



---

## Academic Board Agenda

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/>

---

### NOTICE OF MEETING

A meeting of the **Academic Board** will be held at 2 pm on **Wednesday 14 June 2000** in the Professorial Board Room.

Members who are unable to attend are asked to notify Ms Moira Poynter (ext 1 3183; e-mail: [M.Poynter@secretariat.usyd.edu.au](mailto:M.Poynter@secretariat.usyd.edu.au)).

Any other enquiries concerning this meeting may be directed to Ms Olwen Cornelius, Director, Secretariat & Corporate Information Unit (ext 14260; e-mail: [O.Cornelius@secretariat.usyd.edu.au](mailto:O.Cornelius@secretariat.usyd.edu.au)).

Olwen Cornelius  
for  
Dr W Adams  
**Registrar**

7 June 2000

---

## AGENDA

Pages

### ☆ 1. Apologies

The following apologies have been received:  
Associate Professor W L Bryden,  
Associate Professor C J Durrant,  
Professor S R Leeder,  
Professor G P Steven

### 2. Arrangement of agenda

#### ☆ 2.1 Starring of items

#### 2.2 Adoption of unstarred items

##### *Recommendation*

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

**3. Minutes of previous meeting** Yellow enclosure

***Recommendation***

*That the Academic Board adopt the minutes of the previous meeting held on 10 May 2000 as a true record.*

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

☆ **5. Report of the Chair**

**5.1 Report on Senate matters**

**5.1.1 Report of the Senate meeting held on 5 June 2000**

Supplementary  
agenda (tabled)

***Recommendation***

*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 5 June 2000.*

**5.2 General report**

**5.2.1 Working Party on a Rural Programs Committee**

12, 14-15

***Recommendation***

*That the Academic Board appoint a Working Party on Rural Programs, as set out in the report presented.*

**5.2.2 University of Sydney Association of Professors (USAP)**

12, 16-20

***Recommendation***

*That the Academic Board note the report and paper on the role of professors at the University of Sydney.*

**5.2.3 Shaping Undergraduate Courses**

12 and separate white enclosure

***Recommendation***

*That the Academic Board note the report and paper entitled "Shaping Undergraduate Degree Programs".*

**5.2.4 Olympics Common Break**

13

***Recommendation***

*That the Academic Board note the Chair's report on the Olympic Games Common Break.*

**5.2.5 Election of Students to Faculties**

**13**

***Recommendation***

*That the Academic Board note the Chair's report on the election of students to faculties.*

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

**6.1 Report on Senate matters**

**6.1.1 Report of the Senate meeting held on 5 June 2000**

Supplementary  
agenda (tabled)

***Recommendation***

*That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 5 June 2000.*

**6.2 General report**

**7. Report of the Academic Forum**

(Professor Ann Sefton)

**7.1 Report of the meeting held on 17 April 2000**

21-22

**7.1.1 Receipt of report**

***Recommendation***

*That the Academic Board receive and note the report of the Academic Forum meeting held on 17 April 2000.*

**7.1.2 Forum focus: Aligning promotion criteria with the University's strategic directions**

21

***Recommendation***

*That the Academic Board note the Forum Focus of the Academic Forum meeting held on 17 April 2000.*

**7.2 Report of the meeting held on 29 May 2000**

23-24

**7.2.1 Receipt of report**

***Recommendation***

*That the Academic Board receive and note the report of the Academic Forum meeting held on 29 May 2000.*

- 
- 7.2.2 Forum Focus: The University and the Internet: Costs, privacy and appropriate use** 23-24
- Recommendation**  
*That the Academic Board note the Forum Focus of the Academic Forum meeting held on 29 May 2000.*
- 7.2.3 Tributes** 24
- Recommendation**  
*That the Academic Board note the tribute paid to the late Professor Simon Domberger at the Academic Forum meeting held on 29 May 2000.*
- 8. Reports of Faculties and Boards**
- 8.1 Report of the Faculty of Agriculture** 25
- 8.1.1 Receipt of report**
- Recommendation**  
*That the Academic Board receive and note the report of the Faculty of Agriculture meeting held on 21 March 2000.*
- 8.1.2 Amendment of the Resolutions of the Senate: Student membership of the Faculty of Agriculture**
- Recommendation**  
*That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to Student Membership of the Faculties, College Boards and Boards of Studies to provide that students in the two new degrees of Bachelor of Land and Water Science and Bachelor of Resource Economics will be eligible for election to membership of the Faculty of Agriculture, with immediate effect, as set out in the report presented.*
- 8.2 Report of the Faculty of Economics and Business** 25
- 8.2.1 Receipt of report**
- Recommendation**  
*That the Academic Board receive and note the report of the Faculty of Economics and Business meeting held on 14 April 2000.*
- 8.2.2 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Economics and Business**
- Recommendation**  
*That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Economics and Business, with immediate effect, as set out in the report presented, in order to*
- *reflect the new Faculty structure by deleting reference to Departments that no longer exist;*
  - *extend Faculty membership to all academic staff in the Faculty (and not just teaching staff, as at present);*
  - *extend Faculty membership to the Deans of Engineering and Science (or their nominees) so that all faculties which offer*

- combined programs with Economics and Business are represented;*
- *provide a generic provision for Faculty membership by the Head (or Head's nominee) of each department, discipline or school, external to the Faculty, which offers a major in any degree in the Faculty (in place of the current list of Heads (or nominees) of specific departments, where any changes to degree programs require consequent changes to the constitution); and*
  - *provide that the general staff members be elected by the Faculty (rather than be nominated by the Dean on the recommendation of the FACMAC as at present) and include one member from each of the new Schools.*

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

(Professor Lawrence Cram)



### **9.1 Oral report of the Chair**

#### ***Recommendation***

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

### **9.2 Report of the meeting held on 16 May 2000**

26-29

#### **9.2.1 Receipt of report**

##### ***Recommendation***

*That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 16 May 2000.*

#### **9.2.2 New courses/major changes to existing courses**

##### **9.2.2.1 Faculty of Education: Bachelor of Education (Design and Technology)**

26-27, 29

##### ***Recommendation***

*That the Academic Board recommend that Senate:*

- (i) *approve the proposal from the Faculty of Education for the introduction of the new course, the Bachelor of Education (Design and Technology), for introduction in 2001; and*
- (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.*

#### **9.2.3 Amendment of the Resolutions of the Senate**

##### **9.2.3.1 Faculty of Medicine: Bachelor of Medicine and Bachelor of Surgery**

26-27, 29

##### ***Recommendation***

*That the Academic Board recommend that Senate approve the amendment of the 1997 Resolutions of the Senate relating to the award of honours in the Bachelor of Medicine and Bachelor of Surgery with immediate effect as set out in the report presented.*

#### 9.2.4 Proceedings of the Committee

28

##### **Recommendation**

*That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 16 May 2000 relating to the following matters:*

- (1) *Bachelor of Design/Bachelor of Music*

### 10. Report of the Graduate Studies Committee

(Associate Professor Russell Ross, Alternative Chair)



#### 10.1 Oral report of the Chair

##### **Recommendation**

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

#### 10.2 Report of the meeting held on 22 May 2000

30-38

##### 10.2.1 Receipt of report

##### **Recommendation**

*That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 22 May 2000.*

##### 10.2.2 Amendment of the Rules of the Senate: degree of Doctor of Philosophy

30, 37

##### **Recommendation**

*That the Academic Board recommend that Senate approve the amendment of the University of Sydney (Amendment Act) Rule 1999 (as amended), Part 10, Awarding Degrees, Diplomas and Certificates, Division 4, Doctor of Philosophy(PhD), section 79, with effect from the date of promulgation, as set out in the report presented, in order to:*

- (1) *reduce the maximum length of full-time PhD candidature from ten to eight semesters;*
- (2) *delete the specific provision of a maximum length of candidature for a full-time member of the academic staff;*
- (3) *increase the maximum length of part-time candidature from 14 to 16 semesters;*
- (4) *make explicit that current candidates may complete under the rules under which they commenced candidature and that the reduced maximum length of full-time candidature will apply only to those candidates commencing candidature after Second Semester 2000; and*
- (5) *reflect the Delegations of Academic Authority whereby the dean is authorised to determine matters relating to individual candidatures such as the granting of extensions of candidature.*

### 10.2.3 Proceedings of the Committee

31-36

#### **Recommendation**

*That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 22 May 2000 relating to the following matters:*

- (1) *Membership of the Committee*
- (2) *Report of the PhD Award Sub-Committee*
  - (a) *Reports from faculties for the first quarter 2000*
    - (i) *PhDs awarded at faculty level*
    - (ii) *Summary of PhD examination times*
  - (b) *Quarterly report of the PhD Award Sub-Committee*
  - (c) *Student cases considered by the Sub-Committee*
- (3) *Report of the Postgraduate Awards Sub-Committee*
  - (a) *Number of applications*
  - (b) *Number of applicants on the Order of Merit list*
  - (c) *Number of awards available*
  - (d) *Number of offers and rejections*
  - (e) *Number of awards taken up*
  - (f) *Co-funded scholarships*
- (4) *Quality assurance matters*
  - (a) *Postgraduate supervision*
  - (b) *Facilities for research students*
  - (c) *PhD examination process*
    - (i) *Oral examinations*
    - (ii) *Number of examiners*
  - (d) *Exit questionnaire*
  - (e) *Research degrees and external examiners*
- (5) *Resourcing cotutelle students*

## 11. Report of the Teaching and Learning Committee

(Professor Judyth Sachs)



### 11.1 Oral report of the Chair

#### **Recommendation**

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

### 11.2 Receipt of report

#### **Recommendation**

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

## 12. Report of the Research Committee

(Professor Les Field)



### 12.1 Oral report of the Chair

#### **Recommendation**

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

### 12.2 Report of the meeting held on 18 April 2000

39-41

#### 12.2.1 Receipt of report

##### **Recommendation**

*That the Academic Board receive and note the report of the Research Committee meeting held on 18 April 2000.*

#### 12.2.2 Proceedings of the Committee

39-41

##### **Recommendation**

*That the Academic Board note the proceedings of the Research Committee meeting held on 18 April 2000 relating to the following matters:*

- (1) *Membership of the Research Committee*
- (2) *Postgraduate Fellows*
- (3) *Code of Conduct*
- (4) *Severance Pay*
- (5) *Definition of an Active Researcher*
- (6) *VC Advisory Committee Forum*
- (7) *Reports*
  - (a) *Pro Vice Chancellor (Research), Professor Siddle*
  - (b) *Director, Business Liaison Office, Dr Claire Baxter*
- (8) *Other Business*

## 13. Report of the Library Committee

(Professor Lawrence Cram)



### 13.1 Oral report of the Chair

#### **Recommendation**

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

### 13.2 Report of the meeting held on 29 May 2000

42-46

#### 13.2.1 Receipt of report

##### **Recommendation**

*That the Academic Board receive and note the report of the Library Committee meeting held on 29 May 2000.*

**13.2.2 Proceedings of the Committee** 42-46

**Recommendation**

*That the Academic Board note the proceedings of the Library Committee meeting held on 29 May 2000 relating to the following matters:*

- 2.01/00 Apologies
- 2.02/00 Minutes of the Previous Meeting
- 2.03/00 Business Arising from the Minutes
  - 2.03.1 Examination Papers
  - 2.03.1 Distance Education
- 2.04/00 Chair's Report
- 2.05/00 University Librarian's Report
- 2.06/00 Library Restructuring and Strategic Planning
- 2.07/00 Olympic Games
- 2.08/00 Goods and Services Tax

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

(Associate Professor Ros Arnold)



**14.1 Oral report of the Chair**

**Recommendation**

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

**14.2 Report of the meeting held on 24 May 2000** 47

**14.2.1 Receipt of report**

**Recommendation**

*That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 24 May 2000.*

**14.2.2 Proceedings of the Committee** 47

**Recommendation**

*That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 24 May 2000 relating to the following matters:*

- (1) Academic Board Appointments Report
- (2) Clinical Titles
- (3) Teaching only appointments
- (4) Report of the Chair

**15. General Business**

**15.1 Cancellation of the July Board meeting** 48

**Recommendation**

*That the Academic Board:*

- *cancel the meeting of the Board scheduled to be held on 12 July 2000; and*
- *authorise the Chair of the Board to act on its behalf in any urgent matter that may arise following the June Board meeting and that cannot await the August meeting of the Board.*

## 15.2 Membership of the Academic Board

### 15.2.1 Academic Board elections in 2000

#### 15.2.1.1 Election of three Deputy Chairs of the Academic Board to fill casual vacancies

48

##### **Recommendation**

*That the Academic Board note the election of the following three Deputy Chairs of the Academic Board to hold office from 22 May 2000 to 31 December 2000:*

*Professor Sue Armitage*

*Associate Professor Roslyn Arnold*

*Professor Les Field*

#### 15.2.1.2 Academic Board elections to be held in the latter part of 2000

48-50

##### **Recommendation**

*That the Academic Board note the key dates for Academic Board elections to be held in the latter part of 2000 for members in the following categories:*

- (a) *Academic staff members of the Academic Board  
Faculties of: Architecture, Dentistry, Economics and Business, Education, Health Sciences, Nursing, Pharmacy, Veterinary Science and Sydney College of the Arts*
- (b) *One undergraduate and one postgraduate student member of the Academic Board*
- (c) *Chair of the Academic Board*
- (d) *Five Deputy Chairs of the Academic Board*
- (e) *Three professorial members of the Academic Board*
- (f) *Three members of the Academic Board who are heads of department*
- (g) *Three non-professorial members of the Academic Board*

#### 15.2.1.3 Casual vacancies in Board membership

50-51

##### **Recommendation**

*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:*

##### *Professorial members*

- *Professors Ann Brewer and Ian Curthoys, to fill casual vacancies for two professorial members, to hold office from 14 June 2000 to 31 December 2001; and*

##### *Non-professorial member*

- *Miss Deborah Neyle, to fill a casual vacancy for a non-professorial member, to hold office from 14 June 2000 to 31 December 2001.*

---

**15.3 Membership of the Research Committee**

51-52

***Recommendation***

*That the Academic Board appoint or reappoint the following persons to membership of the Research Committee:*

*Professor Richard Christopherson*

*Professor Steven Garton (Chair, Humanities Small Grants Panel)*

*Professor John Carter*

*Professor Carol Pollock*

*Dr Jenny Lingard*

*Associate Professor Peter McCallum*

*Professor Mary-Lou Maher*

*Professor Don Melrose*

---

## **AGENDA ITEM 5. Report of the Chair**

### **5.2 General report**

#### **1. Working Party on a Rural Programs Committee**

The Pro-Vice-Chancellor (Health Sciences), Professor Young, and the College Management Advisory Committee have proposed that the Academic Board form a Standing Committee for Rural Programs. A report from a College Working Party on the proposal is attached.

*(Pages 14-15)*

On the one hand, given the high level of University activity in rural matters involving all faculties and several centres, there may be merit in forming such a committee. On the other hand, it would be unwise to form a new committee if the existing Board structures can deal with these matters. Accordingly, I ask the Academic Board to establish a working party to offer advice on the role of and need for a Board committee, and, if it judges it appropriate, to draft terms of reference and to explore issues relating to the logistics of the committee's work.

#### ***Terms of Reference***

The Working Party will consult with colleges and faculties and advise the Academic Board on the following matters:

- (1) the need (or otherwise) for a committee of the Academic Board to deal specifically with rural matters that fall within the scope of the functions of the Academic Board;
- (2) the terms of reference and membership for any committee recommended under (1); and
- (3) any special consideration that should be given to supporting the committee, given that the subjects of its work generally will be geographically remote from the Camperdown campus.

The Working Party should be mindful of the advice provided in the 3 April 2000 report from the College of Health Science's Working Party on Rural Health Training.

#### ***Membership***

Chair of the Academic Board (Chair)

Associate Professor Stephen Crump

Five nominees of each of the Pro-Vice-Chancellors (College)

The Working Party is asked to report to the August meeting of the Academic Board.

#### **2. University of Sydney Association of Professors (USAP)**

The Council of USAP has prepared a paper on the role of professors in the University of Sydney. The report offers a number of insightful observations on the roles of professors and notes the particular importance of leadership as a responsibility of the professors.

*(Pages 16-20)*

I ask the Board to note the report.

#### **3. Shaping Undergraduate Courses**

At the Senate Colloquium on 3 April 2000, I presented a paper entitled "Shaping Undergraduate Degree Programs", which I have provided here in a slightly edited form.

*(Separate enclosure)*

I ask the Board to note the report.

---

#### 4. Olympics Common Break

As the semester draws to a close, academic staff will be beginning to fine-tune their teaching programs for next semester, in particular to consider the consequences of the interrupted timetable around the Olympic Games.

The University will be officially open, but many normal activities will be suspended. The Games will lead to significant disruption of transport in many parts of the city, making it difficult or impossible for students to visit libraries and so forth. These difficulties are likely to lead to additional unexpected pressures on students in the weeks following the Olympics common break.

I ask members of the Academic Board to encourage their colleagues to adjust to the special timetable in ways that do not place additional time pressures or inconvenience on students during and following the Olympic Games break.

Dates:	Olympics Common Break	
	Last day before break:	Friday, 8 September
	First day after break:	Monday, 9 October
	Study Vacation	
	Commences:	Monday, 6 November

#### 5. Election of students to Faculties

At the last meeting of Academic Forum, the President of SUPRA drew attention to the forthcoming elections for student members of Faculties (who are also the student members of the Forum, and the constituencies from which student members of the Board are elected). She also noted that there at present a large number of vacancies in these positions.

It is unfortunate that vacancies exist, since Resolutions of Senate permit the vacancies to be filled by Deans. The relevant Resolutions, listed as 6(1) and 6(2) on page 116 of the University Calendar 1999, allow Deans, after prescribed consultative processes, to appoint a duly qualified student or to direct that the position remains vacant.

For many reasons it is important to engage students in the work of the Faculties, Forum and Board. I therefore encourage Deans to use their authority to fill any vacant positions. Henceforth, the Board secretaries will issue reminder notices on or about 31 March in each year to invite Deans to fill any vacancies that might exist.

---

## Report from the College of Health Sciences Rural Health Training Working Party

There is interest in forming a sixth Standing Committee of the Academic Board as a forum to co-ordinate and promote university rural training activities. The Committee would embrace not only the College of Health Sciences but would include other faculties with an interest in rural training, for example Arts (Social Work), Education, Science (Dietetics), Veterinary Science and the Orange Agricultural College. Such a Committee would demonstrate the interest and willingness by the University to promote training programs in rural and remote areas.

The Working Party considered the following items at their initial meeting:

- Terms of Reference for such a Standing Committee
- Aims and objectives of the Committee
- Suggested title for the Committee – Rural Programs Committee

### Draft Terms of Reference

1. The committee will be a committee of the Academic Board.
  2. (a) The committee will advise the Academic Board on all policies relating to the provision of training programs in rural and remote areas, including:
    - (i) Delivery
    - (ii) Equity and access
    - (iii) Provision of facilities
    - (iv) Support and recognition of rural and remote educators
    - (v) Approval of new programs
    - (vi) Improving quality and effectiveness of integrated intra-Faculty training programs
    - (vii) Opportunity for rural-based research programs
  - (b) Promote Rural Training opportunities
  - (c) Advise Faculties on development of proposals for rural training programs
  - (d) Consider and report on any matter referred to it by the Academic Board or the Vice-Chancellor
  - (e) Obtain information and reports from any Faculty, Department, School or other unit, on academic matters relating to the provision of rural training programs.
3. Membership  
The members of the Rural Programs Committee are:
    - (a) Chair or Deputy Chair who shall act as Chair of this Committee
    - (b) A nominee from each of the following Standing Committees
      - (i) Undergraduate Studies Committee
      - (ii) Graduate Studies Committee
      - (iii) Teaching and Learning Committee
      - (iv) Research Committee
      - (v) Library Committee
      - (vi) Academic Staffing Committee
    - (c) A nominee of each Faculty offering rural training programs, nominated by the Dean
    - (d) A student representative as nominated by the Student's Representative Council

### Draft aim of the Rural Programs Committee

To create a forum for the coordination of rural training activities.

### Draft Objectives for the Rural Programs Committee

- To promote rural training activities.
- To seek opportunities for funding and other support of rural training activities.
- To facilitate the recruitment of rural residents to Health Sciences Faculties.
- To increase the accessibility of tertiary education to rural residents.

- 
- To develop and implement courses that prepare health professionals for rural practice.
  - To promote a positive attitude to rural lifestyle and health practice among Health Sciences students.
  - To promote and support rural teachers and teaching in rural locations.
  - To undertake research which aims to improve the health of rural residents and health service provision to these residents.
  - To oversee the development of postgraduate and continuing education rural health programs.
  - To facilitate the development of multidisciplinary education programs at undergraduate and postgraduate level.
  - To promote innovative and flexible curriculum delivery for students and graduates in rural and remote areas.
  - To pursue options for funding of rural health education initiatives.
  - To allocate supervisors to postgraduate students undertaking research and further studies in rural health.

### **Background**

- Points raised during the meeting and incorporated into the draft Terms of Reference, Aim and Objectives include:
- The need to foster cross discipline support within the university for rural placements
- The need to develop guidelines for rural content to facilitate placements, including developing contacts with rural practitioners
- The need to promote rural electives amongst students
- The importance of developing flexible curriculum delivery
- Ensuring there is the infrastructure in rural areas to accommodate rural placements
- Support for the importance of practical experience for students
- The potential for partnerships with rural practices in research
- The potential for placements to be multidisciplinary ie students from several different disciplines in a program at one placement
- The importance of having guidelines when working with other Faculties
- Being aware of the impact of politics
- The need for cross-representation between the Undergraduate Standing Committees, particularly Graduate Studies, Teaching and Learning, and Research Committees
- The need to prioritise aims and objectives
- The need to consider clinical academic titles for rural supervisors

### **Working Party members**

Simon Willcock  
Neryla Jolly  
Barbara Murphy  
Tim Chen  
David Lyle  
Charles Kerr  
Deborah Cockrell

---

*University of Sydney Association of Professors*

**Leadership and the Promotion of Collegiality: The Roles of Professors at the University of Sydney**

This paper aims to assess and review the roles of Professors in the University of Sydney, including Professors' relationships with, and place in, University management. It has been prepared by the University of Sydney Association of Professors (USAP) following discussion meetings with many Professors, including senior academic managers. In the context of significant changes not only to many disciplines, but also to universities in general and the management structures of this University in particular, a revised statement of the roles of a Professor is timely. USAP wishes to promote widespread collegial discussion within the University of a number of issues relevant to these changes. Professors are, quite rightly, expected to provide creative leadership in responding to change, and in the implementation of initiatives as they arise. USAP further believes that, in collaboration with the Academic Board and other University bodies, it is an appropriate vehicle to foster the processes of formal revision within the University which are resulting from these changes.

The Professoriate of the University is a diverse group of talented individuals whose contribution to the University and the Community is manifest in many different ways. Professors take key roles in teaching within departments and schools, are prominent among the University's many researchers, and represent the University most visibly to the many interest groups in the wider community. Many Professors are shaping and reshaping their academic disciplines on the national and the international scenes. Many are also active in the governance and management of the University.

All of this activity follows directly from the duties of Professors as set out in the by-laws and conditions of appointment. According to Chapter 7, Section 25 of the University of Sydney by-laws, Professors have distinctive academic responsibilities in the University: "*Professors, in respect of the field of their Chairs shall be responsible for initiating proposals for courses of study, for supervising and participating in teaching and examining, and for promoting advanced study and research*". The Personnel Policy of the University defines the relevant 'General Standard' as follows: "*A Level E academic is expected to exercise a special responsibility in providing leadership and fostering excellence in research, teaching, professional activities and policy development in the academic discipline within the department or other comparable organizational unit, within the university and within the community, both scholarly and general*". The associated Guidelines set out the following general criteria for evaluating academic leadership, understanding it as "*an international reputation for outstanding research/scholarship/creative works; outstanding achievement in the extension and communication of knowledge to students, peers and others; leadership in the University and/or discipline and/or profession*". Many pages of detailed guidelines follow. The expectations of Professors--by themselves, by their fellow academics, by general staff, by the University administration, and by the broader community--are clear. There is no scope for ambiguity about the role, status or obligations of Professors.

The Professors of the University of Sydney are very conscious of their responsibilities under the by-laws and their conditions of appointment. It is anticipated that, as the University further adapts and restructures, Professors will continue to be called upon to perform this leadership role. Nothing less should be expected of those honoured with the title of Professor. USAP believes that Professors should occupy leadership positions within the University at all levels, from Vice-Chancellor, Deputy and Pro-Vice-Chancellors, Deans to Heads of Schools and Departments, and in all sectors of the University: academic, research, administrative and community-oriented.

**Internal structural change**

Professors find themselves in a University which has engaged in significant reorganization of its line management and academic governance structures over the past few years. It is acknowledged that

---

these changes appear to be yielding many of their intended outcomes, including the diffusion of line management power and responsibility, increased reliance on academic managers as decision makers, resource allocation by more open processes within academic units of like character, and the diminution and streamlining of academic governance structures at the level of the Board. Professors strongly support this process of simplifying and streamlining the governance of the University, and see a need for it to continue.

No matter how successful they are, large-scale structural changes lead to some undesired consequences. One aspect of internal structural change is the increased use of formula-based funding. This has the advantage of opening the University's decision-making processes to scrutiny, but it seems to reduce the opportunity for intelligent selectivity. Clearly, resources must be redeployed in response to changes in undergraduate student enrolment patterns, to support academically sound teaching in currently-popular areas. There are also areas of research and scholarship where current strengths or desired growth warrant extra resources. However, the University appears to lack mechanisms for dealing with the implications of these kinds of changes over the long time scales implied by evolving degree programs and substantial, on-going investments in research infrastructure.

Professors are concerned that the place of research, scholarship and creative works within the University has been de-emphasized, that the academic voice has been muted by a reduction in lines of communication and by the stronger emphasis on managerial imperatives. In particular, there is an emerging situation where most senior academics, including Professors, are being pressed to draw away from their research and teaching to engage in increased administrative activity, often with an expectation of greater accountability without a concomitant delegation of authority or resources.

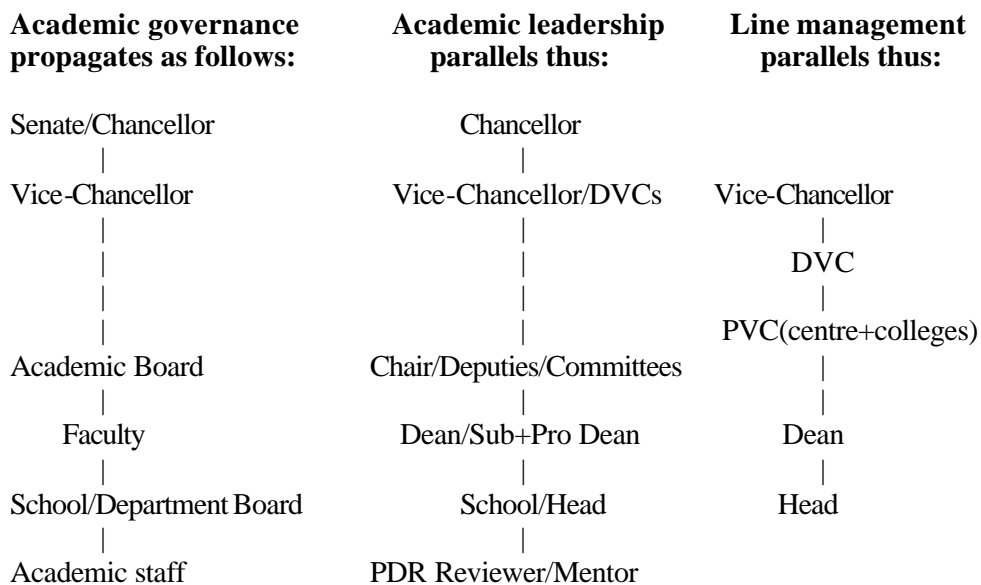
The key to addressing this problem would seem to be a clearer devolution of responsibility, authority and resources, appropriate to a high level of trust in the decisions made by Professors. The matter of resources is particularly important. Focussed leadership is possible only when it is supported by immediately available office-staff and immediate access to enabling finances. To sustain Professors in taking on increased leadership and management responsibilities, and to ensure that these roles are carried out effectively, a realignment of some of the University's central resources may well be necessary.

Employment relationships have been increasingly codified and regulated by agreements between the University and employees, in ways that redefine the character of academic life and fail to highlight the role of the Professor as a leader. USAP acknowledges the national leadership shown by the Vice-Chancellor in the 1999 round of industrial negotiations, and the contribution of both management and union representatives to a successful outcome. Nevertheless, the recruitment and remuneration of Professors is a matter which has not received the attention it deserves. Academic Level E is the only scale which does not include the incentive of incremental advancement. However, the agreed pay scales include provision for Level E staff to receive Professorial Merit Loadings. Other universities use these scales to acknowledge the contribution of their Professors. The Professors of the University of Sydney wish to see the merit pay scales used to reward and encourage high academic, administrative, research and community performance. The profile of the roles of Professors outlined in this paper might form a basis for developing merit criteria.

Professors are uniquely positioned to take on a pivotal role in mediating structural change, and in sustaining new structures. They lead the academic work of the University, are strongly present in University management and are prominent on the variety of committees and representative bodies which link the two. Professors are committed to the spirit of collegiality which is at the heart of all ideas--past, present and, we hope, future--of the university.

### ***Governance structures***

The current pattern of formal academic and managerial governance in the University is not as well understood as might be thought, and so a sketch of the current structure is presented here:



Most of the responsibilities of line managers, many of whom are Professors, are defined in the Delegations of Authority. Academic governance and management is codified through the University Calendar, Faculty Handbooks and similar documentation. There has been a great deal of effort to streamline and simplify this, with oversight from the Academic Board's committees, and some of the rewards of this effort are now apparent. There is, however, much more work to do to continue the process of clearing away layers of administrative activity, unnecessarily intrusive scrutiny of academic work and overly complex requirements for accountability.

One way to better use the experience and objectivity of professors in University governance would be to seek the opinions and suggestions of the collective professoriate on matters concerning the University as a whole. The views of the professoriate, expressed through USAP, should complement those provided through the Academic Board, Academic Forum, Faculties and other University organisations.

### ***Professors and governance***

The Professoriate undertakes academic work which is not always recognized or properly valued by those having a high burden of pressing administrative duties. It is the Professors' task to redress this by active promotion of their work to bring it to the notice of the managers. There are many reasons why success in this venture will enhance the standing of the University, not the least being the value of Professors' scholarship in helping to shape a singular and valuable image of the University. It should also be noted that Professors make a particularly favourable contribution to University income and standing through their success in attracting competitive research funding.

Professors are willing to take on all of the roles listed above under Governance Structures, down to and including that of Head of Department. Yet the benefits of the Professoriate to the University will not be maximized unless there is adequate support to enable them to not only take on such key administrative posts, but also to continue to maintain academic leadership in both teaching and research.

When considering requests to become involved in administration, Professors would generally wish to see a commitment from the current academic and general administration to streamlining processes, to reducing complexity and to emphasizing the academic goals of the University. This would help justify time spent in training for, and performing, administrative work. For example, USAP believes that the structure of academic governance and line management at the Faculty/Department/School level should be further examined with a view towards a reduction in administrative complexity. This kind

---

of examination cannot be done solely within the context of Colleges, because of the desirability of preserving common academic structures and processes throughout the University.

### ***Response to external changes***

Other concerns arise from the University's response to external factors. These include (1) tight government funding and its selective application, (2) raised community expectations regarding the outcomes of undergraduate programs, and (3) demographic changes in national and international drawing areas. Their combined impact is leading to ever increasing emphasis on undergraduate teaching and postgraduate coursework seen as a kind of training, and preparation for identifiable employment rather than fundamental education in skills and competences which provide an advanced grounding for future, and continuing, self-education. A truly comprehensive university would seek a productive balance between these two goals. Lack of balance has the further consequence that it detracts from research, scholarship and creative works. The Professors urge the University to continue to position itself so that it offers attractive, demanding teaching and coursework programs based on its traditional commitment to quality education, which, in turn, derives from its strengths in research and scholarship.

In recent years, the disciplinary content of large sections of the University curriculum (in both the generalist and professional programs) is being revised, sometimes without the benefit of advice from Professorial experts, and sometimes without the appointment of Professors to lead significant new areas of teaching and research. This is not only unfortunate, it is self-defeating. It is the general view of the Professors that there should be a strong nexus between the disciplines included in the teaching and research programs of the University, and the appointment of Professors to support these disciplines. There is an additional benefit here, in that Professors acknowledge that they have a responsibility, as leaders of their disciplines, to assist in the career development of the staff and students which whom they work.

### ***Research, scholarship and teaching***

Professors have an abiding interest in the teaching, scholarship and research associated with their specializations, as well as a broad interest in fostering academic values within the community. The advancement of knowledge through research and scholarship is an essential aspect of this interest. Some Professors are concerned that the effort being applied to the recruitment and teaching of undergraduate and coursework postgraduate students is being propagated at the expense of research and scholarship. The Professors would like to see the University differentiate itself on the strength of its activities in research, scholarship and creative works. To do this, further changes will be required in the hierarchy of management structure, in the relationships among academic units, and in the emphases of the University's public positioning, as well as the application of resources.

It is important that adequate resources be directed to ensuring that the University's reputation for excellent teaching is well publicised and to demonstrate that this excellence owes much to the academic rigour and vitality fostered by strong research and scholarship. This kind of institutional positioning has implications for the management of recruitment, remuneration and non-salary resourcing policies, as well as community relations.

The Professoriate is willing to offer advice as to the nature of the necessary changes, and as to how they might be managed. It is also willing to take a leadership role in implementing these changes, including the distribution of adequate resources.

### ***Conclusion***

As a result of the operation of the University-wide selection processes, and of their experience as teachers, administrators, researchers and advocates at the University since their appointment, the Professors of the University of Sydney are exceptional individuals. As a body of people committed to

shared educational values, the Professoriate is willing to work with all members of the University in facing the challenges of change. The full potential of their contribution to the University, their disciplines and the University's interest communities has yet to be realised. The present paper highlights some of the ways in which this might occur, and indicates how those who are expected to lead, and who stand willing to do so, might demonstrate the leadership which the University so evidently will need in the times ahead.

\* \* \* \* \*

**Prepared by the Council of USAP:** Professors Sue Armitage, Lawrence Cram, Allen Craswell, Rif Ebied, David Fraser, Hans Freeman, Nick Hunt, Marwan Jabri, Iven Klineberg, Gary Moore, Rolf Prince, Vicki Reed, and Terry Smith.

4 November 1999

---

## **AGENDA ITEM 7. Report of the Academic Forum**

### **7.1 Report of the Academic Forum meeting held on 17 April 2000**

#### **1. Receipt of report**

The Forum **recommends** that the Board receive and note the following report of the meeting held on 17 April 2000.

#### **2. Forum focus: Aligning promotion criteria with the University's strategic directions**

Associate Professor Ros Arnold, Associate Professor Dave Davey and Professor Michael Koder introduced the Forum focus *Aligning promotion criteria with the University's strategic directions*.

This was followed by a general discussion with a range of opinions being expressed on whether the current academic promotion policies provide adequate recognition of excellence in teaching, in line with the University's strategic plan.

Many agreed with the speakers' comments that staffing policies needed to address the reality within the University that many staff spent a considerable amount of time teaching, mentoring and assisting students at the expense of research they may be undertaking.

A divergence of opinion occurred when consideration was given to present academic promotion policies and whether they catered for people who concentrated on teaching rather than research. Some members felt that the University provided very few ways to recognise and reward staff who contributed great expertise and enthusiasm to their department in a particular area but as a consequence did not meet the criteria for promotion when it came to research. Other members felt they would like to support the current procedures for promoting academic staff, which looked for a balanced cross-section of skills, but recognised that staff were often asked to undertake tasks that, whilst important, were time consuming and might not be taken into account when being considered for promotion.

The view was also expressed that present policies were adequate and gave Faculty Promotion Committees the opportunity to look in a number of areas for significant contributions. There was a perception that promotion to Associate Professor and Professor required a minimum level of research to be undertaken. As a University whose stated aim was to be a research-focussed organisation, the lack of a good research background at promotion to Levels D and E should be questioned.

One difficulty in assessing excellent teaching was the greater challenge in quantifying teaching as opposed to research. Often Faculty Promotion Committees were reduced to oral or written references from colleagues whereas research could be assessed by published work. It was generally felt there was an opportunity for greater scope to allow Deans and Heads of Department to have their views given greater weight on promotion committees.

The Chair of the Academic Board, Professor Cram, concluded the discussion and advised the Forum that the Board's Academic Staffing Committee would consider a number of issues including:

- the devolution of Level B to C promotions to Faculty Promotion Committees and for the Committee to also consider, in the light of the small number of candidates some faculties have, whether College based Promotion Committees would be viable;
- ways to increase the weight of the Head of Department's evaluation of a candidate; and
- ways to link evidence-based teaching together with professionalism and scholarship in teaching so that the present "subjective" assessment of teaching may be improved.

### **3. Proceedings**

#### **(1) Reports for noting**

The Forum noted the following reports:

- (a) Report from the Chair of the Academic Forum
- (b) Reports from Senate
  - (i) Report tabled at the Academic Board meeting of 15 March 2000 in the report of the Chair of the Academic Board
  - (ii) Report tabled at the Academic Board meeting of 15 March 2000 in the report of the Vice-Chancellor and Principal
- (c) Report from the Vice-Chancellor
- (d) Report from the Chair of the Academic Board

## 7.2 Report of the Academic Forum meeting held on 29 May 2000

### 1. Receipt of report

The Forum **recommends** that the Board receive and note the following report of the meeting held on 29 May 2000.

### 2. Forum Focus: The University and the Internet: Costs, privacy and appropriate use

The focus was introduced by Associate Professor Simon Carlile, Assistant Pro-Vice-Chancellor (Information Technology) who provided the Forum with background information on the use of the Internet. There had been a considerable growth in both costs and the regulatory framework surrounding the Internet and, coupled with changes to federal regulations and the power provided to the Australian Broadcasting Authority to police the *On-Line Services Act*, it was timely to review University policy in this area. The use of the Internet had considerable resource implications for the University, with traffic costs having risen from nil to around \$1.5 million dollars annually within the last eight years.

Mr Tim Robinson (Manager, Archives and Records Management Services) spoke to his previously circulated paper detailing three pieces of NSW Government legislation that University staff needed to be familiar with in the context of Internet use. These were the *Freedom of Information Act 1998*, the *State Records Act 1998* and the *Privacy and Personal Information Protection Act 1998*.

Ms Pauline Croxon (Manager, Industrial Relations) highlighted major legal and industrial issues as well as the obligations of University staff to use University resources, including the Internet, in a proper manner. Ms Croxon also pointed out that no staff right to privacy could be said to exist when the University's resources were being used for personal communications. The University owned and was responsible for all its communication resources and had a right and responsibility to provide a policy on the use of those resources. Types of misuse included:

- excessive personal use;
- unauthorised use of privileged information;
- breaches of state and federal laws; and
- transmission of libellous, defamatory and slanderous material.

Professor Carlile concluded by summarising the University's aims and suggested principles for communications usage.

The following points were raised during discussion:

- any new policy should provide for the University to inform users of its rights and responsibilities with regard to Internet usage;
- there was a need to make a decision as to what level, if any, monitoring of communication traffic within the University should take place and that staff responsible for monitoring this traffic should be properly trained;
- policy could provide details on what constituted proper behaviour by all parties involved in the communication network of the University;
- staff and students should be familiar with the University's Code of Conduct and government FOI and privacy laws;
- a careful balance needed to be found between allowing a normal flow of activities by University staff and providing a secure service;
- clear guidelines needed to be set to assist staff with regard to the University's and the individual's obligations to the community – it was difficult to monitor this via resource tags as some academics had extensive contact with the community for research and other work purposes; and
- staff needed to be aware that any University records that fell within the meaning of the *State Records Act*, regardless of their location, would be subject to the *Act* as if they were located on University property.

Professor Sefton thanked both the speakers and contributors to the discussion for their comments and suggestions.

**3. Tributes**

Professor C Adam, Australian Graduate School of Management paid tribute to the late Professor Simon Domberger.

**4. Proceedings**

**(1) Reports for noting**

The Forum noted the following reports:

- (a) Reports from Senate
  - (i) Report tabled at the Academic Board meeting of 10 May 2000 in the report of the Chair of the Academic Board
  - (ii) Report tabled at the Academic Board meeting of 10 May 2000 in the report of the Vice-Chancellor and Principal
- (b) Report from the Vice-Chancellor
- (c) Report from the Chair of the Academic Board

---

## **AGENDA ITEM 8. Reports of Faculties and Boards**

### **8.1 Report of the Faculty of Agriculture**

The Faculty met on 21 March 2000.

#### **1. Amendment of the Resolutions of the Senate: Student membership of the Faculty of Agriculture**

The Faculty agreed to recommend to the Academic Board and Senate that the Statutes relating to Student Membership of the Faculties (p.114, *Calendar 1999, Volume 1: Statutes and Regulations*) be amended with immediate effect, by adding to section 1(1)(a) the degree names Bachelor of Land and Water Science, and Bachelor of Resource Economics.

*The purpose of this amendment is to provide for students in the two new degrees of Bachelor of Land and Water Science and Bachelor of Resource Economics being eligible for election to membership of the Faculty of Agriculture.*

### **8.2 Report of the Faculty of Economics and Business**

The Faculty met on 14 April 2000.

#### **1. Amendment of the Resolutions of the Senate: Constitution of the Faculty of Economics and Business**

The Faculty **recommends** that the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Economics and Business (p 271, *1999 Calendar, Volume 1: Statutes and Regulations*) with immediate effect as follows:

Section 1 is amended

- (1) by deleting reference to the Departments, which no longer exist, and by replacing them in sub-section (a) with reference to the School of Economics and Political Science and the School of Business, to reflect the new Faculty structure;
- (2) by replacing the word 'teaching' with 'academic' staff in sub-section (a) to better encompass all the relevant staff in the Faculty;
- (3) by adding the Deans (or nominees) of Engineering and Science to sub-section (b), so that all Faculties which offer combined programs are represented;
- (4) by deleting the list of Departments/Schools external to the Faculty in sub-section (c) and replacing it with the words " the Head or the nominee of the Head of each department, discipline or school which offers a major in any degree in the Faculty of Economics and Business", so that future changes to degree programs will not require changes to the constitution.
- (5) by deleting the current method of appointing general staff to Faculty in sub-section (e) (nominated by the Dean on recommendation of FACMAC) and inserting 'elected by the Faculty, including one from each of the Schools'.

---

## **AGENDA ITEM 9.**

### **Report of the Undergraduate Studies Committee**

#### **9.2 Report of the Undergraduate Studies Committee meeting held on 16 May 2000**

The Committee met on 16 May 2000 when there were present Professor L Cram (Chair), Professor S Armitage, Associate Professor G Barton, Dr GH Collins, Ms S Field, Associate Professor C Gillies, Dr J Kitay, Dr L Harris, Dr G Ryan, Associate Professor T Purcell and Dr P Whiting. Mrs L Rose was in attendance.

##### **1. Receipt of report**

The Committee **recommends** that the Board receive and note the following report of its meeting held on 16 May 2000.

##### **2. New courses/major changes to existing courses**

###### **(1) Faculty of Education**

###### **(a) Bachelor of Education (Design and Technology)**

The Faculty of Education has submitted a proposal for the introduction of a new course Bachelor of Education (Design and Technology).

Since the amalgamation with the previous Institute of Education, the Faculty of Education has been involved in the preparation of teachers in the area of Technological and Applied Studies. This is an area of the school curriculum that requires the application of practical skills, as well as a firm grounding in studies in Education and Pedagogy. Despite the demand for teachers in this area, there has been a continuing problem in attracting well-qualified students to the previous Bachelor of Education (TAS) which was a program taught wholly within the Faculty. At the same time, the costs of maintaining and providing up to date equipment and technology to service these programs strained the resources of the Faculty. Following a review of the Bachelor of Education (TAS) in 1996, the Vice-Chancellor suspended intake into the program in 1998.

In recent years, a number of universities, including Southern Cross, have developed programs in association with TAFE in order to prepare TAS teachers. This has had the advantages of utilising modern equipment to provide students with the necessary skills and competencies while maintaining a clear focus for university studies in teacher education.

This proposed new degree has been developed through discussions and negotiations between the University and the Department of Education and Training. The program will involve articulation between studies in the area of Design and Technology offered through TAFE and studies in the University, principally within the Faculty of Education. The University will remain responsible for the academic program and overall degree studies, although assessment within the part of the program offered through TAFE will also meet the National Qualifications Standards Framework for courses in the areas of Vocational Education and Training.

The program has been designed both for school leavers and mature age entrants who hold TAFE qualifications in the areas of either Hospitality or Information Technology. Standards of entry to the degree program will involve completion of the HSC Year 12 or equivalent and a minimum

standard of English proficiency. Entrants will also need to submit a design portfolio or equivalent as a pre-requisite entry to the course Design Fundamentals that will be offered through TAFE in Years Two and Three of the degree.

*Students completing this program will be equipped to:*

- i. Teach in the area of Technological and Applied Studies within secondary schools for Years 7-12.
- ii. Teach in Vocational Education and Training in Years 11 and 12 in the subjects associated with Hospitality or Information Technology.

After reviewing the intent of the course, the proposals for articulation between the University and TAFE, and the balance of the curriculum the Working Party made three suggestions for strengthening the Faculty proposal:

- (a) since students will be admitted to the course from pathways other than UAC/UAI, there would be an advantage in including a student interview in the selection process;
- (b) the TAFE modules offered in Year 2 and Year 3 in the Design and Technology areas should be determined by the Faculty since at this stage the students are enrolled in the University; and
- (c) where possible, the specific units of study required in Nutritional Science or Introductory Programming in Year 4 should be identified.

These suggestions have been incorporated into the revised proposal.

#### ***Recommendation***

*That the Academic Board recommend that Senate:*

- (i) *approve the proposal from the Faculty of Education for the introduction of the new course Bachelor of Education (Design and Technology) for introduction in 2001; and*
- (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.*

*(Page 29)*

### **3. Amendment to the Resolutions of the Senate**

#### **(1) Faculty of Medicine**

The Faculty of Medicine has proposed an amendment to the Resolutions of the Senate relating to the Bachelor of Medicine and Bachelor of Surgery. The purpose of the amendment is to reflect the fact that assessments within the University of Sydney Medical Program are based on the achievement of specified criteria in written and clinical work. Honours will be awarded on the basis of excellent performance in a supervised research project, two essays and an advanced clinical assessment.

#### ***Recommendation***

*That the Academic Board recommend that Senate approve the amendment of the 1997 Resolutions of the Senate relating to the award of honours in the Bachelor of Medicine and Bachelor of Surgery with immediate effect as set out in the report presented.*

*(Page 29)*

**4. Proceedings of the Committee**

**(1) Bachelor of Design/Bachelor of Music**

The Committee noted that following an enquiry to the Dean of Arts regarding the resourcing of the proposed combined degree Bachelor of Design/Bachelor of Music the proposal has been withdrawn. The Faculties of Architecture and Arts are exploring other avenues to permit students of the Bachelor of Design to undertake units of study in Music.

---

## Amendment of the Resolutions of the Senate

### Faculty of Education

#### Degrees, Diplomas and Certificates in the Faculty of Education

The Resolutions of the Senate relating to Degrees, Diplomas and Certificates in the Faculty of Education (p 353, *1999 Calendar, Vol I*) are amended to the following effect from 1 January 2001:

Delete 2 (g) Bachelor of Education (Secondary Education: Technology and Applied Studies) and insert a new 2 (g) Bachelor of Education (Design and Technology).

#### Bachelor of Education (Design and Technology)

The following new Resolutions of the Senate are adopted from 1 January 2001:

#### Bachelor of Education (Design and Technology)

These Resolutions must be read in conjunction with the Rules of the Senate governing Undergraduate Courses in the University, which set out the requirements for all undergraduate courses, and the relevant Faculty Resolutions.

#### Requirements for the Pass Degree

To qualify for the award of the pass degree candidates must

- (a) complete successfully units of study giving credit for a total of 192 credit points; and
- (b) satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

#### Requirements for the Honours Degree

To qualify for the award of the honours degree candidates must complete the honours requirements published in the faculty resolutions relating to the course.

---

### Faculty of Medicine

#### Bachelor of Medicine and Bachelor of Surgery

The Resolutions of the Senate relating to the Bachelor of Medicine and Bachelor of Surgery in the Faculty of Medicine (pp 478-480, *1999 Calendar, Vol I*) are amended as follows to take effect immediately:

Delete sections 6(3) and 6(5)

---

## **AGENDA ITEM 10.**

### **Report of the Graduate Studies Committee**

#### **10.2 Report of the Graduate Studies Committee meeting held on 22 May 2000**

The Committee met on 22 May 2000 when there were present: the Alternative Chair, Associate Professor R Ross, presiding, Drs B Adamson, E Baily and A Brew, Associate Professor J Christodoulou, Professors M Crossley and L Field, Dr J Finkelstein, Professor J Gero, Associate Professors A F Masters, P McCallum and F Nicholas, Professors P Ramsden and D Siddle, Ms K Stenner, Associate Professor J Stubbs (for Associate Professor D Rothwell), Mr J Taylor and Drs L Unsworth and S West. Present by invitation: Ms C Ng. In attendance: Miss E R Ring.

#### **1. Receipt of report**

The Committee **recommends** that the Board receive and note the following report of its meeting held on 22 May 2000.

#### **2. Amendment of the Rules of the Senate: degree of Doctor of Philosophy**

On the recommendation of the PhD Award Sub-Committee, the Committee **recommends** that the Rules relating to the length of candidature for the degree of Doctor of Philosophy be amended to provide as follows:

- (1) The maximum length of full-time PhD candidature is reduced from ten to eight semesters.

This reduction will not preclude the granting of extensions of candidature. It is rather a psychological signal to departments and candidates, reflecting the provisions of the "White Paper" whereby: the University will receive support for only four years of PhD candidature (rather than five, as at present); and students' scholarships will be available for only 3.5 years (including any extension).

The reduction will require a tighter definition of projects and closer supervision of the candidate and a more formal annual review process, but will also result in a more controlled thesis. The end result is potentially a better, shorter thesis that will be easier and faster to examine.

- (2) The specific provision of a maximum length of candidature for a full-time member of the academic staff is deleted. This provision existed before the introduction of the general provision for part-time candidature and is now redundant.
- (3) The maximum length of part-time candidature is increased from 14 to 16 semesters to reflect that a part-time candidature is considered to be the equivalent of 0.5 of a full-time candidature.
- (4) It is made explicit in the Rules that current candidates may complete under the rules under which they commenced candidature and that the reduced maximum length of full-time candidature will apply only to those candidates commencing candidature after Second Semester 2000.

Note: An editorial amendment is also made to reflect the Delegations of Academic Authority whereby the dean is authorised to determine matters relating to individual candidatures such as the granting of extensions of candidature.

Committee **recommends** that the Board recommend that Senate approve an amendment of the University of Sydney (Amendment Act) Rule 1999 (as amended), Part 10, Awarding Degrees, Diplomas and Certificates, Division 4, Doctor of Philosophy (PhD), section 79, as set out below.

*(Page 37)*

### 3. Proceedings of the Committee

#### (1) Membership of the Committee

The Committee welcomed Mr James Taylor, the new postgraduate student member, to his first meeting of the Committee.

#### (2) Report of the PhD Award Sub-Committee

The Committee received the report of the PhD Award Sub-Committee meeting held on 9 May 2000 that included the following information:

##### (a) Reports from faculties for the first quarter 2000

##### (i) PhDs awarded at faculty level

The Sub-Committee noted the reports from faculties for PhDs awarded at faculty level from January to March 2000 as tabulated below. No PhDs were awarded at Faculty level in this quarter by the Faculties of Architecture, Dentistry, Nursing, Rural Management, Veterinary Science and the Sydney Conservatorium of Music. No response was received from the Faculties of Economics & Business, Education, Law and Sydney College of the Arts.

Faculty	Award	Award Subject to		Percentages		
		Correction of typograph'l errors	All emend's	Award	Typograph	Emend
Agriculture	-	2	5	-	28.5	71.5
Architecture	-	-	-	-	-	-
Arts	2	3	6	18.2	27.3	54.5
Dentistry	-	-	-	-	-	-
Economics & Bus.						
Education						
Engineering	1	2	10	7.7	15.3	77.0
Health Sciences	-	1	-	-	100.00	-
Law						
Medicine	-	3	10	-	23.0	77.0
Nursing	-	-	-	-	-	-
Rural Management	-	-	-	-	-	-
Science	1	1	6	12.5	12.5	75.0
Veterinary Science	-	-	-	-	-	-
SCA						
Conservatorium	-	-	-	-	-	-
<b>TOTAL</b>	<b>4</b>	<b>12</b>	<b>37</b>	<b>7.5</b>	<b>22.6</b>	<b>69.9</b>

##### (ii) Summary of PhD examination times

The Sub-Committee noted the summary of examination times for PhDs awarded directly at faculty level.

Averaged over all faculties, 11.3% of degrees were awarded in three months or less, 49.0% in four months, 84.9% in five months, 90.5% in six months and 9.5% took longer than six months.

Faculty	Total	Number awarded within specified months from submission								
		=2 mths	3 mths	4 mths	5 mths	6 mths	7 mths	8 mths	9 mths	>9 mths
Agriculture	7		2	1	3	1				
Architecture	0									
Arts	11		1	1	4	2		2		1
Dentistry	0									
Economics & Business										
Education										
Engineering	13		3	8	2					
Health Sciences	1			1						
Law										
Medicine	13			5	7		1			
Nursing	0									
Rural Management	0									
Science	8			4	3		1			
Veterinary Science	0									
SCA										
Conservatorium	0									
<b>TOTAL</b>	<b>53</b>	<b>-</b>	<b>6</b>	<b>20</b>	<b>19</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>1</b>

**(b) Quarterly report of the PhD Award Sub-Committee**

The quarterly report of PhDs considered by the Sub-Committee indicating the recommendation of the Committee forwarded to the faculty concerned for the period January to March 2000 is tabulated below:

Faculty	Award	Correction of typograph'l errors	All emend's	Revise & Resubmit	Non-Award
Agriculture			1		
Architecture					
Arts			3	1	
Dentistry					
Economics & Business				1	
Education		1	1		
Engineering			1		
Health Sciences					
Law					
Medicine	1				
Nursing					
Rural Management					
Science					
Veterinary Science					
SCA					
Conservatorium					
<b>TOTAL (10)</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>2</b>	

(c) **Student cases considered by the Sub-Committee**

The Committee noted that:

*Doctor of Philosophy*

- the award of the degree to four candidates, subject to emendations, had been approved;
- the degree had not been awarded to two candidates who had been permitted to revise and resubmit;
- two candidatures had been referred back to the relevant faculties for further information; and
- examiners had been appointed for 38 candidates.

(3) **Report of the Postgraduate Awards Sub-Committee**

The Committee received the report of the Postgraduate Awards Sub-Committee on 1999-2000 Australian Postgraduate Awards with Stipend (APA) and University of Sydney Postgraduate Awards (UPA) and noted the following information:

(a) **Number of applications**

A total of 572 applications were received for the 1999-2000 APA/UPA round. Compared to the previous year's figure of 628, the number of applications has dropped by 9%.

(b) **Number of applicants on the Order of Merit list**

352 applicants were supported by the faculties to be placed on the Order of Merit list and hence eligible for an offer of an award. The corresponding figure for the 1999 awards was 358.

(c) **Number of awards available**

There are 151 APAs and 40\* UPAs available for 2000. The number of APAs allocated by DETYA increased by 4 compared to 1999 while the number of UPAs remained the same. The A.E. & F.A.Q. Stephens Scholarship (funded by bequest) was also offered for 2000.

The number of awards was allocated to the three Colleges using the formula approach approved by Academic Board in 1998. The formula consists of research higher degree load for the relevant year (50%) and weighted completions over two years (50%) with the proviso that in the 1999-2000 round, no College will receive less than 80% of the awards that it received in the average of the 1996-97 and 1997-98 rounds.

Initially, eight awards were set aside to cover anomalous cases. After considering the eight cases being put forward by the Colleges, the Postgraduate Awards Sub-Committee accepted two under the agreed guidelines and these applicants were awarded UPAs. The six remaining scholarships were put back to the pool for allocation using the formula approach. The final number of awards for each College is: CHASS – 66 awards and 2 anomalous cases, CHS – 48 awards, CST – 76 awards.

\* plus 25 awards (referred to as 'International Postgraduate Award') to international students who were successful in getting the International Postgraduate Research Scholarships (funded by DETYA for tuition fees only).

(d) **Number of offers and rejections**

A total of 199 offers for APA were made, 48 of which were declined and resulted in an acceptance rate of 76%. This rate is an improvement compared to the 1999 rate of 67.1%. The corresponding figures for UPA are – 54 offers, 13 declined and an acceptance rate of 76%, which is lower to the 1999 rate of 82%. The main reasons cited for declining the offers are 'award at

another institution', 'work' and 'enrol in another course instead of a research degree'.

**(e) Number of awards taken up**

As of 14 April, all available APAs and UPAs have been taken up. A breakdown of the awards by College and Faculties is shown in the attached table. (Page 38)

**(f) Co-funded scholarships**

An additional 56 scholarships funded equally between the central scholarship account and the Faculties were created for the 1999-2000 round. These awards were allocated to the faculties on the basis of research performance. Recipients of the Co-funded scholarships are required to enrol in the PhD degree by 31 March 2000 and work in the areas of acknowledged research strength in the relevant Faculty. A total of 53 awards were taken up as shown in the following table.

<i>Faculty</i>	<b>No. of awards to commencing* PhD students</b>	<b>No. of awards to continuing PhD students</b>	<b>Total</b>
Agriculture	2	2	4
Architecture	2	0	2
Arts	3	1	4
Dentistry	1	1	2
Economics & Business	1	1	2
Education	3	1	4
Engineering	3	3	6
Health Sciences	3	1	4
Law	1	1	2
Medicine	5	1	6
Nursing	1	1	2
Pharmacy	3	0	3
Science	8	0	8
Veterinary Science	4	0	4
<b>Total</b>	<b>40</b>	<b>13</b>	<b>53</b>

\* Including 2 students who upgraded from a Masters by research degree to a PhD.

**(4) Quality assurance matters**

The Committee has been considering various ways to improve and enhance the quality of the management processes of PhD and research master's degrees. The Committee reports that the following measures are now being undertaken and that recommendations will in due course be forwarded to the Board:

**(a) Postgraduate supervision**

The Committee established a working party comprising the following persons to consider options and present recommendations to the Committee in respect of the accreditation of supervisors of research candidatures: Associate Professor R Ross (Chair), Associate Professor A F Masters, Dr S West, Ms K Stenner, Professor P Ramsden and Dr A Brew.

**(b) Facilities for research students**

The Committee noted that the Alternative Chair has written to deans, on behalf of the Committee, requesting advice on the facilities that faculties currently provide and on any plans to provide additional resources within the next four years. Specific information has been requested on: the use of information technology; provision of desk space; access to travel money for research- and thesis-related activities; and access to department infrastructure, such as fax, phone, photocopier, postage and stationery.

(c) **PhD examination process**

(i) **Oral examinations**

The Committee considered a recommendation from the PhD Award Sub-Committee for the introduction of oral examinations for the PhD degree.

The Committee expressed broad support for the proposal, noting that the proposed oral examinations would be an optional addition to the current examination process and would provide an “end-point” deadline for the examination as well as the opportunity to resolve issues which might otherwise result in a recommendation for a revision and resubmission rather than emendations.

The Committee asked the PhD Award Sub-Committee to consider the proposal further and to provide more detailed recommendations on the mechanics and time-frame for the proposed oral examination.

(ii) **Number of examiners**

The Committee considered the following report from the PhD Award Sub-Committee on the feasibility of reducing the number of PhD examiners from three to two.

Under the present University resolutions this would mean that there would be one internal examiner and one external examiner. The Sub-Committee was of the opinion that if an internal examiner were to remain a requirement of the University then the appointment of three examiners would still be necessary. Should the decision to only appoint two examiners be taken, the Sub-Committee felt that appointment of the well-qualified examiners from appropriate institutions would negate the need for internal quality control by an internal examiner.

The Sub-Committee expressed the opinion that reducing the number of examiners to two would not necessarily speed up the examination process and, in fact, may lengthen the procedure as with only two examiners there was a possibility of greater polarisation of views and, therefore, a more frequent appointment of an additional examiner.

The Committee endorsed the Sub-Committee’s views on the issue and asked the Sub-Committee to give consideration to the issue of whether or not the supervisor should be an examiner.

(d) **Exit questionnaire**

The Committee appointed a working party comprising the following persons to consider the development of an exit questionnaire and to report to the Committee’s next meeting: Professor D Siddle (Chair), Professor P Ramsden, Ms K Stenner and Dr B Adamson.

(e) **Research degrees and external examiners**

Noting that the section on funding for research training (3.3) in the “White Paper” provides

- that research scholarships will be available for students who enrol in accredited courses of study leading to a research higher degree and
- that such courses will include a minimum of two-thirds of their assessable content by research and the assessment processes will involve qualified examiners **external** to the institution,

the Committee noted the need for faculties to take urgent action to ensure that the examiners of all research degrees included an examiner external to the

---

University and that the various degree rules reflected this requirement, if they had not already done so.

The Alternative Chair would write to deans seeking confirmation that their faculties had taken action on this matter.

**(5) Resourcing cotutelle students**

Professor Siddle reported on a situation where he had had to arrange special funding to support the cotutelle requirements for a student studying under such an agreement and expressed concern that such a situation not arise again in the future. Professor Siddle questioned how widely known the cotutelle provisions were, especially the requirement for financial support for the student's and supervisor's/examiners' travel having to be provided by the department concerned.

The Committee noted that when the cotutelle scheme had been expanded last year a check-list had also been developed that made provision for the department initiating a cotutelle arrangement to provide, *inter alia*, information about:

- the arrangements for fees;
- scholarship/stipend and travel support for the candidate;
- funding arrangements for travel for supervisors/examiners.

The information provided then needed the approval of the relevant dean and pro-vice-chancellor (college).

The policy and checklist had been circulated to deans and pro-vice-chancellors (college) and was available on the Web at <http://www.usyd.edu.au/su/planning/policy/>> under "Cotutelle scheme".

---

## University of Sydney Amendment (Rules relating to the Doctor of Philosophy (PhD)) Rule 2000

under the

University of Sydney By-law 1999

The Senate of The University of Sydney has approved the following Rule pursuant to section 37(1) of the *University of Sydney Act 1989* for the purposes of the *University of Sydney By-law 1999*.

This Rule:

- (a) takes effect from the date it is published in accordance with section 37(2) of the *University of Sydney Act 1989*; and
- (b) amends the *University of Sydney (Amendment Act) Rule 1999 (as amended): Part 10, Awarding degrees, diplomas and certificates, Division 4, Doctor of Philosophy (PhD)*.

The purpose of these amendments is to reflect changes to the maximum length of PhD candidature for both full-time and part-time candidates.

---

Contents

### 1. Amendment of Rule

---

#### 1 Amendment of Rule

The following Rule contained in the *University of Sydney (Amendment Act) Rule 1999 (as amended) Division 4: Doctor of Philosophy (PhD)* is amended as set out below. Unless provided for otherwise, changes to the text of the existing Rule are:

- struck through where deleted; and
- underlined where replaced or added.

Rule 79. Latest date for submission is amended as follows:

- (1) Except as provided in Rules 79(2) to (4~~3~~), a candidate shall submit the thesis for examination not later than the end of the ~~tenth~~ eighth semester of candidature.
- ~~(2) A candidate who is a full-time member of the academic staff of the University shall submit the thesis for examination not later than the end of the 14th semester of candidature.~~
- ~~(3)~~ A candidate whose candidature has been part-time throughout shall submit the thesis for examination not later than the end of the 14<sup>th</sup> 16<sup>th</sup> semester of candidature.
- ~~(3)~~ The time limits set out in Rules 79(1) to (2) apply to candidates who commence candidature after 31 December 2000. Candidates who commenced candidature prior to this date may choose to proceed in accordance with the Rules in force at the time when they commenced candidature.
- ~~(4) A faculty or college board~~ The relevant dean may permit a candidate to submit the thesis for examination after a period of time greater than the maximum periods specified.

College and Faculty	No. of Applicants	No. on Order of Merit List	Australian Postgraduate Awards						University of Sydney Postgraduate Awards (do not include Co-funded scholarships)					
			Allocation + Anomalous Cases  [Revised total]	No. got offer	No. rejected offer or withdrew	No. took up award			No. got offer	No. rejected offer or withdrew	No. took up award			
						Total	Female	Male			Total	Female	Male	
<b>HEALTH SCIENCES</b>	<b>121</b>	<b>57</b>	<b>48 [45]</b>	<b>44</b>	<b>9</b>	<b>35</b>	<b>19</b>	<b>16</b>	<b>13</b>	<b>3</b>	<b>10</b>	<b>7</b>	<b>3</b>	
Dentistry	2	1	(2 recipients transferred to	1	0	1	1	0	0	0	0	0	0	
Health Sciences	20	4	CST, 1 award reallocated to CST)	0	0	0	0	0	4	1	3	3	0	
Medicine (see Note)	94	51		42	9	33	17	16	9	2	7	4	3	
Nursing	1	0		0	0	0	0	0	0	0	0	0	0	
Pharmacy	4	1		1	0	1	1	0	0	0	0	0	0	
Note: 1 was offered the A.E. & F.A.Q. Stephens Scholarship														
<b>HUMANITIES &amp; SOCIAL SCIENCES</b>	<b>218</b>	<b>151</b>	<b>66 + 2 [68]</b>	<b>65</b>	<b>16</b>	<b>49</b>	<b>26</b>	<b>23</b>	<b>26</b>	<b>7</b>	<b>19</b>	<b>8</b>	<b>11</b>	
Arts	130	94	(1 anomalous case recipient rejected offer, the award re-allocated to CHASS)	46	11	35	21	14	11	5	6	4	2	
Conservatorium of Music	8	7		0	0	0	0	0	2	0	2	0	2	
Economics	38	26		14	5	9	5	4	6	1	5	0	5	
Education	14	3		1	0	1	0	1	0	0	0	0	0	
Law	9	5		3	0	3	0	3	1	0	1	1	0	
Sydney College of the Arts	19	16		1	0	1	0	1	6	1	5	3	2	
<b>SCIENCES &amp; TECHNOLOGY</b>	<b>225</b>	<b>144</b>	<b>76 [79]</b>	<b>90</b>	<b>23</b>	<b>67</b>	<b>30</b>	<b>37</b>	<b>15</b>	<b>3</b>	<b>12</b>	<b>3</b>	<b>9</b>	
Agriculture	16	5	(2 recipients from CHS transferred in, 1 award reallocated from CHS)	2	1	1	0	1	0	0	0	0	0	
Architecture	11	7		4	0	4	1	3	1	0	1	0	1	
Engineering	38	26		12	3	9	3	6	4	2	2	0	2	
Rural Management	1	1		0	0	0	0	0	0	0	0	0	0	
Science	151	98		66	19	47	22	25	10	1	9	3	6	
Veterinary Science	8	7		6	0	6	4	2	0	0	0	0	0	
<b>GRAND TOTAL</b>	<b>564 *</b>	<b>352</b>	<b>192</b>	<b>199</b>	<b>48</b>	<b>151</b>	<b>75</b>	<b>76</b>	<b>54</b>	<b>13</b>	<b>41</b>	<b>18</b>	<b>23</b>	

\* plus 1 applicant who was ineligible and 7 who have withdrawn.

Data correct as of 14/4/2000

---

## **AGENDA ITEM 12.**

### **Report of the Research Committee**

#### **12.2 Report of the Research Committee meeting held on 18 April 2000**

The Committee met on 18 April 2000 when there were present: Professor L Field, *Alternative Chair, Research Committee (Presiding Member)*; Professor D Siddle, *Pro-Vice Chancellor (Research)*; Professor M Clunies Ross; Professor G J Gill; Professor R Christopherson; Professor J Carter; Dr L Poladian; Ms K Stenner. In Attendance were: Dr Nino Quartararo, Dr C Baxter, Mr E Micallef (Committee Secretary).

#### **1. Receipt of Report**

The Committee **recommends** that the Board receive and note the following report of its meeting held on 18 April 2000.

#### **2. Proceedings of the Committee**

##### **(1) Membership of the Research Committee**

Professor Field advised that he has all but finalised proposed membership of the committee with the recommended appointments of Associate Professor Peter McCallum, Conservatorium of Music, Professor Carol Pollock, Medicine, Professor Mary Lou Maher, Design Computing, and Dr Jenny Lingard, Biomedical Sciences at Cumberland College. The membership of the committee should now reflect the broad disciplinary clusters across the University.

##### **(2) Postgraduate Fellows**

Professor Field advised that, in consultation with Professor Siddle, he had incorporated all comments in the draft policy from the last Research Committee meeting and forwarded them on to Professor Koder. The IR Unit agreed with most of the recommendations with the exception of length of appointment. The Research Committee's recommendation was that the length of appointment should be restricted to 4 years. However, the EBA explicitly defines the length to be a maximum of 5 years. The Research Committee felt that with a five-year appointment, the final year would become an unfunded liability to a department, which would make the Fellowship less attractive.

##### **(3) Code of Conduct**

Professor Field advised that the revised draft for the code of conduct now cross-referenced issues of practice and procedures between it and the EBA. The issue of accountability of general staff was still unresolved in the document. The revised draft would be passed onto Professors Eltis and Koder for review. A final draft will be dispatched to the Vice-Chancellor. Recommendations will then be passed on to the Academic Board for approval.

##### **(4) Severance Pay**

There was concern that there was not a general awareness of the circumstances that lead to the payment of severance pay. The circumstances should be clearly articulated by College Personnel Teams and be made known to researchers. Professor Melrose expressed concern on the issue of equity where he hoped that decisions on appointment would not be made based on severance pay outstanding. Professor Field agreed to talk with Mr Simon Malcolm to establish how the CST was handling the

issue. The Committee felt that the University should be making representations to granting bodies to include severance pay as an on cost.

**(5) Definition of an Active Researcher**

Professor Siddle circulated a draft paper to discuss the definition of a research active staff member. Professor Siddle expressed the view that the definition needed to be kept simple. After discussion, the following definition was endorsed by the committee:

A staff member must have at a minimum:

- Published at least one refereed research article in the past 3 years that satisfies the requirement for a DETYA publication (i.e., research book, chapter in research book, refereed journal article, refereed conference paper, creative work or a major exhibition), AND
- Satisfied at least one of the following:
  - Supervised at least one research higher degree student in the past 3 years, or
  - Received at least one external grant of more than \$5000 from a competitive grant scheme or from industry in the past 3 years

**(6) VC Advisory Committee Forum**

Professor Siddle spoke on the White Paper and especially about the allocation of postgraduate research places. Professor Siddle noted that there is a shift from a load orientated emphasis to a dollar oriented emphasis in the Research Training Scheme (RTS) outlined in the White Paper. The University receives funding for completing students, but loses funds for students who withdraw or for students who take more than 4 years to complete a PhD. The committee felt that there would be a need to put more emphasis on completion rates and to provide incentives to faculties for timely completions of masters and PhD degrees. Faculties with high part time candidature would need to put into place mechanisms to keep students enrolled and ensure timely completions. Departments would need to be more stringent in selecting candidates as there would be penalties for withdrawals. Professor Siddle advised that Mr David Phillips has been contracted to do some modelling to see what the University is likely to earn from the Institutional Grants Scheme.

**(7) Reports**

**(a) Pro Vice Chancellor (Research), Professor Siddle**

Professor Siddle spoke of the AVCC and the China Education Association for International Exchange.

Professor Siddle noted that the University was progressing well with CRC applications and that there would be about 10 bids this year.

Professor Siddle noted that the number of RIEF applications was very low so far this year and that the Research and Scholarships Office would be emailing Heads of Departments to encourage draft applications at this stage.

Professor Siddle noted that discussions on shareholders agreement for the Advanced Computing Centre are progressing.

**(b) Director, Business Liaison Office, Dr Claire Baxter**

Dr Baxter noted that SPIRT grants were coming in slowly and that there were fewer applications than last year.

Dr Baxter noted that she was working on CRCs and attempting to get help from industry partners.

Dr Baxter noted that she had attended a Bio 2000 meeting in Boston with more than ten thousand people visiting. She noted that there were more than 50 companies which she will follow up as a result of the meeting. Dr Baxter noted that the NSW State government was not as supportive with cash in R&D in Biosciences as the Queensland State government.

**(8) Other Business**

- (a) Professor Siddle noted that the U2000 Postdoctoral Research Fellowships guidelines need to be changed. The current guidelines give the period of appointment for a minimum of three years with a possible extension of one year. The committee agreed with Professor Siddle's recommendation that tenure for any future Fellowships be for three years with no extension. Professor Siddle suggested, and the committee agreed, that annual reports (and a final report on completion of the Fellowship) should be submitted, and these should include grants and publications details, and further that the Head of Department comment on these reports.

---

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

### **13.2 Report of the Library Committee meeting held on 29 May 2000**

**Present:** Professor L Cram (Chair), Dr C Asmar, Dr. C. Campbell, Mrs. J. Campbell, Associate Professor E Cornell, Ms J Jones, Associate Professor. T. Langrish, Associate Professor D. Ridley, Ms. K. Sexton, Mr. J. Shipp, Ms K Stenner

#### **2.01/00 Apologies**

Associate-Professor S Carlile, Professor M Harris, Professor J. Lawrence, Associate-Professor C Murphy, Ms N Verco

#### **2.02/00 Minutes of the Previous Meeting**

Minutes of the meeting held 22 February 2000 were adopted.

#### **2.03/00 Business Arising from the Minutes**

##### **2.03.1 Examination Papers**

The issue of past examination papers being made available to students through the Library was raised at Academic Board. While the Board's current policy does not mandate deposit, there was an implied intention that they should be available where ever possible. The Teaching and Learning Committee will be asked to review the policy.

##### **2.03.2 Distance Education**

Revision of the Library's paper on distance education is still in progress and will be presented at the next meeting of the Library Committee.

#### **2.04/00 Chair's Report**

The Data Audit Committee is reviewing the processing of information describing courses and units of study. Part of the review includes the provision of codes which indicate the mode of delivery. There was general support from the Library Committee that library resource implications be considered whenever the mode of delivery alters. It was considered desirable that the Library be involved as early as possible when academic units are considering changes to the delivery mode of courses and units of study.

#### **2.05/00 University Librarian's Report**

John Shipp reported that:

- devaluation of the Australian dollar has resulted in a loss of approximately \$300,000 in the purchasing power of the journals vote. If the exchange rate does not improve by the time invoices are paid in September, the Library may have a considerable overrun in its budget as it has undertaken not to cancel subscriptions in 2000.
- the Library has provided support for three 2001 RIEF Grant applications:
- WebLaw - a subject gateway to Australian legal materials. University of Queensland is the lead institution.
- eKnowledgeNet - a project which aims to develop 'a virtual research space for information technology and engineering researchers' including customised information services, expertise directory, employment listings. University of Queensland is the lead institution.

- Australian Literature Electronic Gateway - to provide an integrated resource discovery service for Australian literature scholars. The project will build on previous projects including the work of SETIS and will combine indexes to literature as well as access to full-text. UNSW is the lead institution.
- In association with the Graduate Medical Program, the Library is scanning journal articles which can be accessed by authorised users through the University's intranet. The project is being restricted until the arrangements between the Copyright Agency Limited and the Universities are finalised and until the assent of the Digital Amendment Bill.
- The Copyright Agency Limited has been lobbying aggressively for changes in the Digital Amendment Bill to restrict the fair dealing provisions which existing for print publications being applied to the electronic environment. If CAL is successful, universities would need to obtain separate permission to digitise any portion of a publication not already published digitally; students could copy and store notes in a folder but not on their computer, separate licences would govern the use of digital photocopiers. A briefing paper was distributed to committee members.
- University Librarian has been appointed chair of the Public Lending Right Committee which oversees the recompensing of Australian authors and publishers for the inclusion of their works in public libraries. The committee will also supervise the compensation of authors and publishers for the inclusion of their works in educational libraries from 2000.
- A digital version of *Forest Flora of NSW* by Joseph Maiden was launched recently by the Library. The digitisation was undertaken by the Library and provides access to a PDF image of the work as well as to a fully searchable SGML text version. The work includes images of the illustrations contained in the print version. The digital version is being used to support teaching and research.

## **2.06/00 Library Restructuring and Strategic Planning**

The re-organisation of the technical services functions continues but has been delayed by appeals against appointments to some positions. As part of the re-organisation process, attention is being given to issues such as the role which the Library should have as a contributor to the national catalogue and the use of a wider range of services for cataloguing records. The Library recognises its commitment to University of Sydney theses and publications which will be catalogued by the Library to an appropriate high standard.

Senior Library staff will commence the Library's strategic planning for the 2001-2003 triennium on 27 and 28 June 2000. A draft plan will be forwarded to the Library Committee for comment.

## **2.07/00 Olympic Games**

A paper outlining proposed Library services during the period surrounding the 2000 Olympic Games was discussed. Some libraries are expected to be closed as the Library expects to have insufficient staff to keep all sites operating. Arrangements will be made to relocate items needed for research and teaching from closed libraries to one of the operating libraries. (Pages 45-46)

It was recognised that

- the Games are an extra-ordinary event and need to be treated as such
- the semester ends soon after the Games and that the closure of libraries may affect the ability of students to complete assignments
- the demand on University services is likely to be very low during the period of the Games

- academic staff should be advised to amend their second semester assessment arrangements to reflect the dislocation likely to be caused by the Games.

The Library undertook to conduct a programme to advertise changes in Library operating arrangements.

**2.08/00**

**Goods and Services Tax**

A paper outlining the general effects of the GST on Library services was discussed. The increase of coin-operated photocopy costs by 10 cents per copy in order to cover GST and true operating expenses was examined. The committee recommended an initial rise of 5cents including GST and an examination of costs to determine whether a further rise would be justified in 2001.

---

## **LIBRARY SERVICES DURING THE OLYMPIC GAMES PERIOD**

The University's Olympics policy provides for flexible arrangements "to enable the maximum number of staff to participate and enjoy the occasion". While the University will be officially open, normal activities will be suspended in a way similar to during the first week of January.

Lectures cease on 8 September and resume on 9 October.

Advice from the Olympic Roads and Transport Authority suggests that there will be considerable disruption to the normal traffic flow and public transport throughout Sydney during the Games and the ensuing week.

Considerable thought has been given to what services the Library will be able to provide during the Olympic period and the following recess period. In line with the University's policy, Library staff have been offered the opportunity to accrue time to enable them to alter their normal working hours during the Olympics. A number of staff have indicated that they expect to be unable to attend or will be able to attend restricted hours due to traffic and/or public transport arrangements. This means that some libraries may be closed for all or part of the period while others will operate on restricted hours and provide a limited range of services.

The arrangements proposed by Library take account of:

- the uniqueness of the Olympic Games
- likely severe disruption to the normal functioning of the city
- the likelihood that the majority of University staff and students will either be involved in the Games or will elect not to use University facilities during the period
- insufficient trained staff being available to operate all libraries especially the small libraries.

### **Service Levels**

The level of service provided at each library will vary depending on the number of staff on duty and the number of users present at any time. In general, the following services will be provided if a library is open:

- lending and return of items (it will not be possible to place holds, renewals or recalls on items already on loan)
- photocopying
- Library catalogue
- web-based journals and databases
- loan periods will be adjusted to take account of the changed circumstances

The Library will not be requesting or supplying interlibrary loans between 11 September and 6 October. Academic staff and authorised postgraduate students will be encouraged to use the *Direct* unmediated document delivery service provided by the Library for journal articles.

Arrangements will be made to transfer books required from a 'closed' library to another library if sufficient notice is provided and if access to the building is possible. Closer to the Games, the availability of relief staff will be clearer and it may be possible to operate some 'closed' libraries for restricted periods.

## Opening Hours

Based on information available on 22 May regarding staff availability, the following conditions are likely to prevail:

<b>Library</b>	<b>Operating Restrictions</b>	<b>Dates (inclusive)</b>
Alexander Mackie Curriculum	closed	11/9 - 6/10
Architecture	closed	11/9 - 6/10
Badham	9am - 5pm Monday - Friday	11/9 - 6/10
Biochemistry	9am - 1pm, 2pm - 5pm Monday - Friday	11/9 - 6/10
Burkitt-Ford	9am - 5pm Monday - Friday closed	11/9 - 14/9 15/9 - 6/10
Camden Chemistry	8.30am - 4.30pm Monday - Friday closed	11/9 - 6/10 13/9 - 6/10
Conservatorium	10.30am - 3.30pm Monday - Friday	11/9 - 29/9
Dentistry	10am - 4pm Monday - Friday	11/9 - 6/10
Engineering	9am - 5pm Monday - Friday	11/9 - 6/10
Fisher	10am - 6pm Monday - Friday possibly some weekend hours and late opening one evening	11/9 - 6/10
Geosciences	probably closed	11/9 - 6/10
Health Sciences	closed	11/9 - 6/10
Law	10am - 6pm Monday - Friday	11/9 - 6/10
Mathematics	8am - 1pm, 2pm - 6pm Monday - Wednesday closed Thursday and Friday	11/9 - 2/10
Medical	9am - 5pm Monday - Friday	11/9 - 6/10
Music	closed	15/9 - 2/10
Nursing	building expected to be closed - library will provide limited phone service	
Orange	hours during Residential School to be determined 8.30am - 4.30pm Monday - Friday	9/9 - 14/9 15/9 - 6/10
Pharmacy	closed	15/9 - 2/10
Physics	closed	11/9 - 6/10
SCA	9am - 5pm Monday - Friday closed 9am - 5pm Tuesday - Friday	11/9 - 15/9 18/9 - 2/10 3/10 - 6/10
Schaeffer Fine Arts	closed	11/9 - 2/10

---

## **AGENDA ITEM 14.**

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

#### **14.2 Report of the Academic Staffing Committee meeting held on 24 May 2000**

The Committee met on 24 May 2000. There were present: Associate Professor R Arnold (Alternative Chair), Professor LM Koder, Professor L Field, Associate Professor D Davey, Dr Paul Whiting and Professor B Schworm. Apologies: Professor S Armitage, Professor L Burgess, and Ms S Jamieson. In attendance: Mr H Seers and Ms L Schofield

#### **1. Receipt of report**

The Committee **recommends** that the Board receive and note the following report of its meeting held on 24 May 2000.

#### **2. Proceedings of the Committee**

##### **(1) Academic Board Appointments Report**

Mr Seers discussed with the Committee the capacity of the Human Resource Management System (HRMS) to deliver information currently collated for the Academic Board Appointments report. The Committee discussed the options available on the new system and the type of information that the Committee would require. It was agreed that Professor Koder and the Secretary would organise a small working party to investigate the matter further.

##### **(2) Clinical Titles**

Through the Chair of the Academic Board the Senate Chair Appointments Committee wrote to the Staffing Committee expressing their concern to maintain the alignment of performance levels between normal academic appointments at Level E and Clinical Titles at Level E.

Following discussion the Committee agreed that the appointments policies of the University, and all relevant policies, should be interpreted to ensure that the alignment of performance levels between appointments at Level E and Clinical Titles are maintained.

##### **(3) Teaching only appointments**

The Committee discussed this matter with a view to considering reward options for staff in teaching only positions. The discussion is ongoing and will continue at the next Committee meeting.

##### **(4) Report of the Chair**

The Chair reported that the Committee was currently in the process of organising a briefing session for Faculty Promotions Committee (FPC) and Central Promotions Committee (CPC) members on the promotions process.

The Chair noted that this would be the last meeting for Professor Davey who would be retiring prior to the next meeting. The Chair thanked Professor Davey for his significant contribution to the Committee and wished him well in his retirement.

---

## AGENDA ITEM 15. General Business

### 15.1 Cancellation of the July Board meeting

As there does not appear to be any urgent business for the July Board, it is **recommended** that the July Board meeting be cancelled in accordance with the provision in the 2000 schedule of Board meetings.

In the event that any urgent business may arise, that cannot await the August Board meeting, the Board is asked to authorise its Chair to act on its behalf on any such matter.

### 15.2 Membership of the Academic Board

#### 1. Academic Board elections in 2000

##### (1) Election of three Deputy Chairs of the Academic Board to fill casual vacancies

The following results have been declared for the above election which was held on Monday 22 May 2000. The persons declared elected shall hold office from 22 May 2000 until 31 December 2000.

Electorate:	61
Pre-count informal ballot papers:	1
During count informal ballot papers:	2
Total valid ballot papers:	39

##### Candidates

ARMITAGE, Professor Susan Kathleen  
ARNOLD, Associate Professor Roslyn Mary  
FIELD, Professor Leslie David  
MASTERS, Associate Professor Anthony Frederick

##### Candidates declared elected

**ARMITAGE**, Professor Susan Kathleen  
**ARNOLD**, Associate Professor Roslyn Mary  
**FIELD**, Professor Leslie David

##### (2) Academic Board elections to be held in the latter part of 2000

Elections to certain categories of membership of the Academic Board will be conducted later this year, and detailed information will be disseminated. The elections to be conducted are as follows:

##### (a) Academic staff members of the Academic Board

Each faculty is entitled to elect one academic staff member to the Academic Board for a two-year term of office.

In 2000, the terms of office of academic staff members from half the faculties will expire. Those faculties that will need to conduct elections in this category, for a two-year term of office from 1 January 2001 until 31 December 2002, are set out below:

Architecture  
Dentistry  
Economics and Business

Education  
Health Sciences  
Nursing  
Pharmacy  
Veterinary Science  
Sydney College of the Arts

The election key dates are as follows:

Notice of election: 17 July  
Nominations close: 7 August at 4 pm  
Ballot papers dispatched by: 21 August  
Ballot closes: 6 September at 4 pm  
Polling day: 7 September

**(b) One undergraduate and one postgraduate student member of the Academic Board**

An election for one undergraduate and one postgraduate student member of the Board, elected by and from the respective undergraduate and postgraduate elected student members of faculties, will be held for a one-year term of office from 1 January 2001 until 31 December 2001.

The election key dates are as follows:

Notice of election: 9 October  
Nominations close: 23 October at 4 pm  
Ballot papers dispatched by: 26 October  
Ballot closes: 9 November at 4 pm  
Polling day: 10 November

**(c) Chair of the Academic Board**

The Chair of the Academic Board needs to be elected from the academic staff members of the Academic Forum by the members of the Forum, for a two-year term of office from 1 January 2001 until 31 December 2002.

The election key dates are as follows:

Notice of election: 9 October  
Nominations close: 23 October at 4 pm  
Ballot papers dispatched by: 1 November  
Ballot closes: 16 November at 4 pm  
Polling day: 17 November

**(d) Five Deputy Chairs of the Academic Board**

Five Deputy Chairs of the Academic Board need to be elected from the academic staff members of the Academic Forum by the members of the Forum, for a two-year term of office from 1 January 2001 until 31 December 2002.

The election key dates are as for the election of the Chair of the Board in section (c) above.

**(e) Three professorial members of the Academic Board**

Three of the five professorial members of the Board need to be elected by and from the professors, for a two-year term of office from 1 January 2001 until 31 December 2002. (There are currently two professorial members of the Board holding office until 31 December 2001.)

The election key dates are as follows:

Notice of election: 9 October  
Nominations close: 23 October at 4 pm  
Ballot papers dispatched by: 1 November  
Ballot closes: 16 November at 4 pm  
Polling day: 17 November

**(f) Three members of the Academic Board who are heads of department**

Three of the five members of the Board who are heads of department need to be elected by and from the heads of department, for a two-year term of office from 1 January 2001 until 31 December 2002. (There are currently two members of the Board in this category holding office until 31 December 2001.)

The election key dates are as for professorial members in section (e) above.

**(g) Three non-professorial members of the Academic Board**

Three of the five non-professorial members of the Board need to be elected by and from the non-professorial members of the Academic Forum, for a two-year term of office from 1 January 2001 until 31 December 2002. (There are currently two non-professorial members of the Board holding office until 31 December 2001.)

The election key dates are as for professorial members in section (e) above.

**(3) Casual vacancies in Board membership**

As a consequence of the election of three Deputy Chairs of the Board, casual vacancies for Board membership as follows:

- two professors  
(to hold office to 31 December 2001);
- one non-professorial member of the academic staff  
(to hold office to 31 December 2001).

In accordance with the gender balance requirement of the Academic Governance Rules relating to the Board (Section 41):

- one professorial vacancy must be filled by a woman and the other vacancy may be filled by either a man or woman;
- the non-professorial vacancy must be filled by a woman.

In accordance with the Academic Governance Rules relating to the Board (Section 42.(2)), the Board may fill each vacancy by:

- (a) appointing an eligible member from the Academic Forum; or
- (b) if there is no eligible member from the Academic Forum, a person who is eligible to be elected to that category of members to the Academic Forum.

***Nominations for appointment to the casual vacancies***

Set out below is a listing of the current members of the Board in the categories of five professors and five persons who are non-professorial members of the academic staff, together with the Chair's nominees for appointment to the casual vacancies in these categories of Board membership:

<b><i>Current incumbents</i></b>	<b><i>Term of office</i></b>	<b><i>Nominees</i></b>
<i>five persons who are professors</i>		
Professor Margaret Harris	to 31.12.00	
Professor Kevin Lee	to 31.12.00	
Professor Ross McPhedran	to 31.12.00	
<i>casual vacancy</i>	to 31.12.01	Professor Ann Brewer
<i>casual vacancy</i>	to 31.12.01	Professor Ian Curthoys

*five persons who are non-professorial members of the academic staff*

Dr Angela Brew	to 31.12.00	
Assoc Prof Chris Durrant	to 31.12.00	
Dr Alan Fekete	to 31.12.00	
Assoc Prof Tony Masters	to 31.12.01	
<i>casual vacancy</i>	to 31.12.01	Miss Deborah Neyle

### 15.3 Membership of the Research Committee

The Academic Governance Rules relating to the Academic Board prescribe the following terms of reference and membership of the Research Committee (Section 17):

#### (1) Terms of reference

- (a) advise the Academic Board on the promotion of research, scholarship and other creative work within the University;
- (b) in relation to the Academic Board's research policies:
  - (i) make recommendations to the Academic Board;
  - (ii) monitor the implementation and effectiveness of those policies;
  - (iii) identify resource needs arising from those policies; and
  - (iv) draw any deficiencies to the attention of the Vice-Chancellor and the Academic Board;
- (c) promote and foster the work of faculty research committees;
- (d) consider and report on any matter referred to it by the Academic Board or the Vice-Chancellor.

#### (2) Membership

- (a) the Chair or a Deputy Chair who shall act as chair of that Committee;
- (b) the Pro-Vice-Chancellor (Research);
- (c) the Chair of the Graduate Studies Committee;
- (d) eight other persons appointed by the Academic Board on the advice of the chair of the Committee and taking into account the following factors:
  - (i) high personal standing in the University in research;
  - (ii) current research activities;
  - (iii) University-wide perspective (if possible supported by evidence);
  - (iv) collective experience or expertise in working with the major granting bodies;
  - (v) collectively embracing all types of research activity within the University (for example, pure or applied research, research based in a laboratory, library or fieldwork, research as an individual or in a team environment); and
  - (vi) reflecting the broad disciplinary clusters across the University; and
- (e) one postgraduate student being the President of the Sydney University Postgraduate Representative Association, or that person's nominee.

The Chair of the Research Committee, Professor L D Field, reports that with withdrawals etcetera, the Committee membership is no longer fully representative of all sectors of the University. In the light of advice from the Committee and the deans, Professor Field **recommends** that the Board appoint or re-appoint the following persons (who have indicated their willingness to serve) to membership of the Committee under sub-section (d).

The Committee's membership would then be as follows:

- (a) Professor Les Field (Chair) (Deputy Chair of the Academic Board)
- (b) Professor David Siddle, Pro-Vice-Chancellor (Research) (*ex officio*)
- (c) Professor Grant Steven, (Chair of the Graduate Studies Committee) (*ex officio*)
- (d) eight other persons appointed by the Academic Board on the advice of the chair of the Committee:  
Professor Richard Christopherson (Chair, Biological Sciences Small Grants Panel)

- Professor Steven Garton (Chair, Humanities Small Grants Panel)
- Professor John Carter (Chair, Engineering Small Grants Panel)
- Professor Carol Pollock (Medicine)
- Dr Jenny Lingard (Health Sciences)
- Associate Professor Peter McCallum (Sydney Conservatorium of Music)
- Professor Mary-Lou Maher (Architecture)
- Professor Don Melrose (Chair, Physics ARC Panel)
- (e) Ms Kate Stenner (President, SUPRA) (*ex officio*)

By invitation:

- Professor Graeme Gill (Acting Chair, Humanities Small Grants Panel)
- Professor Margaret Clunies Ross (English)
- Dr Leon Poladian (representing Research Fellows)
- Ms Merrilee Robb (Director, Research Development)
- Dr Claire Baxter (Director, BLO, *ex officio*)
- Mr Ed Micallef (Director, Research Office, *ex officio*)
- Dr Nino Quartararo (Acting Director, Research and Scholarships Office)