



The University of Sydney

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## Academic Board

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MEMORANDUM TO:                   Members of the Academic Board

The inaugural meeting of the Academic Board will be held at 2 pm on **Wednesday 13 November 1996** in the Professorial Board Room.

The agenda for the meeting is set out below, and the Chair's recommendation for the action to be taken by the Board in respect of each agenda item is set out below each item, preceded by the symbol #.

*Erica Ring*

for

Sue Chapman

Registrar and Deputy Principal (Administrative Support Services)

6 November 1997

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The items on this agenda are as follows:

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## A G E N D A

### A4. Report of the Chair

#### Part I

**1. Report on Senate Matters**

A report will be tabled at the meeting.

# ***that the Board note the report.***

**2. Honours and Distinctions**

Honours and distinctions will, in future, be reported in the Academic Forum papers as that body has a much larger membership than that of this new Board.

# ***that the Board note the report.***

**3. Academic Governance Rules relating to the Academic Board**

Enclosed for members' information are the Academic Governance Rules relating to this new Academic Board. *(See separate enclosure)*

# ***that the Board note the Academic Governance Rules.***

**4. Academic Board membership and 1997 meeting dates**

A list of the members of the new Board is attached for members' information. Members will note that Professor Graeme Gill has been elected Chair of the new Academic Forum.

*(See pages 11-13)*

A draft schedule of 1997 meeting dates is enclosed separately. *(See separate enclosure)*

# ***that the Board:***

- ***note the membership list;***
- ***congratulate Professor Gill on his election as Chair of the Academic Forum; and***
- ***adopt the 1997 meeting dates as proposed.***

**5. Appointment of members to fill casual vacancies on the Board**

Subsequent to the elections for one academic staff member from the academic staff members of each Faculty to membership of the Board, the following nomination has been received. In accordance with section 4.2 of the Academic Governance Rules relating to the Academic Board, appointment of members to fill casual vacancies must be made by the Board.

The Academic Board is therefore asked to appoint the following nominee for membership of the Board.

Engineering

Professor J Carter

Civil Engineering

# ***that the Board appoint Professor Carter to Board membership, as requested.***

**6. Transfer and Transition of Committee Business**

Formally, all Committees of the previous Academic Board lapse now the new Board is established. As anticipated by the previous Board, and supported by the Chairs of the new Committees and by Professor Cram as head of the Implementation Team, it is essential that some continuity of committee operation be formally approved by the new Board, to ensure that necessary work is done, with proper authority, during transition into the new Committee structure. I provide below (see item 7) a report and recommendation on this matter.

On behalf of both Academic Boards, I ask the new Board formally to thank all those members of the University who contributed to the work of the previous Committees and to welcome those willing to serve on the new Committees.

# ***that the Board endorse the Chair's request.***

## 7. **Authorisation of Working Parties of Board Committees**

The previous Academic Board formally requested certain of its Committees to continue operations into early 1997 in order to ensure various selection processes were maintained. In consultation with Professor Cram and the Deputy Chairs, some other Committees, or standing Sub-committees of Committees, with unfinished business, are now identified as needing to be continued. The new Board Committees should be given time to consider their functions, composition and subcommittee structure before coming to the Academic Board with considered proposals.

A list of the members of the new Committees is attached.

(See pages 14-16)

Professor Cram and I believe that I should formally ask the Academic Board to recommend the establishment of all former Committees or Sub-committees in need of transitional continuation as interim working parties of relevant Board Committees, to ensure that each has the authority of the Academic Board to continue, until new structures are adopted. I therefore **recommend** that the Board act as follows:

That the following Committees or Sub-committees of the former Academic Board be continued as interim working parties of committees of the new Academic Board, to be reviewed before 30 March 1997.

### Undergraduate Studies Committee

Admissions Committee and its  
     Special Admissions Sub-committee  
     Broadway Sub-committee  
     Overseas Qualifications Sub-committee  
 EARS Sub-committee of CUS

### Graduate Studies Committee

The PhD Award Sub-committee and Coursework Studies Sub-committee of CGS  
 The Postgraduate Awards Selection Committee

### Teaching and Learning Committee

The Awards Committee

# ***that the Board establish the above Committees and Sub-Committees as interim Working Parties of its new Committees, as recommended.***

## 8. **Action under delegated authority**

The Standing Committee and the Academic Board gave me authority in October to act on their respective behalfs in progressing recommendations that might otherwise be delayed during transition to full operational status of the new Board. In particular, and pending approval of the new appointments guidelines, I have acted on all academic staffing matters that normally go to Standing Committee by approving, noting or querying (usually on the basis of gender balance) as necessary.

With regard to reports from Board Committees, I have approved those requiring a recommendation to Senate, in time for the November Senate when that has been possible. Other Committee business in these reports has been referred directly to the relevant new Board Committee, except when there is a recommendation of a more policy-like nature directed to the Board, in which case it has been included in this agenda.

I have used this delegation of authority in the following matters:

- (1) **Report of the Committee for Graduate Studies**  
**Amendment of the Resolutions of the Senate: Faculty of Economics**  
***Graduate Certificate in Industrial Relations and Human Resources Management***

On behalf of the Board, I have endorsed the Committee's recommendation (attached) that the Resolutions of the Senate be amended and that new Resolutions be adopted to provide for the introduction of a new postgraduate program, the Graduate Certificate in Industrial Relations and Human Resources Management.

(See separate enclosure)

**(2) Reports of the Academic Groups on Academic Appointments and Selection Committees**

On behalf of Standing Committee, I have adopted the recommendations of the Academic Groups in respect of academic appointments and the appointment of selection committees, as set out in the attached report. I have also approved the award of two academic titles, and the details of these will be presented to the Board upon their acceptance. *(See separate enclosure)*

**(3) Selection Committee for the Deanship of Architecture**

Following procedure, the composition of this Committee was forwarded to me for consideration on behalf of Standing Committee, including the nomination of two members on its behalf. I have so acted and recommended the Selection Committee to Senate. Details are given below:

- (i) the Vice-Chancellor, who is to preside at meetings of the committee**  
Professor Gavin Brown
- (ii) the Chair of the Academic Board or a Deputy Chair**  
Professor John Mack
- (iii) three nominees of the Vice-Chancellor**  
Professor John Glastonbury (Pro-Vice-Chancellor, Professional Faculties Group)  
Mr Chris Johnson (Government Architect)  
Mr Frank Stanisic (Chairman of the Education Committee of the RAIA)
- (iv) five nominees of the faculty concerned**  
Mr Bruce Forwood (Architectural and Design Science)  
Professor John Gero (Architectural and Design Science)  
Dr James Conner (Architecture)  
Mr Greg Mills (Urban and Regional Planning)  
Ms Therese Kenyon (Art Workshop)  
**Reserves**  
Associate Professor Jennifer Taylor (Architecture)  
Dr Peter Phibbs (Urban and Regional Planning)
- (v) two persons appointed by the Standing Committee of the Academic Board**  
Professor Diane Austin-Broos  
Professor Ann Sefton

# ***that the Board note the report.***

**9. Semesterisation**

At the final meeting of the Academic Board on 21 October 1996, the discussion of the semesterisation issue indicated that the University needed to look at how its examining procedures were conducted in terms of improving the time taken for the process. I said that I would refer this issue to the new Academic Board, and the Board so agreed.

The report of the Working Party on Semesterisation is attached. *(See pages 17-22)*

# ***that the Board note the report and refer to item 10 below.***

**10. Future directions**

There are two items in particular in these papers which signal some important work ahead for this Board. These are adoption of the recommendations on Semesterisation by the previous Board (see item 9 above), and the advice from PAC in its final report (Agenda Item C1), regarding the Board's need to work with the evolving University Plan.

Discussions in the previous Board, during the first meeting of the Academic Forum, and among the Deans all indicate a strong commitment to addressing the nature of 'the academic year', with emphasis on end-of-semester assessment and examinations - in relation both to teaching and learning outcomes and to the time currently taken to complete them. In addition, I think it is timely now for the University to consider the inclusion of a 'summer session', with flexible learning opportunities, in the academic calendar.

Already on the agenda is the possibility of a Liberal Arts degree framework, raised initially in 1995, and also there is currently a small group examining the mid-year intake issue on behalf of the Vice-Chancellor.

I intend to propose that a small working party be appointed by the Board to draft a discussion paper on "the academic year", for initial consideration at its December meeting. A principal purpose of the paper will be to identify issues that must be addressed and resolved if we are to improve the use of the calendar year for academic purposes.

# ***that the Board appoint a Working Party as proposed, the membership of which will be tabled at the meeting.***

**11. Letter from the Minister for Employment, Education, Training and Youth Affairs**

I enclose for members' information a letter which I received from Minister Vanstone concerning higher education budget matters. *(See pages 23-25)*

# ***that the Board note the report.***

**12. New academic appointment procedures**

The previous Academic Board recommended new policy and procedures for academic staff appointments to the Vice-Chancellor. The Vice-Chancellor has approved these, to take effect from 1 December 1996. Professor Cram is writing to Pro-Vice-Chancellors, Deans and Heads of Departments about this policy and, with his permission, a copy of his letter and the new procedures document is enclosed with this agenda. *(See separate enclosure)*

# ***that the Board note the report.***

**13. Question Time**

I have not received any questions this month.

**Part II**

To be presented at the meeting.

**A5. Statement by the Vice-Chancellor and Principal**

**Part I**

**1. Report on Senate Matters**

A report will be tabled at the meeting.

# ***that the Board note the report.***

**Part II**

To be presented at the meeting.

**A12. Report of the Academic Forum**

The inaugural meeting of the Academic Forum met on Monday 28 October 1996 in the Professorial Board Room. The Acting Deputy Vice-Chancellor and Chair of the Implementation Team, Professor Lawrence Cram, opened the meeting which was chaired by the Vice-Chancellor, Professor Gavin Brown.

**1. Forum focus**

**'General proposals for academic restructuring within the University'**

The Vice-Chancellor outlined the external and internal factors which had contributed to his plan for structural reorganisation. The purpose of academic restructuring was to assist the core objectives of research and teaching.

The proposal was that the University be restructured into either three or four large academic units called 'colleges', with Pro-Vice-Chancellors as their budget managers and academic overseers. These PVCs would form part of the central management group which

would meet regularly to determine the strategy for the institution. Within each college, deans would report directly to the PVC of that college rather than to the VC as is currently the case. The PVCs and deans would meet regularly and would be responsible for involving the heads of departments and professors in the processes of central academic and financial management. The new structure would produce a better information flow; at its base was the Vice-Chancellor's belief that the way to energise a university was at the local level.

The Vice-Chancellor tended to favour the three-college model although there was the disadvantage of it entailing one more phase of change. The three proposed areas would be Health Sciences, Science and Technology, and Law, Commerce and the Arts.

The Vice-Chancellor saw Australian higher education as heading towards the American model of increased differentiation and mass education. The role of the VC would, he believed, become more like the role of a college president as there would be the necessity to spend more time off campus and in fund-raising activities. Two Deputy Vice-Chancellor positions would therefore be needed, with the role of shadowing the VC being an important aspect.

Linkages would be explored between portfolios which may incorporate areas such as information technology and teaching, and international programs and research.

The Vice-Chancellor invited discussion out of which the following points arose:

- *Time frame:* A discussion paper on the VC's proposals would be released as quickly as possible, with the view to implementing some change as early as January.
- *Number of colleges.* This was not as yet fixed and the VC invited written comments concerning both the three- and four-college model. While concern was expressed that the three-college model may have a divisory effect, others saw that model as having considerable long-term energising possibilities for cross-disciplinary interaction on research and academic programs. The boundaries between colleges would be permeable, encouraging cross-college cooperation and entrepreneurial sharpness of effort.
- *Term 'college'.* The VC preferred this term to 'grouping' but saw it as negotiable.
- *Staff numbers.* In regard to his comment that the University would become a 'lean machine', the VC believed that while the new structure would not cut down on numbers, it would eliminate some of the current cyclical and recyclical decision making.
- *Role of PVCs.* The recurrent grant would go to the PVC of the college. Distribution within the college would be negotiated within the college, with the dean an important budget holder. The structure should be as flat as possible, with well defined delegations. It was pointed out that implementation of the Review of the Academic Board is crucially dependent upon clear and well-functioning linkages between senior managers and the Board in the various areas of general academic activity identified at university level. A further comment was made that all senior managers need discretionary funds at their disposal in order to stimulate activities, and that coordination of the allocation of such funds may be expected to be an important aspect of the functions of the 'University senior management team'.
- *Recruitment of PVCs.* Recruitment of PVCs would occur as soon as possible after establishment of the colleges, reducing the need for lengthy 'acting' positions. PVCs would be selected by the Joint Senate/Academic Board Committee which would include Fellows of Senate external to the University. It was noted that it would be important to include representation from the relevant academic unit in the selection process.
- *Number of faculties.* The VC would like to see colleges looking at their own internal structure towards achieving their objectives.
- *Interaction with deans.* The VC would still meet regularly with deans but drew an important line between interaction and formal line management structure.

The Vice-Chancellor invited written comments and suggestions to be sent to him concerning his proposals.

## 2. Report from the Vice-Chancellor

The Vice-Chancellor reported that the University had fared significantly better than other universities in NSW in initial applications through UAC, with first preferences down 2.6% compared with 7% for UNSW. [The latest figures now show that first

preferences at Sydney exceed those of last year, and that this is the only university in the State with that positive outcome.]

### **3. Report from the Chair of the Academic Board**

#### **Appointment of members to fill casual vacancies on the Forum**

The Forum endorsed appointment of the following people to fill casual vacancies on the Forum: Dr H Yan , Associate Professor S Reid and Dr P McHugh (Engineering) and Ms P Pether (Law). Any further faculty nominations to fill casual vacancies will be put to the next meeting of the Forum in December.

# *that the Board note the report.*

## **B1. Report of the Faculty of Agriculture**

### **Semester Dates 1997**

The Faculty of Agriculture seeks the approval of the Academic Board to vary its teaching dates in its 13 week Second Semester 1997 from those recommended by the Academic Board.

The Faculty has agreed that, in the best interests of the students and teaching staff, the Semester break should be of two weeks' duration, with the last teaching day before the break being Friday 26 September, and classes, given by the Faculty, resuming on Monday 13 October. This includes the AVCC Common Week and the following week.

A large number of the students attend a one-week Faculty excursion (2nd and 3rd years) at that time of the year. If there was only a one week break at the end of September, this would not allow those students any free time. It is not appropriate to expect the excursion to take place in a two week StuVac before final examinations.

Agriculture students undertaking courses in another faculty will be expected to follow the teaching timetables of that faculty. Students taking courses offered by the Faculty of Agriculture will be expected to follow the teaching timetable of the Faculty of Agriculture. Thus, students taking First Year Chemistry and Biology are likely to have 14 weeks of classes. Students taking subjects offered by the Department of Agricultural Economics and departments in the Faculty of Economics are likely to have 14 weeks of classes, but there will not be classes in all subjects in weeks 11 and 14.

Faculty passed a motion, on 24 September 1996, agreeing to forward the request for 1997 to the Academic Board, subject to acceptance by the Faculty's students and the Deans of the Faculties of Economics and Science, and to consider the issue early in 1997 for 1998.

The nominee of the Dean of the Faculty of Economics has advised acceptance. No negative comment was received from the Faculty of Science. The student comment received was that it appeared to be a sensible way to proceed for most of the students.

# *that the Board approve the Semester dates for 1997 as recommended.*

## **B5. Report of the Faculty of Dentistry**

The Faculty met on 27 September 1996.

### **Semester dates for the degree of Bachelor of Dental Surgery for 1997**

The Faculty **recommends** that Semester dates for the degree of Bachelor of Dental Surgery in 1997 be as prescribed by Academic Board resolution, except that in the case of the Third Year, Fourth Year and Fifth Year of the degree, the commencement dates for First Semester be as follows:

Third Year	13 February
Fourth Year	3 February
Fifth Year	17 February

# *that the Board approve the Semester dates for 1997 as recommended.*

## **C1. Report of the Policy Advisory Committee**

The Committee met as a committee of the 'old' Academic Board for the last time on 31 October, 1996. There were present: Professor J Lawler (presiding), Associate Professor C Durrant, Professors K Eltis, M Koder, Associate Professor J Lublin, Professors R McPhedran, R Tanner, Mr K Oliver; Ms N Carrel was in attendance.

### **1. Matters that remained to be resolved by the PAC.**

#### **(1) Review of Academic Units**

At the August meeting of the Board it was resolved to make a recommendation to the Vice-Chancellor that, except for particular circumstances, reviews and further policy development be put 'on hold' pending clarification of issues related to the nature and structure of the relationships among Departments, Schools and Faculties. The matter is therefore still 'on hold'.

#### **(2) Benchmarking and performance of the New Academic Board and its Committees**

It was agreed that the new Board and its Committees should assess their operational efficiency. However, further work remains in order to articulate the means by which this could be achieved, and the bodies with whom it would be feasible to benchmark. The committee was also concerned that assessing the impact and implementation of policies remains problematic.

#### **(3) DEET Report on Diversity**

At its meeting on 2 May, 1996 PAC examined some of the matters arising from the Higher Education Series Report No 26, *Diversity in Australian Higher Education Institutions, 1994*, which presented 68 indicators, grouped into four categories - students, staff, resources and research, and which was compiled primarily from data collected in 1994. Several matters on which there needs to be further policy development and clarification were identified. A report on this matter is to go to the Heads of Departments' Forum in November and to the Vice-Chancellor. An interim report on the DEET indicators and the data contained in the report had also been prepared for Senate.

### **2. Matters referred by PAC to other bodies and not yet reported on to the Board**

#### **Developing an Academic Board Plan**

This matter was discussed on several occasions during 1996. In May 1996, the matter was referred to the Academic Board Implementation Team for consideration. The committee **recommends** that the new Academic Board address its own plan in the context of the overall planning processes being conducted within the University.

PAC also wishes the Board to note that PAC had been a site for productive discussion and informal interaction between the Board and the senior academic managers.

# **that the Board:**

**Item 1: note the report; and**

**Item 2: that the Board seek advice from the Vice-Chancellor regarding review of the current University Plan.**

## **D1. Reports of the Academic Groups on Chairs**

Reports from the Academic Groups on Chairs are attached.

(See pages 26-30)

# **that the Board note the reports.**

## **D2. Report of the Committee appointed to consider applications for promotion from Lecturer to Senior Lecturer**

*The Standing Committee of the Academic Board, at its meeting on 16 October 1996, agreed to endorse the following report and to forward it to the Deputy Vice-Chancellor for his approval. The Deputy Vice-Chancellor approved the report, and all applicants have been notified.*

Fifty seven applications were received. Fifty four (54) sought promotion to Senior Lecturer and three (3) to Senior Research Fellow.

The Committee to consider the applications met on Friday 20 September 1996 and comprised Professor Lawrence Cram (Chair), Professor John Mack, Professor Jim Lawrence, Associate Professor Tony Baker (University of Technology, Sydney), Associate Professor Kenny Kwok, Professor Judy Lumby, Professor Patricia Apps, Associate Professor Ros Arnold, Associate Professor Ros Pesman, Associate Professor Suzanne Abraham and Associate Professor Brian James.

Each applicant, who so wished had been interviewed by the Faculty Promotion Assessment Committee (FPAC) appointed by the Academic Board. The FPAC considered the application and the reports of the Head of Department and the referees, and forwarded its recommendations in ranked order to the Central Promotions Committee (Promotions Committee). Following consideration of each application and of the recommendations of the relevant FPAC, the Promotions Committee met with the relevant Dean who was asked to provide additional information regarding the applicants in cases where the preliminary decisions of the Promotions Committee were not entirely in accord with the FPAC recommendations. Members of the Promotions Committee then voted for or against promotion of the candidates. At least eight members of the committee (two-thirds) voted in favour of each candidate recommended below for promotion.

It is recommended that the following thirty six (36) promotions to the grade of Senior Lecturer and one (1) Senior Research Fellow be made effective from 1 January 1997. All successful applicants were strongly supported by their referees.

### To Senior Lecturer

Dr Marie-Therese Barbaux-Couper	Department of French Studies
Dr Margaret Bermingham	Department of Biomedical Sciences
Dr Andrew Booth	School of Physics
Dr Michael Booth	Department of Public Health & Community Medicine
Dr Simon Carlile	Department of Physiology
Ms Jennifer Cox	School of Medical Radiation Technology
Dr Robyn Cusworth	School of Teaching & Curriculum Studies
Dr Peter Dunbar-Hall	School of Performance & Academic Studies
Dr Tania Gerzina	School of Dental Studies
Dr Ling Guan	Department of Electrical Engineering
Dr Ghassan Hage	Department of Anthropology
Dr Xiheng Hu	Department of Electrical Engineering
Dr Ian Humphery-Smith	Department of Microbiology
Dr Geraldine Hunt	Department of Veterinary Anatomy
Dr Laleen Jayamanne	Department of Fine Arts
Dr Scott Kable	School of Chemistry
Dr Sharon Kilbreath	School of Physiotherapy
Dr Jan Larbalestier	Department of Social Work, Social Policy and Sociology
Dr Hugh Luckock	School of Mathematics & Statistics
Dr Suzanne MacAlister	School of Archaeology, Classics & Ancient History
Dr Paul Martin	Department of Physiology
Dr Peter McGee	School of Biological Sciences
Dr Iain McGregor	Department of Psychology
Dr Ross Menzies	Department of Behavioural Sciences
Mr David Miller	School of Performance & Academic Studies
Dr Catriona Moore	Department of Fine Arts
Dr Mary Myerscough	School of Mathematics & Statistics
Dr John O'Byrne	School of Physics
Dr Akram Omeri	Department of Community & Mental Health Nursing
Dr Armstrong Osborne	School of Teaching & Curriculum Studies



## Membership of the Academic Board

1 November 1996

- (a) **the Chair**  
Professor J M Mack
- (b) **five Deputy Chairs**  
Professor D J H Cockayne  
Professor J Lawler  
Professor J R Lawrence, AO  
Associate Professor R Pesman  
Associate Professor R Waterhouse
- (c) **one academic staff member from the academic staff members of each Faculty**
- |                                |                                |  |
|--------------------------------|--------------------------------|--|
| Agriculture                    | Associate Professor L Copeland | Agricultural Chemistry                 |
| Architecture                   | Mr T Howells                   | Architecture                           |
| Arts                           | Dr A Reynolds                  | Italian                                |
| Dentistry                      | Dr G Wright                    | Orthodontics                           |
| Economics                      | Professor W Schworm            | Economics                              |
| Education                      | Associate Professor P Jones    | Social & Policy Studies in Education   |
| Engineering                    | -                              |  |
| Health Sciences                | Dr R Bohringer                 | Biomedical Sciences                    |
| Law                            | Associate Professor R Atherton | Law                                    |
| Medicine                       | Associate Professor J Gordon   | Educational Development and Evaluation |
| Nursing                        | Ms C Hyde                      | Clinical Nursing                       |
| Science                        | Professor R McPhedran          | Physics                                |
| Veterinary Science             | -                              |  |
| Graduate School of Business    | -                              |  |
| Sydney College of the Arts     | Ms S Baker                     | Painting                               |
| Sydney Conservatorium of Music | -                              |  |
| Orange Agricultural College    | Mr R Wilson                    | Head of Undergraduate Studies, OAC     |
- (d) **the Deans**
- |              |                         |
|--------------|-------------------------|
| Agriculture  | Professor L W Burgess   |
| Architecture | Professor W G Julian    |
| Arts         | Professor B Cass        |
| Dentistry    | Professor I J Klineberg |
| Economics    | Professor S Salsbury    |

Education	Professor K Eltis
Acting Dean	Associate Professor G Sherington
Engineering	Professor J R Glastonbury
Health Sciences	Professor J Kinnear
Law	Professor D Weisbrot
Medicine	Professor J A Young, AO
Nursing	Professor R L Russell
Science	Professor R G Hewitt
Acting Dean	Associate Professor H Beh
Veterinary Science	Professor D R Fraser
Graduate School of Business	Professor M C Wells
Sydney College of the Arts	Professor R Dunn
Sydney Conservatorium of Music	Professor S Pretty

- (e) **five persons who are professors**
- |                          |               |
|--------------------------|---------------|
| Professor R E Collins    | (to 31.12.97) |
| Professor L D Field      | (to 31.12.97) |
| Professor K K Campbell   | (to 31.12.98) |
| Professor M Harris       | (to 31.12.98) |
| Professor B D Roufogalis | (to 31.12.98) |
- (f) **five persons who are Heads of departments or schools**
- |                                 |               |
|---------------------------------|---------------|
| Associate Professor N Newbigin  | (to 31.12.97) |
| Associate Professor M Sankey    | (to 31.12.97) |
| Associate Professor R Arnold    | (to 31.12.98) |
| Professor S I Benrimoj          | (to 31.12.98) |
| Associate Professor C J Durrant | (to 31.12.98) |
- (g) **five persons who are non-professorial members of the academic staff**
- |                                 |               |
|---------------------------------|---------------|
| Associate Professor A F Masters | (to 31.12.97) |
| Dr M Peat                       | (to 31.12.97) |
| Dr A Brew                       | (to 31.12.98) |
| Associate Professor C B Gillies | (to 31.12.98) |
| Dr R A Mitchell                 | (to 31.12.98) |
- (h) **the President of the Sydney University Postgraduate Students' Association**  
Mr K Oliver
- (i) **the President of the Students' Representative Council**  
Ms C Burnheim
- (j) **one person elected by and from those persons already elected to hold office as postgraduate student members of Faculties from 1 January in the year following election to the relevant Faculty**  
... *(election to be held on 14 November)*
- (k) **one person elected by and from those persons already elected to hold office as undergraduate student members of Faculties from 1 January in the year following election to the relevant Faculty**  
Mr Norman Chan
- (l) **the Vice-Chancellor**  
Professor G Brown
- (m) **the Deputy Vice-Chancellors**  
Professor D Anderson  
Professor L Cram (Acting Deputy Vice-Chancellor)  
Professor K Eltis (Acting Deputy Vice-Chancellor)
- (n) **the Chair of the Academic Forum**  
Professor G Gill



## Membership of Academic Board Committees

### Undergraduate Studies Committee

- (a) **the Chair or a Deputy Chair, who shall act as chair of that Committee**  
Professor J Lawler
- (b) **the Pro-Vice-Chancellor (Teaching and Learning)**  
Professor R Johnstone
- (c) **a nominee of each Faculty offering undergraduate programs, nominated by the Dean**  
Agriculture  
Architecture  
Arts  
Dentistry  
Economics  
Education  
Engineering  
Health Sciences  
Law  
Medicine  
Nursing  
Science  
Veterinary Science  
Orange Agricultural College  
Sydney College of the Arts  
Sydney Conservatorium of Music
- (d) **two undergraduate students:**
  - (i) one of whom is to be nominated by and from the undergraduate student members of the Academic Forum  
.....
  - (ii) the other of whom is to be a nominee of the Students' Representative Council.  
.....

### Graduate Studies Committee

- (a) **the Chair or a Deputy Chair who shall act as chair of that Committee**  
Professor J R Lawrence
- (b) **the Pro-Vice-Chancellor (Research)**  
Professor R I Tanner
- (c) **the Pro-Vice-Chancellor (Teaching and Learning)**  
Professor R Johnstone
- (d) **the chair (or the chair's nominee) of the Board or Committee of Postgraduate Studies in each Faculty;**

Agriculture	Dr Lindsay C Campbell
Architecture	Professor John Gero
Arts	Professor Elizabeth Webby
Dentistry	Professor D M Walker
Economics	Dr Russell Ross
Education	Dr Mike King
Engineering	Professor Yiu-Wing Mai
Health Sciences	Dr Reg Mitchell
Law	Associate Professor Alex Ziegert
Medicine	Associate Professor Cedric Shorey
Nursing	Associate Professor Rosalie Pratt
Science	Associate Professor Cedric Shorey
Veterinary Science	Associate Professor Grant Stone
Graduate School of Business	Dr Susan Ellis

Orange Agricultural College	Dr Mary Jane Mahony
Sydney College of the Arts	Mr Brad Buckley
Sydney Conservatorium of Music	Dr Peter McCallum

- (e) **two postgraduate students:**
- (i) one of whom is to be nominated by and from the postgraduate student members of the Academic Forum:  
Mr Jonathan Arthur
  - (ii) the other of whom is to be a nominee of the Sydney University Postgraduate Representative Association.  
Mr Kyle Oliver
- 

#### Teaching and Learning Committee

- (a) **the Chair or a Deputy Chair who shall act as chair of that Committee**  
Associate Professor R Waterhouse
  - (b) **the Pro-Vice-Chancellor (Teaching and Learning)**  
Professor R Johnstone
  - (c) **the Pro-Vice-Chancellor (Library and Information Technology)**  
Professor R Hewitt
  - (d) **the Director, Centre for Teaching and Learning**  
Associate Professor J Lublin
  - (e) **a member of the Undergraduate Studies Committee, nominated by the chair of that Committee**  
Professor J Lawler or nominee
  - (f) **a member of the Graduate Studies Committee, nominated by the chair of that Committee**  
Professor J R Lawrence or nominee
  - (g) **a member of the Library and Information Technology Committee nominated by the chair of that Committee**  
Professor R McPhedran
  - (h) **the Presidents of the SRC and SUPRA or nominee**
    - (i) the Students' Representative Council  
Ms C Burnheim or nominee
    - (ii) the Sydney University Postgraduate Representative Association,  
Mr K Oliver or nominee
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#### Research Committee

- (a) **the Chair or a Deputy Chair who shall act as chair of that Committee**  
Professor D Cockayne
- (b) **the Pro-Vice-Chancellor (Research)**  
Professor R I Tanner
- (c) **eight other persons appointed by the Academic Board on the advice of the chair of the Committee**  
Professor John Booker  
Professor Margaret Clunies-Ross  
Associate Professor David Cook  
Associate Professor Stephen Garton  
Professor Graeme Gill  
Professor Ian Hume  
Dr Jennifer Lingard  
Professor Don Melrose
- (d) **one postgraduate student being the President of the Sydney University Postgraduate Representative Association, or that person's nominee**  
Mr K Oliver or nominee

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**Library and Information Technology Committee**

- (a) **the Chair or a Deputy Chair who shall act as chair of that Committee**  
Professor J M Mack
- (b) **the Pro-Vice-Chancellor (Library and Information Technology)**  
Professor R Hewitt
- (c) **the Pro-Vice-Chancellor (Teaching and Learning)**  
Professor R Johnstone
- (d) **a member of the Teaching and Learning Committee nominated by the chair of that Committee**  
Associate Professor R Waterhouse or nominee
- (e) **the University Librarian**  
Ms C Sexton (Acting University Librarian)
- (f) **no more than six persons appointed by the Academic Board on the advice of the chair of the Committee**
  - (i) **three of whom are selected for their interest in library matters**  
Associate Professor E Cornell  
Professor M Harris  
Associate Professor N Newbigin
  - (ii) **the other three of whom are selected for their interest in information technology matters**  
Dr S Carlile  
Professor R McPhedran  
Professor J Rosenberg
- (g) **one undergraduate student nominated by the elected undergraduate student member of the Academic Board, who is selected for his or her interest in library or information technology matters**  
.....
- (h) **one postgraduate student nominated by the elected postgraduate student member of the Academic Board, who is selected for his or her interest in library or information technology matters**  
.....

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**Academic Staffing Committee**

- (a) **the Chair or a Deputy Chair, who shall act as chair of that Committee**  
Associate Professor R Pesman
- (b) **the Deputy Vice-Chancellor (Staffing)**  
Professor L Cram
- (c) **up to eight members appointed by the Academic Board on the advice of the chair of the Committee, and chosen for their interest or expertise in academic staffing matters**  
Professor S Armitage  
Associate Professor R Arnold  
Associate Professor H Astor  
Professor L Burgess  
Associate Professor D Davey  
Ms S Jamieson  
Professor D Napper  
Dr P Whiting

## **Report of a Working Party Examining the Question of a Fully Semesterised Program at this University**

### **1. Origins of the Working Party and the Terms of Reference**

At the meeting of the Policy Advisory Committee held on 28 July 1994 the Chair of the Academic Board recommended the establishment of a working party to examine the feasibility of a fully semesterised program operating at least in Arts, Economics and Science (and preferably in closely related degree programs). The working party was to seek advice and report on the impact of semesterisation in the following areas:

- academic aspects: the coordination of course units needed for proper sequencing; and, in core units, the possible provision of courses in both first and second semesters;
- organisational aspects of course delivery: use of laboratories, staffing issues, teaching space and timetabling;
- administrative aspects: enrolment, examinations, data and records, with advice from responsible officers on possible cost implications.

The impetus for this report on semesterisation arose from the following:

- There is a view that for the University of Sydney to make it easy to establish exchange arrangements with overseas universities and to recruit more students effectively it will be necessary to introduce more flexibility in the way courses are offered. Semesterisation is seen as one way of achieving this goal. It facilitates in particular mid-year intakes, which are an attractive option for many students, especially - but not only - overseas students. Currently our academic year is not articulated with that of the northern hemisphere, the likely principal source of our international students.
- In the local market, the University of Sydney is perceived as having a somewhat inflexible degree program structure, which means it loses some of its competitive edge against other metropolitan Universities.
- The University needs to consider ways in which it can be more supportive of its students, particularly those coming into the University as first year students. The introduction of increased levels of semesterisation and the reorganisation of the curriculum that this implies is seen as an important means of offering such support.
- Changes in funding arrangements outside the University's control will make it necessary for this University to provide greater flexibility in the way it presents its programs to prospective students.

### **2. Membership of the Working Party**

The original membership of the Working Party was as follows:

Professor Ken Eltis, Faculty of Education (Chair).  
 Professor John Mack, Chair of the Academic Board.  
 Mrs Sue Chapman, Registrar and Deputy Principal.  
 Dr Greg Patmore, Faculty of Economics.  
 Associate Professor Tony Masters, Faculty of Science.  
 Ms Cath Crittenden, Faculty of Arts.  
 Mr Ross Kuhn, Registrar's Office.

From September 26 the Working Party was expanded with the addition of:

Dr Gavan Butler, Faculty of Economics.  
 Professor Angus Martin, Faculty of Arts.  
 Dr Jim Ward, Registrar's Office.

### **3. Procedures Followed by the Working Party**

The Working Party began meeting in August 1994 and considered a range of matters relating to semesterisation in the University generally. These included the re-designing of existing year-long courses into two consecutive courses; the increased use of semester-length modules in constructing curricula; the possibility of offering some semester-length courses in both halves of the year; and the possibility of offering some course modules during the summer period.

When the original reference came to the Working Party from the Policy Advisory Committee, it was suggested that a particular focus should be on semesterisation in the Faculties of Arts, Education and Science, as these would be the likely major contributors to a Liberal Arts degree being proposed for students from North America. The Working Party considered that the issues relating to semesterisation went beyond the introduction of such a degree and concerned the University as a whole. To assist in its discussions, documents relating to earlier consideration of this matter in the University were collected and reviewed.

Early in its operation the Working Party recognised the need to obtain informed views relating to semesterisation. To achieve this it expanded its membership; sought submissions from Heads of Academic Groups, Deans, Directors and Principals; provided an issues paper to generate discussion in Faculty Teaching Committees; and conducted a meeting between the Working Party and representatives of all faculties and colleges. This joint meeting considered the following items:

- definitions of semesterisation and implications for course organisation.
- semesterisation and accommodating student needs/interests.
- semesterisation and academic standards.
- the areas where increased levels of semesterisation might be introduced.
- resource/workload issues.
- the way in which individual faculties/colleges might respond to increased levels of semesterisation.

The Working Party used all of these sources as the basis for the advice set out below.

#### 4. Semesterisation Defined

Semesterisation is one method of organising the academic year. In a semesterised system, programs of study are made up of courses organised in semester-length modules, with a grade being awarded on the completion of each module. When a curriculum is organised on a semesterised basis, appropriate patterns of pre- and co-requisites need to be put in place. It is quite possible for some courses to remain as full-year offerings if particular conditions apply, and, when appropriate, for selected semester length courses to be offered in both semesters.

As a minimum, changing an existing year-long course to two semester courses entails introducing formal mid-year assessment and also defining the prerequisites. A part of these prerequisites will be an indication of the level of pass at the mid-year assessment that is necessary for entry into what was formerly the second half of the course. In many cases this will not entail major changes to the content of current year-long programs, although it will be necessary to ensure that the levels of proficiency to be expected at mid-year are carefully defined and integrated into the teaching program. Two semester-length courses in the one academic year may be related differently to the way that successive full-year courses currently are. For example, it may be that the assessment of students in the first of a pair of semester-length courses will be considered conditional on the result of the assessment in the second of the pair, in which case a student just failing the first may be deemed to have passed it if the student does sufficiently well in the second. (This point is taken up below in the section on Concessional Passes and Innovative Progression Rules.)

The above refers to the breaking up of full-year courses into two one-semester courses. It is also obviously possible to run courses in the second half of the year (or indeed during the summer period) which become prerequisites for later courses.

Semesterisation opens up opportunities for the following:

- the establishment of credit-carrying courses that are completed in the duration of one semester and which, after assessment, are included on an academic transcript.
- the establishment of courses during the summer period with an accelerated rate of delivery which would be included on transcripts. Such offerings would make possible (for those faculties wanting to make such a move) the establishment of a "three semester year" for organising program delivery.
- more flexible possibilities for students to modify and adapt their programs in the light of their academic progress and changes in their personal circumstances.

The Working Party accepts that these possibilities may not be equally relevant or possible in all parts of the University and puts them all forward to assist discussions of enhanced semesterisation opportunities across the University.

#### 5. **The History of Semesterisation in the University**

The Academic Board at its meeting on 20 October 1986 established an ad hoc committee to consider the question of University terms and vacations in the light of the Senate's referring back to the Board its recommendation that "split-terms" be adopted in 1989 and thereafter. The Committee met on six occasions and, after wide advertisement of its wish to receive submissions, considered thirty-six written submissions from Departments, Faculties and individual members of the University.

After considering all submissions, the Committee felt unable to make a firm recommendation to the Academic Board since it was of the opinion that the positions of those favouring a term system and those favouring a semester system were irreconcilable. The Committee had studied a range of possible variations on the semester and split-term system and put forward outlines of the two it judged would cause the least hardship if adopted, namely, the semester system and a modified split-term system. It recommended that the Board itself should choose one or other of these and recommend it in principle to the Senate.

After some debate at the May 1987 meeting of the Academic Board Professor Ball, the then Chair, moved that the semester system be adopted. He stated that the Board had heard all of the arguments rehearsed many times. It was recognised that whatever system was introduced the consequences for sections of the University would be painful. The semester system would bring the University into line with the majority of Australian institutions, something the split-term system would not do, and further, he regarded the split-term system as too fragmented.

The motion that the University adopt the Semester system with effect from the 1989 academic year was put and carried by a clear majority. Not surprisingly, many faculties have moved to expand the number of courses offered on a semesterised basis, but this expansion has not occurred extensively in the early undergraduate years.

Relevant details can be found in the minutes of the May 1987 meeting of the Academic Board.

#### 6. **Issues Concerning Semesterisation**

Having noted the earlier history of the question and taking into account the current round of discussion, the following issues appeared to the Working Party to be of central concern at this time.

##### **The Need to View Semesterisation from the Student Perspective:**

Whilst the Working Party acknowledged that initially there may be problems of adaptation for staff, it considered that an essential question was whether further semesterisation would be of benefit to students. In the Working Party's view, increased flexibility and responsiveness are in the interest of students and are seen as the major argument in favour of enhanced semesterisation across the curriculum. The realisation by prospective students that they have more flexibility available to them will enhance the competitive edge of the University in attracting them to this institution.

##### **First Year Courses and Semesterisation:**

The area of the curriculum where semesterisation was seen by the Working Party as potentially most useful in meeting student needs was the first year of study in a discipline. This was also, however, the area where most problems were raised. Because semesterisation would require a careful alignment between specific course objectives, teaching methodologies and assessment, this was seen by many as an opportunity and an encouragement to redefine teachers' expectations of beginning students. An argument was put both within the Working Party and in the course of consultations, that one semester is too short a time in some subject areas for students to adapt sufficiently well to their studies for any mid-year assessment to be appropriate. The Working Party sees this as clear evidence of the need for Faculties to decide the degree to which semesterisation is appropriate within their offerings.

**Concessional passes and innovative progression rules:**

Where there is concern about the level of competency reached by mid-year in a program of study, concessional passes could be offered in specific modules, which would be sufficient pre-requisite to continue in second semester, but which would require additional work to be done in the subsequent course to overcome any deficiency. A pass in the subsequent course would remove the concessional pass from the pre-requisite, replacing it with a pass, and this final result could then appear on the academic transcript.

**Potential Impact on Postgraduate Research Programs:**

The Working Party noted that semesterisation, and particularly mid-year entry, could impact significantly on research-based undergraduate (Honours) and postgraduate programs. In particular, recruitment and research support of students into those programs that are funded externally on a calendar year basis (e.g., ARC, APA's, etc.) could pose difficulties. The working party recognised that a lack of continuity between undergraduate and research-based degree programs could result in the loss of more able students. Several possible responses to this potential problem were recognised (e.g., University-based scholarships, degree completions within 3 1/2 years, etc.), but it was thought that further consideration of this matter should be contingent upon acceptance of semesterisation by the Academic Board.

**Responsibilities of Faculties:**

The weighting of semester length courses in terms of their unit value must be a decision for Faculties, but consultation will be required in the case of courses offered across discipline areas. The development of new cross-Faculty programs of study should be encouraged as well as the revision of current interdisciplinary offerings to take account of fuller semesterisation. Concern that shorter courses may entail a lowering of academic standards seemed to the Working Party unfounded, as Faculties will be able to develop appropriate sequences of prerequisites. It is accepted that special conditions may apply in each Faculty, but these could be accommodated within the framework of general University policy.

**Additional Resources:**

Faculties wishing to move to full semesterisation may need to be assisted with additional resources. This appears to apply particularly in laboratory-based disciplines. Implications for the workload of members of the academic and general staff, where additionally courses are repeated during the year or where they are offered during the summer period, will need to be carefully calculated. Preliminary estimation of the impact on administrative areas has been restricted to the examinations operation. Expanding the mid-year operation to mirror that of the end-of-year will require an additional 10 person months (ie 5 staff over two months). The need to introduce examiners' meetings mid-year would result in a need for additional resources or a re-deployment of existing resources. It will also be necessary to develop procedures across departments and across faculties for the equitable distribution of the unit weightings and of the student load that semester modules carry. For some faculties the need to introduce examiners' meetings mid-year would result in the need for additional or redeployment of existing resources. The impact on the Library, particularly of expanded mid-year assessment and of courses run over the summer period, will need to be assessed.

**Administrative Issues:**

The development of a more fully semesterised university, together with a formal mid-year enrolment operation, will make it necessary to expand our existing systems and review our procedures. Topics for consideration include:

**Admissions** - should the mid-year enrolment process utilise the UAC systems, should we develop University-based admissions systems or should we proceed with the local systems, both manual and automated, currently employed for non-UAC admissions?

**Enrolments and Variations** - as semesterisation expands a consequence will be a higher volume of enrolment and course variation data. The system will need to accommodate this increased data traffic and efficiently monitor student progress in terms of pre and corequisites. Further, there will be the obvious need to support a mid-year enrolment process;

**Examinations and Progression** - in a fully semesterised institution the mid-year examination process mirrors that of the end-of-year. Will we be able to continue with our existing boards of examiners, and their attendant processes, and maintain a schedule that

gets results to students in time for second semester? Will supplementary examinations be desirable in a mid-year process and will the exclusions process require redesign?

**Graduations** - should the current graduation process be reviewed? Is there a case for an altered timetable that takes into account mid-year completions. Should we expect graduands to wait almost a year for a graduation ceremony?

**Physical Resources** - is there a case to expand current teaching hours? If so, there are additional significant issues in respect of security and attendant staff.

**The Academic Calendar:**

The impact of enhanced semesterisation on the academic year needs to be addressed. The length of semesters (12, 13 or 14 weeks) needs to be reconsidered in the light of extended examining and enrolment procedures. Within the Working Party, considerable dissatisfaction was expressed with the existing academic calendar.

**7. Increasing Semesterisation in the University**

The Working Party believes that, despite the difficulties that may be encountered, there are strong reasons to facilitate greater semesterisation across the University. It considers that increases in the availability of semesterised courses are justified essentially in terms of greater flexibility in curricula and in the possible rate of progress towards completion of the degree. Academic reasons, together with the needs of teaching, of research and administrative staff, as well as the material and organisational parameters of the University are all clearly of prime importance. However, these considerations - which most directly concern academic and general staff - need to be expressed in terms of the institution's aim of maximising opportunities for students and of providing a carefully planned, well articulated curriculum, with the highest possible level of flexibility across the system.

Thus the potential advantages to students of enhanced semesterisation throughout the University that were raised both within the Working Party and in consultations may be summed up as:

- flexibility in putting courses together and in developing new directions;
- improved rates of student progress towards a degree;
- greater possibility of inter-faculty study options;
- and a context for learning that is more student orientated, is more supportive and offers more regular opportunities for feedback.

Any move to enhanced semesterisation leads to implications for teaching. A course of study based on a series of interlinked modules will require that special attention be paid to the integration of the various elements, to the choice of relevant course content, to the desired outcomes of each course and of the course of study, and to the most effective means of monitoring and assessing student progress.

Semesterisation implies that each course will have a single course identification number in its home faculty. Assessment will take place at the end of each course. The relation of courses to the programs of study for which they may be relevant will be defined by the particular faculties in terms of a set of prerequisites and corequisites. The nature of the passes awarded in each course by the home faculty will take account of the range of prerequisites and corequisites that may be defined overall. It will be necessary to ensure that the weighting of a given course is equitably defined across programs of study of which it may form part.

In recommending support for enhanced semesterisation, the Working Party accepts that there are administrative, logistic and academic problems that need to be addressed. It also accepts that the special needs of individual faculties must be taken into account in any such development. As a result, it believes that the way forward is for the University first to develop the structures and procedures that will provide for the introduction of a higher level of semesterisation. As these structures and procedures are put in place, the Working Party's expectation is that the inherent advantages of a more flexible system together with a positive response on the part of students will facilitate its smooth development. **The Working Party also noted that in discussions with Faculties it became clear that formal progression requirements associated with external accreditation of professional programs are commonly accommodated within semesterisation.**

## **8. Recommendations**

In view of the strength of the arguments in favour of enhanced semesterisation, particularly when seen from the student perspective, it is recommended:

1. that the Academic Board agree in principle to increasing current levels of semesterisation across the University.
2. that the Registrar and Faculty and College Offices take steps to ensure that an increase in formal mid-year assessment procedures together with an increase in changes of enrolment at the beginning of second semester can be accommodated at an administrative level. At the same time similar provision needs to be made to take account of the possible expansion in the number of courses held during the summer period.
3. that those sections of the Administration responsible for the planning and provision of classroom accommodation and other infrastructure consult with the relevant Faculties and Colleges to ensure that a transition to a more fully semesterised curriculum can be carried out effectively in terms of currently available facilities. Ongoing planning in this area should take into account the effect of an increasing emphasis on semesterisation in the future.
4. that Academic Board accept as policy that, within the administrative, organisational and academic constraints that may apply at any given time, semester-length courses (including courses in the summer period where appropriate) should be seen as normal elements in the construction of programs of study across the University and particularly at first year level. Such a policy would imply that Faculties regularly review their curricula and be required to define the special circumstances that may justify offering particular courses in other ways.
5. that Faculties monitor their development of a greater level of semesterisation, taking account of advantages to students, in the light of academic coordination and sequencing; of organisational aspects of course delivery; and of administrative aspects, including the impact on academic and general staff work load, together with the equitable distribution of load between faculties.







## Reports on Chairs

(as at 1 November 1996)

### 1. Sciences Academic Group

#### Chairs under active consideration

- **McCaughey Chair of Geography (Re-advertised)**  
 Selection Committee appointed: 10 May 1995  
 Applications closed: 2 May 1996  
 Twelve applications were received with referees' reports called for five short listed applicants. The Chair of the Selection Committee, Professor Robert G Hewitt approved an additional recommendation for shortlisting to call for referees' reports. Accordingly, referees' reports were requested for the additional short listed applicant. The Committee met on 22 August 1996 to confirm the short list for interview. It was agreed that four of the short listed applicants be invited for interview. One applicant subsequently declined the invitation to attend. Interviews were conducted on 11 October 1996. A recommendation for appointment will be considered by the Senate Chair Appointments Committee on 4 November 1996.
- **Chair of Physics (Theoretical Astrophysics)**  
 Selection Committee appointed: 10 July 1996  
 Applications closed: 19 September 1996  
 Four applications were received with referees' reports called for two short listed applicants. The Committee will meet on 6 November 1996 to short list for interview.
- **Head of Medical Psychology, Westmead Hospital, Professor/Associate Professor, Department of Psychology (Conjoint Appointment)**  
 Selection Committee appointed: 16 October 1996  
 Applications closed: 31 October 1996  
 7 applications were received and have been forwarded to the Dean.

### 2. Professional Faculties Academic Group

#### (1) Chairs under active consideration

- **Abbott Tout Chair of Litigation and Dispute Resolution (REF. B24/13)**  
 Selection Committee appointed: 4 July 1996  
 Applications closed: 16 August 1996  
 One additional application was received late, bringing to 11, the total number of applications received. Referees' reports were called for the additional applicant bringing to 3, the total number of applicants for whom referees' reports were requested. The Committee will meet on 28 November 1996.
- **Dunhill Madden Butler Chair of Women and the Law (REF. B24/14)**  
 Selection Committee appointed: 4 July 1996  
 Applications closed: 16 August 1996  
 6 applications were received and referees' reports were called for 3 applicants. The Committee will meet on 2 December 1996.

#### (2) Chairs for which an offer has been made but not yet accepted

- **Shell Chair of Environmental Engineering (Ref B43/01)**  
 Selection Committee appointed: 20 November 1995  
 Applications closed: 31 January 1996  
 16 applications were received and referees' reports were called for 6 candidates. The Committee met on 17 May 1996 to interview 3 candidates. An offer of appointment was made on 4 June 1996. The Department is confident that the successful candidate will soon indicate acceptance of the offer.

**(3) Chairs accepted**

- **Chair of Accounting (B23/02)**

The successful candidate, Associate Professor Stephen Taylor, has accepted the offer with effect from 11 October 1996. The report of the Chair Selection Committee for this applicant is attached. *(See page 29)*

**3. Health Sciences Academic Group****(1) Chairs under active consideration****Professor/Associate Professor of Materno-fetal Medicine, Central Sydney Area Health Service**

Selection Committee to be appointed:

Applications close: 17 January 1997

**Chair of Surgery, Western Sydney Area Health Service, Westmead Hospital**

Selection Committee appointed: 21 October 1996

Applications close: 14 November 1996

**North Shore Heart Research Foundation Chair of Cardiology, Northern Sydney Area Health Service, North Shore Heart Research Foundation**

Selection Committee appointed: 21 October 1996

Applications close: 14 November 1996

**Professor/Associate Professor, General Practice, Canberra Clinical School**

Selection Committee appointed: 16 September 1996

Applications close: 14 November 1996

**Professor/Associate Dean (Western Clinical School), Wentworth Area Health Service, Western Sydney Area Health Service**

Selection Committee appointed: 16 September 1996

Applications close: 28 November 1996

**Chair of Neonatal Medicine, Western Sydney Area Health Service, Royal Alexandra Hospital for Children**

Selection Committee appointed: 17 June 1996

Applications closed: 3 October 1996

Three applications were received. Referees' reports have been called for all three applicants. Meetings of the Committee are currently being scheduled.

**Director, Professor/Associate Professor of Developmental Disabilities, The Centre for Developmental Disability Studies**

Selection Committee appointed: 19 August 1996

Applications closed: 30 September 1996

Four applications were received. Referees' reports have been called for all four applicants. The Committee will meet on 14 November 1996 to short-list for interview and again on 19 December 1996 to interview.

**Professor/Associate Professor, Program Director, Genetics Services for the Greater West (based at Royal Alexandra Hospital for Children)**

Selection Committee appointed: 20 May 1996

Applications closed: 8 August 1996

Seven applications were received. Referees' reports were called for all seven applicants. The Committee will meet on 5 November 1996 to short-list for interview and again on 18 December 1996 to interview.

**Professor/Associate Professor & Senior Staff Specialist, ACT Health/Department of Psychological Medicine**

Selection Committee appointed: 20 August 1996 (revised)

Applications closed: 13 June 1996

Six applications were received. Referees' reports were called for all six applicants. The Committee met on 10 October 1996 and will meet again on 28 November 1996 to interview four applicants.

**Professor/Associate Professor of Paediatrics, ACT Health**

Selection Committee appointed: 18 March 1996

Applications closed: 9 May 1996

Five applications were received. One applicant withdrew. The committee met on 9 September 1996 and 11 October 1996 to interview one applicant. A recommendation for the award of the title of Associate Professor has been reported elsewhere in the Academic Group (Health Sciences) report.

**Chair of Oral Biology**

Selection Committee appointed: 16 February 1994

Applications closed: 12 April 1995

The Committee met on 26 April 1995 to discuss the applications and, in view of other developments, it was decided to put the position on hold.

**(2) Chair accepted****Chair of Medicine, Westmead Hospital**

The successful candidate, Professor R Kefford, has accepted the offer with effect from 2 September 1996. The report of the Chair Selection Committee for this applicant is attached. *(See page 29)*

**4. Arts and Humanities Academic Group****Chair accepted**

- **Chair in the School of Educational Psychology, Measurement and Technology (Re-advertisement) (Ref. No. D46/01)**

The successful candidate, Professor Peter Francis Cuttance, accepted the offer of appointment and commenced duties on 14 October, 1996. An extract from the report of the Chair Selection Committee for this applicant is attached.

*(See page 30)*

### Report of the Committee appointed to consider applications for the Chair of Accounting B23/02

The committee to consider applications for the above chair was constituted as follows:

ProVice-Chancellor, Professor John Glastonbury  
 Deputy Chair of the Academic Board, Professor Roberta Shepherd  
 Dean, Faculty of Economics, Professor Steven Salisbury  
 Professor Peter Swan, Department of Finance  
 Professor Allen Craswell, Department of Accounting  
 Professor Terry Walter, Department of Accounting  
 Ms Anja Morton, Department of Accounting  
 Professor Trevor Cole, Department of Electrical Engineering

Following advertisement in Australia and overseas, two applications were received and referred to the Department. Statistics of candidates are as follows:

	<u>Australia</u>	<u>Overseas</u>	<u>Total</u>
Male	2	nil	2
Female	nil	nil	nil
	2	nil	2

The committee concurred in the departmental core committee's recommendation that referees' reports be called for both candidates. Following a circulation to the committee, of applications, summaries and referees reports for the 2 candidates, all members of the committee indicated their concurrence with the core committee's recommendation to interview two candidates. Arrangements were made to interview the candidates on 10 September, 1996. All members of the committee were in attendance for the interviews.

The committee unanimously recommended that:

1. appointment to the Chair in Accounting be offered to Associate Professor Stephen Taylor; and in the event that he decline
2. appointment to the Chair of Accounting be offered to another applicant.

### Report of the Committee appointed to consider applications for the position of Chair of Medicine, Western Sydney Area Health Service, Westmead Hospital

The committee appointed to consider applications for the above post was constituted as follows:

The Pro-Vice-Chancellor (Professor J A Young), Deputy Chair of the Academic Board (Associate Professor R Waterhouse), Acting Dean, Faculty of Medicine (Professor S Leeder), Professor G Farrell, Professor B Robinson, Professor R Atkins (Monash University), Professor J H Stewart, Associate Professor J Fletcher, Clinical Professor J Uther, and Professor T Sorrell. Professor J M Little replaced Professor Stewart who was unable to attend the interviews.

Following advertisement in Australia and overseas, seven applications were received. Statistics are as follows:

	<u>Australia</u>	<u>Overseas</u>	<u>Total</u>
Male	4	2	6
Female	-	1	1
Total	4	3	7

Referees' reports were called for five candidates and four were short listed for interview. Statistics are as follows:

	<u>Australia</u>	<u>Overseas</u>	<u>Total</u>
Male	3	-	3
Female	-	1	1
Total	3	1	4

The committee met on 17 May 1996 and 21 August 1996. At the meeting held on 17 May 1996, all members of the committee were present. At the meeting held on 21 August 1996, all members of the committee were present, acknowledging the replacement of Professor Stewart by Professor Little.

The committee unanimously **recommends** that Associate Professor R F Kefford be appointed to the post of Chair of Medicine, Western Sydney Area Health Service, Westmead Hospital. In the event that Associate Professor Kefford declines to accept the appointment, the position should be offered to another applicant.

**Report of the Selection Committee appointed to consider applications for the position of Professor of Education in the School of Educational Psychology, Measurement and Technology (Ref. No. D46/01)**

The committee appointed to consider applications for the above Chair was constituted as follows:

Deputy Vice-Chancellor (Professor Derek Anderson), Chair of the Academic Board (Professor John Mack), Acting Deputy Vice-Chancellor (Professor Kenneth Eltis), Professor Neil Baumgart (Foundation Professor of Education, University of Western Sydney, Nepean), Professor Millicent Poole (Deputy Vice-Chancellor, Australian National University), Associate Professor Helen Beh (Acting Dean, Faculty of Science), Professor David Cockayne (Electron Microscope Unit), Associate Professor Raymond Debus (Educational Psychology, Measurement and Technology), and Associate Professor Ian Smith (Educational Psychology, Measurement and Technology) (non voting member).

Following advertisement in Australia and overseas, thirteen applications were received.

Statistics are as follows

	Australia	Overseas	Total
Male	5	5	10
Female	<u>2</u>	<u>1</u>	<u>3</u>
	7	6	13

Referees' reports were called for six candidates, one applicant subsequently withdrew and three were shortlisted for interview. Statistics of those interviewed are as follows:

	Australia	Overseas	Total
Male	2	-	2
Female	<u>1</u>	<u>-</u>	<u>1</u>
	3	-	3

The Selection Committee met on 27 May, 1996 to determine the shortlist for interview. The interviews were held on 16 July, 1996. All members were present except for Professor Poole who was unable to attend either meeting.

The Selection Committee **recommends** unanimously that Dr Peter Francis Cuttance be appointed to the position of Professor of Education in the School of Educational Psychology, Measurement and Technology.

The committee was also unanimously of the view that the remaining shortlisted candidates should be declared unsuccessful.