



Academic Board Minutes

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Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 13 December 2000 in the Professorial Board Room

There were present: the Chair (Professor L E Cram) presiding, the Deputy Chairs (Professors S K Armitage, L D Field and J Sachs), the Vice-Chancellor and Principal (Professor G Brown), Professors C Adam and C I Benrimoj, Dr A E Brew, Associate Professor C J Durrant, Professors R Ebied and K Eltis, Associate Professor C B Gillies, Professors M A Harris, B Hesketh, J Higgs, J F Kinnear and J Lawler, Associate Professors P McCallum and A Mitchell, Miss D Neyle, Professor P Parkinson, Ms P Reynolds, Professor G Sherington, Mr J A Taylor, Dr L Tong and Mr R Wilson.

Also present: The Acting Registrar (Dr M Edmond).

Present as observers: Professor P Ramsden, Associate Professor R Ross, Mr J Shipp and Professor J A Young,

In attendance: Miss E R Ring.

★ 1. Apologies

The Board noted that apologies had been received from: Dr W Adams, Associate Professor R M Arnold, Professors H Astor, A Brewer, L W Burgess and R Dunn, Dr A Fekete, Associate Professors R Hinde and P Jones, Professor S R Leeder, Associate Professor A F Masters, Professors G T Moore and R Pesman, Dr P Phibbs, Professor S E Pretty, Associate Professor E Probyn and Professors D Siddle, P Springborg, J Webber and P Wolnizer.

(File 021/0005/00003)

2. Arrangement of agenda

★ 2.1 Starring of items

Members of the Board were invited to star for discussion any unstarred items.
No additional items were starred.

2.2 Adoption of unstarred items

Resolution 322/00

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

3. Minutes of previous meeting

Resolution 323/00

That the Academic Board adopt the minutes of the previous meeting held on 15 November 2000 as a true record.

(File 028/0002/00354)

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

4.1 Confirmation of matters determined by the Board meeting held on 15 November 2000

Resolution 324/00

That the Academic Board confirm the determinations of the meeting of the Academic Board held on 15 November 2000, as set out in the report presented.

(File 021/0004/00004)

☆ 5. Report of the Chair

5.1 Report on Senate matters

5.1.1 Report of the Senate meeting held on 4 December 2000

Resolution 325/00

That the Academic Board note the report of the Chair of the Academic Board on academic matters considered by Senate at its meeting held on 4 December 2000.

5.2 General report

5.2.1 Creation, Variation and Deletion of Award Courses and Units of Study

The Chair spoke briefly to the report, and several members commended the document.

Resolution 326/00

That the Academic Board:

- (1) approve the consolidation and updating of existing Board policies into the document "Creation, Variation and Deletion of Award Courses and Units of Study", with effect from 1 January 2001;
- (2) ask Senate to ratify the section "Levels of Approval for Changes to Courses and Units of Study" and to note the remainder of the document "Creation, Variation and Deletion of Award Courses and Units of Study"; and
- (3) rescind the following policies:

007	Common Unit Values	1993
040	Proposals for New or Amended postgraduate courses	1997
107	Development of New Courses and Degrees	1999
108	Library Impact Statement	1997
202	Semesterization and Nomenclature for academic	1997

	programs and the academic year: academic aspects	
203	Nomenclature/Academic Programs/Courses and Units of Study: Summary	1997
204	Nomenclature/Academic Programs/Courses and Units of Study	1997
205	Nomenclature: Implementation	1997
213	Recognition for completion of non-award courses	1992
222	Credit points	1997
223	Approval mechanisms for new or amended courses of study	1997
225	Full proposal for new or major change to an undergraduate course – pro-forma	1997
226	Guidelines on the distinction between Major and Minor changes at postgraduate level	1997
254	Issues relating to the development and implementation of semesterization and nomenclature	1998
255	Minor changes to Senate Resolutions relating to courses and units of study	1998

(File 2000/4039)

5.2.2 Assessment and Examination of Coursework

The Chair spoke briefly to the report, and during the ensuing discussion it was suggested that section 3 of the document relating to Honours Courses and Grading be amended by deleting from subsection (1) (on page 17) the phrase “in a specialised area of study” as honours were not awarded for work in a specialised area of study in all undergraduate courses.

Resolution 327/00

That the Academic Board:

- (1) approve the consolidation and revision of Board resolutions and policies into the document, “Assessment and Examination of Coursework”, subject to the deletion of the phrase “in a specialised area of study” in section 3.(1) (relating to Honours Courses and Grading) on page 17 of the document presented; and
- (2) rescind the following policies, with effect from 1 January 2001.

Old Policy Number	Old Policy Title	Year Approved
011	Calculators in University Examinations	1994
012	Emergency Evacuations of Examination Rooms	1995
015	Examinations – Security Procedures	1995
038	Merit Grades – Proportions	1996
118	Award of University Medals	1991
256	Principles of Assessment	1998
257	Assessment – Rights and Responsibilities	1998
289	Examination Papers – Names of Students	1972
290	Typewritten Assignments	
294	Examination and Assessment Procedures: Undergraduate and Postgraduate Coursework	1999
	Schedules for Submission of Student Assignments	

	Disclosure of Examination Results	
013	Assessment, Illness and Misadventure	1994
016	Special Examination Conditions for People with Disabilities or Other Special Needs	1994

(File 004/0016/00017)

5.2.3 Faculty Reports on Teaching and Learning

The Chair spoke briefly to the report. During discussion Mr Taylor expressed concern that the distinction between undergraduate and postgraduate coursework not be lost and that appropriate academic distinctions be maintained between the two levels, especially given the regulation of the former and deregulation of the latter.

Resolution 328/00

That the Academic Board:

- (1) note the Chair's Report on Faculty Reports on Teaching and Learning; and
- (2) approve the following timetable for the revision of Faculty Teaching and Learning Plans, and the preparation of Faculty Teaching and Learning Reports, for 2001.

5 March 2001	Faculties provide for the Graduate Studies Committee a list of all postgraduate coursework courses, including course titles, due dates of 5-year reviews, and advice on when the reviews will be conducted.
13 August 2001	Faculties will be provided with details of Performance Indicators for previous 2 semesters.
3 September 2001	Faculties provide to the Teaching and Learning Committee a single report on undergraduate and postgraduate teaching and learning, against goals specified in operational plan.
24 September 2001	Faculties complete revisions of operational plans for review by the Pro-Vice-Chancellor (Teaching and Learning) and the Teaching and Learning Committee.

(Files 028/0002/00330, 2000/2973)

5.2.4 Academic Board Nominees to Selection Committees

Resolution 329/00

That the Academic Board note the Chair's report on Academic Board Nominees to Selection Committees.

5.2.5 Action taken on behalf of the Board

5.2.5.1 Bachelor of Architecture

Resolution 330/00

That the Academic Board note the Chair's action in respect of the Bachelor of Architecture course.

(File 2000/4469)

5.2.6 Christmas Party

Resolution 331/00

That the Academic Board note the Chair's invitation to members to join him for champagne and Christmas cake at the University of Sydney Club at the close of this Board meeting, at approximately 3.15 pm.

5.2.7 Alternative Chair of the Board

Resolution 332/00

That the Academic Board approve Professor Judyth Sachs as Alternative Chair of the Board, to hold office from 1 January 2001 to 31 December 2002.

(File 021/0002/00001)

(File 021/0006/00008)

☆ 6. Report of the Vice-Chancellor and Principal

6.1 Report on Senate matters

6.1.1 Report of the Senate meeting held on 4 December 2000

Resolution 333/00

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 4 December 2000.

6.2 General report

6.2.1 University Chairs

The Vice-Chancellor informed the Board with pleasure that the Senate Chair Appointments Committee had resolved that Professor Max Bennett and Professor Don Melrose be appointed to University Chairs. Professors Bennett and Melrose were outstanding appointees and also the first internal appointments to what were the equivalent of "distinguished professorships".

Resolution 334/00

That the Academic Board note the Vice-Chancellor's general report and ask the Chair to write to Professors Bennett and Melrose to proffer the Board's congratulations on their appointments.

(File 021/0006/00007)

7. Reports of Faculties and Boards

7.1 Report of the Faculty of Agriculture

7.1.1 Receipt of report

Resolution 335/00

That the Academic Board receive and note the report of the Faculty of Agriculture meeting held on 14 November 2000.

7.1.2 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Agriculture

Resolution 336/00

That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Agriculture, with effect from 1 January 2001, as set out in the report presented.

(File 036/0006/00184)

7.2 Report of the Sydney Conservatorium of Music

7.2.1 Receipt of report

Resolution 337/00

That the Academic Board receive and note the report of the Sydney Conservatorium of Music.

7.2.2 Semester and vacation dates 2001

Resolution 338/00

That the Academic Board approve the semester and vacation dates for the Sydney Conservatorium of Music for the year 2001, as set out in the report presented.

(File 023/0007/00001)

8. Report of the Undergraduate Studies Committee



8.1 Oral report of the Chair

The Chair of the Undergraduate Studies Committee, Professor Cram, reported that he was negotiating with the Faculty of Architecture over the drafting of Faculty Resolutions relating to the Bachelor of Design and Bachelor of Design Computing courses. It was hoped to have the Resolutions finalised and in place for incoming students in 2001 and to present the Resolutions to the Board in the New Year.

Resolution 339/00

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

(Files 003/0014/00007, 003/0014/00008)

8.2 Report of the meeting held on 21 November 2000

8.2.1 Receipt of report

Resolution 340/00

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

8.2.2 New courses/major changes to existing courses

8.2.2.1 Faculty of Science: Bachelor of Science in Media and Communications

Resolution 341/00

That the Academic Board:

- (1) recommend that Senate approve:
 - (a) the proposal from the Faculty of Science for the introduction in 2002 of the new course, the Bachelor of Science in Media and Communications,
 - (b) the amendment of the Resolutions of the Senate relating to Degrees, Graduate Diplomas and Graduate Certificates in the Faculty of Science, with effect from 2002, as set out in the report presented, and
 - (c) the adoption of new Resolutions of the Senate relating to the Bachelor of Science in Media and Communications course, made pursuant to the University of Sydney (Undergraduate Courses) Rule 1999, with effect from 1 January 2002, as set out in the report presented;
 - (2) note the Resolutions of the Faculty relating to this course, made pursuant to the University of Sydney (Undergraduate Courses) Rule 1999; and
 - (3) approve the Faculty requirements relating to units of study, the pass degree, the honours degree and award of the degree, as set out in the report presented.
- (File 023/0007/00001)

8.2.2.2 Faculty of Science: Bachelor of Information Technology

Resolution 342/00

That the Academic Board:

- (1) recommend that Senate approve:
 - (a) the proposal from the Faculty of Science for the introduction in 2002 of the new course, the Bachelor of Information Technology,
 - (b) the amendment of the Resolutions of the Senate relating to Degrees, Graduate Diplomas and Graduate Certificates in the Faculty of Science, with effect from 2002, as set out in the report presented, and
 - (c) the adoption of new Resolutions of the Senate relating to the Bachelor of Information Technology course, made pursuant to the University of Sydney (Undergraduate Courses) Rule 1999, with effect from 1 January 2002, as set out in the report presented;
 - (2) note the Resolutions of the Faculty relating to this course, made pursuant to the University of Sydney (Undergraduate Courses) Rule 1999; and
 - (3) approve the Faculty requirements relating to units of study, the pass degree, the honours degree and award of the degree, as set out in the report presented.
- (File 2000/4313)

8.2.2.3 Faculty of Agriculture: Bachelor of Animal Science

Resolution 343/00

That the Academic Board:

- (1) recommend that Senate approve:
 - (a) the proposal from the Faculty of Agriculture for the introduction in 2002 of the new course, the Bachelor of Animal Science,
 - (b) the amendment of the Resolutions of the Senate relating to Degrees and Diplomas in the Faculty of Agriculture, with effect from 2002, as set out in the report presented, and
 - (c) the amendment of the Resolutions of the Senate relating to Bachelors degrees in the Faculty of Agriculture, made pursuant to the University of Sydney (Undergraduate Courses) Rule 1999 and approved by Senate at its meeting on 6 November 2000, with effect from 1 January 2002, as set out in the report presented;
- (2) note the amendment of the Resolutions of the Faculty relating to Bachelors degrees, made pursuant to the University of Sydney (Undergraduate Courses) Rule 1999; and
- (3) approve the Faculty requirements relating to units of study, the pass degree, the honours degree and award of the degree for the Bachelor of Animal Science, as set out in the report presented.

(File 2000/4239)

8.2.3 Amendment of the Resolutions of the Senate

8.2.3.1 Faculty of Architecture: Bachelor of Architecture

Resolution 344/00

That the Academic Board:

- (1) note that, on the recommendation of the Undergraduate Studies Committee, the Chair, acting on behalf of the Board, has recommended that Senate approve:
 - (a) the rescission of the Resolutions of the Senate relating to the Bachelor of Architecture course, and
 - (b) the adoption of the new Resolutions of the Senate relating to this course, made pursuant to the University of Sydney (Undergraduate Courses) Rule 1999, with effect from 1 January 2001, as set out in the report presented;
- (2) note the revised Resolutions of the Faculty relating to the Bachelor of Architecture course, made pursuant to the University of Sydney (Undergraduate Courses) Rule 1999; and
- (3) approve the Faculty requirements relating to units of study, the pass degree, the honours degree and award of the degree, as set out in the report presented.

(File 2000/4469)

8.2.4 Proceedings of the Committee

Resolution 345/00

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

- (1) Membership of the Undergraduate Studies Committee
- (2) Report of the Chair
 - (a) Admissions meetings

(File 028/0002/00290)

9. Report of the Graduate Studies Committee



9.1 Oral report of the Chair

The Alternative Chair of the Graduate Studies Committee, Associate Professor Ross, drew the Board's attention to the item in the Committee's report on the audit of facilities for research students (item 9.2.4). The report on the audit highlighted areas where some faculties were not taking sufficiently seriously the commitment to provide an adequate standard of resources for the students admitted to candidature, and he was in the process of drawing this to the attention of the relevant faculties.

The Chair commented that, while the report on the audit of facilities for research students touched on resource issues, it was nevertheless beneficial for faculties to see what resources were being provided by other faculties and that the Pro-Vice-Chancellor (Research) could address any line-management issues that emerged.

Resolution 346/00

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

(File 028/0002/00379)

9.2 Report of the meeting held on 27 November 2000

9.2.1 Receipt of report

Resolution 347/00

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 27 November 2000.

9.2.2 Proposals for new postgraduate courses

9.2.2.1 Faculty of Architecture: Graduate Diploma in Design Science and Graduate Certificate in Design Science

Resolution 348/00

That the Academic Board recommend that Senate approve:

- (1) the introduction in 2001 of the new subject area of Film and Digital Video in the Graduate Diploma in Design Science and Graduate Certificate in Design Science courses; and
- (2) the amendment of the Resolutions of the Senate relating to Postgraduate Coursework Study:

Master's degrees, Graduate Diplomas and Graduate Certificates in the Faculty of Architecture, with effect from 1 January 2001, as set out in the report presented.

(Files 2000/2978, 2000/2979, 2000/2977)

9.2.2.2 Faculty of Medicine: Graduate Certificate in Population Health Research Methods, Master of Health Economics, Graduate Certificate in Health Economics, Graduate Diploma in Medical Imaging, Master of Medicine, Master of Science in Medicine, Graduate Diploma in Medicine and Graduate Diploma of Science in Medicine

Resolution 349/00

That the Academic Board recommend that Senate approve:

- (1) the proposals from the Faculty of Medicine for the introduction in 2001 of
 - (a) the new Graduate Certificate in Population Health Research Methods course,
 - (b) the new Master of Health Economics and Graduate Certificate in Health Economics courses,
 - (c) the new Graduate Diploma in Medical Imaging course and
 - (d) the new discipline area of Sleep Medicine in the Master of Medicine, Master of Science in Medicine, Graduate Diploma in Medicine and Graduate Diploma of Science in Medicine courses;
- (2) the amendment of the Resolutions of the Senate relating to Degrees, Diplomas and Certificates in the Faculty of Medicine, with effect from 1 January or 1 July 2001, as set out in the report presented; and
- (3)
 - (a) the adoption of new Resolutions of the Senate relating to the Graduate Certificate in Population Health Research Methods course, the Master of Health Economics and Graduate Certificate in Health Economics courses and the Graduate Diploma in Medical Imaging course and
 - (b) the amendment of the Resolutions of the Senate relating to the Master of Medicine, Master of Science in Medicine, Graduate Diploma in Medicine and Graduate Diploma of Science in Medicine courses,with effect from 1 January 2001 or 1 July 2001, as set out in the report presented.

(Files 2000/3482 2000/3480, 2000/3481, 2000/3482, 2000/3844, 2000/3847, 003/0020/00022, 003/0020/00023)

9.2.3 Minimum English language proficiency requirements

Resolution 350/00

That the Academic Board approve the amendment of the minimum English language proficiency requirements for postgraduate courses

in the Faculties of Health Sciences and Medicine, with immediate effect, as set out in the report presented.

(File 2000/4528)

9.2.4 Audit of facilities for research students

Resolution 351/00

That the Academic Board note the report on the audit of facilities for research students.

(File 028/0002/00379)

9.2.5 Proceedings of the Committee

Resolution 352/00

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 27 November 2000 relating to the following matters:

- (1) Distance education courses
- (2) Examination of AGSM PhD theses
- (3) Theses containing published material
- (4) Creation, Variation and Deletion of Award Courses and Units of Study
- (5) Co-supervisors of research candidatures
- (6) Higher doctorates: award of the degree of Doctor of Medicine
- (7) Work in progress

(File 028/0002/00291)

10. Report of the Teaching and Learning Committee



10.1 Oral report of the Chair

The Chair of the Teaching and Learning Committee, Professor Sachs, spoke briefly to the Committee's report, reporting also that work on the policy on academic honesty had been unavoidably delayed but that the Committee hoped to present a draft policy to the February or March 2001 Board meeting.

The Chair of the Board observed that while time constraints had prevented the circulation of the "Quality Assurance: on-line Learning Interim Policy" prior to the meeting, it had nonetheless been reviewed widely by the academic community. It was important to have an umbrella policy in place for quality assurance in respect of new courses, and the policy would be reviewed early in 2001. He wished to thank Professor Ramsden and Associate Professor Carlile for their work on this project.

Resolution 353/00

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

10.2 Report of the meeting held on 2 November 2000

10.2.1 Receipt of report

Resolution 354/00

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 2 November 2000.

10.2.2 Promotion on the basis of teaching

Resolution 355/00

That the Academic Board note the report on “Criteria for promotion on the basis of teaching”.

(File 028/0002/00377)

10.2.3 Postgraduate Coursework

Resolution 356/00

That the Academic Board note the report on the annual review of postgraduate coursework.

(File 028/0002/00330)

10.2.4 Guidelines for Good Practice

Resolution 357/00

That the Academic Board note the report on “Guidelines for Good Practice”.

(File 2000/8962)

10.2.5 Proceedings of the Committee

Resolution 358/00

That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 2 November 2000 relating to the following matters:

- (1) Report of the Pro Vice-Chancellor (Teaching and Learning)
 - (a) Australian Universities Quality Audit: Update
 - (b) Benchmarking
- (2) Report of the Learning Centre
- (3) Academic Honesty Policy
- (4) Graduate Skills Assessment

10.3 Report of the meeting held on 7 December 2000

10.3.1 Receipt of report

Resolution 359/00

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 7 December 2000.

10.3.2 Quality Assurance and On-line Learning

Resolution 360/00

That the Academic Board adopt the “Quality Assurance: On-line Learning Interim Policy”, with effect from 1 January 2001, as set out in the report presented.

(File 2000/4044)

(File 028/0025/00029)

11. Report of the Research Committee



11.1 Oral report of the Chair

The Chair of the Research Committee, Professor Field, referred to his report to the November Board meeting when he had reported that the Committee had been revising the “Code of Conduct for Responsible Research Practice” and developing “Guidelines on Dealing with Allegations of Research Misconduct” and would present these policies to the December Board meeting. The policies had been ready for presentation to the meeting but the Industrial Relations Office and the University Solicitor had wished to make some further minor amendments to reflect crystallizations in the industrial relations area. It was hoped to present the policies to the Board early in the New Year.

Resolution 361/00

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

(File 041/0015/00068)

11.2 Report of the meeting held on 26 October 2000

11.2.1 Receipt of report

Resolution 362/00

That the Academic Board receive and note the report of the Research Committee meeting held on 26 October 2000.

11.2.2 Code of Conduct for Responsible Research Practice and Guidelines on Dealing with Allegations of Research Misconduct

Resolution 363/00

That the Academic Board note the report on the “Code of Conduct for Responsible Research Practice” and “Guidelines on Dealing with Allegations of Research Misconduct”.

(File 041/0015/00068)

11.2.3 Proceedings of the Committee

Resolution 364/00

That the Academic Board note the proceedings of the Research Committee meeting held on 26 October 2000 relating to the following matters:

- (1) Items carried over
 - (a) Plagiarism
 - (b) University of Melbourne Database
 - (c) NHMRC Database
 - (d) Severance Pay
- (2) Correspondence
- (3) Draft Criteria for Promotion on the Basis of Teaching
- (4) Guidelines for Sesqui Research and Development Scheme
- (5) National Awards and Employment practices with Research Staff
- (6) Reports
 - (a) Pro Vice Chancellor (Research), Professor David Siddle
 - (b) Research and Scholarships Office
- (7) Other Business
 - (a) Draft dates for 2001 meetings

(File 028/0002/00173)

12. Report of the Library Committee



12.1 Oral report of the Chair

The Chair of the Library Committee, Professor Armitage, reported on two matters considered by the Library Committee which would be included in the Committee's report to the February 2001 Board meeting: a paper on distance and flexible learning was being sent to faculties for discussion; and the Web of Science launch had now taken place.

Resolution 365/00

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

12.2 Report of the meeting held on 30 November 2000

Resolution 366/00

That the Academic Board note that the report of the Library Committee meeting held on 30 November 2000 will be presented to the February 2001 meeting of the Board.

(File 2000/3994)

13. Report of the Academic Staffing Committee



13.1 Oral report of the Chair

Professor Armitage, on behalf of the Chair of the Academic Staffing Committee, had no further report for the meeting.

Letter to short-listed applicants for academic positions

In response to a request for clarification of the proposed change to the wording of the letter to short-listed applicants for Level A and Level B positions and whether or not the applicants would be precluded from giving a presentation (item 13.2.3 refers), Professor Armitage said that they would not be precluded but that there would be no such requirement as a matter of course. The wording of the letter currently provided that all short-listed applicants "**will** give a presentation to the Department ...".

The Chair of the Board said that he would raise and clarify this issue with the Academic Staffing Committee.

Resolution 367/00

That the Academic Board note the discussion relating to presentations by short-listed applicants for academic positions.

(File 122/0043/00007)

13.2 Report of the meeting held on 22 November 2000

13.2.1 Receipt of report

Resolution 368/00

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

13.2.2 Procedure for conferral of Title for Clinical Associate Professor

Resolution 369/00

That the Academic Board:

- (1) endorse the proposed procedure for the conferral of the title of Clinical Associate Professor and commend it to the Deputy Vice-Chancellor (Planning and Resources) for approval; and
- (2) note that the current procedures remain unchanged for the conferring of Clinical Titles for Levels A – C (12 months and more) and for level E.

(File 028/0002/00042)

13.2.3 Review of letter re interview for an academic position

Resolution 370/00

That the Academic Board endorse the proposed amendment of the policy relating to interviews and of the wording of the letter to applicants for academic positions, as set out in the report presented, and commend it to the Deputy Vice-Chancellor (Planning and Resources) for approval.

(File 122/0043/00007)

13.2.4 Proceedings of the Committee

Resolution 371/00

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

- (1) Reference from the Graduate Studies Committee - absences and supervisory responsibility
- (2) General Guidelines for applicants for academic appointments
- (3) Report of the Pro-Vice-Chancellor (Employee Relations)

(File 028/0002/00325)

14. General Business

14.1 Delegation of authority

Resolution 372/00

That the Academic Board authorise its Chair to act on its behalf in respect of any urgent matters that may arise between the Board meeting on 13 December 2000 and the first 2001 Board meeting on 14 February.

(File 033/0001/00019)

14.2 Outcomes of 2000 Academic Board elections

Resolution 373/00

That the Academic Board note the outcomes of the 2000 Academic Board elections for:

1. five deputy chairs of the Academic Board; and
2. three non-professorial members of the Academic Board.

(Files 035/0028/00004, 035/0028/00002)

14.3 2001 Academic Board meeting dates

Resolution 374/00

That the Academic Board note the schedule for the Board's 2001 meetings.
(File 021/0004/00004)

14.4 Report of the Promotions Committee for Professors

Resolution 375/00

That the Academic Board note the report on Promotions to Professor.
(File 028/0002/00329)

14.5 Membership of the Central Promotion Committees: 2001

The Pro-Vice-Chancellor (College of Health Sciences), Professor Young, observed that, when he had nominated a member of staff from the Faculty of Medicine for the Associate Professor Central Promotion Committee, he had not been aware that a member of staff from the Faculty of Medicine was already on the proposed membership. The Chair said that Professor Young was at liberty to change his nomination and that he (the Chair) could approve any revised CPC membership under the Board's delegated authority.

Resolution 376/00

That the Academic Board appoint the members of the Central Promotion Committees for 2001 as set out in the report presented.

Note: After the conclusion of the meeting, Professor Young nominated Professor B Roufogalis for membership of the Associate Professor CPC in place of Professor dos Remedios, and the Chair, under delegated authority, approved the CPC membership, as amended.

(Files 028/0002/00315, 028/0002/00332)

14.6 Report of the Vice-Chancellor and Principal on proctorial matters

Resolution 377/00

That the Academic Board note the tabled report on proctorial matters.
(Files 021/0006/00010, 2000/3391)

The meeting closed at 2.35 pm.

Signed as a correct record

(Chair) -----

(Date) -----