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## Academic Board Minutes

Academic Board Officer: Miss E R Ring

Secretariat, Main Quadrangle, A14

Phone: 9351 3305; Fax: 9351 3572

E-mail: [E.Ring@secretariat.usyd.edu.au](mailto:E.Ring@secretariat.usyd.edu.au)

Web site: <http://www.usyd.edu.au/su/ab/>

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**Minutes of the meeting of the Academic Board  
held at 2 pm on Wednesday 13 October 1999 in the Professorial Board Room**

**There were present:** the Chair (Professor L Cram) presiding, the Deputy Chairs (Associate Professor R Atherton and Professors D J H Cockayne, J Sachs and G P Steven), the Vice-Chancellor and Principal (Professor G Brown), Professors C Adam and S Armitage, Dr A E Brew, Professor B Cass, Dr D Cockrell, Associate Professors L Copeland, D Davey and D Dragovich, Professor R Dunn, Associate Professor C J Durrant, Professor K Eltis, Dr A Fekete, Professor L D Field, Associate Professor C Gillies (for Professor B Hesketh), Professor M A Harris, Ms E Henley, Professors M Jabri, J F Kinnear, S R Leeder and K Lester, Mr R Madhavan, Associate Professor A F Masters, Dr R A Mitchell (for Professor H Kendig), Professors G T Moore and D Nutbeam, Associate Professor M Painter, Dr P Phibbs, Professor S E Pretty, Miss C Price, Associate Professor A Reynolds, Ms P Reynolds, Professor G Sherington, Ms K Stenner, Professor J Webber and Mr R Wilson.

Secretary of the Academic Board: Dr W Adams.

Present as observers: Dr M Edmond and Professors L M Koder and D Siddle.

Present by invitation: Professor S I Benrimoj and Ms L Schofield.

In attendance: Miss E R Ring.

### ★ 1. Apologies

The Board noted that apologies had been received from: Mr W T Arthur, Associate Professor W Bryden, Professors J Carter and J Chudleigh, Associate Professor M Findlay, Dr D P Godden, Professor B Hesketh, Associate Professor P Jones, Professors H Kendig, J Lawler and K Lee, Associate Professor P McCallum, Professors R McPhedran and R Pesman, Associate Professor E Probyn, Professor J Raper, Mr J Shipp and Professors P Springborg, P Wolnizer and J A Young.

(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: 7.1.2, 8.1.2 and 10.2.4.

#### 2.2 Adoption of unstarred items

##### **Resolution 219/99**

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

### 3. Minutes of previous meeting

#### Resolution 220/99

That the Academic Board adopt the minutes of the previous meeting held on 15 September 1999 as a true record.

(File 028/0002/00354)

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

There was no other business arising from the minutes.

### ☆ 5. Report of the Chair

#### 5.1 Report on Senate matters

##### Resolution 221/99

That the Academic Board note that instead of the regular meeting of Senate in October 1999, a retreat was held for Fellows of Senate and Senior Officers, and that the report from the Board's September meeting will be considered by Senate at its November meeting.

#### 5.2 General report

##### 5.2.1 Outstanding examination results

###### Resolution 222/99

That the Academic Board approve the policy relating to outstanding examination results, as set out in the footnote appended to the table of Common Result Grades.

(File 004/0006/00057)

##### 5.2.2 Establishment of the Faculty of Pharmacy

Professor Lester spoke to the written report, and, there being no discussion, the Board resolved as follows:

###### Resolution 223/99

That the Academic Board endorse the report and commend it to Senate for approval of the recommendations therein, with effect from 1 January 2000, as detailed below:

(i) Recommendation 1

That Senate approve the Resolutions of the Senate relating to the Constitution of the Faculty of Pharmacy and the range of courses it will offer, as set out in Attachment A of Professor Young's report.

(ii) Recommendation 2

That Senate approve the amendment of the Resolutions of the Senate relating to the courses offered by the Faculty of Science and the Faculty of Medicine, as outlined in Attachment B of Professor Young's report.

(iii) Recommendation 3

That Senate approve the amendment of the Resolutions of the Senate relating to the Departments and Schools within the Faculty of Science, as outlined in Attachment C of Professor Young's report.

(iv) Recommendation 4

That Senate approve the amendment of the Resolutions of the Senate relating to the election or appointment of students to membership of faculties, college boards and boards of studies, as set out in Attachment D of Professor Young's report, which would —

- (a) remove all references to Faculty of Science membership by Bachelor of Pharmacy students, and
  - (b) define the student membership of the Faculty of Pharmacy.
  - (v) Recommendation 5  
That Senate approve the amendment of the Resolutions of the Senate relating to Restriction upon Re-enrolment, as set out in Attachment E of Professor Young's report.
- (File 036/0004/00004)

### 5.2.3 Language Committee

The Chair advised the meeting that he had written to Pro-Vice-Chancellors (College) seeking nominations for membership of the Language Committee.

#### **Resolution 224/99**

That the Academic Board note the Chair's advice that Professor Hugh Clarke will chair the Language Committee.

(Files 028/0002/00358, 028/0002/00359)

(File 028/0006/00008)

## ☆ 6. Report of the Vice-Chancellor and Principal

### 6.1 General report

The Vice-Chancellor reported that the Senate retreat had been a useful planning exercise. He advised the Board that he had attended a Go8 meeting earlier in the week and that the Go8 had set up a company structure with a secretariat in Canberra. He briefed the Board on matters discussed at the meeting which included enterprise bargaining and the Green Paper.

The Vice-Chancellor also reported that he had met with Dr Kemp and had formed the impression that the Federal Government would not be moving quickly to introduce major changes affecting higher education such as vouchers.

One area of concern for the University, however, was the advice that DETYA was of the view that bequests and donations should not count as research income as this was seen to favour the older universities; this view needed to be fought.

In response to a request for further information about an item in the press that day on plans to develop a new funding model, the Vice-Chancellor reported that he had no further information on this matter; he briefed the Board on the background of the model currently used.

#### **Resolution 225/99**

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 13 September 1999

#### 7.1.1 Receipt of report

##### **Resolution 226/99**

That the Academic Board receive and note the report of the Academic Forum meeting held on 13 September 1999.



**7.1.2 Forum Focus: "It's hard to be green: Research in the post green paper environment"**

Associate Professor Masters referred to the following point made during the Forum Focus (the final dot-point in the list of points, page 28 of the agenda refers) and suggested that the Board might refer the issue to the Graduate Studies Committee:

"There was a great deal of variation between departments with regard to the facilities provided to postgraduate students. Attractiveness to students would be increased if facilities, supervision and the dispersal of information (particularly at the departmental level) were improved."

With the agreement of the Chairs of the Graduate Studies and Research Committees, the Chair undertook to write to the Chair of the Graduate Studies Committee about the matter.

**Resolution 227/99**

That the Academic Board note the Forum Focus of the Academic Forum meeting held on 13 September 1999.

**7.1.3 Proceedings of the Forum**

**Resolution 228/99**

That the Academic Board note the proceedings of the Academic Forum meeting held on 13 September 1999 relating to the following matters:

7.1.3.1 Tributes

7.1.3.2 Question time

7.1.3.3 Alternative Chair

7.1.3.4 Casual Vacancies – Non professorial members of the Academic Forum

7.1.3.5 Academic Forum meeting dates for 2000

7.1.3.6 Academic Forum Elections

(1) Non-professorial members of the Academic Forum

(2) Election of students to Faculties

7.1.3.7 Reports for noting

(1) Reports from Senate

(2) Report from the Chair of the Academic Board

(3) Notification of Academic Board elections

(File 028/0039/00002)

**8. Reports of Faculties and Boards**

**8.1 Faculty of Medicine**

**8.1.1 Receipt of report**

**Resolution 229/99**

That the Academic Board receive and note the report of the Dean of the Faculty of Medicine.



**8.1.2 Semester and vacation dates – 2000: Formal Request for a two week vacation for the senior years of both medical programs during the Olympic Games**

Ms Stenner said that she wished to raise the general issue of what services, such as Library services, would be available for students during the period of the Olympics.

The Vice-Chancellor reported that the period would be similar to that during long vacations, but that for obvious reasons there might be particular issues at the Cumberland Campus.

**Resolution 230/99**

That the Academic Board approve the semester and vacation dates for the senior years of the medical courses for the year 2000 as presented in the report.

(Files 036/0006/00202, 023/0007/00008)

**8.2 Faculty of Nursing**

**8.2.1 Receipt of report**

**Resolution 231/99**

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

**8.2.2 Semester and vacation dates – 2000**

**Resolution 232/99**

That the Academic Board approve the semester and vacation dates for the Faculty of Nursing for the year 2000 as presented in the report.

(Files 036/0006/00203, 023/0007/00009)

**9. Report of the Undergraduate Studies Committee**



**9.1 Oral report of the Chair**

The Chair of the Board reported that the Chair of the Undergraduate Studies Committee, Professor Lawler, was not able to be present at the meeting and that she had had no further report for the Board.

**9.2 Report of the meeting held by circulation in September 1999**

**9.2.1 Receipt of report**

**Resolution 233/99**

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held by circulation in September 1999.

**9.2.2 Amendment of the Resolutions of the Senate**

**Faculty of Education**

**9.2.2.1 Bachelor of Education (Primary: Languages)**

**Resolution 234/99**

That the Academic Board recommend that Senate:

- (i) approve the proposal of the Faculty of Education for major changes to the existing course, the Bachelor of Education (Primary: Conversion), including its re-naming as the Bachelor of Education (Primary: Languages), for introduction in 2000; and
- (ii) approve the amendment of the Resolutions of the Senate relating to the above course with effect from 1 January 2000, as set out in the report presented.

(File 003/0030/00022)

**9.2.3 Proceedings of the Committee**

**Resolution 235/99**

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held by circulation in September 1999 relating to the following matters:

**3.1 Faculty of Architecture**

(File 028/0002/00290)

## 10. Report of the Graduate Studies Committee



### 10.1 Oral report of the Chair

The Chair of the Graduate Studies Committee, Professor Steven, had no further report for the meeting.

### 10.2 Report of the meeting held on 27 September 1999

#### 10.2.1 Receipt of report

##### Resolution 236/99

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 27 September 1999.

#### 10.2.2 Amendment of the Resolutions of the Senate

##### 10.2.2.1 Higher Degree Theses and Public Availability

##### Resolution 237/99

That the Academic Board recommend that Senate approve the amendment of the Resolutions of the Senate relating to Higher Degree Theses and Public Availability as set out in the report presented.

(File 046/0011/00009)

##### 10.2.2.2 Faculty of Arts: Master of Arts, Master of Theology, Master of Theology (Honours), Graduate Diploma in Arts, Graduate Certificate in Arts, Graduate Diploma in Modern Language Teaching, Graduate Certificate in Modern Language Teaching, Master of Arts in Early Christian Studies, Graduate Diploma in Early Christian Studies, Graduate Certificate in Early Christian Studies

##### Resolution 238/99

That the Academic Board recommend that Senate approve:

- (i) the proposal of the Faculty of Arts for
  - (a) major changes to the following courses for introduction in 2000
    - Master of Arts
    - Master of Theology
    - Master of Theology (Honours)
    - Graduate Diploma in Arts
    - Graduate Diploma in Modern Language Teaching
    - Graduate Certificate in Arts
  - (b) the introduction in 2000 of the Graduate Certificate in Modern Language Teaching; and
  - (c) the introduction in 2000 of the following new courses in the Joint Program of the University of Sydney and Macquarie University
    - Master of Arts in Early Christian Studies
    - Graduate Diploma in Early Christian Studies
    - Graduate Certificate in Early Christian Studies;

and

- (ii) the amendment of the Resolutions of the Senate relating to the above courses, with effect from 1 January 2000, as set out in the report presented.

(Files 003/0015/00026, 003/0015/00037, 003/0015/00039, 003/0015/00031, 003/0015/00032, 003/0015/00024, 003/0015/00038, 003/0015/00034, 003/0015/00035, 003/0015/00036)

**10.2.2.3 Faculty of Education: Graduate Diploma in International Education, Graduate Certificate in International Education; Master of Education (Teaching English as a Foreign Language), Graduate Diploma in Teaching English as a Foreign Language and Graduate Certificate in Teaching English as Foreign Language**

**Resolution 239/99**

That the Academic Board recommend that Senate:

- (i) approve the proposal of the Faculty of Education for
  - (a) the introduction of the new courses, the Graduate Diploma in International Education and the Graduate Certificate in International Education and
  - (b) major changes to the existing courses, the Graduate Diploma in Teaching English as a Foreign Language and the Graduate Certificate in Teaching English as Foreign Language, and the discontinuation of the Master of Education (Teaching English as a Foreign Language), for introduction in 2000; and
- (ii) approve the amendment of the Resolutions of the Senate relating to the above courses, with effect from 1 January 2000, as set out in the report presented.

(Files 003/0030/00024, 003/0030/00025, 003/0030/00028, 003/0030/00026, 003/0030/00027)

**10.2.2.4 Faculty of Health Sciences: Master of Health Science, Graduate Diploma of Health Science and Graduate Certificate of Health Science**

**Resolution 240/99**

That the Academic Board, acting on behalf of Senate, approve the proposal of the Faculty of Health Sciences for major changes to the following existing courses, for introduction in 2000:

- (a) the Master of Health Science, the Graduate Diploma of Health Science and the Graduate Certificate of Health Science (in Medical Radiation Sciences) and
- (b) the Master of Health Science (in Behavioural Science, Child and Adolescent Health, Gerontology and Education).

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

**10.2.2.5 Faculty of Medicine: Master of Herbal Medicines, Graduate Diploma in Herbal Medicines and Graduate Certificate in Herbal Medicines**

**Resolution 241/99**

That the Academic Board recommend that Senate:

- (i) approve the proposal of the Faculty of Medicine for the introduction in 2000 of the new courses, the Master of Herbal Medicines, the Graduate Diploma in Herbal Medicines, and the Graduate Certificate in Herbal Medicines; and
- (ii) approve the amendment of the Resolutions of the Senate relating to the above courses, with effect from 1 January 2000, as set out in the report presented.

(Files 003/0020/00034, 003/0020/00035, 003/0020/00036)

**10.2.2.6 Faculty of Medicine: Master of Medicine (Imaging) and Graduate Diploma in Health Economics**

**Resolution 242/99**

That the Academic Board recommend that Senate:

- (i) approve the proposal of the Faculty of Medicine for the introduction in 2000 of the new courses, the Master of Medicine (Imaging) and the Graduate Diploma in Health Economics; and
  - (ii) approve the amendment of the Resolutions of the Senate relating to the above courses, with effect from 1 January 2000, as set out in the report presented.
- (Files 003/0020/00037, 003/0020/00038)

#### **10.2.2.7 Faculty of Medicine: Graduate Diploma in Clinical Pharmacy**

##### **Resolution 243/99**

That the Academic Board recommend that Senate:

- (i) approve the proposal of the Faculty of Medicine for the introduction in 2000 of the new course, the Graduate Diploma in Clinical Pharmacy; and
- (ii) approve the amendment of the Resolutions of the Senate relating to the above course, with effect from 1 January 2000, as set out in the report presented.

(File 003/0020/00033)

#### **10.2.2.8 Faculty of Science: Graduate Diploma in Information Technology (Object Technology) and Graduate Certificate in Information Technology (Object Technology)**

##### **Resolution 244/99**

That the Academic Board recommend that Senate:

- (i) approve the proposal of the Faculty of Science for the introduction in 2000 of the new courses, the Graduate Diploma in Information Technology (Object Technology) and the Graduate Certificate in Information Technology (Object Technology); and
- (ii) approve the amendment of the Resolutions of the Senate relating to the above courses, with effect from 1 January 2000, as set out in the report presented.

(Files 003/0021/00015, 003/0021/00014)

#### **10.2.3 Expansion of the cotutelle scheme**

##### **Resolution 245/99**

That the Academic Board endorse the expansion of cotutelle arrangements to countries other than France, noting that:

- (i) cotutelle agreements fall under the "Guidelines for Inter-institutional Agreements" and that a pro-forma has been prepared to help departments satisfy these guidelines;
- (ii) the arrangements for the candidature and examination process in respect of cotutelles with universities in countries other than France must be specified by departments/faculties and approved by the Graduate Studies Committee; and
- (iii) an annual report from faculties on the development of cotutelle arrangements must be submitted to the Graduate Studies Committee.

(File 028/0002/00350)



#### **10.2.4 Proceedings of the Committee**

Associate Professor Masters referred to the figures relating to PhD examining times (pages 76-7 of the agenda) and reported that some years ago the Graduate Studies Committee had instituted procedures to keep examining times as short as possible. He had had the sense that examining times were becoming longer again, and these figures confirmed this. With the Green Paper's emphasis on completion rates, the University needed to do whatever possible in order to

reduce examination times, including consideration of the appropriateness of examining PhDs as at present and alternative ways that might be more efficient.

Professor Steven said that he had used data supplied by faculties to the PhD Award Sub-Committee. The data reflected only those PhDs awarded at faculty level; the real picture might be worse, as the process for PhDs referred to the PhD Award Sub-Committee took longer. That data had not been available when the charts were being prepared. Professor Steven said that he endorsed Professor Masters' comments and that the Graduate Studies Committee needed to address the matter further.

Professor Masters commented that this was an important issue and that currently no one person was able to take an institutional perspective of examination times; data were not held in an easily extractable form and could not easily be compiled. The University needed to have an institutional overview.

The Chair agreed to include this important matter in the correspondence indicated in item 7.1.2.

**Resolution 246/99**

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 27 September 1999 relating to the following matters:

- 4.1 Report of the PhD Award Sub-Committee
- 4.2 Report of the Coursework Sub-Committee
- 4.3 Appointment of examiners: Doctor of Science
- 4.4 Dean of Graduate Research Studies
- 4.5 PhD Examining times

(File 028/0002/00291)

## 11. Report of the Teaching and Learning Committee



### 11.1 Oral report of the Chair

The Chair of the Teaching and Learning Committee had no further report for the meeting.

### 11.2 Receipt of report

**Resolution 247/99**

That the Academic Board note that the Teaching and Learning Committee has not met since its last report to the Board.

(File 028/0025/00029)

## 12. Report of the Research Committee



### 12.1 Oral report of the Chair

The Chair of the Research Committee had no further report for the meeting.

### 12.2 Receipt of report

**Resolution 248/99**

That the Academic Board note that the report of the meeting of the Research Committee held on 21 September 1999 will be presented to the November meeting of the Board.

(File 028/0002/00173)

### **13. Report of the Library Committee**



#### **13.1 Oral report of the Chair**

The Chair of the Library Committee, Professor Cram, drew members' attention to the item in the Committee's report on Flexible Learning (item 4.07/99, page 79 of the agenda refers).

Professor Cram reported that there had been a useful discussion on the impact of flexible learning modes on Library resources and said that those associated with the development of flexible learning modes and unusual forms of assessment needed to talk to the Library about their impact. The Library could respond if resources permitted, but needed advance notice to enable it to do so.

##### **Resolution 249/99**

That the Academic Board note the report of the Chair of the Library Committee.

#### **13.2 Report of the meeting held on 20 September 1999**

##### **13.2.1 Receipt of report**

###### **Resolution 250/99**

That the Academic Board receive and note the report of the Library Committee meeting held on 20 September 1999.

##### **13.2.2 Proceedings of the Committee**

###### **Resolution 251/99**

That the Academic Board note the proceedings of the Library Committee meeting held on 20 September 1999 relating to the following matters:

- 4.01/99 Apologies
- 4.02/99 Minutes of the Previous Meeting
- 4.03/99 Business Arising from the Minutes
- 4.04/99 Chair's Report
- 4.05/99 University Librarian's Report
- 4.06/99 Electronic Access to Journals
- 4.07/99 Flexible Learning
- 4.08/99 1999 Journal Subscription Cancellations
- 4.09/99 Library Restructure Program
- 4.10/99 Green Paper on Higher Education Research
- 4.11/99 National Cooperative Store

(File 028/0002/00321)

### **14. Report of the Academic Staffing Committee**



#### **14.1 Oral report of the Chair**

The Chair of the Academic Staffing Committee had no further report for the meeting.

#### **14.2 Report of the meeting held on 22 September 1999**

##### **14.2.1 Receipt of report**

###### **Resolution 252/99**

That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 22 September 1999.

##### **14.2.2 Level E Promotions**

###### **Resolution 253/99**

That the Academic Board endorse the changes to the Policy Document: Promotion of Academic Staff to Level E (Professor) and

to the related "Applicant Information" document, as set out in the report presented, and commend them to the Deputy Vice-Chancellor (Planning and Resources) for approval under delegated authority.

(File 129/0001/00028)

#### **14.2.3 Proceedings of the Committee**

##### **Resolution 254/99**

That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 22 September 1999 relating to the following matters:

1. Academic Probation and Confirmation
2. One-off round of Promotions
3. Academic Board Nominees

(File 028/0002/00325)

### **15. General Business**

#### **15.1 Membership of the Board**

##### **15.1.1 One academic staff member elected from the academic staff members of the Faculty of Law**

##### **Resolution 255/99**

That the Academic Board appoint Associate Professor P Parkinson to membership of the Board, in the category of academic staff member, to hold office from 1 January 2000 to 31 December 2001.

(File 021/0002/00001)

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

##### **Resolution 256/99**

That the Academic Board note the report of the Committee appointed to consider applications for promotion from Lecturer to Senior Lecturer in 1999.

(File 028/0002/00018)

#### **15.3 2000 Academic Board meeting dates and agenda production schedule**

##### **Resolution 257/99**

That the Academic Board note the 2000 Academic Board meeting dates and the agenda production schedule.

(File 021/0005/00004)

The meeting closed at 2.25 pm.

Signed as a correct record

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Chair

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Date