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## Academic Board Minutes

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### **Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 16 February 2000 in the Professorial Board Room**

There were present: the Chair (Professor L E Cram) presiding, the Deputy Chairs (Professors J Sachs and G P Steven), the Vice-Chancellor and Principal (Professor G Brown), Professor S Armitage, Mr W T Arthur, Professor C I Benrimoj, Dr A E Brew, Professors B Cass and K Eltis, Drs A Fekete and D P Godden, Professors M A Harris, B Hesketh, H Kendig, J F Kinnear, J Lawler, K Lee and K Lester, Associate Professor A F Masters, Professors R McPhedran and G T Moore, Associate Professor G Murray, Dr P Phibbs, Associate Professor A Reynolds, Ms P Reynolds, Professors A Sefton and G Sherington, Ms K Stenner, Mr Telleria Teixeira, Mr J S-S Toh, Ms N Verco and Professor J Webber.

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

Present as observers: Associate Professor R Arnold, Dr M Edmond, Professors D Napper and P Ramsden, 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: Professors C Adam and L W Burgess, Associate Professor D Davey, Professor R Dunn, Associate Professor C J Durrant, Professor L D Field, Associate Professors C B Gillies and P Jones, Professor S R Leeder, Associate Professor P McCallum, Professor S E Pretty, Associate Professor E Probyn, Mr R Wilson and Professor P Wolnizer.

(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: 8.3.2.1, 10.2.2, 10.2.4(4.3) and 11.2.2(2.3).

## 2.2 Adoption of unstarred items

### Resolution 1/00

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

## 3. Minutes of previous meeting

### Resolution 2/00

That the Academic Board adopt the minutes of the previous meeting held on 15 December 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

#### 5.1.1 Report of the Senate meeting held on 7 February 2000

##### Resolution 3/00

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 7 February 2000.

### 5.2 General report

#### 5.2.1 Priorities for the Academic Board and its Committees in 2000

##### Resolution 4/00

That the Academic Board endorse the Chair's proposal to concentrate in 2000 on policy development and review in areas directly relevant to preparation for external quality audits by the proposed Australian University Quality Agency.

(File: 071/0010/00079)

#### 5.2.2 University response to the "Green Paper", *New Knowledge, New Opportunities*

##### Resolution 5/00

That the Academic Board note the University's response to the Federal Government's "Green Paper", *New Knowledge, New Opportunities*.

(File: 006/0004/00003)

#### 5.2.3 Professor Ann Sefton, AO

##### Resolution 6/00

That the Academic Board congratulate Professor Ann Sefton, Chair of the Academic Forum, on her receipt of the award of Officer of the Order of Australia (AO) in the Order of Australia awards announced on Australia Day.

(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 7 February 2000

##### **Resolution 7/00**

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 7 February 2000.

### 6.2 General report

The Vice-Chancellor reported briefly on the following matters: the National Innovations Summit which he had attended; the University's submission for the 2% salary supplementation; the government's scheme for Science lectureships which was due to be announced shortly; and the Sydney University Sandpipers.

The Vice-Chancellor also responded to several questions about the matters considered by Senate at its meeting on 7 February 2000.

##### **Resolution 8/00**

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

(File 021/0006/00007)

## 7. Reports of Faculties and Boards

### 7.1 Report of the Faculty of Health Sciences

#### 7.1.1 Receipt of report

##### **Resolution 9/00**

That the Academic Board receive and note the report of the Faculty of Health Sciences meeting held on 9 December 1999.

#### 7.1.2 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Health Sciences

##### **Resolution 10/00**

That the Academic Board recommend that Senate amend:

- (i) the Resolutions of the Senate relating to the Constitution of the Faculty of Health Sciences to reflect the introduction of the College of Health Sciences and closer ties with the College Faculties, changes to Cumberland Campus management, and the evolution of intra-Faculty and Faculty-Campus operation, with immediate effect, as set out in the report presented,

and

- (ii) the Resolutions of the Senate relating to Student membership of each faculty, college board and board of studies (p 114, *Calendar 1999, Volume 1: Statutes and Regulations*), with immediate effect as follows:

Section 1.(9) is amended to the following effect (amendment indicated by underlining):

- (9) There shall be six student members of the Faculty of Health Sciences, namely —
- (a) five students enrolled as candidates for an undergraduate degree or diploma offered by the Faculty; and
  - (b) one student enrolled as a candidate for a postgraduate degree or diploma or certificate offered by the Faculty;

(File 036/0006/00209)

## 7.2 Report of the Faculty of Nursing

### 7.2.1 Receipt of report

#### Resolution 11/00

That the Academic Board receive and note the report of the Faculty of Nursing meeting held on 2 December 1999.

### 7.2.2 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Nursing

#### Resolution 12/00

That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Nursing:

- by deleting the provisions for Faculty membership by persons awarded an honorary title and persons appointed by the Faculty on the nomination of the Dean, and
  - by introducing instead a provision for Faculty membership by not more than five persons, who have teaching, research or other appropriate associations with the work of the Faculty, appointed by the Faculty on the nomination of the Dean,
- as set out in the report presented.

(File 036/0006/00210)

## 8. Report of the Undergraduate Studies Committee



### 8.1 Oral report of the Chair

The Chair of the Undergraduate Studies Committee, Professor Cram, spoke briefly to the reports of the Committee's December 1999 and January 2000 meetings.

#### Resolution 13/00

That the Academic Board note the report of the Chair of the Undergraduate Studies Committee.

### 8.2 Report of the meeting held on 14 December 1999

#### 8.2.1 Receipt of report

##### Resolution 14/00

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 14 December 1999.

## **8.2.2 Initial proposals - New courses/major changes to existing courses**

### **8.2.2.1 Faculty of Architecture: Bachelor of Design Computing**

#### **Resolution 15/00**

That the Academic Board recommend that Senate approve in principle the proposal of the Faculty of Architecture for the new course Bachelor of Design Computing, for introduction in 2001, as set out in the report presented.

(File 003/0014/00008)

## **8.2.3 Proceedings of the Committee**

### **Resolution 16/00**

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 14 December 1999 relating to the following matter:

1. Restriction upon re-enrolment: Satisfactory Progress

## **8.3 Report of the meeting held by circulation during January 2000**

### **8.3.1 Receipt of report**

#### **Resolution 17/00**

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held by circulation during January 2000.

### **8.3.2 Amendment of the Resolutions of the Senate**



#### **8.3.2.1 Faculty of Science: Bachelor of Science**

The following points were made in response to a question about the provision of transitional arrangements for students under the new Senate and Faculty Resolutions:

- The new Senate and Faculty Resolutions relating to the BSc degree needed to be read in conjunction with the University of Sydney (Undergraduate Courses) Rule 1999 which contained transitional provisions.
- The new BSc rules provided greater flexibility, but continuing students could, however, choose to complete under the provisions of the resolutions in place when they commenced candidature.

The Vice-Chancellor emphasised that it was the University's general policy to allow students wherever possible to complete courses under the rules under which they had commenced candidature; if course structures or subject availabilities changed, then the University made every attempt to make special provisions for students.

The Chair observed that this was the first proposal for the adoption of new Senate and Faculty Resolutions drafted pursuant to the new University of Sydney (Undergraduate Courses) Rule 1999.

**Resolution 18/00**

That the Academic Board recommend that Senate:

- (i) approve the proposal of the Faculty of Science for major changes to the existing course, Bachelor of Science, for introduction in 2001;
- (ii) amend the Resolutions of the Senate relating to the above course, with effect from 1 January 2001, as set out in the report presented; and
- (iii) note the Faculty Resolutions relating to the BSc degree made pursuant to the Senate Resolutions and the University of Sydney (Undergraduate Courses) Rule 1999.

(File 003/0021/00012)

(File 028/0002/00290)

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



**9.1 Oral report of the Chair**

The Chair of the Graduate Studies Committee, Professor Steven, reported on a workshop to be held on Friday 18 February on "Managing the postgraduate research experience". All postgraduate coordinators were invited to attend, as were any other interested parties.

Associate Professor Masters drew attention to the provision for heads of department to delegate their authority to others in respect of postgraduate matters and stressed the importance of formal University records being kept of such delegations. The Chair of the Board reported that he would be writing to deans about academic delegations and agencies and would add this issue to the list.

**Resolution 19/00**

That the Academic Board note the report of the Chair of the Graduate Studies Committee.

(File 0033/0001/00023)

**9.2 Receipt of report**

**Resolution 20/00**

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

(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 Report of the meeting held on 9 December 1999

### 10.2.1 Receipt of report

#### Resolution 21/00

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 9 December 1999.



### 10.2.2 Academic Year

In response to concerns expressed that the shortening of the teaching periods and the contraction of the examination periods to two weeks could be detrimental to students, the following points were made:

- The establishment of 13-week teaching periods would result in greater consistency across the various faculties, and there was no evidence to suggest that students would be disadvantaged. If students in those faculties which currently provided 14 weeks of teaching indicated dissatisfaction with the shorter teaching periods, the faculties concerned could address the issue by re-examining the methods of delivery.
- The contraction of the examination periods from three weeks to two had resulted from a review by the Examinations Working Party of how the conduct of examinations and examination result processing could be improved. Broad consultations had been undertaken, and the then President of the SRC had been a member of the Working Party. Changes in examination arrangements had been adopted as policy by the Board last year.

#### Resolution 22/00

That the Academic Board work towards establishing an academic year comprising two semesters, each consisting of 13 weeks followed by a one week student study period and two weeks for formally scheduled examinations.

(File 023/0007/00004)

### 10.2.3 Membership of the Committee

#### Resolution 23/00

That the Academic Board recommend that Senate amend the Rules relating to the Academic Board, 1996 (as amended) (p 65, *Calendar 1999, Volume 1: Statutes and Regulations*) to the following effect from the date of promulgation:

Section 16 relating to the Teaching and Learning Committee is amended as indicated below by strike-through and underlining.

#### 16.2 Membership

The members of the Teaching and Learning Committee are:

- (a) the Chair or a Deputy Chair who shall act as chair of that Committee;
- (b) the Pro-Vice-Chancellor (Teaching and Learning)
- (c) ~~the Chair of the Education working party of the Information Technology Committee~~ the Assistant Pro-Vice-Chancellor (Information Technology) or nominee;
- (d) the Director, ~~Centre~~ Institute for Teaching and Learning;
- (e) ~~the Director of NeTTL;~~
- (f) (e) the Director of the Learning ~~Assistance~~ Centre;

- ~~(g)~~ (f) the Chair of the Coursework Sub-Committee of the Graduate Studies Committee;
- ~~(h)~~ (g) a member of the Undergraduate Studies Committee, nominated by the Chair of that Committee;
- ~~(i)~~ (h) two academic staff members from each College nominated by the Chair of the Academic Board after consultation with the relevant Pro-Vice-Chancellor (College); and
- ~~(j)~~ (i) the Presidents of
  - (i) the Students' Representative Council; and
  - (ii) the Sydney University Postgraduate Representative Association,or a person nominated by either of them and chosen from the undergraduate or postgraduate (as the case may be) members of the Academic Forum.

(File 047/0007/00001)

#### 10.2.4 Proceedings of the Committee

In response to a request for further information about the Committee's proceedings in relation to quotas for units of study, the Chair reported that the Vice-Chancellor sought comment annually from the Chair of the Board on the quotas for units of study. This was done under a Resolution of Senate relating to quotas on units of study for continuing students. It would be helpful to have an academic policy regarding quotas, and the Teaching and Learning Committee had been asked to consider the matter.

##### Resolution 24/00

That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 9 December 1999 relating to the following matters:

- 4.1 Report of the Pro-Vice-Chancellor (Teaching and Learning)
- 4.2 1999 Annual Faculty Teaching and Learning Reports
- 4.3 Quotas for units of study

(File 157/0003/00002)

(File 028/0025/00029)

## 11. Report of the Research Committee



### 11.1 Oral report of the Chair

No further report was presented.

### 11.2 Report of the meeting held on 31 January 2000

#### 11.2.1 Receipt of report

##### Resolution 25/00

That the Academic Board receive and note the report of the Research Committee meeting held on 31 January 2000.

### 11.2.2 Proceedings of the Committee

In response to a question about progress in the development of policy to underpin postgraduate fellowships, it was reported that the policy was under consideration by Industrial Relations and that it was also of interest to the work of several Board committees. The Chair suggested that the Research Committee could invite Professor Koder to attend a meeting of that Committee in order to discuss the academic implications of the policy and that the Academic Staffing Committee might also wish to comment. The deliberations of the various committees needed to be coordinated.

#### Resolution 26/00

That the Academic Board note the proceedings of the Research Committee meeting held on 31 January 2000 relating to the following matters:



- 2.1 Membership of the University Research Committee
- 2.2 The University Research Forum
- 2.3 Correspondence: Professor Cockayne to Professor Koder (employee relations)
- 2.4 Ministerial Statement on Research and Research Training
- 2.5 Nomination and Selection of areas of institutional research strength
- 2.6 ARC Small Grants Scheme: Where to for the future?
- 2.7 Reports
  - 2.7.1 Pro-Vice-Chancellor (Research), Professor David Siddle:
  - 2.7.2 A/g Director, Research and Scholarships Office, Ms Natalie Downey
  - 2.7.3 Director, Business Liaison Office, Dr Claire Baxter
  - 2.7.4 Director of Research Development, Ms Merrilee Robb
- 2.8 Other Business
  - 2.8.1 Gritton Fellows and Lake Fellows
  - 2.8.2 Meeting times and dates for 2000

(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 27/00

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

(File 028/0002/00321)

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



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

Professor Cram reported that the Committee had been reviewing the text of the promotions documentation in the light of the previous year's experience, and that the documents would be referred shortly to the Deputy Vice-Chancellor (Planning and Resources) for approval.

##### **Resolution 28/00**

That the Academic Board note Professor Cram's report.

#### **13.2 Report of the meeting held in January 2000**

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

###### **Resolution 29/00**

That the Academic Board receive and note the report of the Academic Staffing Committee meeting held in January 2000.

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

###### **Resolution 30/00**

That the Academic Board note the proceedings of the Academic Staffing Committee meeting held in January 2000 relating to the following matters:

- (1) Academic Promotions Documentation 2000
- (2) Academic Promotions Briefing sessions

(File 028/0002/00325)

### **14. General Business**

#### **14.1 Membership of the Board**

##### **14.1.1 2000 Board membership**

###### **Resolution 31/00**

That the Academic Board note the 2000 membership of the Board.

##### **14.1.2 One academic staff member elected from the academic staff members of the Faculty of Engineering**

###### **Resolution 32/00**

That the Academic Board appoint Dr Liyong Tong to membership of the Board, in the category of one academic staff member from the Faculty of Engineering, to hold office from 16 February 2000 to 31 December 2001.

(File 021/0002/00001)

#### **14.2 Appointment of members of the 2000 Student Proctorial Panel**

##### **Resolution 33/00**

That the Academic Board appoint the following persons as members of the 2000 Student Proctorial Panel:

Professor B Hesketh  
Professor J Lawler  
Professor G Sherington

Dr D Godden  
Ms E Henley  
Associate Professor E Probyn  
(File 028/0025/00042)

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

**Resolution 34/00**

That the Academic Board note that at its March meeting it will be asked to nominate two members of the academic staff of the University for appointment by Senate to the Advisory Committee for the Centre for Continuing Education.

(File 028/0001/00037)

**14.4 Report of the Vice-Chancellor and Principal on proctorial matters**

**Resolution 35/00**

That the Academic Board note the tabled report on proctorial matters.

(Files 021/0006/00010, 041/0015/00228, 041/0017/00119)

**14.5 Membership of the Central Promotion Committees: 2000**

**Resolution 36/00**

That the Academic Board appoint Associate Professor Geraldine Barnes to replace Associate Professor Elspeth Probyn on the Central Promotion Committee for Senior Lecturer and Professor Vicki Reed to replace Professor Beth Reid on the Central Promotion Committee for Professor for 2000.

(File 028/0002/00332)

The meeting closed at 2.45 pm.

Signed as a correct record

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Chair

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Date