



Academic Board Minutes

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**Minutes of the meeting of the Academic Board
held at 2 pm on Wednesday 16 September 1998 in the Professorial Board Room**

There were present: the Chair (Professor R Pesman) presiding, the Deputy Chairs (Professors D J H Cockayne, J Lawler, R McPhedran and A Sefton), the Vice-Chancellor and Principal (Professor G Brown), Professors C Adam and D Anderson, Associate Professor R Arnold, Dr A E Brew, Professors L W Burgess, B Cass and J Chudleigh, Associate Professors D Davey and D Dragovich, Professor R Dunn, Associate Professor C J Durrant, Professors K Eltis and L D Field, Dr D P Godden, Professors R Hewitt, H Kendig, J F Kinnear, K Lester and G MacAulay, Associate Professor A F Masters, Professor G T Moore, Drs M Peat and P Phibbs, Professors J Raper, R Rose, B D Roufogalis, R L Russell, W Schworm and G Sherington, Associate Professor G M Stone, Mr T Trudinger, Professor J Webber and Messrs T J Wilkinson and R Wilson.

Present as observers were: Dr W Adams (Secretary of the Academic Board), Associate Professor R Ross, Mr J Shipp and Professors D Weisbrot and J A Young.

Present by invitation were: Ms N Downey, Mr T Kevin and Mrs L Rose.

In attendance: Miss E R Ring.

☆ **1. Apologies**

The Board noted that apologies had been received from: Dr R Bohringer, Professors M Harris, L M Koder, S R Leeder, J R Lawrence, V Spate, G P Steven and T Walter and Dr G Wright.

(File 021/0005/00003)

2. Arrangement of Agenda

☆ **2.1 Starring of items**

Members of the Board were invited to star for discussion any unstarred items.

The following additional items were starred: 9.1.3, 10.1.1.3.5 and 10.1.1.3.6.

2.2 Adoption of unstarred items

Resolution 125/98

That the Academic Board resolve as recommended with respect to all unstarred items.

3. Minutes of previous meeting

Resolution 126/98

That the Academic Board adopt the minutes of the previous meeting held on 12 August 1998 as a true record.

(Note: Subsequent to the September Board meeting, an apology for his absence from the August Board meeting was received from Dr D Davey.)

(File 028/0030/00016)

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

5. Report of the Chair

5.1 Action under delegated authority

5.1.1 Report of the Committee appointed to reconsider an application for promotion from Senior Lecturer to Associate Professor

Resolution 127/98

That the Academic Board note that the Chair endorsed the report of the Committee appointed to reconsider an application for promotion from Senior Lecturer to Associate Professor.

(File 028/0030/00029)

5.1.2 Report of the Committee appointed to reconsider an application for promotion from Lecturer to Senior Lecturer

Resolution 128/98

That the Academic Board note that the Chair endorsed the report of the Committee appointed to reconsider an application for promotion from Lecturer to Senior Lecturer.

(File 028/0002/00018)



5.2 General report

5.2.1 Flexible Learning Working Party Report

Members discussed the recommendation of the Working Party in respect of the timeframe for faculties to comment, as set out in the circulated report. Several members suggested that a longer period would be required for reasoned and cogent responses, while others advocated the adoption of the suggested timeframe, on the basis that the responses would be regarded as initial responses. The Chair reported that the comments received would be used by the Working Party to progress the paper and that she was anxious that further work not be unduly delayed.

The Chair also reported that she wished to record the Working Party's thanks to Ms Natalie Downey for her work on the document.

Resolution 129/98

That the Academic Board receive and note the report of the Flexible Learning Working Party and:

- (a) ask faculties to provide initial comment on each of the matters listed in the report and advise the Chair of the Academic Board by 31 October 1998 on:
 - (i) action they are currently taking to promote flexible learning, particularly in relation to Flexible Course Rules and Flexible Learning Styles;
 - (ii) plans for the further development of flexible learning; and
 - (iii) resources currently available to facilitate flexible learning and what resources they anticipate will be needed for the implementation of plans identified under (ii) above.
- (b) ask the Chair of the Academic Board to refer the report to:
 - (i) the Undergraduate and Graduate Studies Committees for advice on the issues identified under Flexible Course Rules;
 - (ii) the Teaching and Learning Committee for advice on the issues identified under Flexible Learning Styles; and
 - (iii) the Information Technology Committee for advice on the issues identified in relation to Infrastructure and Support.

(File 028/0002/00304)

5.2.2 Examination Survey

Resolution 130/98

That the Academic Board note the Chair's report on the Examination Survey.

(File 004/0016/00014)

5.2.3 Australian Awards for University Teaching

Resolution 131/98

That the Academic Board note the Chair's report on Australian Awards for University Teaching.

(File 152/0003/00311)

5.2.4 Higher School Certificate

Further to her written report, the Chair reported as follows:

Members of the Board may have noticed the heading in the *Sydney Morning Herald* on September 15 announcing that schools would be teaching university courses. This is a version of an approach from the Board of Studies to universities on the possibility of their offering an adapted form of some first year units of study in distance mode to accelerating HSC students. The working party that has been established to advise the Board on the HSC reforms met for the first time yesterday. The working party welcomed the opportunity for closer working relations with schools and was very interested in pursuing further discussions with the Board of Studies but recognised that serious discussions could not begin until more information was available on funding and resources and the cohort of students. It was not clear whether the university courses were to be restricted to the group who at present took distinction courses or to those who now do 3 unit subjects or to some intermediate group.

The working party believed that we should be very interested in providing for the Distinction cohort but was of the opinion that the option of catering for a much larger group would need very careful consideration. Concern was expressed at the meeting about the reaction of school teachers to the loss of the opportunity of working with their more academically gifted students.

The Vice-Chancellor reported on the NSWVCC discussions about the proposal, advising that the intended cohort was some 1200 students: less than the 3-unit cohort, but greater than that for Distinction courses; the funding issue had not yet been determined.

The Chair reported that the University would need to participate in the debate about the proposal and that she would keep the Board informed of further developments.

Resolution 132/98

That the Academic Board note the Chair's report on the Higher School Certificate.

(File 028/0002/00311)

5.2.5 Australian Postgraduate Awards

Resolution 133/98

That the Academic Board note the Chair's report on Australian Postgraduate Awards.

(File 028/0002/00137)

5.2.6 Other business

5.2.6.1 Welcome to new member

The Chair welcomed Mr David Trudinger, the new President of SUPRA, to his first meeting of the Board.

(File 021/0002/00001)

5.2.6.2 Recording of apologies

The Chair reported that the Academic Governance Rules relating to the Board provided that where an appointed or elected member of the Board was absent from three consecutive ordinary meetings of the Board and was not excused for his or her absence that person would cease to be a member of the Board. Apologies were therefore being recorded.

(File 021/0004/00004)

5.2.6.3 Bookfest 1998

The Chair reported that the Chancellor's Committee would be holding its thirteenth annual sale of books in the Great Hall from Saturday 19 September to Wednesday 23 September, between 10 am and 4 pm. She asked that this be drawn to the attention of staff and students.

5.2.6.4 Calendar 1998, Volume 1, Statutes and Regulations

The Chair reported that copies of the new 1998 Calendar had been tabled for members to retain as their personal copies.

Resolution 134/98

That the Academic Board note the report of the Chair on other business.

(File 021/0006/00008)

6. Report of the Vice-Chancellor and Principal



6.1 General report

6.1.1 Senate Retreat

The Vice-Chancellor reported that instead of the regular meeting of Senate in September there had been instead a retreat at Terrigal for Fellows of Senate and Senior Officers. This had been a very effective meeting, with a significant amount of information having been given to Fellows. External Fellows had developed considerable sympathy for the University in respect of the problems it faced. As a result, Senate might be persuaded to support new initiatives whereby some of the funds held in central reserves could be employed in various ways, such as for restructuring, alumni marketing, etcetera.

6.1.2 Profile visit

The Vice-Chancellor reported on the DEETYA "profile visit" that had been held the previous day. It had been a constructive meeting for the most part, with no changes having to be made to the University's strategic plans. The University's submission had been commended in terms of its quality, timeliness and projections.

6.1.3 Federal election

The Vice-Chancellor reported that the AVCC had adopted a united approach to the forthcoming Federal election, expressing the view that education needed to be on the agenda for both major political parties and also to be an issue considered by the voters.

Labor had revealed its policies the day before. In respect of tertiary funding, it provided for better than the *status quo* under the Coalition Government but did not provide as good a position as had been the case at the time of the expiration of the last Labor Government. The additional funding promised was tied to the redistribution of university places in accordance with national priorities, which favoured regional universities, and the policy in respect of private investment was retrogressive. He was therefore taken aback by the AVCC's support, albeit weak support, for the Labor policy.

The University had avoided cuts in staff and disciplines by concentrating on income generation. Labor's policy was inimical to that and would disallow domestic fees income; it was possible that it would also disallow postgraduate coursework fees. Under this policy the University would lose very large sums of money relative to its own income and relative also to other universities. While the net result of the policy would be an improvement on current Coalition funding for the tertiary system as a whole, the long-term private/public funding mix needed to be addressed by whichever government was in office. The Coalition's election policies were now being awaited.

A public forum on the current and future education policies of the political parties would be held on Monday 21 September. This was a joint initiative of the University, SUPRA, the SRC, the NTEU and CPSU. All were welcome to attend.

Resolution 135/98

That the Academic Board note the Vice-Chancellor's general report.

(File 021/0006/00007)

7. Report of the Academic Forum

7.1 Report of the meeting held on 17 August 1998

Receipt of report

Resolution 136/98

That the Academic Board receive and note the report of the Academic Forum meeting held on 17 August 1998.

(File 028/0039/00002)

8. Reports of Faculties and Boards

8.1 Report of the Faculty of Law

Receipt of report

Resolution 137/98

That the Academic Board receive and note the report of the Faculty of Law meeting held on 11 August 1998.

8.1.1 Proposed Semester dates 1999

Resolution 138/98

That the Academic Board approve the proposed semester dates for the Faculty of Law for 1999 as presented in the report.

(File 028/0002/00114)

8.2 Report of the Faculty of Medicine

Receipt of report

Resolution 139/98

That the Academic Board receive and note the report of the Faculty of Medicine meeting held on 9 July 1998.

8.2.1 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Medicine

Resolution 140/98

That the Academic Board recommend to Senate that the Resolutions of the Senate relating to the Constitution of the Faculty of Medicine be amended with immediate effect by inserting in section 1.(a) the words "Rural Health" after the words "Public Health and Community Medicine".

(File 036/0006/00170)

8.3 Report of the Faculty of Nursing

Receipt of report

Resolution 141/98

That the Academic Board receive and note the report of the Faculty of Nursing.

8.3.1 Semester and Vacation Dates 1999

Resolution 142/98

That the Academic Board approve the proposed semester and vacation dates for the Faculty of Nursing for 1999 as presented in the report.

(File 028/0002/00114)

8.4 Report of the Faculty of Veterinary Science

Receipt of report

Resolution 143/98

That the Academic Board receive and note the report of the Faculty of Veterinary Science meeting held on 26 August 1998.

8.4.1 Constitution of the Faculty of Veterinary Science

Resolution 144/98

That the Academic Board recommend to Senate that the Resolutions of the Senate relating to the Constitution of the Faculty of Veterinary Science be amended with immediate effect as presented in the report.

(File 036/0006/00169)

9. Undergraduate Studies Committee

9.1 Report of the meeting held on 18 August 1998

Receipt of report

Resolution 145/98

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 18 August 1998.

(File 028/0002/00290)

9.1.1 Approval in principle for a new degree

9.1.1.1 Faculty of Arts

9.1.1.1.1 Bachelor of Arts (Languages)

Resolution 146/98

That the Academic Board recommend that Senate approve in principle the proposal of the Faculty of Arts for the new, repackaged eight semester degree of Bachelor of Arts (Languages), for introduction in 2000, as set out in the report presented.

(File 003/0015/00028)

9.1.2 Amendment of the Resolutions of the Senate

9.1.2.1 Faculty of Economics

9.1.2.1.1 Bachelor of Economics, Bachelor of Economics (Social Sciences), Bachelor of Commerce and Bachelor of Commerce (Liberal Studies)

Resolution 147/98

That the Academic Board

- (i) recommend that Senate approve the proposal of the Faculty of Economics for major changes in 1999 to the existing degrees of Bachelor of Economics, Bachelor of Economics (Social Sciences), Bachelor of Commerce and Bachelor of Commerce (Liberal Studies); and
- (ii) recommend that the Resolutions of the Senate relating to the above degrees be amended, with effect from 1 January 1999, as set out in the report presented.

(Files 003/0017/00010, 003/0017/00011, 003/0017/00012, 003/0017/00013)

9.1.2.2 Faculty of Health Sciences

9.1.2.2.1 Bachelor of Applied Science (Leisure and Health)

Resolution 148/98

That the Academic Board

- (i) recommend that Senate approve the proposal of the Faculty of Health Sciences for major changes in 1999 to the existing subject area, Leisure and Health, in the degree of Bachelor of Applied Science; and
- (ii) recommend that the Resolutions of the Senate relating to the above degree be amended, with effect from 1 January 1999, as set out in the report presented.

(File 003/0032/00007)

9.1.2.2.2 Bachelor of Applied Science (Occupational Therapy)

Resolution 149/98

That the Academic Board

- (i) recommend that Senate approve the proposal of the Faculty of Health Sciences for major changes in 1999 to the existing subject area, Occupational Therapy, in the degree of Bachelor of Applied Science; and
- (ii) recommend that the Resolutions of the Senate relating to the above degree be amended, with effect from 1 January 1999, as set out in the report presented.

(File 003/0032/00001)

9.1.2.3 Orange Agricultural College

9.1.2.3.1 Bachelor of Business (Agricultural Commerce), Bachelor of Equine Business Management, Bachelor of Farm Management, Bachelor of Horticultural Management, Bachelor of Management (Land Resources), Bachelor of Management, Bachelor of Rural Business Administration, Advanced Diploma of Business (Agricultural Commerce), Advanced Diploma of Equine Business Management, Advanced Diploma of Farm Management, Advanced Diploma of Horticultural Management, Advanced Diploma of Viticultural Management, Advanced Diploma of Horticulture, Advanced Diploma of Land Management, Advanced Diploma of Management, Advanced Diploma of Rural Business Administration

Resolution 150/98

That the Academic Board

- (i) recommend that Senate approve the proposal of Orange Agricultural College for major changes in 1999 to the following existing courses: Bachelor of Business (Agricultural Commerce), Bachelor of Management (Land Resources), Bachelor of Management, Advanced Diploma of Equine Business Management, Advanced Diploma of Farm Management, Advanced Diploma of Horticultural Management, Advanced Diploma of Viticultural Management, Advanced Diploma of Horticulture, Advanced Diploma of Land Management, Advanced Diploma of Management and Advanced Diploma of Rural Business Administration;
- (ii) recommend that Senate approve the proposal for major changes in 1999 to the following renamed existing courses: Bachelor of Equine Business Management, Bachelor of Farm Management, Bachelor of Horticultural Management, Bachelor of Rural Business Administration and Advanced Diploma of Business (Agricultural Commerce); and
- (iii) recommend that the Resolutions of the Senate relating to the above courses be amended, with effect from 1 January 1999, as set out in the report presented.

(File 003/0037/00001)



9.1.3 Common result grades: Conceded Pass (PCON)

Professor Hewitt and others expressed concern over the recommendation for the abolition of the PCon result, which played a valuable role in some parts of the University. The agenda papers contained no rationale for the recommendation, which, as a procedural matter, should be referred to faculties for consideration and comment.

Professor Lawler reported that the matter had been discussed at a number of meetings of the Undergraduate Studies Committee, which had representation from all the faculties, and that the recommendation had not been presented to the Board without notice.

Members discussed briefly the value of retaining this grade of result for use in units where it was not easy to re-examine versus the need to determine whether a student had passed or failed a unit. The Chair reported her concern over the situation where students who had been awarded the same mark could have a different grade depending on the grades used by the faculty in which they were enrolled.

It was suggested that the recommendation lie on the table for a month to allow for further consultations and that the Teaching and Learning Committee be asked for its views on the matter, which Professor Sefton agreed to effect.

Resolution 151/98

That the Academic Board let lie on the table for one month the recommendation for the deletion of the grade of PCON (Conceded pass) from the Common result grades from the year 2000 for all students.

(File 004/0006/00057)

9.1.4 Proceedings of the Committee

Resolution 152/98

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 18 August 1998 relating to the following matters:

1. Agenda format
2. Common result grades: Conceded Pass (PCON)
3. Uniform reporting of honours grades
4. Merit grade distribution
5. Nomenclature changes for courses at Orange Agricultural College
6. Reference from the Academic Board: Report of the Faculty of Agriculture
7. Faculty of Economics
8. Review of Resolutions of the Senate, Academic Board and Faculties in respect of courses/ Approval Mechanisms for New or Amended Courses of Study
9. Admissions Working Party
10. Overseas Qualifications Working Party
11. Minor changes to Resolutions of the Senate relating to courses and units of study since the previous meeting



9.2 Report of the Chair

The Chair had no further report for the meeting.

10. Graduate Studies Committee

10.1 Report of the meeting held on 24 August 1998

Receipt of report

Resolution 153/98

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 24 August 1998.

(File 028/0002/00291)

10.1.1 Amendment of the Resolutions of the Senate

10.1.1.1 Faculty of Economics

10.1.1.1.1 Master of Commerce

Resolution 154/98

That the Academic Board, acting on behalf of Senate:

- (i) approve the proposal of the Faculty of Economics for major changes in 1999 to the existing degree of Master of Commerce; and
- (ii) amend the Resolutions of the Senate relating to the above degree with effect from 1 January 1999, as set out in the report presented.

(File 003/0017/00008)

10.1.1.2 Faculty of Health Sciences

10.1.1.2.1 Master of Health Science (in Medical Radiation Sciences)

10.1.1.2.2 Graduate Diploma of Health Science (in Medical Radiation Sciences)

10.1.1.2.3 Graduate Certificate of Health Science (in Medical Radiation Sciences)

Resolution 155/98

That the Academic Board:

- (i) recommend that Senate approve the proposal of the Faculty of Health Sciences for the introduction of the new program in Medical Radiation Sciences within the existing courses of Master of Health Science, Graduate Diploma of Health Science and Graduate Certificate of Health Science; and
- (ii) recommend that the Resolutions of the Senate relating to the above courses be amended with effect from 1 January 1999, as set out in the report presented.

(Files 003/0032/00004, 003/0032/00008, 003/0032/00009)

10.1.1.3 Faculty of Medicine

10.1.1.3.1 Doctor of Public Health in Medicine

10.1.1.3.2 Master of Public Health in Medicine

10.1.1.3.3 Master of Public Health in Medicine (Honours)

10.1.1.3.4 Master of Philosophy in Public Health

Resolution 156/98

That the Academic Board:

- (i) recommend that Senate approve the proposal of the Faculty of Medicine for the introduction of the new degrees of Doctor of Public Health in Medicine, Master of Public Health in Medicine (Honours) and Master of Philosophy in Public Health and for the amendment of the existing Master of Public Health in Medicine degree; and
- (ii) recommend that the Resolutions of the Senate relating to the above degrees be amended with effect from 1 January 1999, as set out in the report presented.

(Files 003/0020/000012, 003/0020/000016,
003/0020/000017, 003/0020/000018)

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10.1.1.3.5 Master of Science in Pharmacy

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10.1.1.3.6 Graduate Diploma of Science in Pharmacy

The Acting Chair of the Graduate Studies Committee withdrew Item 10.1.1.3.5 relating to the Master of Science in Pharmacy and Item 10.1.1.3.6 relating to the Graduate Diploma of Science in Pharmacy.

(Files 003/0020/000019, 003/0020/000020)

10.1.2 Proceedings of the Committee

Resolution 157/98

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 24 August 1998 relating to the following matters:

1. Membership of the Committee
2. Report of the PhD Award Sub-Committee
3. Report of the Coursework Sub-Committee
4. Proposal from the Faculty of Economics for the new degree of Master of International Business
5. Appointment of Working Parties to consider new and amended postgraduate courses
6. Appointment of Appeal Committee
7. Higher doctorates
8. Reference from the Academic Board: Discussion paper on "Australian Postgraduate Awards and University Scholarships: Method of Award"
9. Review of Management Structures and Processes with respect to research higher degree programs
10. Work in progress



10.2 Report of the Chair

The Acting Chair had no further report for the meeting.

11. Teaching and Learning Committee

11.1 Report of the meeting held on 6 August 1998

Receipt of report

Resolution 158/98

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 6 August 1998.

(File 028/0025/00027)

Proceedings of the Committee

Resolution 159/98

That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 6 August 1998 relating to the following matters:

1. Teaching and Learning Showcase
2. Report of the Centre for Teaching and Learning
3. Criteria for good teaching
4. Policy for IT materials



11.2 Report of the Chair

The Chair reported that the posters for the Teaching and Learning Showcase had arrived and that the closing date would be in the following week.

Resolution 160/98

That the Academic Board note the report of the Chair of the Teaching and Learning Committee.

(File 028/0025/00027)

12. Research Committee

12.1 Report of the meeting held on 13 August 1998

Receipt of report

Resolution 161/98

That the Academic Board receive and note the report of the Research Committee meeting held on 13 August 1998.

(File 028/0002/000173)

Proceedings of the Committee

Resolution 162/98

That the Academic Board note the proceedings of the Research Committee meeting held on 13 August 1998 relating to the following matters:

1. General Business
2. Report of the Pro-Vice-Chancellor (Research)
Report in The Australian 12 August 1998
Cooperative Research Centres
Marine Science

- Major Equipment
- Postgraduate Research Review
- Research Strengths and Priorities
- Updated AVCC Code of Practice for Higher Degrees
- Launch of EnCompass Bioinformatics
- 3. Report of the Director, Business Liaison Office
START Grants
- 4. Report of the Director, Research and Scholarships Office
ARC Large Grants and Fellowships
NHMRC/Warwick Anderson
Publications audit



12.2 Report of the Chair

The Chair had no further report for the meeting.

13. Academic and Staffing Committee

13.1 Report of the meeting held on 26 August 1998

Receipt of report

Resolution 163/98

That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 26 August 1998.

(File 028/0024/000372)

Proceedings of the Committee

Resolution 164/98

That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 26 August 1998 relating to the following matters:

1. Promotion Criteria for Research-only Positions and other than "Mainstream" Academic Positions
2. Policy Document on the Appointment of all Categories of Academic Staff.



13.2 Report of the Chair

The Chair had no further report for the meeting.

14. General Matters

14.1 Membership of the Academic Board

Resolution 165/98

That the Academic Board appoint Professor D Nutbeam to membership of the Board, to fill the casual vacancy created by Associate Professor Farnill's retirement, to hold office until 31 December 1999.

(File 021/0002/00001)

14.2 Report by the Vice-Chancellor and Principal on proctorial matters

Resolution 166/98

That the Academic Board note that a report on proctorial matters was tabled.

(Files 028/0002/00209, 041/0017/00107)

14.3 Report of the Committee appointed to consider applications for promotion from Associate Lecturer to Lecturer

Resolution 167/98

That the Academic Board note the report of the Committee appointed to consider applications for promotion from Associate Lecturer to Lecturer.

(File 028/0002/00125)

14.4 Report of the Committee appointed to consider the Excellence in Teaching Awards

Resolution 168/98

That the Academic Board note the report of the Committee appointed to consider the Excellence in Teaching Awards.

(File 028/0002/00125)

The meeting closed at 3 pm.

Signed as a correct record

Chair

Date