



The University of Sydney

Academic Board Agenda

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NOTICE OF MEETING

A meeting of the **Academic Board** will be held at 2 pm on **Wednesday 13 March 2002** in the Professorial Board Room.

Members who are unable to attend are asked to notify Keri Neveldsen at the above address. Enquiries concerning this meeting may also be directed to Miss Neveldsen.

Keri Neveldsen

for

Dr W Adams

Registrar

6 March 2002

AGENDA

Pages

★ 1. **Apologies**

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 13 February 2002 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 3 March 2002

[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 3 March 2002.

5.2 General report

5.2.1 Review of the Academic Board and the Academic Forum

[8-11](#)

Recommendation

That the Academic Board:

- (1) note the amended academic governance principle;*
 - (2) endorse the proposed terms of reference of the Academic Board;*
 - (3) consider the election procedure for membership of the Academic Board;*
- as set out in the report presented.*

5.2.2 Strategies for the Academic Board to Review its Performance

[11](#)

Recommendation

That the Academic Board note the report of the Chair of the Academic Board relating to Strategies for the Academic Board to Review its Performance, as set out in the report presented.

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

6.1 Report on Senate matters

6.1.1 Report of the Senate meeting held on 3 March 2002

[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 3 March 2002.

6.2 General report

Recommendation

That the Academic Board noted the general report of the Vice-Chancellor and Principal.

7. Report of the Academic Forum

(Associate Professor Tony Masters)



7.1 Oral report of the Chair

Recommendation

That the Academic Board note the report of the Chair of the Academic Forum.

7.2 Report of the meeting held on 25 February 2002

[12-14](#)

7.2.1 Receipt of report

Recommendation

That the Academic Board receive and note the report of the Academic Forum meeting held on 25 February 2002.

7.2.2 Forum focus: Academic Board Faculty Review Visits

[12-14](#)

Recommendation

That the Academic Board note the Forum Focus of the Academic Forum meeting held on 25 February 2002.

7.2.3 Proceedings of the Forum

[14](#)

Recommendation

That the Academic Board note the proceedings of the Academic Forum meeting held on 25 February 2002, as set out in the report presented.

8. Reports of Faculties and Boards

8.1 Report of the Faculty of Architecture

8.1.1 Receipt of report

[15-16](#)

Recommendation

That the Academic Board receive and note the report of the Faculty of Architecture meeting held on 12 December 2001.

8.1.2 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Architecture

[15, 16](#)

Recommendation

That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Architecture, with immediate effect, as set out in the report presented.

9. Report of the Graduate Studies Committee

(Associate Professor Russell Ross)



9.1 Oral report of the Chair

Recommendation

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

9.2 Report of the meeting held by circulation in February 2002 [17](#)

9.2.1 Receipt of report

Recommendation

That the Academic Board receive and note the report of the Graduate Studies Committee meeting by circulation in February 2002.

9.2.2 Proceedings of the Committee [17](#)

Recommendation

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held by circulation in February 2002, as set out in the report presented.

9.3 Report of the meeting held on 4 March 2002 [18-30](#)

9.3.1 Receipt of report

Recommendation

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 4 March 2002.

9.3.2 Proposals for new and amended courses

- (1) **Faculty of Economics and Business: Master of Business, Graduate Diploma in Business and Graduate Certificate in Business** [18, 23-25](#)

Recommendation

That the Graduate Studies Committee recommend through the Academic Board that Senate approve:

- (1) *the proposal from the Faculty of Economics and Business for the introduction in 2003 of the new course, the Graduate Diploma in Business,*
- (2) *the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Economics and Business with effect from 1 January 2003; and*
- (3) *the adoption of the new Resolutions of the Senate relating to the Master of Business, Graduate Diploma in Business and Graduate Certificate in Business, with effect from 1 January 2003,*
as set out in the report presented.

(2) **Faculty of Law and Faculty of Economics and Business:
Master of International Business and Law** [19](#), [26-28](#)

Recommendation

That the Graduate Studies Committee recommend through the Academic Board that Senate approve:

- (1) *the proposal from the Faculty of Law and Faculty of Economics and Business for the introduction in 2002 of the new course, Master of International Business and Law;*
- (2) *the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business, with effect from 1 July 2002;*
- (3) *the amendment of the Resolutions of the Senate relating to the Degrees and Graduate Diplomas in the Faculty of Law, with effect from 1 July 2002;*
- (4) *the adoption of the Resolutions of the Senate relating to the Master of International Business and Law, with effect from 1 July 2002; and*
- (5) *the amendment of the Resolutions of the Senate relating to the Master's Degrees and Graduate Diplomas in the Faculty of Law, with effect from 1 July 2002,*

as set out in the report presented.

(3) **Faculty of Science: Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science** [20-21](#), [29-30](#)

Recommendation

That the Graduate Studies Committee recommend that the Academic Board approve:

- (1) *approve the proposal from the Faculty of Science for the introduction in 2002 of the new subject areas, 'Bioinformatics' and 'Microscopy and Microanalysis', for the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science; and*
- (2) *approve the proposal from the Faculty of Science for the introduction in 2002 of the new subject area, Psychology of Coaching, for the Graduate Diploma in Applied Science; and*
- (3) *recommend that Senate approve:*
 - (a) *the amendment of the Resolutions of the Senate relating to Degrees, Graduate Diplomas and Graduate Certificates in the Faculty of Science, with effect from 1 July 2002; and*
 - (b) *recommend that Senate approve the amendment of the Resolutions of the Senate relating to the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science with effect from 1 July 2002,*

as set out in the report presented.

9.3.3 Proceedings of the Committee

[22](#)

Recommendation

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 4 March 2002, as set out in the report presented.

10. Report of the Teaching and Learning Committee

(Professor Judyth Sachs)



10.1 Oral report of the Chair

Recommendation

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

10.2 Report of the meeting held on 21 February 2002

[31](#)

10.2.1 Receipt of report

Recommendation

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 21 February 2002.

10.2.2 Proceedings of the Committee

[31](#)

Recommendation

That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 21 February 2002, as set out in the report presented.

11. General Business

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

[32](#)

Recommendation

That the Academic Board nominate members for appointment to the Advisory Committee for the Centre for Continuing Education for a term of office of one year, as set out in the report presented.

11.2 Membership of the Academic Board

11.2.1 Filling of vacancies

[33](#)

Recommendation

That, in accordance with the Academic Governance Rules relating to the Academic Board, the Academic Board appoint members of the Academic Forum to fill vacancies on the Academic Board, as set out in the report presented.

11.2.2 Election of a Deputy Chair to fill a casual vacancy

[33](#)

Recommendation

That the Academic Board note the report relating to the election of a Deputy Chair to fill a casual vacancy and the schedule of dates for the election of a Deputy Chair to fill a casual vacancy, as set out in the report presented.

11.3 Cancellation of the April Academic Board meeting

[34](#)

Recommendation

That the Academic Board:

- (1) cancel the meeting of the Academic Board scheduled to be held on 17 April 2001; and*
- (2) authorise the Chair of the Academic Board to act on its behalf in respect of any urgent matters that may arise between the Board meetings of 13 March 2002 and 15 May 2002,*
as set out in the report presented.

AGENDA ITEM 5 Report of the Chair

5.2 General report

5.2.1 Review of the Academic Board and the Academic Forum

At its meeting of Sunday 3 March 2002, Senate considered the Final Report to Senate of the Review of the Academic Board and the Academic Forum.

It was recommended that Senate:

1. note the Final Report to Senate of the Review of the Academic Board and the Academic Forum;
2. adopt as a principle:
That, subject to the authority of Senate, the Academic Board is the principal academic decision-making body within the University of Sydney, with responsibility for maintaining the highest standards in teaching, scholarship and research and for safeguarding the academic freedom of the University.
3. disestablish the Academic Forum;
4. amend the University of Sydney By-law 1999;
Note: the amendment of the University of Sydney By-law 1999 will formally disestablish the Academic Forum and repeal its governance rules.
5. amend the University of Sydney (Amendment Act) Rule 1999;
6. rescind the existing Academic Governance Rules relating to the Academic Board; and
7. adopt new Academic Governance Rules relating to the Academic Board.

Senate considered and adopted the recommendations with the following exceptions:

1. Senate amended and adopted recommendation 2; and
2. Senate adopted, in principle, recommendation 7 with the exception of the following matters which it referred to the Academic Board for further consideration:
 - the proposed terms of reference; and
 - the election process relating to the election of faculty representatives.

(1) Academic governance principle

Senate adopted the following amended academic governance principle (additions indicated by underline and deletions indicated by strikethrough):

That, subject to the governing authority and powers of Senate and to the powers of the Vice-Chancellor, the Academic Board has ~~is the~~ principal academic decision-making body within the University of Sydney, with responsibility to:

- (1) ~~for maintaining~~ the highest standards in teaching, scholarship and research ~~and for~~ safeguarding the academic freedom of the University;
- (2) oversee and monitor the development of all academic activities of the University; and
- (3) communicate with the academic community through the faculties, colleges and boards of studies and similar organisational units.

Senate felt that there needed to be explicit reference to the powers of the Vice-Chancellor. It was also agreed that the responsibility for safeguarding the academic freedom of the University should not rest solely with the Academic Board. The Academic Board would play its role in this by maintaining the highest standards in teaching, scholarship and research.

I **recommend** that the Board note the amended academic governance principle.

(2) **Proposed terms of reference of the Academic Board**

Senate considered the proposed terms of reference and recommended amendments as follows (additions indicated by underline, deletions indicated by strikethrough):

Proposed Terms of Reference of the Academic Board

Duties and Responsibilities

- (1) ~~Under the~~ Subject to the governing authority and powers of Senate and to the powers of the Vice-Chancellor, the Academic Board has principal responsibility to:
 - (a) develop and maintain the highest standards in teaching, scholarship and research ~~and~~ safeguarding the academic freedom of the University;
 - (b) oversee and monitor the development of all academic activities of the University; and
 - (c) communicate with the academic community through the faculties, colleges and boards of studies and similar organisational units;
- (2) The Academic Board will provide advice to Senate and Vice-Chancellor on:
 - (a) academic matters relating to and affecting the University's teaching and research activities and its educational programs, including general advice on the academic priorities and policies of the University;
 - (b) academic aspects of the formulation and review of the University's strategic plan;
 - (c) policies concerning the academic aspects of the conditions of appointment and employment of academic staff; ~~and~~
 - (d) any academic matters it considers to be of strategic importance, including any faculty plans; and
 - (e) the maintenance of academic standards;
- (3) Subject to the governing authority of and powers of Senate and to the powers of the Vice-Chancellor, the functions of the Academic Board are to:
 - (a) exercise ~~delegated~~ authority as delegated to the Academic Board to in approving new academic courses and changes to existing courses, subject to final endorsement by Senate before any such decisions become operative following advice from the Academic Board concentrating on important implications, if any, it being intended that Senate would ordinarily give its final endorsement promptly, though reserving its capacity for independent decision and to send back a decision for further review by the Academic Board where satisfied in either case that there were special circumstances warranting this exceptional course;
 - (b) determine matters concerning the programs of study or examinations in any faculty, college or board of studies and determine requirements to be satisfied by candidates for award of degree, diploma or certificate;
 - (c) determine the terms and conditions of awards, scholarships and prizes established within the University and make awards;

- (d) formulate and review policies, guidelines and procedures in relation to academic matters;
- (e) request reports from, or refer matters to faculties, colleges and boards of studies and similar organisational units for consideration and action as required;
- (f) consider and take action as required on reports or academic submissions from faculties, colleges or boards of studies or similar organisational units;
- (g) establish or dissolve committees to perform functions of the Board;
- (h) play an active role in assuring the quality of teaching, scholarship and research in the University and co-ordinate and maintain an overview of the academic activities of faculties, colleges and boards of studies and similar organisational units;
- (i) initiate and oversee a formal and regular program of review of academic activities of faculties, colleges and boards of studies, and similar organisational units;
- (j) provide a forum to facilitate information flow and debate within the University and between the senior executive officers of the University and the wider academic community;
- (k) make regular reports on the range of its activities to Senate after each meeting of the Board and make a formal, annual report on its activities and its assessment of its performance to Senate;
- (l) consider and report on all matters referred to it by the Senate or the Vice-Chancellor;
- (m) exercise any powers and perform any other duties conferred or imposed on it by Senate;

I **recommend** that the Board endorse the proposed terms of reference, as set out above.

(3) Election procedure for membership of the Academic Board

The proposed election procedure relating to the election of faculty representatives was questioned and the Board has been asked to further consider the election procedure.

The proposed constitution of the Academic Board includes a category for elected representatives from faculties to ensure that the authority of the Board is grounded in the diversity of its membership representing various fields of teaching, research and scholarship.

The original proposal from the Deputy Chairs and Chair was that faculty representatives would be elected by and from the members of Dean's Advisory Committees (or the equivalent) was discussed by the Board.

The Board noted that these bodies often fulfil a managerial role and that junior members of staff are not normally involved. The Board amended the recommendation to ensure that all faculty representatives will be elected by the Dean's Advisory Committees, which would enable participation from all members of faculties.

At the Senate meeting concern was expressed that only members of the Dean's Advisory Committee were able to vote for representatives. I asked

that the matter be referred to the Board for further consideration and ask that the Board consider whether faculty representatives should be elected by the Dean's Advisory Committee or whether faculty representatives should be elected by the whole faculty.

An alternative would be for the Board to set a broad policy relating to faculty membership and that faculties be required to further define the membership basis and electoral college for approval by the Board.

In this way, the issue of professorial membership could be addressed as well as the issue of where faculty membership is drawn from and who is involved in the election process.

I recommend that the electoral process currently in place for the Academic Board eg. the procedure for nominating, counting votes etc be retained and apply to all faculties.

I **recommend** that the Board consider the election procedure for membership of the Academic Board.

5.2.2 Strategies for the Academic Board to Review its Performance

At the last meeting, I advised the Board of my attendance at the National Chairs of Academic Boards Conference. I noted that the conference had discussed a number of issues, particularly relating to quality assurance and I signalled that I would begin to consider ways in which the performance of the Academic Board could be assessed.

The issue of the Academic Board's accountability and processes by which this is to be measured was also raised at the Senate meeting.

I have had discussions with the Chair of the Academic Board at the University of New South Wales and the University of Queensland whom I would like to use as benchmarking University in relation to this issue.

I am developing strategies for the Academic Board to review its performance and will bring further information to a future meeting of the Board.

AGENDA ITEM 7

Report of the Academic Forum

7.2 Report of the Academic Forum meeting held on 25 February 2002

7.2.1 Receipt of report

The Forum **recommends** that the Board receive and note the following report of the meeting held on 25 February 2002.

7.2.2 Forum Focus: Academic Board Faculty Review Visits

The Chair noted that the Academic Board Faculty Review process had begun, with two faculties having been reviewed and other Faculties scheduled for review during this year. The Chair further noted that it would assist people involved in the preparations for the Review of their Faculty, and give an indication of what might be expected during a Review, for the Review process and some experiences from the first Reviews to be discussed. The Chair invited Professors Judyth Sachs (Chair, Academic Board) and Ann Brewer (Associate Dean, Faculty of Economics and Business) and Associate Professor Peter McCallum (Chair, Undergraduate Studies Committee) to address the Forum on the Academic Board's Faculty Review process.

The Chair of the Academic Board advised the Forum that Review teams had already visited both the Sydney Conservatorium of Music and the Faculty of Veterinary Science, and that the next scheduled review would involve the Faculty of Education. Members were advised that the Reviews focussed on improving existing Teaching and Learning strategies and were not driven by external review requirements, but would complement such processes.

The Chair of the Academic Board advised that the Faculty Review Visits focussed on teaching, learning and research, and followed the principles outlined below:

1. Reviews are academic led.
 - Involvement of academic staff
 - Quality assurance an integral part of academic enterprise
 - University applies same criteria of excellence to academic activities and to quality assurance
2. Academic Board coordinates an overview of the academic activities of the faculties.
3. Reviews will be conducted regularly and systematically.
4. The aim of the Review process is to improve teaching and learning practices.
5. The review process is formative and collegial.
6. Faculties with a number of departments and schools are encouraged to develop their own review processes to evaluate teaching in these departments to take into account the diversity, variation and complexities of T and L across the university.
7. The Review team will act ethically and according to principles of natural justice, equity and fairness.

The Review process would proceed in the following stages:

1. The Faculty would complete a self-evaluation report which would be sent to the quality assurance officer.
2. The Review team would study this report prior to the faculty visit.
3. The Review team would undertake a one-day visit the faculty to interview the dean, staff and students, and at the end of the day, the chair of the team would provide an oral report to the Dean.
4. A summary report would be sent to the Dean four to six weeks after the visit and the Faculty would be invited to respond to this report.
5. A longer, more detailed report would be sent to the Dean eight weeks after the Faculty visit.
6. The Review team would meet with the Faculty to discuss the report.

7. The Review team's report would be referred to the Teaching and Learning Committee and the Academic Board for consideration.
8. The Faculty would comment on the Review process and the Review team's report.

The Chair of the Academic Board commented that the review process itself would be reviewed once all the Faculty Reviews had been undertaken.

Professor A Brewer addressed the Forum as an Academic Board Faculty Review team member. Professor Brewer advised members that the Review teams had focussed on identifying what teaching, learning and research meant within a particular Faculty, how academic activities were undertaken by the Faculty, what outcomes were achieved by the Faculty as a result of these activities and who benefited as a result of these activities. Members were advised that the process was a positive and collegial exercise. Professor Brewer noted that the Review teams had been very impressed by various teaching and learning activities within the two Faculties reviewed so far.

Associate Professor P McCallum addressed the Forum as a member of a Faculty which had been reviewed, and advised members that the Faculty had found it to be a very positive process and an opportunity for the staff to reflectively critique their academic activities. Professor McCallum expressed some reservations with the process, and noted that there was a capacity for Faculties to be biased in the selection of staff and students invited to participate in the Review team meetings. The aim of the Review process needed further clarification to the Faculty at the time of the Review team visit and it was suggested that the Review teams also examine differences in knowledge and understanding of issues such as university policies between the three main groups involved in the Review process (ie academic management, academic staff and students). It was also suggested that the Review team's report on the visit be circulated to all those who participated in the Review process rather than just the Dean of the Faculty.

The Chair of the Academic Board noted that there had been some difficulties in finding students who were available for interview on the days scheduled for the Faculty visits and that this issue would be taken into account when scheduling future visits. In response to a query on the problems of bias in selecting academic staff and students for interview, the Chair of the Academic Board commented that the Review teams had asked the Deans and Associate Deans of the Faculties to identify possible interviewees but that in future the Review teams would consider allowing staff and students to self-select for involvement in the Review process. When queried on how students could be advised of selection for the Review process in those faculties where no student representative group exists, the Chair of the Academic Board suggested that the SRC and SUPRA could assist in selection.

A member asked whether any of the Faculty review reports had been considered by the Academic Board and was advised that none of the reports had been considered as yet. The Chair of the Academic Board also advised that the reports would be available on the intranet once they had been considered by the Board. Another member pointed out that there is the possibility that issues may not be raised in either the Faculty's Teaching and Learning Plan or its Self-Evaluation Report which should be considered as part of the Academic Board Faculty Review. The Chair of the Academic Board suggested that Faculties could be invited to raise other issues for consideration as part of their Review.

The Chair of the Academic Forum closed the discussion by noting that the major issues raised were:

- the need for a review of the Review process towards the end of 2002;
- ensuring that feedback was provided to all participants in the Review process;
- ensuring that the aims of the Review process is understood by all participants;

- ensuring that bias is eliminated as much as possible in the selection of staff and students to participate in the Faculty Review;
- reviewing the nature of self-evaluation reports; and
- ensuring that material not covered in either the Faculty Teaching and Learning Plan or the Faculty self-evaluation report can be raised during the Faculty Review team visit.

The Chair thanked the Chair of the Academic Board, Professor Brewer and Associate Professor McCallum for their presentation to the Academic Forum.

3. Proceedings

(1) Report of the Chair of the Academic Forum

The Forum noted the report of the Chair in the following items:

- (a) Honours and distinctions
The Forum congratulated staff and students who had received honours and distinctions.
- (b) Student Members of Faculties
The Forum noted the appointment of student members to Faculties.

(2) Reports from Senate

The Forum noted the reports from Senate tabled at the Academic Board meetings of 14 November 2001, 12 December 2001 and 13 February 2002 in the reports of the Chair of the Academic Board and the Vice-Chancellor and principal.

(3) Report of the Vice-Chancellor

The Forum noted the report of the Vice-Chancellor and Principal, in particular it noted the University's development of guidelines relating to commercial activities and the University's negotiations with the State Government regarding medical malpractice insurance for staff and students.

(4) Report of the Academic Board

The Forum noted the report of the Academic Board of its meetings of 14 November and 13 December 2001.

(5) Notice of Appointment of Student Members to the Student Proctorial Panel

The Forum appointed Mr D Kyriacou, Ms G Wong, Ms K Wood, Mr K Barlow and Mr M Hall as student members of the Student Proctorial Panel and invited expressions of interest from other student members of the Forum to fill the remaining position.

AGENDA ITEM 8

Reports of Faculties and Boards

8.1 Report of the Faculty of Architecture

8.1.1 Receipt of Report

The Faculty **recommends** that the Academic Board receive and note the report of the Faculty of Architecture meeting held on 12 December 2001.

8.1.2 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Architecture

The Faculty of Architecture, at its meeting of 12 December 2001, recommended amendment of the Constitution of the Faculty to incorporate changes that arose from restructuring within the Faculty (from 1 January 2002 the former departments of the Faculty were replaced by a single School).

Recommendation

That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Architecture, with immediate effect, as set out in the report presented.

Faculty of Architecture

The Resolutions of the Senate relating to the Constitution of the Faculty of Architecture (p175 of the University of Sydney *Calendar 2001*) are rescinded and the following Resolutions are adopted with immediate effect:

CONSTITUTION OF THE FACULTY OF ARCHITECTURE

1. The Faculty of Architecture shall comprise the following persons:
 - (a) the Professors, Readers, Associate Professors, Senior Lecturers, Lecturers and Associate Lecturers who are members of the academic staff of the Faculty and whose appointments are at the level of 60 per cent or above;
 - (b) *Professors Emeriti* and other persons holding honorary appointments who were former members of the Faculty;
 - (c) other persons holding appointment as Adjunct or Visiting Professor or Adjunct or Visiting Associate Professor;
 - (d) other members of the academic staff of the Faculty with responsibility for the general conduct of particular parts of the curriculum as are appointed by the Faculty on nomination of the Head of School;
 - (e) other members of the research staff in the Faculty holding appointments of Research Fellow and above whose appointments are at the level of 60 per cent or above;
 - (f) one member of each of the Faculties of Arts, Economics and Business, Engineering and Science and of the Sydney College of the Arts nominated by the Dean of the Faculty or Director of the College concerned;
 - (g) four members of the general staff of the Faculty elected annually by general staff members of the Faculty;
 - (h) one representative of the postdoctoral fellows and research assistants of the Faculty, whose appointments are at the level of 60 per cent or above, to be elected annually by postdoctoral fellows and research assistants of the Faculty;
 - (i) five students enrolled in undergraduate and postgraduate courses administered by the Faculty, selected in the manner prescribed by resolution of Senate;
 - (j) the president (or nominee) of:
 - (i) the New South Wales Chapter of the Royal Australian Institute of Architects, the Board of Architects of New South Wales,
 - (iii) the New South Wales Division of the Planning Institute of Australia, and
 - (iv) the Faculty of Architecture Alumni Association;
 - (k) such other persons as may be appointed by the Faculty (eg, to include but not be limited to two chairs of professional advisory committees in the architectural science and design computing disciplinary areas) on the nomination of the Dean; and
 - (l) *ex officio* members in accordance with by-laws and resolutions of Senate.
2.
 - (a) The members referred to in subsections 1(d), (f), (g), (h), (i) and (k) shall be appointed at the first meeting of the Faculty in each year, and shall hold office until the first meeting of the Faculty in the following year.
 - (b) Members shall be eligible for re-appointment or re-election.
 - (c) A person shall cease to hold office if that person ceases to hold the qualification by virtue of which that person was eligible to hold office.
 - (d) If a vacancy occurs in the office of an appointed or elected member, the vacancy may be filled in like manner as the initial appointment or election, and the person so appointed or elected subsequently shall hold office for the balance of the term of the person being replaced.
3. Pursuant to the Resolutions of the Senate, the Faculty of Architecture shall be responsible for all matters concerning policy affecting the Faculty as a whole and the degrees, diplomas and certificates in the Faculty. The Faculty shall consider and report on all matters referred to it by the Senate, the Vice-Chancellor or the Academic Board, and may of its own motion report to the Academic Board on all matters relating to research, teaching and learning, degrees, diplomas and certificates in the Faculty.
4. The Faculty of Architecture shall meet at least four times per annum.

AGENDA ITEM 9.2

Report of the Graduate Studies Committee

9.2 Report of the Graduate Studies Committee meeting held by circulation in February 2002

9.2.1 Receipt of Report

The Committee **recommends** that the Academic Board receive and note the following report of the meeting held by circulation in February 2002.

9.2.2 Proceedings of the Committee

(1) Membership of the PhD Award Sub-Committee

The Committee re-appointed Associate Professor A F Masters as the Chair of the PhD Award Sub-Committee and appointed Dr M Boughton, Faculty of Nursing, Professor A Brewer, Faculty of Economics and Business and Associate Professor Brian James, Faculty of Science, to membership of the Sub-Committee.

(2) Membership of the Coursework Sub-Committee

The Committee appointed Professor A Brewer, Faculty of Economics and Business, as the Chair of the Coursework Sub-Committee.

(3) Reports from Faculties

(a) Faculty of Medicine

On the recommendation of the Combined Board of Postgraduate Studies of the Faculties of Dentistry, Medicine and Pharmacy, the Committee approved the introduction of a new two credit point unit of study only available for the Clinical Epidemiology courses in the Faculty of Medicine.

(b) Faculty of Law

In accordance with the Academic Board Resolutions: *Creation, Variation and Deletion of Award Courses and Unit of Study*, the Committee noted the minor amendments to the Resolutions of the Senate relating to the Master's Degrees and Graduate Diplomas in the Faculty of Law.

AGENDA ITEM 9.3

Report of the Graduate Studies Committee

9.3 Report of the Graduate Studies Committee meeting held on 4 March 2002

The Committee met on 4 March 2002 when there were present: The Chair (Associate Professor R T Ross) presiding, Professors A Brewer, L Field, G Gill and F Nicholas, Associate Professors J Christodoulou, J Finkelstein, G Gurr, W Julian, A F Masters and M Prosser, Drs M Boughton, I Karpin, C Maher (for Associate Professor D Kenny) and R Walker and Mr K Barlow. Miss K Neveltsen was in attendance.

2.1 Receipt of Report

The Committee **recommends** that the Academic Board receive and note the following report of the meeting held on 4 March 2002.

2.2 Proposals for new and amended postgraduate coursework courses

(1) Faculty of Economics and Business: Master of Business, Graduate Diploma in Business and Graduate Certificate in Business

[23-25](#)

On the recommendation of its Coursework Sub-Committee, the Graduate Studies Committee recommends the adoption of the Resolutions of the Senate relating to the Master of Business, Graduate Diploma in Business and Graduate Certificate in Business.

The Committee noted that the introduction of the Master of Business and Graduate Certificate in Business in the Faculty of Economics and Business had been approved by Senate in principle, on its recommendation, through the Academic Board.

At the time of approval, it was agreed that the Resolutions of the Senate relating to the courses would be considered and approved at a later date. The Coursework Sub-Committee considered the proposed Resolutions and noted that the Faculty also wished to introduce a Graduate Diploma in Business as part of the articulated program as an exit qualification only.

The Sub-Committee noted the amendments made to the proposed Resolutions since their consideration at the Graduate Studies meeting. Particular areas of change included eligibility for admission, requirements of the degree, time limits and availability.

The Committee noted that it had been agreed that under the requirements for the degree, the unit of study requirement would be clarified and that there had been discussion about defining the term "capstone" in the event that other faculties employed the concept in the curriculum design of their programs.

Recommendation

That the Graduate Studies Committee recommend through the Academic Board that Senate approve:

- (1) the proposal from the Faculty of Economics and Business for the introduction in 2003 of the new course, the Graduate Diploma in Business,*
- (2) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Economics and Business with effect from 1 January 2003; and*
- (3) the adoption of the new Resolutions of the Senate relating to the Master of Business, Graduate Diploma in Business and Graduate Certificate in Business, with effect from 1 January 2003,*
as set out in the report presented.

(2) **Faculty of Law and Faculty of Economics and Business: Master of International Business and Law**

[26-28](#)

On the recommendation of its Coursework Sub-Committee, the Graduate Studies Committee recommends the introduction of new course, Master of International Business and Law.

On the recommendation of the Coursework Sub-Committee, the Committee considered a joint proposal from the Faculty of Law and the Faculty of Economics and Business for the introduction in Second Semester 2002 of the new postgraduate course, Master of International Business and Law.

It was proposed that the degree would be a joint degree between the two faculties building on the existing strengths and reputations of both faculties in the area of postgraduate education.

The complementary strengths of each faculty and the existing joint offerings in the field of international business would form the foundation for the course and it was expected that the proposed degree would be very attractive to students wishing to study international business because of its interdisciplinary structure. The proposed program would be unique in Australia. It would be differentiated from courses offered at other universities because of its international focus

The full proposal was available on the web at:

<http://www.usyd.edu.au/su/ab/committees/CworkSC/meetings.html>

It was noted that the Coursework Sub-Committee had identified that no consultation with the Planning Office and that while this may not be required it was advisable to keep them up to date on developments.

The Sub-Committee requested that the administration of the course be clarified to ensure students were aware of which faculty to contact with enquiries and that the credit for cross-institutional study be clarified.

Recommendation

That the Graduate Studies Committee recommend through the Academic Board that Senate approve:

- (1) *the proposal from the Faculty of Law and Faculty of Economics and Business for the introduction in 2002 of the new course, Master of International Business and Law;*
- (2) *the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business, with effect from 1 July 2002;*
- (3) *the amendment of the Resolutions of the Senate relating to the Degrees and Graduate Diplomas in the Faculty of Law, with effect from 1 July 2002;*
- (4) *the adoption of the Resolutions of the Senate relating to the Master of International Business and Law, with effect from 1 July 2002; and*
- (5) *the amendment of the Resolutions of the Senate relating to the Master's Degrees and Graduate Diplomas in the Faculty of Law, with effect from 1 July 2002,*

as set out in the report presented.

(3) **Faculty of Science: Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science**

29-30

(a) **Bioinformatics**

On the recommendation of its Coursework Sub-Committee, the Committee considered a proposal from the Faculty of Science for the introduction in Second Semester 2002 of the new subject area, Bioinformatics into the Applied Science program.

It was noted that the University currently offered a Bachelor of Science (Bioinformatics) and it was considered that the proposal to offer a postgraduate program was in response to a need to cater for the need for existing science professionals to update their skills in bioinformatics or to redirect their careers into this field and to provide advanced study opportunities for graduates.

The full proposal was available on the web at:

<http://www.usyd.edu.au/su/ab/committees/CworkSC/meetings.html>

The Committee noted that the Coursework Sub-Committee had noted that the expressed student load was low due to the inclusion in the generic Applied Science programs which offered units of study for credit in a variety of disciplines. Provision for credit for study undertaken in the last three years was also noted and the Sub-Committee was advised that this was due to the emerging nature of the discipline.

(b) **Microscopy and Microanalysis**

On the recommendation of its Coursework Sub-Committee, the Committee considered a proposal from the Faculty of Science to incorporate the existing Microscopy and Microanalysis courses in the Applied Science programs.

It was proposed that the existing offerings of Master of Science (Microscopy and Microanalysis), Graduate Diploma in Science (Microscopy and Microanalysis) and Graduate Certificate in Science (Microscopy and Microanalysis) be incorporated in the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science to provide a more logical domicile for the courses and allow the sharing of units of study with other Applied Science coursework degrees and the course content had been restructured to facilitate this interchange.

The full proposal is available on the web at:

<http://www.usyd.edu.au/su/ab/committees/CworkSC/meetings.html>

The Committee noted that the Coursework Sub-Committee had discussed the existing program, offered through the Electron Microscope Unit, and noted that at this stage there could only be speculation on the change in perception towards the courses with their incorporation into the Applied Science programs.

The Sub-Committee had also noted that incorporating the courses into the Applied Science programs would improve the administration of the courses and the ability of students to have queries answered. The Faculty had been asked to provide clarification in relation to modules vs. units of study.

(c) **Graduate Diploma in Applied Science (Psychology of Coaching)**

On the recommendation of its Coursework Sub-Committee, the Committee considered a proposal from the Faculty of Science to introduce a new course, Graduate Diploma in Applied Science (Psychology of Coaching).

It was proposed to extend existing offerings in the Psychology of Coaching area in the Applied Science program by introducing the Graduate Diploma to complement the existing Graduate Certificate.

The Graduate Diploma was designed to teach the applied science of human performance enhancement. It was noted that coaching psychology sat at the intersection of counselling, clinical psychology and organisational psychology. The Graduate Certificate was the first and only University-based course in Australia to offer specialised training in coaching psychology. It was anticipated that the new Graduate Diploma would build on knowledge learnt in the Graduate Certificate and had been developed in response to student requests for advanced postgraduate study.

The full proposal was available on the web at:

<http://www.usyd.edu.au/su/ab/committees/CworkSC/meetings.html>

The Committee noted that the Coursework Sub-Committee had discussed the external support for the Graduate Diploma and that students were able to enrol in related Masters programs through the Faculty of Economics and Business.

Recommendation

That the Graduate Studies Committee recommend that the Academic Board approve:

- (1) *approve the proposal from the Faculty of Science for the introduction in 2002 of the new subject areas, 'Bioinformatics' and 'Microscopy and Microanalysis', for the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science; and*
- (2) *approve the proposal from the Faculty of Science for the introduction in 2002 of the new subject area, Psychology of Coaching, for the Graduate Diploma in Applied Science; and*
- (3) *recommend that Senate approve:*
 - (a) *the amendment of the Resolutions of the Senate relating to Degrees, Graduate Diplomas and Graduate Certificates in the Faculty of Science, with effect from 1 July 2002; and*
 - (b) *recommend that Senate approve the amendment of the Resolutions of the Senate relating to the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science with effect from 1 July 2002,*

as set out in the report presented.

3. Proceedings of the Committee

(1) Report of the Chair

(a) Deferment of public availability of theses

The Committee discussed the deferment of public availability of theses and agreed that the process be reviewed, particularly in light of the adoption of the University of Sydney (Intellectual Property) Rule 2002 and the involvement of candidates in increased numbers of commercial agreements.

(b) Dean, Graduate Studies

The Committee noted that the Chair of the Committee and the Acting Pro Vice-Chancellor (Research) would continue discussions regarding the implications for the Committee of the appointment of the Dean, Graduate Studies.

(2) Report of the PhD Award Sub-Committee

The Committee received the report of the PhD Award Sub-Committee, noting particular concerns regarding the length of time of examinations. It was agreed that the Chair of the Committee would contact Deans regarding this issue. The Committee also noted the work being undertaken by the Sub-Committee in relation to drafting policy relating to the examination of theses containing predominately published work.

(3) Report of the Coursework Sub-Committee

The Committee received the report of the Coursework Sub-Committee and agreed that the Sub-Committee develop a glossary of terms for course proposals for consideration by the Committee. It was also noted that further work and clarification would be undertaken in relation to the Postgraduate After Hours Survey.

Amendment of the Resolutions of the Senate and adoption of new Resolutions

Resolutions of the Senate

Faculty of Economics and Business

Degrees, Diplomas and Certificates in the Faculty of Economics and Business

The Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business (p211, *Calendar 2001*) are amended from 1 January 2003 to the following effect:

Section 1 relating to the degrees in the Faculty of Economics and Business is amended by adding the following new entry:

- (e) Master of Business (MBus)

and the subsequent renumbering of the section.

Section 3 relating to the certificates in the Faculty of Economics and Business is amended by adding the following new entry:

- (a) Graduate Certificate in Business (GradCertBus)

and the subsequent renumbering of the section.

Resolutions of the Senate

Master of Business

Graduate Certificate in Business

1. Award of the Degree and Certificate

- (1) The Master of Business shall be awarded in two grades, namely Pass and Pass with Merit, the latter grade to be awarded if the candidate has achieved a Distinction average across the eight (8) units of the degree.
- (2) The testamur shall specify if the degree is awarded with merit, and shall specify any major subject areas.
- (2) The Graduate Certificate in Business shall be awarded in one grade only, namely Pass.

2. Eligibility for Admission

- (1) An applicant for admission to candidature for the Master of Business shall normally:
 - (a) be a graduate of the University of Sydney or another recognised institution, as provided for in University of Sydney By-laws, and
 - (b) have completed a Bachelors degree at a standard acceptable to the Faculty.
- (2) An applicant for admission to candidature for the Master of Business in the *Fast Track Stream* shall normally:
 - (a) be a graduate of the University of Sydney or another recognised institution, as provided for in University of Sydney By-laws;
 - (b) have completed a Bachelors degree at a standard acceptable to the Faculty;
 - (c) have undertaken advanced study in the University of Sydney or in another university or tertiary institution, provided the candidate has ceased to be a candidate for that award, or have employment experience considered by the Faculty to be the equivalent to two optional core units of study prescribed for the Master of Business.
- (2) An application for admission to candidature for Graduate Certificate in Business shall:
 - (a) be a graduate of the University of Sydney or another recognised institution, as provided for in University of Sydney By-laws, and
 - (b) have completed five years work experience acceptable to the Faculty.

3. Method of Progression

- (1) A candidate for the Master of Business and Graduate Certificate in Business shall proceed by coursework only.

4. Requirements for the Degree and Certificate

- (1) To be eligible for graduation with Master of Business, a candidate must complete:
 - (a) a total of twelve (12) units of study from the Table of Units of Study, approved by the Faculty from time to time, including:
 - (i) one (1) compulsory core unit;
 - (ii) one (1) capstone unit;
 - (iii) two additional units from the thematic strand; and
 - (iv) four units from a designated major as set out in the Table of Majors approved by the Faculty from time to time, where each unit represents six (6) credit points.
- (2) To be eligible for graduation with Master of Business in the *Fast Track Stream*, a candidate must complete:
 - (a) a total of eight (8) units of study from the Table of Units of Study, approved by the Faculty from time to time, including:
 - (i) one (1) compulsory core unit;
 - (ii) one (1) capstone unit;
 - (iii) six units of study from a designated major as set out in the Table of Majors approved by the Faculty from time to time, where each unit represents six (6) credit points.
- (3) To be eligible for graduation with Graduate Certificate of Business, a candidate must complete:
 - (a) a total of four (4) units of study from the Table of Units of Study, approved by the Faculty from time to time, including:
 - (i) three (3) units of study from the thematic strand; and
 - (ii) one elective unit of study.
- (4) A particular unit of study cannot be counted more than once towards the Master's degree or Graduate Certificate, nor can it be counted if it overlaps substantially in content with another course unit being counted.
- (5) Enrolment in any unit of study additional to degree or certificate requirements is subject to Faculty permission.
- (6) A candidate who has completed the requirements for the Graduate Certificate may proceed to the next level of qualification without taking out the original qualification.

5. Probationary Admission

- (1) A candidate may be accepted by the Faculty on a probationary basis for a period not exceeding twelve (12) months for the Master's degree or five (5) months for the Graduate Certificate and, on completion of this probationary period, the Faculty shall review the candidate's work and shall either confirm the candidate's status or terminate the candidature.
- (2) In the case of a candidate accepted on a probationary basis under this resolution, the candidature shall be deemed to have commenced from the commencement of the probationary period

6. Time Limits

- (1) A candidate shall be enrolled in the University of Sydney, either in full-time or part-time study, for not less than fourteen (14) months for the Master's degree, and not less than six (6) months for the Graduate Certificate.
- (2) A full-time candidate shall complete the requirements for the Master's degree within 3 years from the date of first enrolment and within 18 months for the Graduate Certificate.
- (3) A part-time candidate shall complete the requirements for the Master's degree within 5 years from the date of first enrolment and within 3 years for Graduate Certificate.

- (4) In special circumstances the Faculty may extend these periods.

7. Progress

- (1) A candidate shall, on the basis of examinations and assessments at the end of each semester of candidature, satisfy the Faculty that the candidature should proceed.

8. Assessment

- (1) The Head of School concerned with each unit of study shall appoint an examiner or examiners to conduct any prescribed examinations and shall be responsible for overseeing assessment and examinations in all units counted towards the degree and certificate.
- (2) The examiners shall report to the Faculty of Economics and Business, which shall determine the result of the examination.

9. Termination

- (1) The Faculty may call upon any candidate to show cause why that candidature should not be terminated, by reason of unsatisfactory progress towards completion of the Degree or Certificate.
- (2) Where, in the opinion of the Faculty, the candidate does not show good cause, the candidature may be terminated.

10. Availability

- (1) The Faculty reserves the right to impose quotas on the admission to the Degree or Certificate, or to any units which count towards them.
- (2) The Faculty reserves the right not to offer particular units in any one semester.
- (3) In determining quotas and availability of units, the Faculty will take into account:
- (a) University policies on quotas;
 - (b) availability of resources, including space, library and computing facilities;
 - (c) availability of staff;
 - (d) level of enrolments.
- (4) In considering applicants for admission to candidature where quotas apply, the Faculty shall give preference to applicants judged on merit according to the eligibility requirements in section 2 above.

Amendment of the Resolutions of the Senate and adoption of new Resolutions

Resolutions of the Senate

Faculty of Economics and Business

Degrees, Diplomas and Certificates in the Faculty of Economics and Business

The Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business (p211, *Calendar 2001*) are amended from 1 July 2002 to the following effect:

Section 1 relating to the degrees in the Faculty of Economics and Business is amended by adding the following new entry:

- (j) Master of International Business and Law (MIntBus&L)

and the subsequent renumbering of the section.

Resolutions of the Senate

Master of International Business and Law

Award of the degree

1. (1)The degree of Master of International Business and Law shall be awarded either as a Pass degree provided that an outstanding student may be awarded the degree with merit. (2)The testamur shall so specify if the degree is awarded with Merit, and the testamur shall specify any major and minor subject areas as defined in section 6 below.

Eligibility for admission

2. An applicant for admission to candidature for the degree of Master of International Business and Law shall:

- (1)except as provided for in chapter 10 of the By-laws* be a graduate of The University of Sydney; and
(2)have completed a bachelor's degree or subsequent study at a standard acceptable to the Faculty.

Exemptions

3. The Faculty may deem time spent or work done towards any other degree or diploma in The University of Sydney (see section 2 above) by a candidate before admission to candidature for the degree of Master of International Business to be time spent or work done after admission, provided that the candidate has ceased to be a candidate for the other degree or diploma, and provided that exemptions constitute no more than half of the prescribed coursework for the degree.

Method of progression

4. A candidate for the degree shall proceed by coursework only.

Requirements for the degree

5. The degree will consist of eight Units of Study. Four will be taken within the Law program, and four within the Economics and Business program. Students who do not have a degree in law will normally be expected to take an introductory unit of study on legal reasoning and the Australian legal system. The Faculty of Law may waive this requirement if applicants have completed those law subjects which are necessary for a qualification in accountancy, or their equivalent in another common law jurisdiction.

The Unit of Study *International Business Law* offered by the Faculty of Law will be a compulsory Unit of Study for the degree. In addition, students may select from a range of optional Units of Study offered by the Faculty of Law. Prerequisites may be introduced for some of these units if the Faculty of Law regards it as necessary.

Chinese Laws and Chinese Legal System (Winter School, Shanghai)

Chinese Legal Systems & Foreign Investment Law

Comparative Corporate Taxation

Comparative International Taxation

International Commercial Arbitration

International Environmental Law

International Trade Regulation

Maritime Law

Tax Law in Asia and the Pacific

Tax Treaties

The Legal System of the European Union

Trade and Commerce in European Law

Transfer Pricing in International Taxation

UK International Taxation

US International Taxation

Vietnamese Law and Legal System (Winter School, Hanoi)

Students may select from the following Units of Study offered by the Faculty of Economics and Business. The Foundation Units form the prerequisite to the International Business Stream. Under this proposal, students would select up to four units from either Table A or Table B taking into account the prerequisites listed in Table B. A minimum of two units of study will

be undertaken from Table B. Waivers will be considered by the Faculty of Economics and Business for Table A units of study listed as prerequisites in Table B, where students have completed study in these units or equivalent, in their previous degrees.

Table A: Foundation units of Business

Accounting Principles
Australian Capital Markets and Corporate Finance
Australian Industrial Relations
Econometric Theory
Human Resource Management
Legal Environment and Business
Macroeconomics
Managerial Accounting and Decision Making
Marketing Principles
Microeconomics

Table B: The International Business Stream

Global Supervision of Bank Risks
Globalisation and Human Resource Management
Industrial Competitiveness
International Accounting
International Business Finance
International Business Strategy in Asia
International and Comparative Industrial Relations
International and Global Marketing
International Logistics
International Money and Finance
Media and International Politics
Politics of the world Economy
Trade and Development

Time limits

8. (1) A candidate shall engage in The University of Sydney either in full-time study for not less than two semesters or in part-time study for not less than four semesters (excluding the winter or summer sessions).
(2) A full-time candidate shall complete the requirements for the Pass level of the degree within six semesters from the date of first enrolment, provided that in special circumstances the Faculty may extend this period to eight semesters (excluding the summer session).
(3) A part-time candidate shall complete the requirements for the Pass level of the degree within eight semesters from the date of first enrolment provided that in special circumstances the Faculty may extend this period to ten semesters (excluding the summer session).
9. A candidate shall, on the basis of examinations and assessments at the end of each semester of candidature, satisfy the Faculty that the candidature should proceed.

Examination

10. (1) The Head of the Department concerned with each unit of study shall appoint an examiner or examiners to conduct any prescribed examinations.
(2) The examiners shall report to the Faculty of Economics and Business which shall determine the result of the examination.

Termination

11. The Faculty may call upon any candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of the degree and where, in the opinion of the Faculty, the candidate does not show good cause, terminate the candidature.

Availability

12. (1) Admission to the degree and enrolment in particular units of study or areas may be limited by quotas.
(2) In determining the quotas, the University will take into account:
(a) availability of resources including space, library, equipment and computing facilities
(b) availability of staff.
(3) In considering applicants for admission to candidature, the Faculty shall take account of the quota and will select in preference applicants who are most meritorious in terms of section 2 above.

Faculty of Law

Degrees and Graduate Diplomas in the Faculty of Law

The Resolutions of the Senate relating to the Degrees and Graduate Diplomas in the Faculty of Law (p287, *Calendar 2001*) are amended from 1 July 2002 to the following effect:

Section 1 relating to the degrees in the Faculty of Law is amended by adding the following new entry:

- (h) Master of International Business and Law (MIntBus&L)

and the subsequent renumbering of the section.

Faculty of Law

Master's Degrees and Graduate Diplomas in the Faculty of Law

The Resolutions of the Senate relating to Master's Degrees and Graduate Diplomas in the Faculty of Law (p288-297, *Calendar 2001*) are amended from 1 July 2002 to the following effect:

The definition of "degree" at the commencement of the Resolutions is amended by inserting

"Master of International Business and Law"

after "Master of Health Law".

Section 1.1(a) is amendment by inserting

"Master of International Business and Law (MIntBus&L)"

after "Master of Health Law (MHL)"

Section 3, Course requirements, is amended by inserting a new section

What are the particular requirements for the International Law programs?

- 3.10 (a) The units of study for the Master of International Business and Law may be prescribed by the Faculty, or by the Faculty of Economics and Business as units of study leading to the degree.
- (b) Candidates for the Master of International Business and Law must complete a total of 48 credit points for the degree, comprising of 24 credit points of units of study offered by the Faculty of Law, and 24 credit points of units of study offered by the Faculty of Economics and Business.

and the subsequent renumbering of the section.

The Appendix: Units of Study Offered Within the Faculty, is amended by inserting a new section after the Master of Health Law degree

Master of International Business and Law

Compulsory Unit of Study

International Business Law

Optional Units of Study

Chinese Laws and Chinese Legal System (Winter School, Shanghai)

Chinese Legal Systems & Foreign Investment Law

Comparative Corporate Taxation

Comparative International Taxation

International Commercial Arbitration

International Environmental Law

International Trade Regulation

Maritime Law

Tax Law in Asia and the Pacific

Tax Treaties

The Legal System of the European Union

Trade and Commerce in European Law

Transfer Pricing in International Taxation

UK International Taxation

US International Taxation

Vietnamese Law and Legal System (Winter School, Hanoi)

Amendment of the Resolutions of the Senate and adoption of new Resolutions

Resolutions of the Senate

Faculty of Science

Degrees, Graduate Diplomas and Graduate Certificates in the Faculty of Science

The Resolutions of the Senate relating to the Degrees, Graduate Diplomas and Graduate Certificates in the Faculty of Science (pp 337-338, *Calendar 2001*) are amended from 1 July 2002 to the following effect:

Section 1 relating to the degrees in the Faculty of Science is amended by adding the following new entry:

- (i) (vi) Master of Applied Science (Bioinformatics) (MApplSc(Bioinf))
- (vii) Master of Applied Science (Microscopy and Microanalysis)
(MApplSc(Microsc&Micronal))

Section 2 relating to the diplomas in the Faculty of Science is amended by adding the following new entry:

- (d) (viii) Graduate Diploma in Applied Science (Bioinformatics)
(GradDipApplSc(Bioinf))
- (ix) Graduate Diploma in Applied Science (Microscopy and Microanalysis)
(GradDipApplSc(Microsc&Micronal))
- (x) Graduate Diploma in Applied Science (Psychology of Coaching)
(GradDipApplSc(PsychCoach))

Section 3 relating to the certificates in the Faculty of Science is amended by adding the following new entry:

- (c) (ix) Graduate Certificate in Applied Science (Bioinformatics)
(GradCertApplSc(Bioinf))
- (x) Graduate Certificate in Applied Science (Microscopy and Microanalysis)
(GradCertApplSc(Microsc&Micronal))

Resolutions of the Senate

Graduate Certificate in Applied Science

Graduate Diploma in Applied Science

Master of Applied Science

The Resolutions of the Senate relating to the Graduate Certificate in Applied Science, Graduate Diploma in Applied Science and Master of Applied Science in the Faculty of Science (pp 342-343, *Calendar 2001*) are amended from 1 July 2002 to the following effect:

Section 1 relating to the subject areas is amended by adding the following new subject areas:

- Bioinformatics
- Microscopy and Microanalysis

Faculty Resolutions

Graduate Certificate in Applied Science

Graduate Diploma in Applied Science

Master of Applied Science

The Faculty Resolutions relating to the Graduate Certificate in Applied Science, Graduate Diploma in Applied Science and Master of Applied Science in the Faculty of Science are amended from 1 July 2002 to the following effect:

'Requirements for the degree' is amended by adding the following new entries:

Bioinformatics

1. (1) Candidates for the Graduate Certificate in Applied Science (Bioinformatics) are required to complete satisfactorily four core units of study (BIOL5001, BIOL5002, BCHM5001, STAT5001) (Stream A) or four core units of study (BIOL5002, BCHM5001, STAT5001, COMP5213) (Stream B).
- (2) Candidates for the Graduate Diploma in Applied Science (Bioinformatics) are required to complete satisfactorily four core units of study (BIOL5001, BIOL5002, BCHM5001, STAT5001) and 12 credit points from optional units of study (Stream A) or five core units of study (BIOL5002, BCHM5001, STAT5001, COMP5213, COMP5214) and 6 credit points from optional units of study (Stream B).
- (3) Candidates for the Master of Applied Science (Bioinformatics) are required to complete satisfactorily four core units of study (BIOL5001, BIOL5002, BCHM5001, STAT5001) and 24 credit points from optional units of study (Stream A) or five core units of study (BIOL5002, BCHM5001, STAT5001, COMP5213, COMP5214) and 18 credit points from optional units of study.

Microscopy and Microanalysis

1. (1) Candidates for the Graduate Certificate in Applied Science (Microscopy & Microanalysis) are required to complete satisfactorily 12 credit points from core units of study and 12 credit points from optional units of study.
- (2) Candidates for the Graduate Diploma in Applied Science (Microscopy & Microanalysis) are required to complete satisfactorily 12 credit points from core units of study and a further 24 credit points from optional units of study.
- (3) Candidates for the Master of Applied Science (Microscopy & Microanalysis) are required to complete satisfactorily 12 credit points from core units of study and a further 24 credit points from optional units of study, and an independent research project and reporting unit/s of study

Psychology of Coaching

1. (1) Candidates for the Graduate Certificate in Applied Science (Psychology of Coaching) are required to satisfactorily complete four core units of study PSYC 4721, PSYC 4722, PSYC 4723 and PSYC 4724.
- (2) Candidates for the Graduate Diploma in Applied Science (Psychology of Coaching) are required to satisfactorily complete four core units of study PSYC 4721, PSYC 4722, PSYC 4723 and PSYC 4724, and 12 credit points from elective units.

AGENDA ITEM 10

Report of the Teaching and Learning Committee

10.2 Report of the Teaching and Learning Committee meeting held on 21 February 2002

The Committee met on 21 February 2002 when there were present: The Chair (Professor J Sachs) presiding, Professors A Brewer and P Ramsden, Associate Professors J Kay and M Prosser, Drs D Airey, C Chow (representing Dr A Poulos) and G Hendry, Ms G Adair (representing Mr D Kyriacou), Mr K Barlow and Ms J Jones. Dr M Edmond, Ms M Kemmis and Ms K Sexton were in attendance.

10.2.1 Receipt of Report

The Committee **recommends** that the Academic Board receive and note the following report of the meeting held on 21 February 2002.

10.2.2 Proceedings of the Committee

(1) Report of the Chair

The Chair updated the Committee on the meetings of working parties for 2002, the progress of Academic Board Faculty Review Visits and the Review of the Academic Board and the Academic Forum.

(2) Report of the Pro Vice-Chancellor (Teaching and Learning)

The Pro Vice-Chancellor (Teaching and Learning) provided the Committee with a report outlining developments relating to the Quality Assurance Co-ordination Group and the 2001 Student Surveys.

(3) Course Online Readings Service

The Associate University Librarian (Humanities and Social Sciences) reported to the Committee on the introduction of the Course Online Readings Service following the passage of the Federal Copyright Amendment (Digital) Act 2000.

AGENDA ITEM 11.1

General Business

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

The Resolutions of the Senate relating to the Centre for Continuing Education provide that the Advisory Committee for the Centre for Continuing Education shall comprise, *inter alia*, two members of the academic staff of the University nominated by the Academic Board and appointed annually by Senate.

The current Board nominees are Dr S MacAlister and Associate Professor A F Masters. The Board is asked to re-nominate Dr MacAlister and Professor Masters, both of whom have indicated their willingness to be re-appointed to membership of the Committee for a one year term concluding April 2003.

AGENDA ITEM 11.2 General Business

11.2 Academic Board Membership

11.2.1 Filling of vacancies

At its December 2001 meeting, the Academic Board noted that expressions of interest had been called for from members of the Academic Board to fill casual vacancies in categories of membership of the Board.

In accordance with section 42(2)(b) of the Academic Governance Rules relating to the Academic Board, the Board is asked to appoint the following eligible members of the Academic Forum to membership of the Academic Board:

- (a) **Five professorial members:** *One vacancy for a male or female.*
 - Professor Phillip Boyce, Western Clinical School
- (b) **Five head of departments:** *Two vacancies, one of whom must be a male.*
 - Professor Graeme Gill, School of Economics and Political Science
 - Associate Professor Adrian Mitchell, School of English, Art History, Film and Media
- (c) **Five non-professorial members:** *Two vacancies, one of whom must be a male.*
 - Associate Professor Alan Fekete, School of Information Technologies

11.2.2 Election of a Deputy Chair to fill a casual vacancy

At its September 2001 meeting, the Academic Board noted a report relating to the election of a Deputy Chair to fill a casual vacancy. The Board resolved to retain the casual vacancy, until such time as the recommendations arising from the Review of the Academic Board and the Academic Forum had been adopted.

Rule 42(6) of the Academic Governance Rules relating to the Academic Board provides that if a casual vacancy occurs in the office of a Deputy Chair, then, subject to Rule 5(2) (*Gender composition*), the Academic Board may elect another member of the Academic Board to hold office for the rest of the term of that member's predecessor.

The recommendations arising from the Review are being finalised and the drafting of the proposed legislative amendments has commenced. It is anticipated that the new Board structure will not be operational until January 2003. Accordingly it is recommended that an election be conducted to fill the casual vacancy in the category of Deputy Chair which resulted from the appointment of Professor Les Field as Acting Pro Vice-Chancellor (Research).

An election of a Deputy Chair to fill the casual vacancy, for a term expiring 31 December 2002, will be conducted as set out in the schedule below:

Notice of election	18 March 2002
Electoral roll produced	20 March 2002
Close of nominations	4 April 2002, 4.00pm
Issue of voting papers	8 April 2002
Electoral roll available for inspection	8 April 2002
Close of voting papers	22 April 2002, 4.00pm
Polling day	23 April 2002

**AGENDA ITEM 11.3
General Business**

11.3 Cancellation of the April Academic Board meeting

As there does not appear to be any urgent business for the April Board, it is recommended that the April Board meeting be cancelled in accordance with the provision in the 2002 schedule of Board meetings.

The Board is asked to authorise the Chair to act on its behalf in respect of any urgent matters that may arise between the Board meetings of 13 March 2002 and 15 May 2002.