



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

Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 15 March 2000 in the Professorial Board Room

There were present: the Chair (Professor L E Cram) presiding, the Deputy Chair (Professor J Sachs), Professor S Armitage, Mr W T Arthur, Professor C I Benrimoj, Dr A E Brew, Professor B Cass, Associate Professor D Davey, Professor K Eltis, Dr A Fekete, Professor L D Field, Associate Professor C B Gillies, Dr D P Godden, Professor B Hesketh, Associate Professor P Jones, Professors H Kendig, K Lee, S R Leeder and K Lester, Associate Professor A F Masters, Professor P Parkinson, Dr P Phibbs, Ms P Reynolds, Professor P Springborg, Ms K Stenner, Messrs P Telleria Teixeira and J S-S Toh, Dr L Tong, Professor J Webber, Mr R Wilson and Professor P Wolnizer.

Also present: Secretary of the Academic Board (Dr W Adams).

Present as observers: Associate Professor R Arnold, Dr M Edmond, Professors L M Koder and R Pesman, Associate Professor R Ross, Mr J Shipp and Professors D Siddle and J A Young,

In attendance: Miss E R Ring.

☆ 1. Apologies

The Board noted that apologies had been received from: the Vice-Chancellor and Principal, Professor G Brown, Professors C Adam and L W Burgess, Associate Professor C J Durrant, Professor M A Harris, Ms E Henley, Professors J F Kinnear and J Lawler, Associate Professors P McCallum and G Murray, Professors S E Pretty, R Rose, G Sherington and G P Steven and Ms N Verco.

(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 item was starred: 14.4.

2.2 Adoption of unstarred items

Resolution 37/00

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

3. Minutes of previous meeting

Resolution 38/00

That the Academic Board adopt the minutes of the previous meeting held on 16 February 2000 as a true record.

(File 028/0002/00354)

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



4.1 February 2000 agenda item 10.2.2 relating to the Academic Year

Resolution 39/00

That the Academic Board note the Chair's report on comments from the President of SUPRA in respect of February 2000 agenda item 10.2.2 relating to the Academic Year.

(File 023/0007/00001)



5. Report of the Chair

5.1 Report on Senate matters

5.1.1 Report of the Senate meeting held on 6 March 2000

Resolution 40/00

That the Academic Board note the report of the Chair of the Academic Board on academic matters considered by Senate at its meeting held on 6 March 2000.

5.2 General report

5.2.1 Prizes and Scholarships

The Chair spoke briefly to the draft Academic Board policy 'Establishment and Award of Scholarships and Prizes' and the draft VCAC 'Guidelines for the Establishment and Variation of Awards, Prizes and Scholarships', reporting that drafts had been circulated widely during the consultative process. The Chair identified a number of changes made to the drafts subsequent to their previous circulation to the parties effected.

During discussion, it was suggested that in section 6 of the 'Establishment and Award of Scholarships and Prizes' policy, the sub-heading "Special conditions for postgraduate scholarships" be amended by the addition of the word "research" after "postgraduate".

Resolution 41/00

That the Academic Board:

- (i) approve the policy entitled 'Establishment and Award of Scholarships and Prizes', subject to the following amendment, and recommend that Senate note the policy:
 - in section 6., the sub-heading "Special conditions for postgraduate scholarships" is amended by the addition of the word "research", to read "Special conditions for postgraduate research scholarships";
- (ii) recommend that Senate rescind the following Resolutions of the Senate, noting that the subject matter therein is expressed in the new policy, 'Establishment and Award of Scholarships and Prizes':
 - Establishment and Award of Scholarships and Prizes (p 122, Calendar 1999, Vol 1),
 - Undergraduate Scholarships (p 122, Calendar 1999, Vol 1) and
 - Travelling Scholarships Awarded by the University (p 122, Calendar 1999, Vol 1);
- (iii) rescind the following Resolutions of the Academic Board, noting that the subject matter therein is expressed in the new policy, 'Establishment and Award of Scholarships and Prizes':
 - Award of Scholarships and Prizes (p 123, Calendar 1999, Vol 1),
 - Non-Established Postgraduate Scholarships (p 122, Calendar 1999, Vol 1),
 - Advertising of Non-Established Scholarships (Resolution of the Academic Board, October 1989),
 - Number of Scholarships which May be Held (Resolution of the Academic Board, December 1988);
- (iv) rescind the Resolution of the Academic Board relating to "Scholarships or Prizes" (p 123, Calendar 1999, Vol 1), noting that the subject matter therein is expressed in the recently endorsed University of Sydney (Undergraduate Courses) Rule 1999 (12(3)); and
- (v) note that the 'Guidelines for the establishment and variation of awards, prizes and scholarships' will be referred to the Vice-Chancellor's Advisory Committee for adoption.

(File 152/0006/00002)

5.2.2 Academic Board activities, 1999

Resolution 42/00

That the Academic Board note the report of the Chair of the Board on a statement for the University's Annual Report on 1999 Board activities.

(File 044/0018/00020)

(File 028/0006/00008)

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

6.1 Report on Senate matters

6.1.1 Report of the Senate meeting held on 6 March 2000

Resolution 43/00

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 6 March 2000.

6.2 General report

The Deputy Vice-Chancellor, Professor Eltis, reported that the Vice-Chancellor had been unable to attend this meeting of the Board. Professor Eltis said that he would be pleased to answer any questions in respect of the report on Senate matters and that there were no other matters upon which the Vice-Chancellor had wished to report.

Resolution 44/00

That the Academic Board note the report of the Deputy Vice-Chancellor (Planning and Resources).

(File 021/0006/00007)

7. Report of the Academic Forum

7.1 Report of the meeting held on 28 February 2000

7.1.1 Receipt of report

Resolution 45/00

That the Academic Board receive and note the report of the Academic Forum meeting held on 28 February 2000.

7.1.2 Forum Focus: The new HSC: Implications for student proficiency

Resolution 46/00

That the Academic Board note the Forum Focus of the Academic Forum meeting held on 28 February 2000.

7.1.3 Proceedings of the Forum

Resolution 47/00

That the Academic Board note the proceedings of the Academic Forum meeting held on 28 February 2000 relating to the following matters, noting also the amendment made to item (2) in the supplementary agenda:

- (1) Question time
- (2) Tributes
- (3) Casual vacancies – Non-professorial members of the Academic Forum
- (4) Notice of appointment of student members to the Student Proctorial Panel
- (5) Reports for noting

(File 028/0039/00002)

8. Report of the Undergraduate Studies Committee



8.1 Oral report of the Chair

The Chair of the Undergraduate Studies Committee, Professor Cram, had no further report for the meeting.

8.2 Receipt of report

Resolution 48/00

That the Academic Board note that the Undergraduate Studies Committee has not met since its last report to the Board.

(File 028/0002/00290)

9. Report of the Graduate Studies Committee



9.1 Oral report of the Chair

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

9.2 Report of the meeting held on 21 February 2000

9.2.1 Receipt of report

Resolution 49/00

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 21 February 2000.

9.2.2 Proposals for new and amended postgraduate courses

9.2.2.1 Faculty of Science: Master of Quantitative Marine Ecology, Graduate Diploma in Quantitative Marine Ecology and Graduate Certificate in Quantitative Marine Ecology

Resolution 50/00

That the Academic Board recommend that Senate:

- (a) approve the proposal from the Faculty of Science for the introduction from July Semester 2000 of the new courses, the Master of Quantitative Marine Ecology, the Graduate Diploma in Quantitative Marine Ecology and the Graduate Certificate in Quantitative Marine Ecology; and
- (b) amend the Resolutions of the Senate relating to the above courses, with effect from 1 July 2000, as set out in the report presented.

(Files 003/0021/00020, 003/0021/00021, 003/0021/00022)

9.2.2.2 Faculty of Science: Graduate Diploma in Psychology

Resolution 51/00

That the Academic Board recommend that Senate:

- (a) approve the proposal from the Faculty of Science for the introduction in July Semester 2000 of the new course, the Graduate Diploma in Psychology; and
- (b) amend the Resolutions of the Senate relating to the above course, with effect from 1 July 2000, as set out in the report presented.

(File 003/0021/00023)

9.2.3 Proceedings of the Committee

Resolution 52/00

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 21 February 2000 relating to the following matters:

- 3.1 Membership of the Committee
- 3.2 Report of the PhD Award Sub-Committee
 - (a) PhDs awarded at faculty level: fourth quarter 1999
 - (i) Statistics on PhDs awarded
 - (ii) Summary of examination times
 - (b) PhDs awarded at faculty level: January to December 1999
 - (i) Statistics on PhDs awarded
 - (ii) Summary of examination times
 - (c) Student cases considered by the Sub-Committee
- 3.3 Report of the Coursework Sub-Committee
- 3.4 Membership of the PhD Award Sub-Committee
- 3.5 2000 Postgraduate Studies Handbooks
- 3.6 Workshop for postgraduate co-ordinators
- 3.7 Student matters considered by the Committee
- 3.8 Knowledge and Innovation: A policy statement on research and research training
- 3.9 Performance indicators for postgraduate research supervision and support
- 3.10 Proposal from the Faculty of Science for the introduction of new courses in Applied Science
- 3.11 Work in progress

(File 028/0002/00291)

10. Report of the Teaching and Learning Committee



10.1 Oral report of the Chair

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

10.2 Receipt of report

Resolution 53/00

That the Academic Board note that the report of the meeting of the Teaching and Learning Committee held on 2 March 2000 will be presented to the next meeting of the Board.

(File 028/0025/00029)

11. Report of the Research Committee



11.1 Oral report of the Chair

The Alternative Chair of the Research Committee, Professor Field, reported briefly on the main items considered by the Research Committee at its meeting on 29 February 2000:

(1) **Research Forum**

The Research Committee had noted that the Research Forum was not sufficiently effective and the Committee was working towards dis-establishing it and replacing it by other forms of dissemination of information.

(2) **Postgraduate Fellowships**

There were ongoing discussions about the draft policy on Postgraduate Fellowships and the implications of two particular aspects of the policy: its possible impact on postgraduate candidatures; and the responsibilities and expectations of those members of staff who were students.

(3) **Code of Conduct for Responsible Research Practice and Guidelines on Dealing with Allegations of Research Misconduct**

A new Code of Conduct for Responsible Research Practice had been presented to the Board last December, but the documents had been incomplete, especially in respect of how the University dealt with allegations of research misconduct, and would need to be re-presented to the Board. It was hoped to present the revised documents to the next Board meeting.

(4) **Overview of the University's research strengths and research funding**

The Pro-Vice-Chancellor (Research), Professor Siddle, was in the process of defining the University's research strengths in consultation with the Pro-Vice-Chancellors (College). He was also undertaking a review of research funding such as U2000 scholarships, the postgraduate support scheme, major equipment, major conference travel and the like.

Professor Field said that he wished to commend the exceptional effort of the staff in the Research and Scholarships Office in their work on the recent round of ARC and NH&MRC applications.

During discussion, it was observed that NH&MRC application forms were becoming longer and more complicated year by year. It was agreed that the issue be referred to the Research Committee, and Professor Siddle undertook to refer it to the Committee of Deputy Vice-Chancellors and Pro-Vice-Chancellors (Research).

Resolution 54/00

That the Academic Board note the report of the Alternative Chair of the Research Committee.

11.2 Receipt of report

Resolution 55/00

That the Academic Board note that the report of the meeting of the Research Committee held on 29 February 2000 will be presented to the next meeting of the Board.

(File 028/0002/00173)

12. Report of the Library Committee



12.1 Oral report of the Chair

The Chair of the Library Committee, Professor Cram, had no further report for the meeting.

12.2 Receipt of report

Resolution 56/00

That the Academic Board note that the report of the meeting of the Library Committee held on 21 February 2000 will be presented to the next meeting of the Board.

(File 028/0002/00321)

13. Report of the Academic Staffing Committee



13.1 Oral report of the Chair

The Alternative Chair of the Academic Staffing Committee, Associate Professor Arnold, said that she had no further report for the meeting, but that Professor Koder had agreed to respond to any questions about the Performance Management and Development paper referred to in the Committee's report.

Performance Management and Development

In response to questions about the availability of the draft paper, Professor Koder reported that Draft 5 had been referred to deans who had been encouraged to circulate it within their faculties as part of the consultative process. It was expected that Draft 6 would be distributed the following week to heads of departments, deans, the Vice-Chancellor's Advisory Committee (VCAC), the unions and senior administrative staff for discussion freely and openly with staff. Professor Koder said that he welcomed comment on the draft and undertook to organise its availability on the Web. Professor Koder said that it was hoped to finalise the paper by the end of April.

(File 128/0053/00001)

Resolution 57/00

That the Academic Board note the report of the Alternative Chair of the Academic Staffing Committee.

13.2 Report of the meeting held on 22 February 2000

13.2.1 Receipt of report

Resolution 58/00

That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 22 February 2000.

13.2.2 Proceedings of the Committee

Resolution 59/00

That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 22 February 2000 relating to the following matters:

- 2.1 Performance Management and Development
- 2.2 Workloads Taskforce

(File 028/0002/00325)

14. General Business

14.1 Membership of the Academic Board



14.1.1 Casual vacancies in Board membership

The Chair spoke briefly to the written reports presented in the agenda and supplementary agenda, and the Board resolved as follows:

14.1.1.1 One professor, three heads of department and one non-professorial member

Resolution 60/00

That the Academic Board note the report and appoint the following persons to membership of the Academic Board under Section 42.(2) of the Academic Governance Rules, to hold office for the periods indicated:

- Professor Sue Armitage, to fill a casual vacancy for a professorial member, to hold office from 15 March 2000 to 31 December 2001;
- Associate Professor Rosalind Hinde, to fill a casual vacancy for a member who is a head of department, to hold office from 15 March 2000 to 31 December 2001; and
- Associate Professor Roslyn Arnold, to fill a casual vacancy for a non-professorial member, to hold office from 15 March 2000 to 31 December 2001.

14.1.1.2 One academic staff member elected from the academic staff members of the Faculty of Pharmacy

Resolution 61/00

That the Academic Board appoint Professor B Roufogalis to membership of the Academic Board under Section 42.(2) of the Academic Governance Rules, to hold office from 15 March 2000 to 31 December 2001.

(File 021/0002/00001)

14.2 Cancellation of the April Board meeting

Resolution 62/00

That the Academic Board:

- cancel the meeting of the Board scheduled to be held on 12 April 2000; and
- authorise the Chair of the Board to act on its behalf in any urgent matter which may arise following the March Board meeting and which cannot await the May meeting of the Board.

(File 021/0004/00004)

14.3 Appointment of members of the Advisory Committee for the Centre for Continuing Education

Resolution 63/00

That the Academic Board nominate Dr S MacAlister and Associate Professor A F Masters for reappointment by Senate to membership of the Advisory Committee for the Centre for Continuing Education for a term of office of one year.

(File 028/0001/00037)



14.4 Membership of the Core Tenure Committee

The Chair reported a correction that should be made to the proposed membership of the Core Tenure Committee by the addition of “(Reserve)” after Professor Lawler’s name. He also wished to draw attention to the fact that the proposed members were not representative of the three colleges; a new policy on tenure was imminent, and the proposed re-appointment of the 1999 Committee members was a *pro tem* measure.

Resolution 64/00

That the Academic Board appoint the following persons to membership of the Core Committee to Consider Tenure for Tenurable Staff for the period January to June 2000:

Deputy Vice-Chancellor (Planning and Resources) (Chair)

Professor Lawrence Cram (Chair of the Academic Board)

Professor Bill Schworm (Economics)

Professor Beth Reid (School of Health Information Management)

Associate Professor Geraldine Barnes (English)

Professor Jocalyn Lawler (Dean, Faculty of Nursing) (Reserve)

(File 028/0002/00004)

The meeting closed at 2.30 pm.

Signed as a correct record

Chair

Date