



The University of Sydney

Academic Board

Meeting held on Wednesday 14 May 1997

Minutes of the meeting of the Academic Board held at 2.15 pm on Wednesday 14 May 1997 in the Professorial Board Room.

There were present: the Chair (Professor J M Mack) presiding, the Deputy Chairs (Professors D J H Cockayne, J R Lawrence and R Pesman), the Vice-Chancellor and Principal (Professor G Brown), Professors C Adam and D Anderson, Associate Professors R Arnold and R Atherton, Ms S Baker, Associate Professor H C Beh, Dr A E Brew, Professors L W Burgess, J P Carter, B Cass and R E Collins, Associate Professors L J Copeland, E Cornell and C J Durrant, Professors K Eltis, L D Field, D R Fraser and G Gill, Associate Professors C B Gillies and J Gordon, Professor M A Harris, Ms C Hyde, Associate Professor P Jones, Professors J F Kinnear and S R Leeder, Associate Professor A F Masters, Dr P McCallum, Mr J McNicoll, Professor R McPhedran, Dr R A Mitchell, Associate Professor N E Newbiggin, Drs M Peat and P Phibbs, Professor N Quarry, Dr A Reynolds, Professors B D Roufogalis and S M Salisbury, Associate Professor M Sankey, Professor W Schworm, Associate Professor G M Stone and Mr R Wilson.

Present as observers were: Dr W Adams (Acting Secretary to the Academic Board), Mrs J Campbell and Professors L M Koder, D Napper, D Weisbrot and J A Young.

Present by invitation were: Ms L Frohlich (for Mr K Oliver); and Ms E A Bergmann, Ms J Hackett, Ms L Maral and Mr T Robinson.

In attendance: Miss E R Ring.

P This symbol denotes items which were starred for discussion at the meeting. All other items were dealt with as recommended in the agenda.

44/97 Minutes

*** It was agreed that the minutes of the meeting of the Academic Board held on Wednesday 16 April 1997 be confirmed and signed as a correct record.

45/97 Business arising out of the minutes

None.

46/97 Report of the Chair

The following reports had been circulated and tabled:

(see agenda and supplementary agenda item A4.)

Part I

1. Report on Senate Matters April meeting of Senate

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May meeting of Senate

The Chair said that he had starred sections (1), (2) and (3) of this report in order to draw attention to Senate's decision to let lie on the table the recommendations from the Faculties of Dentistry, Health Sciences and Medicine to make provision for Faculty membership by their Pro-Vice-Chancellor (College).

Professor Young said that he and Professors Napper and Weisbrot had discussed this matter and agreed that they would not press the issue of college pro-vice-chancellors being members of the faculties in their respective colleges; they all retained membership of their original faculties.

The Chair said that Senate was awaiting recommendations from all the faculties in respect of this matter and he had been asked to expedite faculty responses. He would therefore write to the deans and the college pro-vice-chancellors outlining his understanding of Senate's views on the issue. Without prejudice, he believed that there was a preference, at least as far as some Fellows were concerned, that the relationship between the college PVCs and the faculties not be formalised but that faculties advise the Board and Senate that it was their intention to invite their respective college pro-vice-chancellors to attend all meetings of faculty.

*** The Board agreed to note the report.

2. Election of Deputy Chairs of the Academic Board

*** The Board agreed to note the report and to congratulate the Deputy Chairs-elect.

3. Introduction of a summer session

*** The Board agreed to adopt the recommendations of the Chair.

4. Selection into fee-paying undergraduate courses

*** The Board agreed to note the report.

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5. Guidelines for the establishment and variation of awards, prizes and scholarships

In response to several issues raised by Associate Professor Masters, it was agreed:

- that the references to the "Pro-Vice-Chancellor" needed to be clarified to indicate whether the Pro-Vice-Chancellor (College) or (Research) was appropriate, it having been noted that at the time of drafting the references were most probably to the Pro-Vice-Chancellor (Academic Support); and
- that the conditions of award of Sydney University Postgraduate Scholarships should be amended to provide that each award provide a tax free stipend of at least \$10,000 (rather than the specified sum of \$10,000) in order to allow for some flexibility.

Associate Professor Masters also expressed concern about the resource implications of the proposed Guidelines and suggested that while the Board could give broad agreement to the academic principles, if it considered this to be appropriate, there was insufficient information available in respect of the workloads for faculties and departments for the Board to adopt the Guidelines outright. During the ensuing discussion, some members echoed the concerns about the resource implications of the devolution, but others supported the proposal, citing the over-all savings in administration.

The Vice-Chancellor observed that the discussion was touching on the important underlying issue of the extent to which the Board should take resource issues into account when making recommendations on academic matters. It might be dangerous if the line between academic and management issues were drawn too clearly; he believed that the Board should consider underlying policy issues separately but also that it should have the capacity to consider them in the context of resourcing.

The Chair said that the "Procedures" document was the one which dealt with resource-related issues, while the "Guidelines" document dealt with academic principles. The "Procedures" document had been referred to senior managers for comment and would be referred to VCAC together with any comments received, with the outcome reported to the Board.

*** After some discussion, the Board agreed to adopt the Guidelines, subject to the request for further advice on the resource implications of its administration.

6. International Relations Committee

*** The Board agreed to note the report.

7. **West Review of Higher Education**
*** The Board agreed to note the report.
8. **McGaw Review of the HSC**
*** The Board agreed to note the report.
9. **Forum of academic and general staff and students held on 23 April 1997**
*** The Board agreed to note the report.
10. **Annual Report of the Learning Assistance Centre**
*** The Board agreed to note the report.
11. **Membership of the Board**
*** The Board agreed to note the report and to welcome Dr Phibbs to membership of the Board.
12. **Selection Committee for the Deanship of Health Sciences**
*** The Board agreed to note the report.
13. **Membership of the Student Proctorial Panel**
*** The Board agreed to note the report.
14. **Action under delegated authority and reports from the Academic Groups**
*** The Board agreed to note the report.
15. **Work in progress**
*** The Board agreed to note the report.
16. **Question Time**
*** The Board agreed to note the report.
17. **Recognition and thanks**
*** The Board agreed to note the report.
18. **Joint Senate/Academic Board Committee: Pro-Vice-Chancellor (Research)**
*** The Board agreed to nominate the persons recommended.

P Part II

At the meeting the Chair reported on the following matters:

1. **Disturbance in the Main Quadrangle**
The Chair said that the disturbances in the Main Quadrangle had impacted on staff and he wished to thank them for their efforts in producing work with relatively few glitches under trying circumstances. He also wished to put on record his appreciation of the first-rate job done by the Security Staff.
2. **Confidential staffing matter**
The Chair reported on a confidential staffing matter which had been referred to him.
*** The Board noted the Chair's report and agreed to support his proposed course of action in respect of the staffing matter.

47/97 Statement by the Vice-Chancellor and Principal

The following reports had been circulated and tabled:

(see agenda and supplementary agenda item A5.)

Part I

1. **Report on Senate Matters**
*** The Board agreed to note the report.
2. **Review of Higher Education Financing and Policy**
*** The Board agreed to note the report.

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3. Sydney Summer School Proposal

The Chair said that he had starred this item in anticipation of members wishing to discuss it.

The Vice-Chancellor said that he understood that the NTEU might be taking the University to the Industrial Commission over the issue of the proposal being referred to the Board for endorsement rather than just for discussion. The Board should feel free to reach its own determination on the proposal rather than be guided by his recommendation.

The Chair drew attention to item 3. in Part I of his Chair's report and to the Board's *de facto* adoption of his recommendations in this item as the item had not been starred.

*** After some discussion the Board agreed unanimously to endorse in principle the proposal to establish a "Sydney Summer School", on a pilot basis for two years, subject to the following provisos (as set out in item 3 of the Chair's report), and to so report to Senate:

- Faculty approval must be given for the selection procedures for admission into those units of study to be offered in the pilot programs, and also for the delivery and examining arrangements by which those units will be conducted, for the Academic Board to accept such summer school units as appropriate for contributing to degree progression requirements in the relevant faculties.
- Each faculty participating in the 1998 summer school in this way must provide to the Board's Graduate/Undergraduate Studies Committee (as relevant), by 1 May 1998, a full report from its Dean on the above aspects of any unit of study offered in the 1998 Pilot Summer School (if this is put into operation), together with any other comments of relevance to the academic oversighting roles of faculties and the Academic Board and, subject to the Board's consideration of these reports in 1998, similar procedures apply in 1999.

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Part II

At the meeting, the Vice-Chancellor reported on the following:

Federal Budget

The Vice-Chancellor said that the Federal Budget was neutral for the University but that there was an anticipation of a kindly election Budget next year and the University should prepare for that. In response to a reference to the \$1 billion which the Federal Government had allocated to special centenary celebrations, the Vice-Chancellor said that the University could submit a proposal for seed funding for a project that met the centenary guidelines.

*** The Board noted the report.

48/97 Report by the Vice-Chancellor and Principal on proctorial matters

*** The Board noted that the Vice-Chancellor tabled a report.

49/97 Report of the Academic Forum

The following report had been circulated:

(see agenda item A12.)

1. **Forum focus: The University's response to the West Review of Higher Education**
2. **Report from the Vice-Chancellor**
3. **Report from the Chair of the Academic Board**
4. **Report from the Chair of the Academic Forum**
5. **Question time**

*** The Board agreed to note the report.

50/97 Report of the Faculty of Economics

The following report was tabled:

(see agenda item B6.)

*** The Board agreed to note the report.

51/97 Report of the Undergraduate Studies Committee

The following report had been circulated:

(see agenda item C1.)

1. **Full proposal for major changes to existing awards/courses**
Orange Agricultural College:
Bachelor of Business (Agricultural Commerce) (Honours)
Bachelor of Management (Honours)
 *** The Board agreed in principle to approve the introduction of the generic honours program at Orange Agricultural College.
2. **Admissions matters**
Faculty of Science - Proposal to change selection criteria
 *** The Board agreed to recommend that Senate approve the new selection criteria for the degree of Bachelor of Pharmacy.
3. **Credit point values and nomenclature**
 *** The Board agreed to note the report.
4. **Approval mechanisms for new courses and major changes to existing courses**
 *** The Board agreed to note the report.
5. **Admissions**
 *** The Board agreed to note the report.
6. **Evaluation of the Committee's performance**
 *** The Board agreed to note the report.
7. **Terms of Reference**
 *** The Board agreed to note the report.
8. **Admission and selection into fee-paying undergraduate courses in 1998**
 *** The Board agreed to note the report.
9. **Equity and Merit Scholarships**
 *** The Board agreed to note the report.
- P 10. **New courses and major changes to existing awards/courses**
Full proposals for a new academic program
 (1) **Faculty of Economics: Bachelor of Commerce (Liberal Arts)**
 (2) **Faculties of Arts and Science: Bachelor of Liberal Studies**

The Chair said that he had starred this item in order to report that a number of years of planning had now culminated in proposals for the Bachelor of Commerce (Liberal Arts) and Bachelor of Liberal Studies having been finalised. The proposals would shortly be considered by the Undergraduate Studies Committee, and it was hoped that entries about the new degree programs would be able to be inserted into the 1998 UAC Guide. He was pleased about this initiative which utilised strengths in various areas of the University and he was appreciative of the hard work by the Deans and many others in achieving this result.

Associate Professor Beh said that she wished, on behalf of the Deans, to thank the Chair for the time and effort that he had contributed towards the initiative, and her comments were endorsed by Professors Cass and Salsbury.

 *** The Board agreed to note the report.

52/97 Report of the Graduate Studies Committee

The following reports had been circulated:

(see agenda item C2.)

A. First report

1. PhD examination process: recommendations to the PhD Award Sub-Committee

*** The Board agreed to note the report and to ask faculties and academic colleges to ensure that there is an appropriate justification in their recommendations to the PhD Award Sub-Committee.

2. Proceedings of the Committee

- (1) Administration of graduate candidatures
- (2) Coursework Sub-Committee
- (3) Seminars for Supervisors of Postgraduate Students
- (4) Workshop for Postgraduate Co-ordinators
- (5) Postgraduate coursework units of study
- (6) Electronic Publication of Theses
- (7) Faculty reports on postgraduate teaching and reviews of postgraduate coursework
- (8) Postgraduate Studies Handbook
- (9) Postgraduate Appeal
- (10) Membership of the Teaching and Learning Committee
- (11) Work in progress

*** The Board agreed to note the report.

B. Second report

Proceedings of the Committee

1. Administration of graduate candidatures
2. Postgraduate Coordinators' Workshop

*** The Board agreed to note the report.

53/97 Report of the Teaching and Learning Committee

The following reports had been circulated:

(see agenda item C3.)

First Report

1. Annual Reports of Faculty Teaching Committees
2. Priority Teaching Areas
 - (1) Distance Education/Flexible Learning
 - (2) Graduate Students' Teaching Loads
3. Policy review
 - (1) Examination and Assessment
 - (2) Statement on the Management of Teaching Activities

*** The Board agreed to note the report.

Second Report

1. Annual Reports of Faculty Teaching Committees

*** The Board agreed to note the report.

2. Priority Teaching Areas

- (1) Generic Attributes of Graduates

*** The Board agreed to adopt the revised statement on the Generic Attributes of Graduates of the University of Sydney, as recommended.

- (2) Teaching and Learning Committee as Broker
 - (a) Image Database
 - (b) Flexible Learning/Distance Education
 - (c) CUTSD Grants

*** The Board agreed to note the report.

54/97 Report of the Research Committee

The following report had been circulated:

(see agenda item C4.)

1. Conditions to be Provided to ARC and NHMRC Research Fellows

*** The Board agreed to note the report, noting that the Chair of the Research Committee and the Chair of the Board had agreed to present the Committee's recommendations to the Board in their entirety and that the Board, at its April meeting, agreed to adopt in principle the recommendations in respect of the conditions to be provided to the categories of research fellow listed and to commend to the Vice-Chancellor for his endorsement those recommendations with resource implications.

2. Taxation Status of Postgraduate Scholarships

*** The Board agreed to note the report.

3. AVCC Guidelines for Responsible Practice in Research and Dealing with Problems of Research Misconduct

*** The Board agreed:

- that Heads of Department should collect both the proforma and the final manuscript submitted for publication, but that they need not keep all revisions; and
- that once the manuscript is published, a copy of the published manuscript should be kept on file in place of the version submitted for publication.

4. Report from the Pro-Vice-Chancellor (Research)

*** The Board agreed to note the report.

5. Report from the Director, Business Liaison Office.

*** The Board agreed to note the report.

6. Report from the Director, Research Development

*** The Board agreed to note the report.

7. Report of the Director, Research and Scholarships Office

*** The Board agreed to note the report.

8. Eligibility Criteria for ARC Small Grants

*** The Board agreed to note the report.

55/97 Report of the Library and Information Technology Committee

The following report had been circulated:

(see agenda item C5.)

1. Membership of Reference Groups

2. Report from the Chair of the Library Reference Group

3. Report from the Chair of the IT Reference Group

4. Generic Attributes of Graduates of the University of Sydney

5. Provision of IT Accounts for student members of Academic Board, Academic Forum and Committees

6. Provision of IT Accounts for Fellows of Senate

7. Copyright and the WWW

*** The Board agreed to note the report.

56/97 Report of the Academic Staffing Committee

The following report had been circulated:

(see agenda item C6.)

1. Modes of Employment

2. Promotions Appeals

3. Policy Document - Support and Progression of Academic Staff

4. Criteria for Promotion relating to Professional Service

*** The Board agreed to note the report.

57/97 Appreciation of Professor Mack

The Vice-Chancellor referred to this being the last meeting of the Board at which Professor Mack would preside as Chair, and he paid tribute to Professor Mack's contributions to the University in general and to the Board in particular. The Vice-Chancellor's comments were supported with acclamation. Professor Mack thanked the Vice-Chancellor for his comments and the members of the Board for their support.