meeting of the **Graduate Studies Committee** will be held at **2.00pm** on **Wednesday 26 November 2008** in the Western Tower Room. (Room S 495, first floor of the Western Tower area of the Quadrangle Building on the Camperdown Campus, opposite the Clock Tower.)

Members who are unable to attend are asked to notify Megan Kemmis at the above address. Enquiries concerning this meeting may also be directed to Ms Kemmis.

Megan Kemmis
for
Dr M Edmond
Acting Registrar

19 November 2008

Agenda

Pages

1. **Apologies**

Apologies have been received from: Professor B Sutton.

2. **Minutes of previous meeting**

pages 5-14

Recommendation

That the Graduate Studies Committee adopt the minutes of the previous meeting held on 29 October 2008 as a true record.

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

4. **Report of the Chair**

4.1 **Focus Topic: Graduate Attributes in Postgraduate Coursework**

page 15

Recommendation

That the Graduate Studies Committee note the Chair's report on graduate attributes in postgraduate coursework.

4.2 Oral report

Recommendation

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

5. Report of the Academic Board

page 16

Recommendation

That the Graduate Studies Committee note the report of the Academic Board meeting of 12 November 2008, as set out in the report presented.

6. Proposals for new and amended postgraduate courses

pages 17-18

6.1 Faculty of Health Sciences: Master of Health Science (Physiotherapy), Master of Health Sciences, Graduate Diploma in Health Sciences and Graduate Certificate in Health Sciences

page 17, separate attachment

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) *approve the proposal from the Faculty of Health Science to amend the Master of Health Science (Physiotherapy), the Master of Health Sciences, the Graduate Diploma in Health Sciences and the Graduate Certificate in Health Sciences;*
- (2) *recommend that Senate:*
 - (a) *endorse the Academic Board's approval of the proposal; and*
 - (b) *approve the amendment of the Resolutions of Senate related to the Master of Health Science (Physiotherapy) in the Faculty of Medicine; and*
- (3) *approve the faculty requirements relating to the courses; with effect from 1 January 2009, as set out in the report presented.*

6.2 Faculty of Medicine: Master of Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy and Master of Science in Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy

pages 17-18, separate attachment

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) *approve the proposal from the Faculty of Medicine to introduce the Master of Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy and Master of Science in Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy combined degrees, and to amend the Master of Medicine and Master of Science in Medicine degrees;*
- (2) *recommend that Senate:*
 - (a) *endorse the Academic Board's approval of the proposal;*
 - (b) *approve the amendment of the Resolutions of Senate related to the degrees, diplomas and certificates in the Faculty of Medicine; and*
 - (c) *approve the introduction of Resolutions of Senate relating to the courses; and*
- (3) *approve the faculty requirements relating to the courses; with effect from 1 January 2009, as set out in the report presented.*

7. **Reports from Faculties** pages 19-37
7.1 **Faculty of Engineering and Information Technologies**
(1) **Master of Information Technology** pages 19 and 21-22

Recommendation

That the Graduate Studies Committee recommend that the Academic Board note the reports from the Faculty of Engineering and Information Technologies regarding amendments to the units of study in the Master of Information Technology, as set out in the report presented.

- (2) **Master of Engineering and Master of Professional Engineering** pages 19 and 23-25

Recommendation

That the Graduate Studies Committee recommend that the Academic Board note the reports from the Faculty of Engineering and Information Technologies regarding amendments to the units of study in the Master of Engineering and Master of Professional Engineering, as set out in the report presented.

- 7.2 **Faculty of Medicine**
(1) **Master of Medical Humanities** pages 19 and 26-33

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) *approve the proposal from the Faculty of Medicine to amend the Master of Medical Humanities degree;*
 - (2) *recommend that Senate:*
 - (a) *endorse the Academic Board's approval of the proposal;*
 - (b) *approve the amendment of the Resolutions of Senate related to the course; and*
 - (3) *approve the faculty requirements relating to award of the degree with honours;*
- with effect from 1 January 2009, as set out in the report presented.*

- (2) **Master of Surgery** pages 19-20 and 34-37

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) *approve the proposal from the Faculty of Medicine to amend the Master of Surgery degree;*
 - (2) *recommend that Senate endorse the Academic Board's approval of the proposal, noting there are no consequent amendments to Resolutions of Senate; and*
 - (3) *approve the faculty requirements for the course;*
- with effect from 1 January 2009, as set out in the report presented.*

- 8 **Academic Board Policy on Advanced Standing, Credit and Exemption** pages 38-44

Recommendation

That the Graduate Studies Committee recommend that Academic Board approve the revisions to the policy on Advanced Standing, Credit and Exemption, as set out in the report presented.

9. 2009 Meeting Dates

page 45

Recommendation

That the Graduate Studies Committee note the meeting dates for 2009, as set out in the report presented.

10. General business

11. Next meeting

The next meeting will be held on Wednesday, 11 February 2009.

Agenda Item 2 Minutes of the Previous Meeting

Minutes of the Graduate Studies Committee meeting held on 29 October 2008

There were present: The Chair (Associate Professor P McCallum) presiding, Professors L Burns, R Cumming and B Sutton, Associate Professors A Bashford, M Boughton, B Buckley, D Dragovich, J Keene and J Shields, Drs P Sinclair and R Walker, and Mr P Ball, Mr S Greenland and Mr J Masters. Dr J Nicholls and Ms M Kemmis were in attendance.

The Chair welcomed Professor Cumming and Dr Sinclair to the meeting.

1. **Apologies**

Apologies were received from: Associate Professors M Collins, P Dunbar-Hall and L Hossain, Ms J Gamble (Dr P Sinclair attended in her place) and Mr B Shelton.

2. **Minutes of the previous meeting**

Resolution 82/08

The Graduate Studies Committee adopted the minutes of the previous meeting held on 24 September 2008, as amended, as a true record.

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

The Chair advised members that he would like to revisit the policy and processes for regular reviews of postgraduate coursework, and this would be added to the agenda for future meetings.

4. **Report of the Chair**

4.1 Focus Topic: Graduate Attributes in Postgraduate Coursework

The Chair reminded members that at the Committee's last meeting members had agreed to discuss graduate attributes in postgraduate coursework. He advised that Associate Professor Barrie (Associate Director of the Institute for Teaching and Learning) was unable to attend today's meeting, and the Chair asked that this matter be deferred to the Committee's November meeting. He pointed out that graduate attributes were a major focus of Professor Barrie's research, and that it would be useful to include him in the Committee's discussions of this issue.

4.2 Special Consideration: Use of Post-dated Medical Certificates

The Chair advised the Committee that the Academic Board had approved an amendment to the resolutions on Assessment and Examination of Coursework at its last meeting to remove the prohibition on the use of post-dated medical certificates. He invited Professor Sutton to speak further on this issue. Professor Sutton explained that the Assessment Working Party was currently reviewing the Board's policy on special consideration, and had discovered that the NSW Medical Board allows doctors to issue post-dated certificates if the doctor is confident they can make a professional judgement that a medical event had occurred and had a particular impact. He further pointed out that the University Health Service currently dealt with a significant number of students seeking paperwork to support special consideration claims because of the current ban on post-dated certificates.

The Chair asked members to note the amendment and to ensure their faculties were aware of this change, adding that the issue of post-dated certificates was often raised in connection with student appeals.

Resolution 83/08

That the Graduate Studies Committee note the Chair's report on recent amendments to the Academic Board policy on special consideration.

4.3 Oral report

The Chair advised that he wished to update the Committee on progress related to the postgraduate coursework review. He added that he was currently working and consulting with the Office of General Counsel regarding the development of a Postgraduate Coursework Rule. The relationship of the new rule with the existing *University of Sydney (Coursework) Rule 2000 (as amended)* was currently being discussed. The new rule would set out the framework for all coursework master's degrees at the University and would refer to many of the issues highlighted in last year's review, such as the inclusion of a capstone experience. The Chair noted the new Rule would not come into effect until 2010 and that there would be transitional arrangements, however he noted that the Provost was keen that all proposals for introducing new, and amending existing, programs be considered in line with the new master's model. He added that the draft Rule would be presented to Senate in early 2009 and would be widely circulated. He asked members to contact him to discuss any upcoming course proposals to ensure their alignment with the model.

Professor Burns asked whether the new Rule would apply only to incoming students or if it would also apply to existing students. The Chair responded that the implementation of the Rule would be in terms of faculties amending existing courses, where necessary, to be consistent with the new Rule, and that these amendments may need to be rolled out over a number of years. While the Rule itself would come into effect in 2010, its impact on students might not occur for another year or more. He pointed out that faculties had expressed broad support for the recommendations from the review, and that many courses already complied with some, if not all, of the recommendations, while other courses may simply need to be expressed in a different way.

Resolution 84/08

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

5. Report of the Academic Board

Professor Sutton noted that the report of the last Academic Board meeting had been circulated with the agenda. He took the opportunity to remind members that the Board would be holding a Forum titled "Research: What is it? Who does it? Who decides?" this Friday from 1 pm to 2:30 pm in MacLaurin Hall. The Forum would be facilitated by Dr Karl Kruszelnicki and would feature brief presentations by researchers from a range of disciplines

want to look at the range of disciplines we embrace at the University and look at how we consider each other's research activities – it's an issue being discussed in a range of arenas (PhDASC, RRTC, Ac Staffing and Assessment WP)

Resolution 85/08

That the Graduate Studies Committee note the report of the Academic Board meeting of 8 October 2008, as set out in the report presented.

6. Proposals for new and amended postgraduate courses

6.1 Faculty of Health Sciences: Master of Health Science (Child and Adolescent Health)

Dr Sinclair advised members that this course had been offered for some years but there had been no enrolments since 2003. Professor Sutton noted that

the Undergraduate Studies Committee had approved the deletion of some undergraduate courses offered in Singapore at its meeting that morning.

Members approved the deletion of the course.

Resolution 86/08

That the Graduate Studies Committee recommend the Academic Board:

- (1) approve the proposal from the Faculty of Health Science to delete the Master of Health Science (Child and Adolescent Health) degree;
 - (2) recommend that Senate endorse the Academic Board's approval of the proposal, noting there are no consequent amendments to Resolutions of Senate; and
 - (3) approve the faculty requirements relating to the course;
- with effect from 1 January 2009, as set out in the report presented.

6.2 Faculty of Medicine: Master of Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy and Master of Science in Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy

The Chair welcomed Dr Nicholls to the meeting, and invited her to present the proposal. Dr Nicholls advised members that the Faculty of Medicine currently offers the Master of Medicine (Reproductive Health Sciences and Human Genetics) and the Master of Science in Medicine (Reproductive Health Sciences and Human Genetics), the main difference between the two degrees being that admission to the Master of Medicine is based on graduation from the Bachelor of Medicine/Bachelor of Surgery, while admission to the Master of Science in Medicine is based on graduation from a wider range of undergraduate degrees.

Dr Nicholls advised members that the Faculty had been advised the course was no longer compliant with ESOS requirements. International students needed to be enrolled full-time for four semesters, and as the course was currently configured this required them to over-enrol in the treatise units. Such students ended up enrolling in 72, rather than 60, credit points and paid more in fees than local students. Discussions with the course co-ordinator indicated that international students ended up doing far more research than was currently required for the degree, with many completing the equivalent of a Master of Philosophy thesis. The Faculty is thus proposing to delete the treatise component from the course, reducing it to 48 credit points. The resulting program would also be more attractive to local students.

The removal of the treatise component creates an additional issue for international students. The remaining coursework component is only offered part-time due to the nature of the teaching. Most of the staff involved with teaching the course are clinical staff who only teach in the evening. The classes are currently offered two nights per week, and the Faculty believes it would be unfeasible to expand this to four nights per week. In order to resolve these problems, the Faculty discussed the option of concurrently enrolling students part-time in both the coursework program and the Master of Philosophy. The International Office was consulted and advised that this would comply with ESOS requirements. The dual enrolment would also provide a valid exit point (i.e. the coursework masters) for international students who did not successfully complete the Master of Philosophy. Current students were surveyed and responded positively to the proposed changes. International students in the proposed course combination would also have the option of transferring their research to a PhD.

The Chair pointed out that the proposed combination would not be RTS-compliant, as the research component would be 50%, rather than the required minimum of two-thirds. Dr Nicholls responded that this would not be an issue for international students, and local students could enrol in the coursework masters and Master of Philosophy as separate courses, and so would be eligible for RTS. She advised that the proposal was based on the structure of the existing Doctor of Clinical Psychology/Master of Philosophy, and that students in that degree were RTS funded. Associate Professor Dragovich added that the Master of Philosophy was normally one year full-time equivalent and could be completed part-time over two years with RTS funding. Professor Sutton reminded members that the review of postgraduate research training had been based on a two-year masters by research. Dr Nicholls pointed out that the Master of Philosophy resolutions allowed the thesis to be lodged as early as one year but no later than the second year (in full-time mode). Mr Greenland advised members that international and local students were in favour of the proposed changes, and that SUPRA thought it was an elegant solution to the problems posed by the existing course.

The Chair noted that a Master of Philosophy student in the Faculty of Medicine, if studying full-time, was expected to complete 35 hours of study per week with only four weeks break in the year, and that the proposed combined degree would require the part-time equivalent of such a workload. He queried whether students in the combined degree would meet the aspirations currently expressed in the Master of Philosophy resolutions. Professor Cumming stated that the Faculty was confident the students would complete a valid Master of Philosophy and Dr Nicholls reiterated that international students were currently completing far more research than required by the current course resolutions.

Professor Dragovich suggested that the proposal be treated as a double degree rather than a combined degree. After some discussion, members agreed that the proposal as outlined should be considered as a double degree, given that it did not truly represent a single program created from two degrees, and that there was no overall decrease in the time requirements for the two degrees. Members also discussed whether one or two testamurs would be awarded, with Professor Sutton strongly recommending two separate testamurs. It was agreed that this point required clarification. Professor Sutton also raised that philosophical issue of part-time research being offered as a preferred option, adding that the University has usually expressed a preference for full-time research as the best approach to such studies.

The Chair asked whether there was an existing 48 credit point Master of Medicine. Dr Nicholls advised that the resolutions for the Master of Medicine provide for streams completed by coursework and treatise, coursework and dissertation and coursework only, with the coursework only streams being 48 credit points. The Chair pointed out that the proposed amendment to the Reproductive Health Sciences and Human Genetics stream would require an amendment to the Faculty resolutions for the Master of Medicine and Master of Science in Medicine.

Associate Professor Bashford queried the admission criteria for the Master of Philosophy, and whether any previous research experience was required. Dr Nicholls advised that such experience was not mandatory for admission. Professor Cumming added that the current resolutions did refer to honours for one admission pathway, but he pointed out that (until recently) honours for the

Bachelor of Medicine/Bachelor of Surgery had not required the completion of a research component.

The Chair recommended that the proposal be referred to the Research and Research Training Committee for consideration of any issues related to the Master of Philosophy, and that the proposal also be reconsidered at the Graduate Studies Committee's next meeting. He recommended that the Faculty provide further background information to the Research and Research Training Committee on RTS funding for the Master of Philosophy and the enlargement of the existing 12 credit point treatise into a Master of Philosophy thesis. Members agreed with this plan of action.

7. Reports from Faculties

7.1 Faculty of Medicine

(1) Master of Medical Humanities

The Chair noted that this proposal was seeking to add honours to an existing postgraduate coursework masters. Professor Cumming advised that the Master of Medical Humanities was a typical example of a 48 credit point coursework masters within the Faculty of Medicine, and that the Faculty was seeking to add a 12 credit point research component to allow the degree to be awarded with honours.

The Chair noted that the proposal was seeking retrospective approval for 2008, adding he did not think it would be possible for the Committee to do this. He also pointed out that the recent review of postgraduate coursework had recommended that coursework master's degrees not be awarded with honours. However he thought it would be possible to introduce a research option and suggested the Faculty consider offering the degree as a stream within the existing Master of Science in Medicine.

It was agreed that the Faculty would consider this option and that the proposal would be reconsidered at the Committee's November meeting.

(2) Master of Surgery

The Chair queried the purpose of this proposal given there were no proposed changes to the course resolutions. He asked if the Committee was being asked to arbitrate between the Faculty of Medicine and FlexSIS, and expressed concern that there was not a list of streams included in the resolutions. Mr Greenland also queried whether the degree was coursework or research pointing out that the resolutions as contained in the agenda appeared to be for a research degree.

The Chair asked the Committee's permission to discuss the proposal further with the Faculty and if possible to seek a resolution by circulation.

7.2 Faculty of Nursing and Midwifery

(1) Master of Nursing (Graduate Entry)

Associate Professor Boughton advised the Committee that the Faculty of Nursing and Midwifery had recently reviewed the resolutions for all its courses. The Faculty has decided to move to a model where all generic, faculty-wide requirements are expressed in a set of Faculty policies, with course-specific requirements expressed in the Faculty resolutions for each course. She stressed that there were no

amendments to the actual courses, and that only the resolutions had been revised.

The Chair queried this, pointing out that the proposal included the deletion of the honours component. Professor Boughton pointed out that the honours component had been included in the original resolutions in error, having been transferred across from the previous Bachelor of Nursing course resolutions. She added that the Master's degree is a two year intensive professional degree which provided no scope for the necessary research component for awarding the degree with honours. She also advised that the Faculty was currently considering the introduction of a pathway to research and the PhD using the Master of Philosophy.

The Chair suggested that the Faculty amend the resolutions to reference the appropriate table of units of study. He pointed out that, while most students rely on the course description in the handbook, students should be able to understand the course requirements from the relevant Faculty resolutions. Professor Sutton added that if the Committee was unable to work out the course requirements from the Faculty resolutions then it could not be certain of what it was approving.

The Chair also queried the wording of the clause on cross-institutional study, with Professor Dragovich suggesting it should refer to "another university or equivalent institution". Mr Masters pointed out that the registration body restricted what studies could be recognised, e.g. TAFE studies could not be credited, but credit could be given for study with the Institute of Nursing. Associate Professor Shields queried the use of the word "work".

Professor Boughton agreed that the clause required more work, adding that it currently seemed to refer to providing credit for studies elsewhere, rather than to cross-institutional study. The Chair asked the Committee to approve the resolutions subject to the inclusion of a reference to the table of units of study and amendments to the clause on cross-institutional study. Members approved the resolutions subject to these amendments.

Resolution 87/08

That the Graduate Studies Committee recommend that the Academic Board approve the amendments to the Faculty Resolutions for the Master of Nursing (Graduate Entry) in the Faculty of Nursing and Midwifery, with effect from 1 January 2009, as set out in the report presented.

- (2) **Master of Cancer Nursing, Master of Clinical Nursing, Master of Emergency Nursing, Master of Health Services Management, Master of Intensive Care Nursing, Master of Mental Health Nursing, Graduate Diploma in Cancer Nursing, Graduate Diploma in Emergency Nursing, Graduate Diploma in Health Services Management, Graduate Diploma in Intensive Care Nursing, Graduate Diploma in Mental Health Nursing, Graduate Certificate in Cancer Nursing, Graduate Certificate in Emergency Nursing, Graduate Certificate in Health Services Management and Graduate Certificate in Intensive Care Nursing**

The Chair noted that this proposal was related to the one just approved and covered the remaining postgraduate coursework courses in the Faculty. He pointed out that the same concern applied to the clauses on cross-institutional study for these courses, and that any references to units of study should also be checked and revised if necessary.

Members approved the revised resolutions subject to these amendments. It was agreed that the Chair and Ms Kemmis would meet with Ms Brown from the Faculty of Nursing and Midwifery to further discuss the amendments.

Resolution 88/08

That the Graduate Studies Committee recommend that the Academic Board:

- (1) approve the amendments to the Faculty Resolutions for the Master of Cancer Nursing, Master of Clinical Nursing, Master of Emergency Nursing, Master of Health Services Management, Master of Intensive Care Nursing, Master of Mental Health Nursing, Graduate Diploma in Cancer Nursing, Graduate Diploma in Emergency Nursing, Graduate Diploma in Health Services Management, Graduate Diploma in Intensive Care Nursing, Graduate Diploma in Mental Health Nursing, Graduate Certificate in Cancer Nursing, Graduate Certificate in Emergency Nursing, Graduate Certificate in Health Services Management and Graduate Certificate in Intensive Care Nursing in the Faculty of Nursing and Midwifery, with effect from 1 January 2009; and
- (2) note the report from the Faculty of Nursing and Midwifery regarding changes to units of study, and the list of courses to be rested in 2009 pending review

as set out in the report presented.

- (3) **Faculty Policies**

The Chair advised members that the revised Faculty policies had been submitted for noting, adding that they would only apply to the postgraduate degrees in the Faculty of Nursing and Midwifery. Mr Greenland queried some of the clauses related to special consideration in Part III – Assessment, examinations, appeals and penalties. He queried the inclusion of clause 3.3.7 preventing students from appealing the rejection of special consideration applications in some cases. Members agreed that this clause should be deleted. He also queried clause 3.3.6, which prevents students from lodging additional documentation, and clause 3.4.4 and its subclauses, which outlined a separate special consideration process for students listed with disability services. Professor Boughton agreed that these clauses should be revised.

Professor Sutton suggested that clause 3.3.6 was not unreasonable, adding that students should not expect to receive infinite opportunities to provide documentation for a special consideration application. Professor Boughton added that the Faculty allowed students to provide additional documentation if they failed to understand what documentation they had to provide, or if relevant information became available after the application was lodged. Mr Greenland accepted this clarification, but suggested that clause 3.4.4 and its subclauses be deleted. Professor Sutton agreed with this suggestion.

The Chair suggested that the Committee note the Faculty policies, but recommend the Faculty review clause 3.3.6 and delete 3.3.7 and 3.4.4 and its subclauses. Members endorsed his suggestion.

Resolution 89/08

That the Graduate Studies Committee recommend that the Academic Board note the report from the Faculty of Nursing and Midwifery regarding amendments to the Faculty policies, as set out in the report presented.

At this point the Chair handed over the meeting to Professor Sutton.

7.3 Sydney Conservatorium of Music

- (1) **Master of Music Studies (Conducting), Master of Music Studies (Creative Sound), Master of Music Studies (Opera), Master of Music Studies (Pedagogy), Master of Music Studies (Performance), Graduate Diploma in Music Studies (Accompaniment), Graduate Diploma in Music Studies (Creative Sound), Graduate Diploma in Music Studies (Opera), Graduate Diploma in Music Studies (Pedagogy), Graduate Diploma in Music Studies (Performance), Graduate Certificate in Music Studies (Creative Sound) and Graduate Certificate in Music Studies (Pedagogy)**

Professor Sutton noted that the proposed amendments were the result of discussions at the Committee's last meeting. Members approved the changes.

Resolution 90/08

That the Graduate Studies Committee recommend the Academic Board approve the amendments to the Faculty Resolutions relating to the Master of Music Studies (Conducting), Master of Music Studies (Creative Sound), Master of Music Studies (Opera), Master of Music Studies (Pedagogy), Master of Music Studies (Performance), Graduate Diploma in Music Studies (Accompaniment), Graduate Diploma in Music Studies (Creative Sound), Graduate Diploma in Music Studies (Opera), Graduate Diploma in Music Studies (Pedagogy), Graduate Diploma in Music Studies (Performance), Graduate Certificate in Music Studies (Creative Sound) and Graduate Certificate in Music Studies (Pedagogy) in the Sydney Conservatorium of Music, with effect from 1 January 2009, as set out in the report presented.

(2) **Master of Music Studies (Conducting), Master of Music Studies (Opera), Master of Music Studies (Performance), Graduate Diploma in Music Studies (Accompaniment), Graduate Diploma in Music Studies (Opera) and Graduate Diploma in Music Studies (Performance)**

Professor Sutton noted that this proposal would allow students to use their final performance in an undergraduate degree as the audition for the entry to a postgraduate degree, so long as the completion of the first degree and admission to the second degree occurred within a reasonable timeframe. Associate Professor Bashford asked whether students would be allowed to audition separately if they preferred, and Professor Sutton noted that the amendment used the term “may” which implied this would be so.

Associate Professor McCallum advised that he did not have any information on how the amendment would be implemented or how the two roles for the one performance would be handled. He suggested the Committee could recommend that they specify the audition requirements where students elect to combine the final performance and audition, and that separate assessment and audition sheets be completed by the panel.

Members approved the amendment.

Resolution 91/08

That the Graduate Studies Committee recommend the Academic Board approve the amendments to the Faculty Resolutions relating to the Master of Music Studies (Conducting), Master of Music Studies (Opera), Master of Music Studies (Performance), Graduate Diploma in Music Studies (Accompaniment), Graduate Diploma in Music Studies (Opera) and Graduate Diploma in Music Studies (Performance) in the Sydney Conservatorium of Music, with effect from 1 January 2009, as set out in the report presented.

At this point, Professor Sutton handed the meeting back to the Chair.

8. Academic Board Policy on Advanced Standing, Credit and Exemption

The Chair invited Professor Sutton to present this item. Professor Sutton advised members that the Admissions Sub-Committee had been reviewing the advanced standing policy for some time. The review had, in part, been prompted by a report from Internal Audit which had identified a number of failures of practice across the University, and recommended a full review of the policy. The revised policy includes a longer section on procedures to provide more guidance to faculties, particularly on issues such as record-keeping. The structure of the policy has also been amended, and some definitions have been expanded. It remains the intent of the policy that faculties should determine whether or not credit is granted, and faculties should still consider whether or not a student's prior learning meets course and/or other requirements. He advised that the draft policy had been considered by the Undergraduate Studies Committee and that the Committee's only request was that the faculty's right to make such determinations be clarified. He added that he would like the policy to be approved by the Academic Board this year to allow its implementation in 2009.

Mr Greenland queried the credit available for embedded programs, giving the example of a student who completes an equivalent graduate certificate program at another institution. Professor Sutton advised that such a student could not receive credit for the entire course but could receive credit for some of the units of study. Mr

Greenland suggested that the clause has currently worded implied that no credit could be given, even for individual units within the course. Professor Sutton agreed that the principle in such cases was that once a postgraduate qualification is awarded the potential for credit is exhausted.

The Chair recommended that the policy be circulated to members for consideration within their faculties, and that it come back to the November meeting for further discussion. Mr Ball pointed out to members that the revised policy would help the University comply with ESOS requirements. Members agreed to reconsider the policy at the next meeting.

9. General business

There were no items of general business.

10. Next meeting

Members noted that the next meeting would be held on Wednesday, 26 November 2008.

Agenda Item 4 Report of the Chair

4.1 Focus Topic: Graduate Attributes in Postgraduate Coursework

As raised at the Committee's September meeting, a discussion will be held on graduate attributes in postgraduate coursework.

Recommendation

That the Graduate Studies Committee note the Chair's report on graduate attributes in postgraduate coursework.

Agenda Item 5 Report of the Academic Board

5. Report of the Academic Board meeting held on 12 November 2008

The agenda for the meeting of the Academic Board on 12 November 2008 may be accessed on the web: <http://www.usyd.edu.au/su/ab/>

5.1.1 Approval of New and Amended Courses

The Academic Board approved proposals for the following new and amended courses:

- Faculty of Health Sciences: deletion of the Master of Health Science (Child and Adolescent Health);
- Faculty of Nursing and Midwifery: amendments to the Master of Nursing (Graduate Entry), Master of Cancer Nursing, Master of Clinical Nursing, Master of Emergency Nursing, Master of Health Services Management, Master of Intensive Care Nursing, Master of Mental Health Nursing, Graduate Diploma in Cancer Nursing, Graduate Diploma in Emergency Nursing, Graduate Diploma in Health Services Management, Graduate Diploma in Intensive Care Nursing, Graduate Diploma in Mental Health Nursing, Graduate Certificate in Cancer Nursing, Graduate Certificate in Emergency Nursing, Graduate Certificate in Health Services Management and Graduate Certificate in Intensive Care Nursing; and
- Sydney Conservatorium of Music: deletion of the Master of Applied Science (Music Performance); amendments to the Master of Music Studies (Conducting), Master of Music Studies (Creative Sound), Master of Music Studies (Opera), Master of Music Studies (Pedagogy), Master of Music Studies (Performance), Graduate Diploma in Music Studies (Accompaniment), Graduate Diploma in Music Studies (Creative Sound), Graduate Diploma in Music Studies (Opera), Graduate Diploma in Music Studies (Pedagogy), Graduate Diploma in Music Studies (Performance), Graduate Certificate in Music Studies (Creative Sound) and Graduate Certificate in Music Studies (Pedagogy).

5.1.2 Proceedings of the Committee

The Academic Board noted the proceedings of the Graduate Studies Committee meeting held on 29 October 2008.

5.1.3 Report of the Chair of the Academic Board

The Academic Board, in relation to items in the report of its Chair:

- appointed the Deputy Chair, Associate Professor Peter McCallum to be Acting Chair for the period 17 November to 7 December 2008; and
- approved the appointment of Professor Alan Peters from the Faculty of Architecture, Design and Planning to replace Dr Nicole Gurrán.

5.1.4 Other matters

The Academic Board also:

- discussed and commented on proposed principles for Special Consideration;
- noted the report of the Vice-Chancellor on Foundation Plus, SydneyTalent and the Work Slate;
- noted the report of the 2008 Winter School;
- noted faculty reports on the implementation of the revised Academic Board Policy on Award with Honours;
- noted the 2007 Annual Report of the Learning Centre;
- noted the reports of academic staff promotions to Levels B, C and D;
- noted the resignation of Mr Sam Greenland, Co-President of SUPRA; and
- noted with condolences the passing of Professor George Winterton, Faculty of Law.

Agenda Item 6 Proposals for New and Amended Courses

6.1 **Faculty of Health Sciences: Master of Health Science (Physiotherapy), Master of Health Sciences, Graduate Diploma in Health Sciences and Graduate Certificate in Health Sciences** *separate attachment*

The Faculty of Health Sciences is proposing to introduce majors, replacing streams, in the Graduate Certificate of Health Sciences, Graduate Diploma of Health Sciences (exit only), Master of Health Sciences, Master of Health Sciences Honours and Master of Health Science (Physiotherapy). In the Master of Health Sciences, existing streams include Occupational Therapy, Indigenous Health, Gerontology, Orthoptics and Speech Pathology.

The Master of Health Science (Physiotherapy) will provide specialist post-graduate education for physiotherapists wishing to gain qualifications at the masters level in the speciality areas of Cardiopulmonary Physiotherapy, Manipulative Physiotherapy, Neurological Physiotherapy, Paediatric Physiotherapy, or Sports Physiotherapy streams and become majors.

Full details of the proposal are available on the Committee's website at:
http://www.usyd.edu.au/ab/committees/grad_studies/agendas.shtml

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) *approve the proposal from the Faculty of Health Science to amend the Master of Health Science (Physiotherapy), the Master of Health Sciences, the Graduate Diploma in Health Sciences and the Graduate Certificate in Health Sciences;*
- (2) *recommend that Senate:*
 - (a) *endorse the Academic Board's approval of the proposal; and*
 - (b) *approve the amendment of the Resolutions of Senate related to the Master of Health Science (Physiotherapy) in the Faculty of Medicine; and*
- (3) *approve the faculty requirements relating to the courses; with effect from 1 January 2009, as set out in the report presented.*

6.2 **Faculty of Medicine: Master of Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy and Master of Science in Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy** *separate attachment*

As discussed at the Committee's last meeting, the Faculty of Medicine is proposing to amend the existing program in Reproductive Health Sciences and Human Genetics to remove the issues with CRICOS registration and to keep it ahead of competitors in Australia. The planned amendments will reduce the existing Master of Medicine (Reproductive Health Sciences and Human Genetics) and Master of Science in Medicine (Reproductive Health Sciences and Human Genetics) from 60 to 48 credit points, and will introduce a combined degree program for each degree with the Master of Philosophy.

The proposal has also been discussed by the Board's Research and Research Training Committee, and further information on the Committee's consideration of the proposal will be provided at the meeting. The Faculty has provided a revised proposal, which is available on the Committee's website, together with revised resolutions for the Master of Medicine and Master of Science in Medicine. Full details of the proposal are available on the Committee's website at:
http://www.usyd.edu.au/ab/committees/grad_studies/agendas.shtml

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) approve the proposal from the Faculty of Medicine to introduce the Master of Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy and Master of Science in Medicine (Reproductive Health Sciences and Human Genetics)/Master of Philosophy combined degrees, and to amend the Master of Medicine and Master of Science in Medicine degrees;*
- (2) recommend that Senate:*
 - (a) endorse the Academic Board's approval of the proposal;*
 - (b) approve the amendment of the Resolutions of Senate related to the degrees, diplomas and certificates in the Faculty of Medicine; and*
 - (c) approve the introduction of Resolutions of Senate relating to the courses; and*
- (3) approve the faculty requirements relating to the courses; with effect from 1 January 2009, as set out in the report presented.*

Agenda Item 7 Reports from Faculties

7.1 Faculty of Engineering and Information Technologies

(1) **Master of Information Technology** pages 21-22

The Faculty of Engineering and Information Technologies has amended some units of study in the Master of Information Technology as set out in the reports presented.

Recommendation

That the Graduate Studies Committee recommend that the Academic Board note the reports from the Faculty of Engineering and Information Technologies regarding amendments to the units of study in the Master of Information Technology, as set out in the reports presented.

(2) **Master of Engineering and Master of Professional Engineering** pages 23-25

The Faculty of Engineering and Information Technologies has amended some units of study in the Master of Engineering and Master of Professional Engineering as set out in the report presented.

Recommendation

That the Graduate Studies Committee recommend that the Academic Board note the reports from the Faculty of Engineering and Information Technologies regarding amendments to the units of study in the Master of Engineering and Master of Professional Engineering, as set out in the report presented.

7.2 Faculty of Medicine

(1) **Master of Medical Humanities** pages 26-33

As discussed at the Committee's last meeting, the Faculty of Medicine is proposing to amend the Master of Medical Humanities to allow the degree to be awarded with honours, as a response to student enquiries and demand and to bring it in line with the Faculty of Medicine standard, which is compliant with University policies such as the *University of Sydney (Coursework) Rule 2000 (as amended)* Division 8, items 20 and 23, and the *Length of Candidature and Minimum Credit Point Requirements for Coursework Master's Degrees, Graduate Diplomas and Graduate Certificates*.

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

(1) *approve the proposal from the Faculty of Medicine to amend the Master of Medical Humanities degree;*

(2) *recommend that Senate:*

(a) *endorse the Academic Board's approval of the proposal;*

(b) *approve the amendment of the Resolutions of Senate related to the course; and*

(3) *approve the faculty requirements relating to award of the degree with honours;*

with effect from 1 January 2009, as set out in the report presented.

(2) **Master of Surgery** pages 34-37

As discussed at the Committee's last meeting, the Faculty of Medicine is proposing to amend the Master of Surgery (coursework) to include two streams (Endocrine Surgery and Cardiothoracic Surgery) which were inadvertently omitted from FlexSIS. The Faculty has now amended the Senate resolutions (attached) related to this degree to list all the streams available in the degree.

Recommendation

That the Graduate Studies Committee recommend that the Academic Board:

- (1) approve the proposal from the Faculty of Medicine to amend the Master of Surgery degree;*
 - (2) recommend that Senate endorse the Academic Board's approval of the proposal, noting there are no consequent amendments to Resolutions of Senate; and*
 - (3) approve the faculty requirements for the course;*
- with effect from 1 January 2009, as set out in the report presented.*

Minor Course Amendment Proposal

Faculty/Board of Studies: Faculty of Engineering and Information Technologies

Contact person: Dr. Uwe Roehm

1. Name of award course

Master of Information Technology (MIT)

2. Purpose of proposal

The proposal is to replace all entries of EBUS5003 – e-Commerce Systems – in all majors of the MIT with the predecessor unit of study, ELEC5619 – Object Oriented Application Frameworks. EBUS5003 is not offered anymore by the School of Electrical and Information Engineering, but was listed so far as core unit of study in both the Software Engineering major and the E-Business Technologies major of the Master of Information Technology. In both these majors, its predecessor unit of study, ELEC5619 – Object Oriented Application Frameworks – shall now be listed instead.

3. Details of amendment

Adding:

ELEC5619 Object Oriented Application Frameworks (Semester 2)

into Faculty of Eng. & IT Handbook 2008, p158, under “Software Engineering major” section, replacing the entry for EBUS5003 “e-Commerce Systems”, as well as into Faculty of Eng. & IT Handbook 2008, p159, under “E-Business Technologies major” section, replacing the entry for EBUS5003 “e-Commerce Systems”.

4. Transitional arrangements

N/A

5. Other relevant information

N/A

6. Signature of Dean

29 October 2008

Minor Course Amendment Proposal

Faculty/Board of Studies: Faculty of Engineering and Information Technologies

Contact person: Dr. Uwe Roehm

1. Name of award course

Master of Information Technology (MIT)

2. Purpose of proposal

We propose to include ELEC5616 – Computer and Network Security – as a core unit of study for the Software Engineering major in order to provide students a wider choice of technical units in this major, which is one of the most popular majors of the Master of Information Technology. Including this unit of study in the Software Engineering major will complement the existing units in this major well and give the students a wider choice in completing this major. ELEC5616 introduces students to the basic cryptographic building blocks of security and analyses practical cryptosystems with regard to the assumptions with which they were designed, their limitations, and their failure modes. It is essential to educate prospective software engineers in the fundamental aspects of securing IT systems.

3. Details of amendment

Adding:

ELEC5616 Computer and Network Security (Semester 1)

into Faculty of Eng. & IT Handbook 2008, p158, under “Software Engineering major” section.

4. Transitional arrangements

N/A

5. Other relevant information

N/A

6. Signature of Dean

29 October 2008

Minor Course Amendment Proposal

Faculty/Board of Studies: Faculty of Engineering and Information Technologies

Contact person: Lesley Vanderkwast

At the Faculty of Engineering and Information Technologies Board meeting, held on 28 October 2008 the following amendments, additions and deletions were approved.

1a. Name of Award Course

Master of Professional Engineering (MPE)

1b. Purpose of proposal

The Master of Professional Engineering offers pathways to three different cohorts of students: 1) those with an international BE wishing to gain postgraduate qualifications; 2) those with a BE wishing to change engineering fields; and 3) those with a qualification other than engineering wishing to gain an engineering qualification. Students coming in via the third pathway will be required to take foundation units of study to gain the necessary knowledge and skills to work as a professional engineer.

1c. Details of amendment

The units of study listed below have been updated and rebadged from the undergraduate units of study available to create UOS available for the MPE students to take to enhance their basic knowledge and skills sets of their chosen field of engineering. These UOS will have common lectures with corresponding undergraduate UOS, but will have Masters level assessment and tutorial problems set for them.

New Units of Study

The following new units of study proposals and revisions were considered and approved by the Committee.

AMME5601 Professional Engineering
AMME5301 Mechanics of Solids 1
AMME5500 Engineering Dynamics
AMME5302 Materials 1
AMME5200 Thermodynamics and fluids
AMME5501 System Dynamics & Control
AMME5901 Anatomy and Physiology for Engineers

AERO5660 Aviation Risk Assessment
AERO5210 Aerodynamics
AERO5211 Propulsion
AERO5310 Aerospace Structures
AERO5410 Aerospace Design
AERO5510 Flight Mechanics
AERO5210 Aerodynamics

MECH5400 Mechanical Design 1
MECH5262 Thermal Engineering
MECH5261 Fluid Mechanics
MECH5362 Materials 2
MECH5660 Manufacturing Engineering

CIVL5510 Civil Engineering Design

2a. Name of award course

Master of Professional Engineering (MPE)

2b. Purpose of proposal

For students completing the MPE to be recognised as professional engineers, and accredited as such, they must complete 12 weeks of work experience in a suitable engineering field and enrol in a research project or thesis.

2c. Details of Amendment

The following UOS have been written to meet the needs of Engineers Australia, the accrediting body, with ENGG5217 being amended to have a 0 credit point value and the addition of a 12cp research project for those students not eligible to follow the specific research pathway.

ENGG5219 Research Project

ENGG5217 Industrial (Placement Please note amendment of 0 credit points)

3a. Name of award course

Doctor of Engineering Practice (DEngPrac)

3b. Purpose of proposal

The Doctor of Engineering Practice had approved the following units of study, which have been listed in the faculty handbook, yet no course outlines have been available for these UOS.

3c. Details of Amendment

The following research units for the Doctor of Engineering Practice now have rigorous course outlines supplied and have been approved by the Research Committee and Faculty Board.

ENGG5701 Doctoral Thesis 1A

ENGG5702 Thesis and Doctoral Seminar 1B

ENGG5703 Doctoral Thesis 2A

ENGG5704 Thesis and Doctoral Seminar 2B

ENGG5705 Thesis and Doctoral Seminar 3A

ENGG5706 Thesis and Oral Defence

4a. Name of award course

Master of Engineering (ME)

Master of Professional Engineering (MPE)

4b. Purpose of proposal

Delete a superfluous unit of study, as MECH5900 Thesis is identical in content, has a standardised name and can be taken over First or Second semester.

4c. Details of Amendment

Units to be Deleted

MECH5901 Thesis Semester 2, Full Time 12cp

5a. Name of award course

Master of Information Technology (Software Engineering) (MIT(SE))

Master of Information Technology (E-Business) (MIT(E-Bus))

Master of Information Technology (E-Commerce) (MIT(E-Com))

5b. Purpose of proposal

Replace all occurrences of EBUS5003, (as it would not be offered by EIE from 2009), with the predecessor unit of study, ELEC5619 (Object-oriented Application Frameworks) and to further strengthen the MIT's Software Engineering major, ELEC5616 (Computer and Network Security) as a core unit of study to the SE major.

5c. Details of Amendment

Add: ELEC5616 – Computer & Network Security to MIT(SE) major.

Add: ELEC5619 – Object Application Frameworks to both MIT(SE) and MIT(E-Commerce) majors.

Delete: EBUS5003 from above listed majors.

6. Signature of Dean

29 October 2008

Minor Course Amendment Proposal

Faculty/Board of Studies: Faculty of Medicine

Contact person: Dr Claire Hooker, Senior Lecturer and Co-ordinator, Medical Humanities Unit

1. Name of award course

Master of Medical Humanities

2. Purpose of proposal

To offer Honours as level of award of the Master of Medical Humanities degree, as a response to student enquiries and demand and to bring it in line with the Faculty of Medicine standard, which is compliant with University policies such as the *University of Sydney (Coursework) Rule 2000 (as amended)* Division 8, items 20 and 23, and the *Length of Candidature and Minimum Credit Point Requirements for Coursework Master's Degrees, Graduate Diplomas and Graduate Certificates*.

The Medical Humanities Unit was established in the Faculty of Arts by Associate Professor Jill Gordon in 2003, and moved to the Faculty of Medicine in 2008.

In addition to offering a Postgraduate Certificate, Postgraduate Diploma, Masters by Coursework and postgraduate research degrees, the Medical Humanities Unit also provides teaching and options subjects to the University of Sydney Graduate Medical Program.

According to feedback from students, and a review of grades, between 10% and 20% of currently enrolled students would be eligible and interested in completing the Masters of Medical Humanities degree with Honours. For example, all six students graduating with a Masters in Medical Humanities this year are awarded their degrees with merit. Relative to current student numbers, there will be between one and five students eligible to undertake Honours each semester, and not all eligible students will choose this option. Dr Claire Hooker and four other staff members within the Medical Humanities Unit will be available to supervise the students who choose to complete Honours.

Honours as a level of award will be available to be undertaken by students who comply with the Faculty of Medicine Standard Degree Structure, in which students who successfully complete 48 credit points of coursework, obtain a minimum weighted average mark of 70% in all coursework units of study and successfully complete an additional 12 credit point dissertation graduate with honours.

Approval is being sought retrospectively for commencement in Semester 2 2008, to allow current students who are eligible to complete their Masters of Medical Humanities as Honours awards. Due to the transfer of Medical Humanities from the Faculty of Arts to the Faculty of Medicine, and the recent appointment of a new Medical Humanities Co-ordinator, the Unit was not aware of the demand for Honours as level of award of the Master of Medical Humanities until Semester 1 2008. When students were surveyed, it became clear that there is at least one eligible student who will be choosing to undertake Honours in Semester 2 2008 if this proposal is approved.

We also wish to amend the Faculty resolutions regarding satisfactory progress to bring them in line with the new SAR policy, see item 14 of the Faculty Resolutions below.

3. Details of amendment

The changes to Senate resolutions are:

4. Requirements for the honours degree

4.1 To qualify for the award of the honours degree a student must complete the honours requirements published in the Faculty Resolutions relating to the course.

The changes to the Faculty resolutions are:

4. Requirements for the award of honours

4.1 A candidate of the degree of Master of Medical Humanities may be awarded the degree with honours at graduation where the candidate:

4.1.1 has enrolled for and successfully completed 48 credit points of coursework and 12 credit points of research resulting in a successfully completed dissertation; and

4.1.2 has obtained a weighted average mark of at least 70 per cent in the coursework component of the degree.

4.2 If a pass level degree of Master of Medical Humanities has already been awarded, the testamur will be replaced by the honours level degree testamur after completing all honours requirements.

4.3 Not more than eight years shall have elapsed between a candidate being awarded the pass level degree of Master of Medical Humanities and beginning requirements for the award of honours.

5. Award

~~5.1 The Master of Medical Humanities, Graduate Diploma in Medical Humanities and the Graduate Certificate in Medical Humanities shall all be awarded in one grade only, namely pass.~~

~~5.2 A candidate may be awarded the pass degree of Master of Medical Humanities with merit at graduation where the candidate has achieved a minimum average mark of 75 per cent upon completion of all units. The degree of Master of Medical Humanities shall be awarded as a pass degree or with honours.~~

~~5.2.1 A candidate may be awarded the pass degree of Master of Medical Humanities with merit at graduation where the candidate has achieved a minimum average mark of 75 per cent upon completion of all units.~~

14. Satisfactory progress

~~14.1 The faculty requires student to demonstrate satisfactory progress with their studies as set out in the current relevant University policy on progression. The faculty may~~

~~14.1.1 on the recommendation of the head of the discipline concerned, call upon any candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of either degree; and~~

~~14.1.2 where, in the opinion of the Faculty, the candidate does not show good cause, terminate the candidature.~~

The only other changes are renumbering from the insertion of the new item 4.

4. Transitional arrangements

Students from the past few years with WAMs of 70 per cent or greater will be contacted regarding the changes to allow them to apply to undertake the honours component if desired. Eligible current student will have this option from when approval is granted.

This amendment only applies to students enrolled in the Faculty of Medicine. Students who began their Medical Humanities degrees prior to 2007 will graduate from the Faculty of Arts, and so will not be affected by this amendment.

5. Other relevant information

The relevant Faculty of Medicine Standard Degree Structures outline is attached as are the full degree resolutions.

6. Signature of Dean

Faculty of Medicine Standard Degree Structures

1. The basic Masters degree will consist of 48 credit points of coursework.
2. The Masters degree will be awarded in Pass or Honours.
3. The degree will be awarded "Pass with Merit" if the candidate obtains a minimum weighted average mark in all of their coursework of 75% and does not receive "Honours".
4. The degree will be awarded with "Honours" if the candidate successfully completes 48 credit points of coursework, obtains a minimum weighted average mark in all coursework of 70% and successfully completes an additional 12 credit point dissertation.
5. "Dissertation" will be the term used for the written research report. A dissertation usually consists of 8,000 to 20,000 words.
6. Students will not be able to enrol for the dissertation unless they have achieved a minimum weighted average mark of 70% in their first 24 credit points of coursework.
6. Students may decide to enrol for and submit a dissertation up to 10 years after completing the 48 credit points of coursework required for the pass degree.
6. The basic Graduate Diploma degree will consist of 36 credit points of coursework.
7. The basic Graduate Certificate degree will consist of 24 credit points of coursework.
8. The Graduate Diploma and Graduate Certificate will be awarded in Pass only.
9. Units of Study will be 6 credit points.

Senate and Faculty Resolutions

Master of Medical Humanities, Graduate Diploma in Medical Humanities, Graduate Certificate in Medical Humanities

The Resolutions of Senate and the Faculty relating to the Master of Medical Humanities, Graduate Diploma in Medical Humanities, Graduate Certificate in Medical Humanities in the Faculty of Medicine are amended, with effect from 1 January 2009, as follows (additions indicated by underlined, deletions indicated by strikethrough):

Master of Medical Humanities, Graduate Diploma in Medical Humanities, Graduate Certificate in Medical Humanities

Resolutions of the Senate

1. Requirements for the Master of Medical Humanities

1.1 To qualify for the award of the Master of Medical Humanities a student must:

1.1.1 complete successfully units of study giving credit for a total of 48 credit points; and

1.1.2 complete successfully units of study giving credit for a total of 48 credit points; and

2. Requirements for the Graduate Diploma in Medical Humanities

2.1 To qualify for the award of the Graduate Diploma in Medical Humanities a student must:

2.1.1 complete successfully units of study giving credit for a total of 36 credit points; and

2.1.2 satisfy the requirements of all other relevant By-laws, rules and resolutions of the University.

3. Requirements for the Graduate Certificate in Medical Humanities

3.1 To qualify for the award of the Graduate Certificate in Medical Humanities a student must:

3.1.1 complete successfully units of study giving credit for a total of 24 credit points; and

3.1.2 satisfy the requirements of all other relevant By-laws, rules and resolutions of the University.

4. Requirements for the degree with honours

4.1 To qualify for the award of the honours degree a student must complete the honours requirements published in the Faculty Resolutions relating to the course.

Resolutions of the Faculty

1. Admission

1.1 Except as provided in Part 9, section 47 of the University of Sydney (Amendment Act) Rule 1999 (as amended), the Faculty may, on the recommendation of the head of the relevant discipline, admit to candidature for:

1.1.1 the degree of Master of Medical Humanities an applicant who:

1.1.1.1 holds a degree from the University of Sydney, or another recognised institution as provided for in University of Sydney By-laws, and

1.1.1.2 has completed a bachelor's degree at a standard acceptable to the faculty, or

1.1.1.3 has completed requirements for the Graduate Diploma in Medical Humanities;

1.1.2 the Graduate Diploma in Medical Humanities an applicant who:

1.1.2.1 holds a degree from the University of Sydney, or another recognised institution as provided for in University of Sydney By-laws, and

1.1.2.2 has completed a bachelor's degree at a standard acceptable to the faculty, or

1.1.2.3 has completed requirements for the Graduate Certificate in Medical Humanities;

1.1.3 the Graduate Certificate in Medical Humanities an applicant who:

1.1.3.1 holds a degree from the University of Sydney, or another recognised institution as provided for in University of Sydney By-Laws, and

1.1.3.2 has completed a bachelor's degree at a standard acceptable to the faculty

2. Units of study

2.1 For details of units of study relating to the degree of Master of Medical Humanities, the Graduate Diploma in Medical Humanities or the Graduate Certificate in Medical Humanities refer to the Faculty Handbook.

3. Requirements for the award courses

3.1 To qualify for the degree of Master of Medical Humanities, the Graduate Diploma in Medical Humanities or the Graduate Certificate in Medical Humanities candidates must:

3.1.1 successfully complete such units of study as may be prescribed by the Faculty on the recommendation of the Head of the relevant discipline, and

3.1.2 satisfy the requirements of all other relevant by-laws, rules and resolutions of the University, and

3.1.3.1 enrol for and successfully complete units of study, covering material new to the candidate, giving credit for a total of 48 credit points to qualify for the degree of Master of Medical Humanities, or

3.1.3.2 enrol for and successfully complete units of study, covering material new to the candidate, giving credit for a total of 36 credit points to qualify for the Graduate Diploma in Medical Humanities, or

3.1.3.3 enrol for and successfully complete units of study, covering material new to the candidate, giving credit for a total of 24 credit points to qualify for the Graduate Certificate in Medical Humanities.

4. Requirements for the award of honours

4.1 A candidate of the degree of Master of Medical Humanities may be awarded the degree with honours at graduation where the candidate:

4.1.1 has enrolled for and successfully completed 48 credit points of coursework and 12 credit points of research resulting in a successfully completed dissertation; and

4.1.2 has obtained a weighted average mark of at least 70 per cent in the coursework component of the degree.

4.2 If a pass level degree of Master of Medical Humanities has already been awarded, the testamur will be replaced by the honours level degree testamur after completing all honours requirements.

4.3 Not more than eight years shall have elapsed between a candidate being awarded the pass level degree of Master of Medical Humanities and beginning requirements for the award of honours.

5. Award

5.1 ~~The Master of Medical Humanities, Graduate Diploma in Medical Humanities and the Graduate Certificate in Medical Humanities shall all be awarded in one grade only, namely pass.~~

~~5.2 A candidate may be awarded the pass degree of Master of Medical Humanities with merit at graduation where the candidate has achieved a minimum average mark of 75 per cent upon completion of all units. The degree of Master of Medical Humanities shall be awarded as a pass degree or with honours.~~

~~5.2.1 A candidate may be awarded the pass degree of Master of Medical Humanities with merit at graduation where the candidate has achieved a minimum average mark of 75 per cent upon completion of all units.~~

6. Award of Graduate Certificate in Medical Humanities

6.1 A candidate for the degree of Master of Medical Humanities or the Graduate Diploma in Medical Humanities may apply for the award of the Graduate Certificate in Medical Humanities if, in the opinion of the faculty and on the recommendation of the head of the relevant discipline, the candidate fulfils the requirements in 3., and has completed work for that course equivalent to that required in 4.

6.2 Such a candidate shall thereupon cease to be a candidate for the previous award course.

7. Award of Graduate Diploma in Medical Humanities

7.1 A candidate for the degree of Master of Medical Humanities may apply for the award of the Graduate Diploma in Medical Humanities if, in the opinion of the faculty and on the recommendation of the Head of the relevant discipline, the candidate fulfils the requirements in 3., and has completed work for that course equivalent to that required in 4.

7.2 Such a candidate shall thereupon cease to be a candidate for the previous award course.

8. Method of progression

8.1 A candidate for the degree shall proceed by enrolling and completing units of study as prescribed by the faculty.

9. Enrolment

9.1 A student must be enrolled in each semester in which he or she is actively completing the requirements for the award course.

9.2 The candidature of a student who has not re-enrolled and who has not obtained approval from the faculty for a suspension of candidature for the relevant semester will be deemed to have lapsed.

10. Restrictions on enrolment

10.1 Admission to candidature may be limited by a quota. In determining the quota the Faculty will take into account:

10.1.1 availability of resources

10.1.2 availability of adequate and appropriate supervision.

10.2 In considering an application for admission the dean will take into account the quota. Entry will be based on applicants who are most meritorious in terms of item 1.

11. Discontinuation of enrolment

11.1 A candidate who wishes to discontinue enrolment from the Master of Medical Humanities, Graduate Diploma in Medical Humanities or the Graduate Certificate in Medical Humanities, must notify the faculty in writing and will be presumed to have discontinued enrolment from the date of that notification, unless evidence is produced showing:

11.1.1 that the discontinuation occurred at an earlier date; and

11.1.2 that there was good reason why the notification could not be made at the earlier time.

11.2 A discontinuation of enrolment may be recorded as *Withdrawn (W)* or *Discontinued Not To Count As Failure (DNF)* where that discontinuation occurs within the time-frames specified by the University and published by the Student Centre, or where the student meets other conditions as specified by the faculty.

12. Suspension of candidature

12.1 A candidate who wishes to suspend their candidature must apply, in writing, to the faculty.

12.1.1 The application must be received by the faculty prior to the commencement of the relevant semester.

12.1.2 A candidate may only apply for a period of suspension for one semester at any one time. Should a candidate wish to suspend their candidature for more than one semester another application must be made to the faculty for each subsequent semester, prior to the commencement of the relevant semester.

12.1.3 Late applications may be considered at the faculty's discretion.

12.1.4 Where a student has previously enrolled for the relevant semester, a suspension of enrolment may be recorded as *Withdrawn (W)* or *Discontinued Not To Count As Failure (DNF)* where that application is received within the time-frames specified by the University and published by the Student Centre, or where the student meets other conditions as specified by the faculty.

12.2 Where the candidate has previously had two semesters of suspension the application will be considered by the Board of Postgraduate Studies for the faculty.

13. Re-enrolment after an absence

13.1 A student must enrol in the semester following a period of approved suspension.

13.2 A student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the faculty.

14. Satisfactory progress

14.1 The faculty requires student to demonstrate satisfactory progress with their studies as set out in the current relevant University policy on progression. The faculty may

~~14.1.1 on the recommendation of the head of the discipline concerned, call upon any candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of either degree; and~~

~~14.1.2 where, in the opinion of the Faculty, the candidate does not show good cause, terminate the candidature.~~

15. Credit

15.1 Refer to *University of Sydney (Coursework) Rule 2000 (as amended)*, Division 3, Section 8 and the Board of Postgraduate Studies for the Faculties of Dentistry, Medicine and Pharmacy, *Academic Credit, Advanced Standing, and Exemption Policy*.

15.2 A candidate may receive credit, as recommended by the Head of the relevant discipline, towards the requirements for the Master of Medical Humanities, the Graduate Diploma in Medical Humanities or the Graduate Certificate in Medical Humanities where:

15.2.1 before admission, the candidate has spent time in graduate study in the University of Sydney or another university, and

15.2.2 the candidate has completed coursework, within five years except with the permission of the dean, considered by the dean to be equivalent to work prescribed for the award course.

16. Time limits

16.1 A full-time candidate of the degree of Master of Medical Humanities must complete the requirements for the degree not earlier than one year after the commencement of candidature and, except with the permission of the Faculty on the recommendation of the head of the discipline concerned, not later than two years after commencement of candidature.

16.2 A part-time candidate of the degree of Master of Medical Humanities must complete the requirements for the degree not earlier than two years after the commencement of candidature and, except with the permission of the Faculty on the recommendation of the head of the discipline concerned, not later than six years after commencement of candidature.

16.3 A full-time candidate of the Graduate Diploma in Medical Humanities must complete the requirements for the degree not earlier than one year after the commencement of candidature and, except with the permission of the Faculty on the recommendation of the head of the discipline concerned, not later than two years after commencement of candidature.

16.4 A part-time candidate of the Graduate Diploma in Medical Humanities must complete the requirements for the degree not earlier than 3 semesters after the commencement of candidature and, except with the permission of the Faculty on the recommendation of the head of the discipline concerned, not later than four years after commencement of candidature.

16.5 A full-time candidate of the Graduate Certificate in Medical Humanities must complete the requirements for the degree not earlier than one semester after the commencement of candidature and, except with the permission of the Faculty on the recommendation of the head of the discipline concerned, not later than two years after commencement of candidature.

16.6 A part-time candidate of the Graduate Certificate in Medical Humanities must complete the requirements for the degree not earlier than one year after the commencement of candidature and, except with the permission of the Faculty on the recommendation of the head of the discipline concerned, not later than four years after commencement of candidature.

17. Examination

17.1 The Head of the relevant discipline shall report the result of the examination of the coursework and other work, if any, to the faculty which shall determine the results of the candidature.

Minor Course Amendment Proposal

Faculty/Board of Studies: Faculty of Medicine

Contact person: Professor James May

1. Name of award course

Master of Surgery (coursework)

2. Purpose of proposal

To include two streams (Endocrine Surgery and Cardiothoracic Surgery) which were inadvertently omitted from FlexSIS.

Background: A stream in the Master of Surgery (Coursework) is an area of specialisation within surgery upon which the treatise will be written. There is thus no extra work involved in this proposal, just a wider choice for students to choose from. We have extra surgeons in these two areas to supervise the treatises and thus spread the load. Importantly the amendment will have no effect on the Master of Surgery (research).

3. Details of amendment

The relevant Senate and Faculty resolutions are contained in the Faculty Handbook: Degrees and diplomas in Medicine Items 7 and 8 (attached). These items provide the mandate to award the degree in the surgical stream in which the candidate enrolls and completes a dissertation, in addition to specifying on the testamur the specialty in which the degree is awarded. This is the reason why this minor amendment is required.

4. Transitional arrangements

No students currently enrolled in these two specialities.

5. Other relevant information

N/A

6. Signature of Dean

Resolutions of Senate

Degrees, Diplomas and Certificates in the Faculty of Medicine

The Resolutions of Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Medicine are amended, with effect from 1 January 2009, as follows (additions indicated by underlined, deletions indicated by strikethrough):

Degrees, diplomas and certificates in the Faculty of Medicine

1. The degrees in the Faculty of Medicine shall be:
 - 1.1 Bachelor of Medicine (MB)
 - 1.2 Bachelor of Surgery (BS)
 - 1.3 Doctor of Medicine (MD)
 - 1.4 Doctor of Philosophy (PhD)
 - 1.5 Doctor of Public Health (DPH)
 - 1.6 Master of Bioethics (MBEth)
 - 1.7 Master of Bioethics (Honours) (MBEthHon)
 - 1.8 Master of Biostatistics (MBiostat)
 - 1.9 Master of Health Policy (MHPol)
 - 1.10 Master of Indigenous Health Promotion (Substance Use) (MIndigH(SubUse))
 - 1.11 Master of International Ophthalmology (MIOPhth)
 - 1.12 Master of International Public Health (MIntPH)
 - 1.13 Master of Medical Education (MMedEd)
 - 1.14 Master of Medical Humanities (MMedHum)
 - 1.15 Master of Medicine (MMed)
 - 1.16 Master of Philosophy (MPhil)
 - 1.17 Master of Public Health (MPH)
 - 1.18 Master of Science in Medicine (MScMed)
 - 1.19 Master of Surgery (MS)
2. The combined degrees in the Faculty of Medicine shall be:
 - 2.1 Bachelor of Arts (Advanced) (Honours)/Bachelor of Medicine and Bachelor of Surgery (BA(Advanced)(Hons)/MBBS)
 - 2.2 Bachelor of Commerce/Bachelor of Medicine and Bachelor of Surgery (BCommerce/MBBS)
 - 2.3 Bachelor of Economics/Bachelor of Medicine and Bachelor of Surgery (BEcon/MBBS)
 - 2.4 Bachelor of Medical Science/Bachelor of Medicine and Bachelor of Surgery (BMedSc/MBBS)
 - 2.5 Bachelor of Music Studies/Bachelor of Medicine and Bachelor of Surgery (BMusSt/MBBS)
 - 2.6 Bachelor of Science (Advanced)/Bachelor of Medicine and Bachelor of Surgery (BSc(Advanced)/MBBS)
3. The diplomas in the Faculty of Medicine shall be:
 - 3.1 Advanced Diploma in Indigenous Primary Health Care (AdvDipIndigPrimHC)
 - 3.2 Diploma in Indigenous Primary Health Care (DipIndigPrimHC)
 - 3.3 Graduate Diploma in Bioethics (GradDipBEth)
 - 3.4 Graduate Diploma in Biostatistics (GradDipBiostat)
 - 3.5 Graduate Diploma in Health Policy (GradDipHPol)
 - 3.6 Graduate Diploma in Indigenous Health Promotion (GradDipIndigHProm)
 - 3.7 Graduate Diploma in Infection and Immunity (GradDipInfImm)
 - 3.8 Graduate Diploma in International Ophthalmology (GradDipIOphth)
 - 3.9 Graduate Diploma in International Public Health (GradDipIntPH)
 - 3.10 Graduate Diploma in Medical Education (GradDipMedEd)
 - 3.11 Graduate Diploma in Medical Humanities (GradDipMedHum)
 - 3.12 Graduate Diploma in Medicine (GradDipMed)
 - 3.13 Graduate Diploma in Public Health (GradDipPH)
 - 3.14 Graduate Diploma of Science in Medicine (GradDipScMed)
 - 3.15 Graduate Diploma in Surgery (GradDipSurg)
4. The certificates in the Faculty of Medicine shall be:

- 4.1 Graduate Certificate in Bioethics (GradCertBEth)
- 4.2 Graduate Certificate In Bioethics (Biotechnology) (GradCertBEthBTech)
- 4.3 Graduate Certificate In Bioethics (Clinical Ethics) (GradCertBEthClinEth)
- 4.4 Graduate Certificate in Biostatistics (GradCertBiostat)
- 4.5 Graduate Certificate in Clinical Epidemiology (GradCertClinEpi)
- 4.6 Graduate Certificate in Health Policy (GradCertHPol)
- 4.7 Graduate Certificate in Infection and Immunity (GradCertInfnImm)
- 4.8 Graduate Certificate in Medical Education (GradCertMedEd)
- 4.9 Graduate Certificate in Medical Humanities (GradCertMedHum)
- 4.10 Graduate Certificate in Medicine (GradCertMed)
- 4.11 Graduate Certificate in Pain Management (GradCertPainMgt)
5. The degree of Master of Medicine shall be awarded in the following streams:
 - 5.1 Clinical Epidemiology (ClinEpi)
 - 5.2 Dermatology (Derm)
 - 5.3 Infection and Immunity (InfnImm)
 - 5.4 Interdisciplinary Medicine (IntMed)
 - 5.5 Ophthalmic Science (OphthSc)
 - 5.6 Paediatric Medicine (Paed)
 - 5.7 Pain Management (PainMgt)
 - 5.8 Psychotherapy (Psychotherapy)
 - 5.9 Refractive Surgery (RefractSurg)
 - 5.10 Renal Medicine (RenalMed)
 - 5.11 Reproductive Health Sciences and Human Genetics (RHHG)
 - 5.12 Sexually Transmitted Diseases/HIV (STD/HIV)
6. The degree of Master of Science in Medicine shall be awarded in the following streams:
 - 6.1 Clinical Epidemiology (ClinEpi)
 - 6.2 Infection and Immunity (InfnImm)
 - 6.3 Ophthalmic Science (OphthSc)
 - 6.4 Pain Management (PainMgt)
 - 6.5 Psychotherapy (Psychotherapy)
 - 6.6 Reproductive Health Sciences and Human Genetics (RHHG)
 - 6.7 Sexually Transmitted Diseases/HIV (STD/HIV)
 - 6.8 Sleep Medicine (Sleep Medicine)
7. The degree of Master of Surgery by coursework and treatise shall be awarded in the surgical stream in which the candidate enrolls and completes a dissertation. The streams shall be:
 - 7.1 Cardiothoracic Surgery
 - 7.2 Colorectal
 - 7.3 Endocrine Surgery
 - 7.4 Endovascular Surgery
 - 7.5 Hand Surgery
 - 7.6 Head and Neck
 - 7.7 Neurosurgery
 - 7.8 Orthopedic
 - 7.9 Otorhinolaryngology
 - 7.10 Paediatric Surgery
 - 7.11 Plastic/Reconstructive Surgery
 - 7.12 Surgical Oncology
 - 7.13 Transplant Surgery
 - 7.14 Upper Gastrointestinal Surgery
 - 7.15 Urology
 - 7.16 Vascular Surgery
8. The testamur for the degree shall specify the specialty in which the degree is awarded.
9. The Graduate Diploma in Medicine shall be awarded in the following streams:
 - 9.1 Clinical Epidemiology (ClinEpi)
 - 9.2 Dermatology (Derm)
 - 9.3 Interdisciplinary Medicine (IntMed)

- 9.4 Ophthalmic Science (OphthSc)
- 9.5 Paediatric Medicine (Paed)
- 9.6 Pain Management (PainMgt)
- 9.7 Refractive Surgery (RefractSurg)
- 9.8 Renal Medicine (RenalMed)
- 9.9 Sexually Transmitted Diseases/HIV (STD/HIV)
- 10. The Graduate Diploma of Science in Medicine shall be awarded in the following streams:
 - 10.1 Clinical Epidemiology (ClinEpi)
 - 10.2 Ophthalmic Science (OphthSc)
 - 10.3 Pain Management (PainMgt)
 - 10.4 Sexually Transmitted Diseases/HIV (STD/HIV)
 - 10.5 Sleep Medicine (Sleep Medicine)
- ~~11. The Graduate Diploma in Surgery shall be awarded in the surgical stream in which the candidate enrolls.~~
- 11. The certificate for the graduate diplomas shall specify the specialty in which the graduate diploma is awarded.
- 12. The Graduate Certificate in Medicine shall be awarded in the following streams:
 - 12.1 Dermatology (Derm)
 - 12.2 Interdisciplinary Medicine (IntMed)
 - 12.3 Paediatric Medicine (Paed)
 - 12.4 Renal Medicine (RenalMed)
- 13. The certificate for the Graduate Certificate in Medicine shall specify the speciality in which the graduate certificate is awarded.

Agenda Item 8

Academic Board Policy on Advanced Standing, Credit and Exemption

As discussed at the Committee's last meeting, the Admissions Sub-Committee of the Academic Board has reviewed and revised the Board's existing policy on advanced standing, credit and exemption. The Graduate Studies Committee is asked to endorse the revised policy and recommend it to the Academic Board.

Recommendation

That the Graduate Studies Committee recommend that Academic Board approve the revisions to the policy on Advanced Standing, Credit and Exemption, as set out in the report presented.



The University of Sydney

Admission: Advanced Standing, Credit and Exemption Policy

Approved by: Academic Board on 15 April 1998
Date of effect: 16 April 1998
Reviewed and amended by the Academic Board in 2008
Revised policy date of effect: 1 January 2009

1. Introduction

The following resolutions of the Academic Board must be read in conjunction with the *University of Sydney (Amendment Act) Rule 1999 Part 9: Admission to Courses*, Division 8 and the *University of Sydney (Coursework) Rule 2000*.

2. Recognition of Institutions and Programs

Recognition of institutions and programs under these policies and procedures is the responsibility of the Undergraduate and Graduate Studies Committees of the Academic Board.

3. Definitions

~~**Australian Tertiary Institution** means a tertiary institution within the Australian Unified National System.~~

University As defined by the Department of Education, Employment and Workplace Relations, a University means a body:

1. that is established as a university, or recognised as a university, by or under a law of the Commonwealth, a State, the Australian Capital Territory or the Northern Territory, and
2. meets nationally agreed criteria for a university.

Course means a structured academic program leading to the award of a degree, diploma or certificate of the University.

Unit of Study (a unit) means a stand-alone component of a course.

Advanced Standing is the formal acknowledgment by the University- generally through the granting of credit- of previous academic attainment by students prior to their enrolment in their current course. ~~means students admitted to a course at the University of Sydney may be granted Advanced Standing based on previous attainment in another course at a recognized tertiary institution.~~ Advanced standing can be is granted in the form of credit points which count towards the requirements for the course.

Credit Advanced standing may be granted as specific credit or non-specific credit.

Specific credit is the recognition of previously completed studies as directly equivalent to a unit of study at this University (e.g. specific credit is given for Physics 1 [PHYS1001] at this University for Physics 1 taken at the University of Adelaide.).

Non-specific credit takes the form of a block credit for a specified number of credit points at a particular level e.g.

- this University does not teach Russian but credit may be given towards the degree of Bachelor of Arts for full first year study in Russian taken at the University of New South Wales, as 12 Junior credit points; or
- a student may be granted 48 junior credit points for the first year of an Arts degree completed at another Australian tertiary institution.

These credit points may be in a particular subject area. Non-specific The credit is not linked to a specific unit of study at this University.

Exemption

A student taking a particular unit of study is normally required to attend all prescribed lectures, seminars, tutorials and practical work. On the basis of previous study a student can, however, be exempted from completing parts of the prescribed work for a particular unit of study within a course. ~~Exemption may also be granted for the whole of a prescribed unit of study (this may also be known as a 'Waiver'). In such cases, no advanced standing will be granted and the student will be required to complete an alternative unit of study as prescribed by the Faculty.~~

Waiver

Exemption may also be granted for the whole of a prescribed unit of study: this is known as a 'Waiver'. This is usually to relieve the need to complete a prerequisite. In such cases, no credit will be granted and the student will be required to complete an alternative unit of study as prescribed by the Faculty, in order to gain sufficient credit points to meet the requirements for the degree.

Embedded Program Award courses in the graduate certificate, graduate diploma and master's degree by coursework sequence which allow unit of study credit points to count in more than one of the awards, e.g. the Graduate Certificate in Information Technology, Graduate Diploma in Information Technology and Master of Information Technology.

4. Preamble

The University of Sydney's policy on advanced standing, credit and exemption is based on the following broad principles:

- 4.1 granting maximum credit for appropriate prior learning;
- 4.2 support for articulation with other tertiary providers and with other courses at the University of Sydney;
- 4.3 a consistent and transparent approach to the granting of credit;

4.4 consistency with the Group of Eight Credit Transfer Agreement (March 2007)

5. Policy

5.1 Entry to the University's courses is competitive and eligibility for credit or advanced standing does not guarantee an applicant a place in a course.

5.2 The level of credit to be granted towards a particular course shall be determined at Faculty level in accordance with this policy and the degree and faculty resolutions. Any credit granted must be consistent with the current resolutions governing progression within the course in which credit is sought. If a student is admitted to candidature for an undergraduate degree at the University of Sydney with credit for completed units of study, the maximum credit allowed will be determined by the requirement that the student complete a minimum of the equivalent of two full-time semesters of their course at the University of Sydney.

5.3 Regardless of the level of credit granted, any pre-requisite and co-requisite requirements must be met, unless approval to waive these requirements has been given (see 'Waiver').

5.4 Amount of credit to be granted.

Generally, the same unit of study cannot be counted towards the requirements for two different courses, except for approved combined degrees and the instances set out below:

5.4.1 Undergraduate coursework: If a student is admitted to candidature for an undergraduate degree at the University of Sydney with credit for completed units of study not counted towards an award, the maximum credit allowed will be determined by the requirement that a minimum of the equivalent of 48 credit points of their course be completed at the University of Sydney.

Graduates, however may be given a limited amount of credit for units of study already counted in a completed qualification. Except where provided otherwise in the specific resolutions for the course concerned, the maximum credit granted in such cases will be determined by the requirement that a graduate who is admitted to candidature for a degree of bachelor with credit for completed units of study shall attend units of study for the equivalent of at least two full-time years in that course, unless additional credit from an uncompleted course or courses has also been granted.

5.4.2 Postgraduate coursework: Credit towards a postgraduate coursework degree (GradCert, GradDip, Masters) will not be given for undergraduate units of study or for completed postgraduate awards except in the case of embedded programs.

5.4.3 Specific or non-specific credit for postgraduate study undertaken at another tertiary institution, for which an award was not made, may be granted by the faculty (s5.7) subject to a maximum equivalent of one-third of the credit point requirements for the award.

5.5 Credit will not normally be granted for units of study completed more than ten ~~two~~ years prior to application. Faculties may prescribe a shorter timeframe.

- 5.6 Credit may be granted for units of study completed at an Australian University as follows:
- 5.6.1 Subject to limitations outlined in University policy, units of study which are part of award courses at Australian tertiary institutions shall generally be recognised for credit towards appropriate or equivalent awards of the University of Sydney.
- 5.6.2 Credit shall generally be granted for a specific unit of study where there is substantial overlap of skills, knowledge and experience at a level deemed to be equivalent to a University of Sydney unit of study.
- 5.6.3 Non-specific credit appropriate to the award may be granted in accordance with Faculty policies and guidelines.
- ~~5.6 Credit will not be automatically granted for units of study completed at an institution from which an applicant was either excluded or asked to show good cause. Faculties do, however, have the discretion to grant credit or exemption in such cases on the grounds of work completed at the other institution.~~
- ~~5.7 Credit may be granted for units of study completed at Australian tertiary institutions as follows:~~
- ~~5.7.1 Units of study which are part of award courses at Australian tertiary institutions shall generally be recognised for credit towards appropriate or equivalent awards of the University of Sydney.~~
- ~~5.7.2 Credit shall generally be granted for a specific unit of study where there is substantial overlap of content at a level deemed to be equivalent to a University of Sydney unit of study.~~
- ~~5.7.3 Non-specific credit appropriate to the award may be granted in accordance with Faculty policies and guidelines.~~
- 5.7 Units of study completed through:
- 5.7.1 recognised overseas tertiary institutions
- 5.7.2 registered private providers of accredited higher education courses
- 5.7.3 the Vocational Education and Training sector
- may be recognised for specific or non-specific credit towards appropriate courses of the University of Sydney.
- 5.8 Credit shall be granted for completed units in other programs after evaluation by the Faculty of the program which forms the basis for the ~~for which the applicant claims credit application~~. The program of study will be measured against factors including:
- 5.8.1 the general educational practices and standards of the institution(s) or system;
- 5.8.2 the objectives of the particular course and the methods adopted to achieve these objectives;
- 5.8.3 admission requirements for the course;
- 5.8.4 the duration of the course;
- 5.8.5 the breadth, depth and balance of the course material;

- 5.8.6 the methods of assessment;
- 5.8.7 the teaching staff conducting the course, including numbers, professional qualifications and experience and educational expertise;
- 5.8.8 the accommodation and facilities including equipment, library, laboratories, workshops and other instructional or research resources for the particular course.

5.9 Credit for Other Prior Learning

Credit may be granted for other prior learning where that experience can be documented. The onus shall be on the applicant to provide appropriate evidence or demonstrate the relevant skills, knowledge and understanding gained. The criteria in s5.8 may be used as a guide. ~~Such credit shall be granted only when the applicant can demonstrate equivalent skills and knowledge to that gained if the relevant University of Sydney studies were undertaken.~~

~~5.11 Amount of Credit to be Granted~~

~~Any credit granted must be consistent with the current resolutions governing progression within the course in which credit is sought. If a student is admitted to a candidature for an undergraduate degree at the University of Sydney with credit for completed units of study, the maximum credit allowed will be determined by the requirement that the student will be required to complete a minimum of the equivalent of two full-time semesters of their course at the University of Sydney (see also section (iv) above for provisions relating to graduates admitted with credit for units of study already counted towards a degree).~~

5.10 Honours level study Degrees

Where course resolutions permit, students who have been awarded the degree of bachelor at pass level may be permitted to enrol for that degree at honours level.

6. Procedures

- 6.1 Each Faculty shall publish annually details of its advanced standing and credit transfer policy including the criteria to be applied and relevant deadlines.
- 6.2 Credit will be approved by the Faculty administering the course for which the student is enrolled and will not automatically be transferred from one course to another. With respect to combined programs, applications must be made to the faculty delivering the equivalent unit of study for which credit is sought.
- 6.3 Applicants seeking credit must apply to the Faculty using the University on the required form, and must provide satisfactory documentary evidence in support of their application.
- 6.4 Individual decisions about granting of credit to applicants will be made by the relevant Dean or nominee ~~Faculty officers~~ within procedures and frameworks established and maintained by the Faculty in accordance with this policy.
- 6.5 Advice on possible credit to be gained will be given by the relevant faculty officer to a potential student on the understanding that a final decision will be communicated if the student is admitted to the course.

- 6.6 A fully documented decision to grant or not grant credit shall be attached to the student's file. Documentation, including any supporting documents, must be stored and filed in accordance with current University practice.
- 6.7 A student wishing to contest a faculty's decision on the granting of credit should follow the procedures in "Resolutions of the Academic Board: Principles for student appeals against academic decisions".
- 6.8 By the end of each calendar year, each faculty will submit to the Academic Board a summary of applications for granting of credit, indicating the courses for which credit was sought and the amount granted.

Agenda Item 9 2009 Meeting Dates

2009 Graduate Studies Committee meeting schedule

The 2009 meeting dates of the Graduate Studies Committee, and the schedule for the production and distribution of the agenda, are set out below.

All meetings will be held at **2.00 pm in the Western Tower Room, Quadrangle Building**. Meetings will be on Wednesdays.

<i>Close-off for receipt of material for agenda</i>	<i>Agenda mailed</i>	<i>Meeting date</i>
Wednesday	Wednesday	Wednesday
28 January	4 February	11 February
11 March	18 March	25 March
29 April	6 May	13 May
3 June	10 June	17 June
29 July	5 August	12 August
9 September	16 September	23 September
14 October	21 October	28 October
11 November	18 November	25 November

<i>Easter</i>	<i>Friday 10 April to Monday 13 April inclusive</i>
<i>Anzac Day Public Holiday</i>	<i>Monday 27 April</i>
<i>Queen's Birthday</i>	<i>Monday 8 June</i>
<i>Labour Day</i>	<i>Monday 5 October</i>
<i>AVCC Common Weeks / non-teaching periods</i>	<i>Friday 10 April to Friday 17 April inclusive; Monday 6 July to Friday 10 July inclusive; Monday 28 September to Friday 2 October inclusive.</i>

Recommendation

That the Graduate Studies Committee note the meeting dates for 2009, as set out in the report presented.