



# The University of Sydney

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## Academic Board Agenda

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### NOTICE OF MEETING

A meeting of the **Academic Board** will be held at 2 pm on **Wednesday 15 May 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**

8 May 2002

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### AGENDA

*Pages*

★ 1. **Apologies**

The following apologies have been received:  
Professors G Brown, K Eltis and P Ramsden and Mr M Hall.

★ 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 March 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 8 April 2002**

[10-12](#)

**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 8 April 2002.*

**5.1.2 Report of the Senate meeting held on 6 May 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 6 May 2002.*

**5.2 General report**

**5.2.1 Review of the Academic Board and the Academic Forum**

[12, separate enclosure](#)

**Recommendation**

*That the Academic Board note the report of the Chair of the Academic Board on the progress of the Review of the Academic Board and the Academic Forum, as set out in the report presented.*

**5.2.2 Guidelines for Faculties to Elect Academic Staff Members of the Academic Board**

[13](#)

**Recommendation**

*That the Academic Board*

- (1) approve the Guidelines for Faculties to Elect Academic Staff Members of the Academic Board; and*
- (2) recommend the Guidelines to Senate for approval, as set out in the report presented.*

**5.2.3 Academic Board Faculty Review Visits**

[13](#)

**Recommendation**

*That the Academic Board note the report of the Chair of the Academic Board on Academic Board Faculty Review Visits, as set out in the report presented.*

**5.2.4 Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct**

[14, separate enclosure](#)

**Recommendation**

*That the Academic Board note the report of the Chair of the Academic Board relating to the Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct, as set out in the report presented.*

**5.2.5 Campus 2010** [14](#)

**Recommendation**

*That the Academic Board note the report of the Chair of the Academic Board on the Campus 2010, as set out in the report presented.*

**5.2.6 Update on Working Parties** [14](#)

**Recommendation**

*That the Academic Board note the report of the Chair of the Academic Board on Update on Working Parties, as set out in the report presented.*

**5.2.7 Rural and Regional Entry Scheme: Pilot Program** [15-16](#)

**Recommendation**

*That the Academic Board approve the Rural and Regional Entry Scheme: Pilot Program, as set out in the report presented.*

**5.2.8 Student appeals against exclusion– 2002 Update** [16](#)

**Recommendation**

*That the Academic Board note the report of the Chair of the Academic Board relating to Student appeals against exclusion 2002, 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 8 April 2002** [17-18](#)

**Recommendation**

*That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 8 April 2002.*

**6.1.2 Report of the Senate meeting held on 6 May 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 6 May 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 22 April 2002

[19-21](#)

#### 7.2.1 Receipt of report

##### **Recommendation**

*That the Academic Board receive and note the report of the Academic Forum meeting held on 22 April 2002.*

#### 7.2.2 Forum focus: International Students – Their Recruitment and Experiences

[19-21](#)

##### **Recommendation**

*That the Academic Board note the Forum Focus of the Academic Forum meeting held on 22 April 2002, as set out in the report presented.*

#### 7.2.3 Proceedings of the Forum

[21](#)

##### **Recommendation**

*That the Academic Board note the proceedings of the Academic Forum meeting held on 22 April 2002, as set out in the report presented.*

## 8. Reports of Faculties and Boards

### 8.1 Report of the Faculty of Agriculture, Food and Natural Resources

[22-25](#)

#### 8.1.1 Receipt of report

##### **Recommendation**

*That the Academic Board receive and note the report of the Faculty of Agriculture, Food and Natural Resources meeting held on 19 March 2002.*

#### 8.1.2 Report on the Review of the Academic Board and the Academic Forum by the retiring Faculty of Agriculture, Food and Natural Resources representative on the Academic Board

[22, 23-25](#)

##### **Recommendation**

*That the Academic Board receive and note the report on the Review of the Academic Board and the Academic Forum by the retiring representative of the Faculty of Agriculture, Food and Natural Resources on the Academic Board, as set out in the report presented.*

**8.2 Report of the Faculty of Health Sciences** [26-27](#)  
**8.2.1 Receipt of report**

***Recommendation***

*That the Academic Board receive and note the report of the Faculty of Health Sciences meeting held on 26 March 2002.*

**8.2.2 Semester and vacation dates 2003-2006** [26, 27](#)

***Recommendation***

*That the Academic Board approve the semester and vacation dates for the Faculty of Health Sciences for 2003-2006, as set out in the report presented.*

**8.3 Report of the Faculty of Science** [28](#)

**8.3.1 Receipt of report**

***Recommendation***

*That the Academic Board receive and note the report of the Faculty of Science meeting held on 26 March 2002.*

**8.3.2 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Science** [28](#)

***Recommendation***

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

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

(Associate Professor Peter McCallum)



**9.1 Oral report of the Chair**

***Recommendation***

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

**9.2 Report of the meeting held on 19 March 2002** [29-40](#)

**9.2.1 Receipt of report**

***Recommendation***

*That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 19 March 2002.*

### 9.2.2 Proposals for new and amended courses

- (1) **Faculty of Economics and Business: Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences** [29-30](#), [31-40](#)

#### **Recommendation**

*That the Academic Board:*

- (1) *note that the Chair of the Undergraduate Studies Committee had referred the proposals to amend the Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences to the Deputy Vice-Chancellor (Planning and Research) for late urgent approval, in accordance with the Academic Board Resolutions: Creation, Variation and Maintenance of Award Courses and Units of Study, to ensure their publication in the 2003 UAC Guide;*
- (2) *recommend that Senate approve:*
  - (a) *the renaming of the Bachelor of Economics (Social Sciences) to the Bachelor of Economic and Social Sciences; and*
  - (b) *the amendment of the Resolutions of the Senate relating to Degrees, Diplomas and Certificates in the Faculty of Economics and Business, with effect from 1 January 2003; and*
  - (c) *the rescission of the Resolutions of the Senate relating to the Bachelor of Commerce, Bachelor of Economics and Bachelor of Economics (Social Sciences) courses; and*
  - (d) *the adoption of new Resolutions of the Senate relating to the Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences courses, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2003, as set out in the report presented;*
- (3) *note the revised Resolutions of the Faculty relating to the above courses, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2003, as set out in the report presented; and*
- (4) *approve the Faculty requirements relating to admission, units of study, the pass degree, combined degrees, the honours degree, specially designated streams and award of the degree, as set out in the report presented.*

### 9.2.3 Proceedings of the Committee

[30](#)

#### **Recommendation**

*That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 19 March 2002, as set out in the report presented.*

**9.3 Report of the meeting held on 16 April 2002** [41-43](#)  
**9.3.1 Receipt of report**

***Recommendation***

*That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 16 April 2002.*

**9.3.2 Proceedings of the Committee** [41-43](#)

***Recommendation***

*That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 16 April 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 18 April 2002** [44](#)

**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 18 April 2002.*

**10.2.2 Alternative Chair of the Teaching and Learning Committee** [44](#)

***Recommendation***

*That the Academic Board appoint Associate Professor Michael Prosser as the Alternative Chair of the Teaching and Learning Committee, as set out in the report presented.*

**10.2.3 Academic Board Faculty Review Visits: Faculty of Veterinary Science** [44, separate enclosure](#)

***Recommendation***

*That the Academic Board note the Final Report and Recommendations from the Academic Board Visit to the Faculty of Veterinary Science, as set out in the report presented.*

**10.2.4 Proceedings of the Committee** [44](#)

***Recommendation***

*That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 18 April 2002, as set out in the report presented.*

## 11. Report of the Academic Staffing Committee

(Associate Professor Anne Reynolds)



### 11.1 Oral report of the Chair

#### **Recommendation**

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

### 11.2 Report of the meeting held on 21 November 2001 [45](#)

#### 11.2.1 Receipt of report

##### **Recommendation**

*That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 21 November 2001.*

#### 11.2.2 Proceedings of the Committee [45](#)

##### **Recommendation**

*That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 21 November 2001, as set out in the report presented.*

### 11.3 Report of the meeting held on 20 March 2002 [46](#)

#### 11.3.1 Receipt of report

##### **Recommendation**

*That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 20 March 2002.*

#### 11.3.2 Proceedings of the Committee [46](#)

##### **Recommendation**

*That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 20 March 2002, as set out in the report presented.*

## 12. General Business

### 12.1 Membership of the Academic Board

#### 12.1.1 Filling of casual vacancies: academic staff members elected from the academic staff members of each faculty [47](#)

##### **Recommendation**

*That the Academic Board appoint members to fill casual vacancies in the category of one academic staff member of each faculty, as set out in the report presented.*

**12.1.2 Filling of casual vacancies: heads of departments and non-professorial academic staff**

[47](#)

**Recommendation**

*That the Academic Board appoint members to fill casual vacancies in the categories of heads of departments and non-professorial academic staff, as set out in the report presented.*

**12.1.3 Election of a Deputy Chair to fill a casual vacancy**

[47](#)

**(1) Declaration of election**

**Recommendation**

*That the Academic Board note that Professor Graeme Gill was declared elected unopposed as Deputy Chair of the Academic Board, to fill a casual vacancy for a term of office to 31 December 2002, as set out in the report presented.*

**(2) Schedule of election dates**

**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.*

**12.2 Membership of the AGSM Academic Board**

[48](#)

**Recommendation**

*That the Academic Board appoint Professor Graeme Gill to fill the casual vacancy on the AGSM Academic Board to 30 June 2003, as set out in the report presented.*

**12.3 Membership of Central Promotions Committees: 2002**

[49](#)

**Recommendation**

*That the Academic Board appoint a replacement member to the Central Promotions Committee, Senior Lecturer, for 2002, as set out in the report presented.*

**12.4 Discipline of Students – 2001 Report**

[50-52](#)

**Recommendation**

*That the Academic Board note the report relating to the Discipline of Students 2001, as set out in the report presented.*

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

**Recommendation**

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

## AGENDA ITEM 5 Report of the Chair

### 5.1 Report on Senate matters

#### 5.1.1 Report of the Senate meeting held on 8 April 2002

Senate, at its meeting on 8 April 2002, on the report of the Academic Board:

- (1) resolved
  - (i) to note that the Academic Board endorsed the proposed terms of reference of the Academic Board as amended by Senate at its meeting of 3 March 2002;
  - (ii) to approve section (1) of Duties and Responsibilities in the Proposed Terms of Reference of the Academic Board as further amended by Senate (*deletions are struck through, additions are underlined, further modifications indicated by double underline*):
    - (1) That, 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) to maintain the highest standards in teaching, scholarship and research and, in that process, to safeguarding the academic freedom of the University;
      - (b) to oversee and monitor the development of all academic activities of the University; and
      - (c) to communicate with the academic community through the faculties, colleges and boards of studies and similar organisational units.
  - (iii) to approve the following sections of the proposed Terms of Reference as further amended by Senate (*deletions are struck through, additions are underlined*):

#### **Proposed Terms of Reference of the Academic Board**

##### **Duties and Responsibilities**

- (3) Subject to the governing authority of the Senate and to the powers of the Vice-Chancellor, the functions of the Academic Board are to:
  - (a) exercise authority by way of delegation to the Academic Board to approve ~~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 limited to any important implications for (i) policy, (ii) resources, (iii) revenue, (iv) academic joint ventures or (v) academic standards, it being intended that Senate would ordinarily give its 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 proposals for new academic courses and changes to existing courses, the delegation being subject to (i) the Board's reporting to the Senate on important implications of the proposals and (ii) the final endorsement of proposals by the Senate, it being intended that (i) the Senate would normally endorse the Board's

- decision, (ii) would ordinarily give its endorsement promptly, (iii) would refer decisions back to the Board only in exceptional circumstances, and (iv) would exercise its capacity for independent decision again only in exceptional circumstances.
- (b) determine ~~matters~~ policies concerning the programs of study or examination in any faculty, college or board of studies and, within such policies, determine requirements to be satisfied by candidates for award of degree, diploma or certificate.
  - (iv) to endorse the proposed election procedure for membership of the Academic Board to provide for faculties to define the electoral college, within Guidelines set by the Board, for approval by the Board, in the following form as further amended by Senate (*additions are underlined*):
    - (a) Each faculty be required to define for itself, from time to time, its electoral college, within guidelines set by the Board and approved by Senate, for approval by the Board.
    - (v) to note that the relevant amendments to the University of Sydney By-law 1999 and the University of Sydney (Amendment Act) Rule 1999 and the proposed new Academic Governance Rules relating to the Academic Board would be referred to the next meeting of Senate for approval.
- (2) approved the amendment of the Resolutions of the Senate relating to the constitution of the Faculty of Architecture, with immediate effect, 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), as set out in the shaded box in the report.
- (3) amended 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 adopted 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 shaded box in the report.
- (4) approved:
  - (i) 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;
  - (ii) 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;
  - (iii) 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;
  - (iv) the adoption of the Resolutions of the Senate relating to the Master of International Business and Law, with effect from 1 July 2002; and
  - (v) 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 shaded box in the report.
- (5) (i) noted that the Academic Board approved 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

- (ii) noted that the Academic Board approved 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
- (iii) approved:
  - (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 shaded box in the report.
- (6) agreed to consider incorporating into the terms of reference of the Committee provision for the Committee to monitor academic opportunities and progress, particularly for students undertaking study on sporting scholarships.
- (7) noted the report of the Chair on Strategies for the Academic Board to Review its Performance, the Report of the Academic Forum, Semester and vacation dates and Membership of the Academic Board.

## 5.2 General report

### 5.2.1 Review of the Academic Board and the Academic Forum

[separate enclosure](#)

Final drafting of the proposed revision to the By-law relating to the Academic Board and the Academic Forum, and the drafting of the Rules relating to the Academic Board was undertaken during April and considered at the May meeting of Senate.

Senate adopted the proposed By-law and Rules, which are enclosed for members' information. Consideration is being given to consequential legislative changes, which will include an amendment to the University of Sydney (Amendment Act) Rule to remove references to the Academic Forum.

Review of the proposed terms of reference of the Academic Board Standing Committees and associated policies is also being undertaken to ensure these are consistent with the final outcomes of the Review and any amendments will be referred to the Board in due course.

### 5.2.2 Guidelines for Faculties to Elect Academic Staff Members of the Academic Board

The Academic Board and Senate have agreed that the proposed structure of the Academic Board following the Review will include academic staff elected from each faculty. It has been agreed that faculties will determine who is eligible to elect academic staff to the Academic Board, for approval by the Academic Board, within guidelines set by the Academic Board and Senate.

Accordingly, I propose that the Academic Board adopt the following guidelines and recommended them to Senate for approval:

#### **Guidelines for Faculties to Elect Academic Staff Members of the Academic Board**

Pursuant to the *University of Sydney (Academic Governance) Rule 2002*, the Academic Board and Senate establish the following guidelines for the purpose of elections to the Academic Board under Rule 5(1)(d):

- (1) All elections must be conducted in accordance with the *University of Sydney (Academic Governance) Rule 2002*.
- (2) Faculties must ensure that processes encourage participation, having particular regard to issues relating to gender, discipline and expertise.
- (3) At least one elected representative should be a professor. The Academic Board acknowledges that in some faculties the number of professors prohibits this. Where this is not possible, senior level academic staff should be encouraged to participate.
- (4) Faculties may, from time to time, recommend who is eligible to vote in an election of academic staff members to the Academic Board, for approval by the Academic Board.
- (5) In considering who is eligible to vote in an election of academic staff members to the Academic Board, Faculties should take into account what will best suit the needs of the faculty while ensuring maximum opportunity for participation.

### 5.2.3 Academic Board Faculty Review Visits

The Academic Board Faculty Review Visits are well underway. You will note the report of the first review of the Faculty of Veterinary Science is included in the Teaching and Learning Committee report.

Reviews of the faculties of Education and Engineering have been completed and the reports are being prepared. The Faculty of Agriculture, Food and Natural Resources is being reviewed on 8 May and Rural Management on 20 May.

Commencing at the Faculty of Engineering review, an open session has been included in the program for the day, giving any interested parties the opportunity to attend and speak to the review panel.

We would like to spread the load of participation in the reviews due to the commitment involved in preparing and attending the reviews and constraints on staff time. Accordingly we are asking Deans to nominate additional staff to become members of review panels.

**5.2.4 Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct** [\*separate enclosure\*](#)

At the meetings in May and June 2001, Senate and the Academic Board approved the revised Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct.

I remind members that the Code of Conduct and Guidelines are established and ask for assistance in reminding all staff of their existence. They are available on the University's intranet at: [http://db.usyd.edu.au/policy/policy\\_index.stm](http://db.usyd.edu.au/policy/policy_index.stm) and are enclosed as a separate document.

**5.2.5 Campus 2010**

I would like to remind members of the consultation being undertaken in relation to the University's Campus Planning Strategy – Campus 2010.

All staff have received notification of the strategy which establishes a range of new opportunities for the University's future development that recognise the structures and principles established in earlier times. The strategy provides the planning context for a program of exciting new capital projects proposed for development and to be known as Campus 2010.

To facilitate public consultation and to seek comments on the proposed strategy a display has been mounted in the foyer of the Eastern Avenue Auditorium and Lecture Theatre Complex and will remain there until 17th May 2002. A website showing the strategy in detail has also been developed at: [www.usyd.edu.au/campus2010](http://www.usyd.edu.au/campus2010)

Members are encouraged to examine the proposed strategies and provide comments and feedback via the Campus 2010 web site. Following the consultation period and formal endorsement of the resulting plans, the University will move to initiate the Campus 2010 program of works.

**5.2.6 Update on Working Parties**

The Academic Board and the Standing Committees have a number of working parties currently operating in relation to specific areas. The following working parties will report through the Teaching and Learning Committee, with the exception of the Show Cause Working Party which is a joint undertaking of the Undergraduate and Graduate Studies Committees. Further information on the working parties may be obtained from the Academic Board Office:

- Working Party on Communication, Implementation and Monitoring of Academic Board Policies;
- Working Party on Alignment of University Review Processes;
- Working Party on Special Consideration;
- Working Party on Information Communication Technologies (ICT) and Pedagogy in Teaching and Learning;
- Working Party on Implementation of Academic Honesty;
- Working Party on Assumed Knowledge;
- Admissions Working Party (the forerunner to the Admission Sub-Committee under the Review of the Academic Board and the Academic Forum); and
- Show Cause Working Party.

### 5.2.7 Rural and Regional Entry Scheme: Pilot Program

#### **Proposal for a Rural and Regional Entry Scheme: Pilot Program for the Centre for Regional Education, Orange (CREO)**

The National Inquiry into Rural and Remote Education<sup>1</sup> (2000, p.35) argued “ideological and historical barriers to the sharing of facilities and resources are inhibiting the capacity of rural and remote Australia to deliver a quality education to all children”.

The Report noted how country towns frequently have two schools, each struggling and under-resourced. Recommendation 5.1 (p.36) states:

All education and training providers should develop policies and funding formulas which encourage local and regional sharing of facilities and resources between local schools, both government and non-government, and TAFE providers in order to increase the availability and accessibility of curriculum options and educational resources.

The University through its vision for developing the Centre for Regional Education, Orange (CREO) as an internationally renowned multi-sector educational institution will enhance educational opportunities and career paths for rural, regional and related communities and industries.

As one way of raising the profile of CREO, particularly in the Mid West of NSW, but also throughout rural and regional Australia, it is proposed to offer a special entry scheme for applicants from rural and regional Australia. It would be hoped that such a scheme might encourage such students to think about attending university, and CREO in particular.

The desirability of developing a rural and regional entry scheme focussed, in the first instance, on courses offered at the University’s Orange campus has been the subject of considerable discussion among those involved in the CREO project and has received strong support from the faculties concerned. Recognizing the strong desire to explore this option while acknowledging the need to proceed cautiously I ask the Board to approve a two year pilot program to explore the implementation of a concessional entry scheme directed at applicants from rural and regional areas throughout Australia who seek to enrol in courses offered at the University’s Orange campus.

The rural and regional entry scheme for admission to courses at CREO will be an alternative to the University's other special entry schemes rather than an add-on. The advantages of this is to:

- provide opportunities for rural/regional students to commence their study at Orange;
- reduce costs for rural/regional students in terms of living expenses;
- develop confidence of these students through their experience of university study; and
- provide a transition between school/non-university experience and university in a supportive and familiar environment.

To implement the program the Chair of the Academic Board and the Registrar will work with representatives of the Faculties of Rural Management, Science, Arts and Pharmacy to resolve a range of practical administrative issues associated with the

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<sup>1</sup> Sidoti, C. 2000. *Recommendations: National Inquiry into Rural and Remote Education*. Human Rights and Equal Opportunity Commission: Sydney.

scheme's implementation, in particular the specific criteria to be used in determining the eligibility of applicants. While the level of concession to eligible applicants will need to be determined in consultation with the faculties involved it is anticipated that this would take the form of a "bonus" of up to five UAI points added to the applicants UAI or UAI equivalent. This approach would be consistent with the University's other access schemes (eg Broadway and Flexible Entry) and with concessions offered by other universities offering rural entry schemes.

### 5.2.8 Student appeals against exclusion – 2002 Update

As Chair of the Academic Board, I chair the Senate's Student Appeals Committee (Exclusions and Readmission). In 2002 we received 60 appeals, 58 of which we heard over a period of 4 ½ days. You will note for the summary provided that the number of appeals received in 2002 significantly increased over previous years. Further statistical information regarding appeals is available from the Academic Board office.

#### Summary of student appeals against exclusion 2002

60 appeals received; 58 heard (two withdrawn by faculty; one each in Economics and Health Sciences). 40 appeals were heard in 2001, 20 in 2000. One postgraduate (Nursing) and one appeal against refusal of readmission (Law).

	2002	2001	2000	
EXCLUDED	41	19	16	
READMITTED	15	21	4	
DEFERRED	2	-	-	
TOTAL	58	40	20	
<b>By faculty</b>	<b>Exclude</b>	<b>Readmit</b>	<b>Defer Decision</b>	<b>TOTAL</b>
Agriculture	1	-	-	1
Architecture	-	-	-	-
Arts	1	-	-	1
Conservatorium	-	-	-	-
Dentistry	-	-	-	-
Economics	4	1	-	5
Education	-	-	-	-
Engineering	22	2	2	26
Health Sciences	1	1	-	2
Law	1	-	-	-
Medicine	-	-	-	-
Nursing	6	10	-	16
Pharmacy	-	-	-	-
Science*	3	-	-	3
Social Work	1	-	-	1
SCA	1	1	-	2
Vet Science	-	-	-	-
TOTALS	41	15	2	58

\* Science excludes students from UoS only; not degree.

## AGENDA ITEM 6 Report of the Vice-Chancellor and Principal

### 6.1 Report on Senate matters

#### 6.1.1 Report of the Senate meeting held on 8 April 2002

Senate, at its meeting held on 8 April 2002:

- (1) adopted the Resolution of Complaints Policy, subject to an amendment.
- (2) resolved that the topic for the May Senate Colloquium would be the Government reform agenda for higher education.
- (3) resolved that, subject to the possible need for further Colloquia on the Higher Education Review, the July Colloquium be based on student matters, and the Vice-Chancellor be authorised to meet with the two student Fellows and Mr Hoare to determine the content of a survey to provide data for the July Colloquium
- (4) noted a report on the Senate/Sports Liaison Committee.
- (5) noted the report on the Vice-Chancellor's recent visit to Seoul to give a major address to the Association of University Presidents representing all 194 universities in Korea.
- (6) noted the report on the recent successful launch of the book entitled *What Makes a Champion!*
- (7) noted the report that the Vice-Chancellor had been invited to talk to a visiting high-ranking government delegation from Taiwan who had insisted on meeting a representative from one of Australia's top universities.
- (8) resolved
  - (i) to approve the composition of the Selection Committee for the position of Deputy Vice-Chancellor as follows:

**Ex Officio:**

    - Chancellor
    - Deputy Chancellor
    - Chair of the Academic Board
    - Vice-Chancellor

**Appointed by Senate:**

    - Two nominees of Senate (who may or may not be Fellows of Senate) nominated to Senate by the Chancellor after consultation with the Deputy Chancellor and Chair of the Finance Committee
    - One additional member of the Academic Board, on the nomination of the Chair of the Board
  - (ii) to approve the Selection Committee for a Pro-Vice-Chancellor (College) as follows:

**Ex Officio:**

    - Chancellor
    - Vice-Chancellor
    - Chair of the Academic Board, or nominee

**Appointed by Senate:**

    - Two nominees of Senate (who may or may not be Fellows of Senate) nominated to Senate by the Chancellor after consultation with the Deputy Chancellor and Chair of the Finance Committee
    - Two members (plus one reserve) nominated by the College
    - One member, external to the University, on the nomination of the Vice-Chancellor

- (iii) to approve the Selection Committee for Pro-Vice-Chancellors who are not Pro-Vice-Chancellors (College) as follows:
- Ex Officio:**
- Vice-Chancellor
  - Chair of the Academic Board, or nominee
  - The Deputy Vice-Chancellor to whom the Pro-Vice-Chancellor reports
- Appointed by Senate:**
- Two nominees of Senate (who may or may not be Fellows of Senate) nominated to Senate by the Chancellor after consultation with the Deputy Chancellor and Chair of the Finance Committee
  - Two members (plus one reserve) nominated by the Academic Board
  - One member, external to the University, on the nomination of the Vice-Chancellor
- (iv) that the Registrar would seek expressions of interest following which the Chancellor would nominate to Senate for its approval the proposed members of each committee as recommended by the Chancellor.
- (9) appointed the Honourable Justice Kim Santow to act as a trustee of the following College lands:
- Wesley College
  - Women's College
  - St Paul's College
  - St John's College
  - St Andrew's College
- (10) resolved that the Graduate School of Business Foundation be dissolved and its accumulated funds (\$1,269,144 at 31 December 2001) be applied to the development of the city premises of the AGSM.
- (11) approved the recommendation that the new feline wing to be constructed as part of the upgrade of the Evelyn Williams Building be named "The Valentine Charlton Cat Centre".
- (12) noted a report on international affairs.
- (13) noted a report on Development and External Affairs.
- (14) approved the establishment of the Cornforth Foundation in the School of Chemistry under the constitution tabled at the meeting.
- (15) resolved that the Foundation for Paediatric Surgery be dissolved and its assets (\$2,203) be transferred to a University of Sydney research account within the Children's Hospital at Westmead School used for research in paediatric surgery.
- (16) noting receipt of a satisfactory Client Service Report from the NSW Audit Office, resolved that the 2001 Annual Financial Report be forwarded to the University's appointed officers for sign off.
- (17) approved the academic dress for the degree of Master of Health Information Management, and approved Resolutions of the Senate relating to academic dress as set out in the shaded box in the report.
- (18) resolved that determination of academic dress be delegated to the Registrar.
- (19) appointed the Hon John Brownie QC and re-appointed The Hon Matthew John Robert Clarke QC and Mr Stephen Herrick as Chairs of Student Proctorial Boards for a one year term of office from 8 April 2002.

## **AGENDA ITEM 7**

### **Report of the Academic Forum**

#### **7.2 Report of the Academic Forum meeting held on 22 April 2002**

##### **7.2.1 Receipt of report**

The Forum **recommends** that the Board receive and note the following report of the meeting held on 22 April 2002.

##### **7.2.2 Forum Focus: International Students, Their Recruitment and Experiences**

The Chair advised the Forum that this discussion topic had arisen in part from a presentation by the Sydney University Postgraduate Representative Association (SUPRA) to the Senate/SUPRA Liaison Committee. The Chair invited the President of SUPRA to address the Forum.

The President of SUPRA highlighted the following issues relating to international students:

- international students did not receive student travel concessions from the NSW State Government;
- student visas were more expensive for students entering Australia compared with other countries and conditions are comparatively more restrictive;
- recruitment agencies were reviewed by the University on their performance but it was unclear whether there was a feedback mechanism ensuring that these agencies had provided accurate information to potential applicants on issues such as health insurance and work permit restrictions; and
- concerns had been raised regarding the type and amount of information provided to international students on their arrival to the University.

Ms L Nemitschenko, Head, International Student Services Unit, commented on the population of international students at the University as follows:

- more than 5,000 international students were enrolled at the University in 2001 and enrolments for 2002 were up by 25% from 2001 figures;
- the current cohort contained a range of students representing over 80 countries, with a large portion coming from the Asia-Pacific region; and
- student programs ranged from full degrees to Study Abroad programs which involved only one semester of study.

Ms Nemitschenko advised the Forum that international students faced a variety of academic issues including:

- although students were required to pass IELTS, TOEFL or other English skills tests, the vocabulary used in academic courses was very different from that used in these English courses; students also had to adapt to the Australian idiom;
- writing and reading in a second language could be more time consuming;
- additional English skill courses were currently offered in addition to a student's normal work load, and it was suggested that students would be more willing to enrol in such courses if they counted as credit points towards the student's degree;
- various cultures held different ideas and expectations with regard to defining a good student or a good teacher;
- the University offered cultural adjustment courses for international students, but it was suggested that similar training should be undertaken by academic staff;
- international students needed face-to-face contact with staff when seeking advice, rather than being directed to written material such as faculty handbooks or websites;
- student visa requirements allowed students to study a minimum of 18 credit points per year and it was suggested that students could be encouraged to reduce the number of units being studied if academic staff believed the students had too great a workload.

International students also faced a number of external pressures, as well as issues of cultural and psychological adjustment such as:

- family expectations that students would be able to earn enough money for their living expenses forced such students to work 20 (or more) hours per week (it was noted that the student visa allowed students a maximum of 20 hours employment per week);
- requirements of the Department of Immigration and Multicultural and Indigenous Affairs (DIMIA) for visa extensions were very stringent and students required documentation for extension applications within a very short period of time (it was suggested that ISSU could draft such documentation but would require confirmation of details from faculties);
- family expectations regarding results and the courses students would undertake; and
- loneliness, isolation, language problems and struggling to understand our systems as well as an inability to express themselves and their personality in a second language (it was noted that ISSU conducted orientation and daily arrival sessions for international students).

The President of the Students' Representative Council (SRC) raised the following issues:

- a review of international students in Victorian universities (conducted by the Victorian Auditor-General's Department – the report is available on the Department's website at [http://www.audit.vic.gov.au/par76\\_is/agp76cv.htm](http://www.audit.vic.gov.au/par76_is/agp76cv.htm)) found that only 30% of academics thought such students had sufficient English skills to complete their degree, and the review also found that English requirements could vary significantly between courses;
- a high percentage of students involved in the determination of exclusions and show cause cases had difficulties with English and it was claimed that this had a significant effect on whether their case was successful or not;
- overseas students who had studied for the Higher School Certificate in Australia before continuing on to university could not be assumed to have well-developed English language skills;
- it was suggested that students could be required to complete an English skills test on entry to the University and that those students who did not perform well could be directed into remedial or specific skills courses;
- tapes and detailed notes of each lecture should be made available through the library to assist those with poor English comprehension (it was noted that this would require both resources and specific policies);
- more staff should be available in faculty offices to assist students and faculty offices should be open for longer hours, with staff available during lunch time;
- staff should be trained to assess essays and assignments submitted by students with poor English skills; and
- it was pointed out that an understanding of academic English was listed as part of the graduate attributes for the University and it was suggested that the University could do more to help students in this area.

The following points were raised in discussion:

- it was suggested that students might have difficulties obtaining affordable accommodation in Sydney, however Ms Nemitschenko advised that the ISSU's Housing Officer and the University's Accommodation Service were able to place students in accommodation before the start of the first semester each year;
- members expressed support for the idea of an English for Academic Purposes unit which contributed credit points towards a student's course;
- members from various faculties discussed the types of testing and remedial assistance they provided to students with poor English skills;
- it was noted that international students could graduate from the University without having significantly improved their English skills; in response Ms Nemitschenko advised that there were a number of groups and clubs on the campus which conducted programs in conversational English;

- members agreed that the University should provide assistance to all students with poor English skills and that such assistance should not be limited to international and/or full-fee paying students; and
- in response to a query on the type of documentation required for visa extension applications, Ms Nemitschenko advised that such students required documentation stating that their attendance and coursework had been satisfactory and that such documentation could also include a statement that the student would be deemed to have completed their subject once specific assignments or work had been received.

The Chair thanked Ms Nemitschenko and the Presidents of SUPRA and SRC for their presentations.

### 7.2.3 Proceedings

(1) **Report of the Chair of the Academic Forum**

The Forum noted the report of the Chair on the appointment of student members to faculties.

(2) **Reports from Senate**

The Forum noted the reports from Senate tabled at the Academic Board meeting of 13 March 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 recent media reports on the University's financial performance in 2001 and the recent revision of the University's policy on Reporting Corruption, Maladministration or Serious and Substantial Waste of Public Money.

(4) **Report of the Academic Board**

The Forum noted the report of the Academic Board of its meetings of 13 February and 13 March 2002.

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

The Forum noted that student members of the Forum had been invited to express interest in filling the remaining position on the Student Proctorial Panel and no such expressions of interest had been received.

## **AGENDA ITEM 8.1**

### **Reports of Faculties and Boards**

#### **8.1 Report of the Faculty of Agriculture, Food and Natural Resources**

##### **8.1.1 Receipt of Report**

The Faculty **recommends** that the Academic Board receive and note the following report of the meeting held on 19 March 2002.

##### **8.1.2 Report on the Review of the Academic Board and the Academic Forum by the retiring Faculty of Agriculture, Food and Natural Resources representative on the Academic Board**

[23-25](#)

The Faculty of Agriculture, Food and Natural Resources recommends that the Board receive, for information, the report of the retiring faculty representative on the Academic Board.

At its meeting of 19 March 2002, the Faculty resolved to note the report of Dr D Godden, as retiring Faculty representative on the Academic Board, on the Review of the Academic Board and the Academic Forum, and forward the report to the Academic Board for its information.

The Faculty advises that in discussion at the Faculty meeting, Dr Godden had pointed out that his own correspondence with the Registrar and the Chair of the Academic Board had not been circulated with the Faculty agenda. Dr Godden noted that he had not attempted to circulate the correspondence he had *received* from the Registrar and the Chair, but in the 13 pages of one-sided dialogue he had indicated the receipt of correspondence and had made very brief notes summarising its content.

Dr Godden felt that the Report of the Review of the Academic Board had been inadequately discussed at the meeting of the Academic Board and the report contained his review of the events that had taken place in respect of that. Dr Godden was of the belief that the events needed to be recorded, at least in the Faculty minutes if nowhere else.

The Dean of the Faculty indicated that he felt it would be inappropriate for a third party, himself, to release one-sided correspondence between two other parties. The Dean noted that advice from the Senate Office had been that consideration of the Academic Board Review Report was still incomplete.

Associate Professor Drynan also expressed concern that there had been inadequate debate about the issues. The Faculty resolved that Dr Godden's correspondence be recorded in the Faculty minutes and noted that the correspondence would not be forwarded to the Academic Board.

#### ***Recommendation***

*That the Academic Board receive and note the report on the Review of the Academic Board and the Academic Forum by the retiring representative of the Faculty of Agriculture, Food and Natural Resources on the Academic Board, as set out in the report presented.*

**Report on the Review of the Academic Board and the Academic Forum by the retiring Faculty of Agriculture, Food and Natural Resources representative on the Academic Board**

**Report on Discussion of Report on the Review of the Academic Board and the Academic Forum:  
D.P. Godden, former elected representative, Faculty of Agriculture**

During 2001, the Academic Board commissioned a review of itself and the Academic Forum. This review was completed in October, and circulated electronically to members of the Academic Board on 30 October 2001. This matter was listed for discussion at the November 2001 meeting of the Academic Board. At the November meeting, the relevant agenda item 5.2.1 was:

That the Academic Board:

- (1) consider the report of the Review of the Academic Board and the Academic Forum, and related recommendations, as detailed in the document presented;
- (2) note that the report is to be considered by the Academic Forum at its rescheduled meeting on 19 November 2001, and by a forum of the University community on 30 November 2001;
- (3) invite written submissions on the report, to be received by the Chair of the Academic Board by Monday 3 December 2001; and
- (4) resolve that the report lie on the table, for further consideration in the light of input received, and final endorsement at the Board's meeting in December 2001.

While the November 2001 meeting considered some aspects of the Review report, there was no comprehensive consideration of the matters raised in this report, nor of its recommendations. As a consequence of (4) above, the matter was let lie until a debate on its "final endorsement" at the Board's December meeting.

The meetings envisaged in (2) above occurred. However, it is understood that the "forum of the University community" was particularly poorly attended (approximately 20 staff in total) and lasted approximately one hour. Nor was the meeting of the Academic Forum well attended; discussion also lasted approximately one hour. Poor attendance at these meetings was hardly surprising since both meetings - and indeed that of the Board itself on 14 November - were held at one of the busiest times of the year for academic staff, namely an examination and marking period.

The agenda for the Board's meeting on 12 December was distributed normally by hardcopy. The relevant agenda item for the Board's December meeting (item 5.2.1) was:

That the Academic Board:

- (1) consider the report of the Review of the Academic Board and the Academic Forum, and related recommendations, as detailed in the document presented;
- (2) note that the report was considered by the Academic Forum at its rescheduled meeting of 19 November 2001, and by a forum of the University community on 30 November 2001; and that written submissions on the report were invited, to be received by the Chair of the Academic Board by Monday 3 December 2001; and
- (3) resolve that the recommendations contained in the Response to the Review of the Academic Board and the Academic Forum be adopted and recommended to Senate as appropriate.

The detailed accompanying papers relevant to this item - especially sub-item (3) - contained the following:

The Response to the Review of the Academic Board and the Academic Forum, which has been developed in light of the recommendations contained in the Review and following submissions from members of the Academic Board and its standing committees and members of the Academic Forum, *will be circulated electronically to members for consideration prior to the meeting.* (emphasis added).

The "Response" document was circulated by email on 11 December, timed at sending as 5:42pm. On 12 December, timed at 9:14am, a revised "Response" document was circulated, requesting members to disregard the previous document, but with no information or explanation as to why the document had been revised, nor what these revisions were. At the Board's December meeting, one member noted that the email server he relied upon had been down for three days, and thus he had not received

the electronic copy of the “Response” document. At least one other member of the Board had left to travel to Sydney for the meeting prior to distribution of the electronic copy of the “Response” document. The first opportunity these members had to review the “Response” document was the hardcopy version that was available when they arrived at the Board meeting.

At the Board’s meeting on 12 December, when discussion commenced on item 5.2.1, the Chair moved directly to sub-item (3) above. That is, even though there had been no comprehensive discussion of the original Report on the Academic Board and Academic Forum at the Board’s November meeting, this report was also not discussed at the Board’s December meeting even though it was an agenda item.

Therefore, when discussion commenced on item 5.2.1, Board members were simultaneously considering the following:

1. the 28 page original Report on the Academic Board and Academic Forum distributed in October;
2. the 18 page original “Response” to the Report on the Academic Board and Academic Forum distributed on the evening of 11 December; and
3. the 18 page revised “Response” to the Report on the Academic Board and Academic Forum distributed less than 5 hours before the Board’s meeting.

When the Chair of the Board moved to discussion of item 5.2.1(c), Dr Godden moved a procedural motion that discussion of this matter be adjourned to the next meeting of the Board. Because the matter under discussion concerned the future academic governance of the University, Dr Godden argued that it was unacceptable that Board members should be expected to discuss a detailed and complex document with less than 5 hours notice. This was especially the case when the “Response” document itself had been revised less than a day prior to despatch, and there was a need to discuss the “Response” document in the context of the earlier Report which itself had never been comprehensively discussed by the Board.

Although the procedural motion was lost, a substantial minority of Board members voted in favour of it. While a formal count was not taken, Dr Godden estimated that about one-third of members voting on the procedural motion voted in favour of it. This suggests that a substantial minority of Board members was concerned at the haste in which the Board was being expected to consider the “Response” document. A more nuanced approach might have been expected from the Chair which recognised substantial disquiet within the Board over immediate continuation of the debate.

Following the loss of the procedural motion, other Board members continued to canvass alternative ways of proceeding - e.g. to continue discussion of the matter on 12 December, but to adjourn the meeting to some time in the week of 17 December for final adoption of the “Response” document. On the advice of the Registrar, the Chair declared that this discussion related to matters covered by the earlier, defeated procedural motion and was therefore invalid, and moved to substantive discussion of item 5.2.1(c). As Dr Godden has noted in correspondence with the Registrar (Appendix 1), this advice and declaration were clearly erroneous. The Registrar and the Chair confused adjournment of the item to the next *meeting* of the Board with further consideration of the matter at an *adjourned December meeting* of the Board. It would have been perfectly consistent with standard meeting procedure to have considered the latter, even though the resolution to defer the whole matter to a subsequent meeting had been defeated.

Following the Chair’s decision to move to substantive discussion of item 5.2.1(c), Dr. Godden left the December meeting of the Board for reasons which he later asked to be included in the minutes. For the next one and a quarter hours, the Board proceeded to deal with item 5.2.1(c). According to the Chair, time ran short and the Board was at risk of losing its quorum; and so discussion of part of the “Response” document was abbreviated and the meeting closed at 4pm (Appendix 2, email 4), apparently to allow Board members to attend the Board’s Christmas Party.

Following the Board's December meeting, Dr Godden proposed a rescission motion on item 5.2.1 (Appendix 2, email 1). This proposal provoked an extraordinary response from the Board's officers which is recorded in Appendix 2. The Board's officers refused to provide a list of email addresses of Board members so the rescission motion could be distributed by Dr. Godden. There was an attempt to censor Dr Godden's communication with Board members if it was distributed centrally. Dr Godden compiled his own list of email addresses which, unfortunately, excluded student members of the Board; the Board's officers have consistently refused either to acknowledge his requests for the email addresses of student members or to provide these email addresses. Finally, the Chair distributed a response to the proposed rescission motion whose contents exhibit many of the failings which were criticised in the original "Review" of the Board; a critique of this response is contained in Appendix 2, email 4.

### **Conclusion**

The most important matter that the Academic Board could discuss is that of academic governance at the University of Sydney. The determination of the Chair of the Academic Board to have the Board discuss and adopt a far-reaching report on academic governance less than five hours after its distribution is reprehensible. The acquiescence of the Board to this unnecessary and unseemly haste is equally reprehensible. This acquiescence graphically illustrates one of the primary issues identified in the original Report on the Review of the Academic Board and the Academic Forum – that of the Board merely "rubber-stamping" decisions of its committees (Report of the Review Team, pp.7-8).

### **Appendices**

These appendices record Dr Godden's emails to the Chair of Academic Board and the Registrar on two matters arising from the Board's December 2001 meeting. Dr Godden requested permission from both the Chair and the Registrar to include their correspondence to him - to make the record complete and to enable the reader to see the context of subsequent emails – but, as yet, this permission has not been granted. Where it has not been possible to show a complete email because of the absence of this permission, and where Dr Godden's emails require the context of remarks in others' emails, this context has briefly indicated in square brackets.

Appendix 1: Correspondence with Registrar concerning Meeting Procedure

Appendix 2: Proposed Rescission Motion

### **Note from the Secretary to the Faculty**

Permission has not been granted by the Registrar or the Chair of the Academic Board to circulate their correspondence (their correspondence was not forwarded to the Dean). It is not appropriate to circulate one side of the correspondence.

There are 3 pages of report being circulated and this page of notes.

## **AGENDA ITEM 8.2**

### **Reports of Faculties and Boards**

#### **8.2 Report of the Faculty of Health Sciences**

##### **8.2.1 Receipt of Report**

The Faculty **recommends** that the Academic Board receive and note the following report of the meeting held on 26 March 2002.

##### **8.2.2 Semester and vacation dates 2003-2006**

The Faculty of Health Sciences recommends that the Board approve the semester dates for 2003-2006, as approved at the Faculty Meeting of 26 March 2002. The total number of teaching weeks in each semester will be thirteen.

[27](#)

The timetable has been constructed in order to allow for a six-week break between semesters which is essential for clinical placements for students in this Faculty. As a result, the academic year in the Faculty will commence one week earlier and conclude two weeks later than the Academic Board approved dates. Only a very small number of the Faculty's students enrol in units of study outside the Faculty. Any such students would enrol directly with the Faculty concerned and would receive their timetable from that Faculty.

#### ***Recommendation***

*That the Academic Board approve the semester and vacation dates for the Faculty of Health Sciences for the year 2003-2006, as set out in the report presented.*

**Faculty of Health Sciences: Semester and vacation dates 2003-2006**

	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2002</b>
<b>First Semester</b>				
Lectures begin	Mon 3 March	Mon 1 March	Mon 28 February	Mon 27 February
AVCC Common week/non-teaching Easter period	Fri 18 April – Fri 25 April incl.	Fri 9 April – Fri 16 April incl.	Fri 25 March – Fri 1 April incl.	Fri 14 April – Fri 21 April incl.
Study vacation	Mon 9 June – Fri 13 June incl.	Mon 7 June – Fri 11 June incl.	Mon 6 June – Fri 10 June incl.	Mon 5 June – Fri 9 June incl.
Examination period (2 weeks)	Mon 16 June – Sat 28 June incl.	Mon 14 June – Sat 26 June incl.	Mon 13 June – Sat 25 June incl.	Mon 12 June – Sat 24 June incl.
Semester ends	Sat 28 June	Sat 26 June	Sat 25 June	Sat 24 June
AVCC Common week/non-teaching period	Mon 7 July – Fri 11 July incl.	Mon 5 July – Fri 9 July incl.	Mon 4 July – Fri 8 July incl.	Mon 3 July – Fri 7 July incl.
<b>Second Semester</b>				
Lectures begin	Mon 11 August	Mon 9 August	Mon 8 August	Mon 7 August
AVCC Common week/non-teaching period	Mon 29 Sept. – Fri 3 October incl.	Mon 27 Sept. – Fri 1 October incl.	Mon 26 Sept. – Fri 30 Sept. incl.	Mon 25 Sept. – Fri 29 Sept. incl.
Study vacation	Mon 17 Nov. – Fri 21 Nov. incl.	Mon 15 Nov. – Fri 19 Nov. incl.	Mon 14 Nov. – Fri 18 Nov. incl.	Mon 13 Nov. – Fri 17 Nov. incl.
Examination period (2 weeks)	Mon 24 Nov. – Sat 6 Dec. incl.	Mon 22 Nov. – Sat 4 Dec. incl.	Mon 21 Nov. – Sat 3 Dec. incl.	Mon 20 Nov. – Sat 2 Dec. incl.
Semester ends	Sat 6 December	Sat 4 December	Sat 3 December	Sat 2 December

## **AGENDA ITEM 8.3**

### **Reports of Faculties and Boards**

#### **8.3 Report of the Faculty of Science**

##### **8.3.1 Receipt of Report**

The Faculty **recommends** that the Academic Board receive and note the following report of the meeting held on 26 February 2002.

##### **8.3.2 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Science**

The Faculty of Science, at its meeting of 26 February 2002, **recommended** amendment of the Constitution of the Faculty to correct an error in the number of students permitted to represent students at the Faculty of Science. The error occurred when the former Faculty of Science, Department of Pharmacy became the Faculty of Pharmacy in 2000.

The Constitution of the Faculty of Science was not amended to match the amendments to the Resolutions of the Senate which deleted a student nominated by the Sydney University Pharmacy Association, reducing representatives to seven instead of eight.

Accordingly, the Faculty of Science proposes the following amendment to the Constitution:

#### **Faculty of Science**

The Resolutions of the Senate relating to the Constitution of the Faculty of Science (page 341 of the University of Sydney Calendar 2002) are amended with immediate effect as follows:

Section 1(i) is deleted and replaced with the following:

1(i) not more than seven students, undergraduate or postgraduate, enrolled as candidates for a degree offered by the Faculty of Science elected in the manner prescribed by resolution of the Senate.

#### **Recommendation**

*That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Science, with immediate effect, as set out in the shaded box above.*

## **AGENDA ITEM 9.2**

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

#### **9.2 Report of the Undergraduate Studies Committee meeting held on 19 March 2002**

The Committee met on 19 March 2002 when there were present: The Chair (Associate Professor P McCallum) presiding, Professors S Armitage and M Jackson, Associate Professors T Arthur, C Gillies and G Sullivan, Drs S Cattle, S Cumming and G Ryan, Mr G Coss, Mr C Morgan and Ms K Peterson. Associate Professor I Spence, Mr D Bowan, Mr T Evans, Mr C Riley and Ms M Kemmis were in attendance.

##### **9.2.1 Receipt of Report**

The Committee **recommends** that the Academic Board receive and note the following report of the meeting held on 19 March 2002.

##### **9.2.2 Proposals for new and amended courses**

[31-40](#)

###### **(1) Faculty of Economics and Business**

Following an extensive Faculty review and consultation process, the Faculty of Economics and Business proposes to amend the Resolutions of the Senate relating to the Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences courses offered by the Faculty with effect from 1 January 2003. Proposed changes are designed to provide more flexibility to students studying in these courses, to make further distinctions between the three courses and to rename the Bachelor of Economics (Social Sciences) course as the Bachelor of Economic and Social Sciences. Proposed changes will affect the University of Sydney's entry in the 2003 Universities Admissions Centre Guide, as the Bachelor of Economics and Bachelor of Economics (Social Sciences) courses had previously been listed in the UAC Guide under a single heading with a common code; the two courses will be listed separately as of 2003.

Subsequent to the meeting, and in light of the urgency to ensure that these courses were included as proposed in the 2003 UAC Guide, the Chair referred the proposals to the Deputy Vice-Chancellor (Planning and Research) for late urgent approval in terms of the Academic Board Resolutions: *Creation, Variation and Deletion of Award Courses and Units of Study*.

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

*That the Academic Board:*

- (1) *note that the Chair of the Undergraduate Studies Committee had referred the proposals to amend the Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences to the Deputy Vice-Chancellor (Planning and Research) for late urgent approval, in accordance with the Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study, to ensure their publication in the 2003 UAC Guide;*
- (2) *recommend that Senate approve:*
  - (a) *the renaming of the Bachelor of Economics (Social Sciences) to the Bachelor of Economic and Social Sciences; and*
  - (b) *the amendment of the Resolutions of the Senate relating to Degrees, Diplomas and Certificates in the Faculty of Economics and Business, with effect from 1 January 2003; and*
  - (c) *the rescission of the Resolutions of the Senate relating to the Bachelor of Commerce, Bachelor of Economics and Bachelor of Economics (Social Sciences) courses; and*

- (d) *the adoption of new Resolutions of the Senate relating to the Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences courses, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2003, as set out in the report presented;*
- (3) *note the revised Resolutions of the Faculty relating to the above courses, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2003, as set out in the report presented; and*
- (4) *approve the Faculty requirements relating to admission, units of study, the pass degree, combined degrees, the honours degree, specially designated streams and award of the degree, as set out in the report presented.*

### **9.2.3 Proceedings of the Committee**

#### **(1) 2002 Student Admissions**

The Chair welcomed Mr D Bowan (Director, Student Centre) and Mr T Evans (Senior Administrative Officer, Student Centre) and invited them to provide an overview of the 2002 student admissions process. Mr Bowan advised members that the admissions session for 2002 had proceeded smoothly. He noted that UAI scores had risen for most courses and that the Department of Education, Training and Youth Affairs (DETYA) targets had been reached if not exceeded. He thanked the faculties for their co-operation and assistance.

#### **(2) Update on Working Parties**

The Chair advised members that the Working Party on Show Cause had yet to meet but would convene shortly. He also advised that he had exchanged correspondence with the Chair of the Koori Centre and that he anticipated that the Working Party on Indigenous Education would reconvene in the near future.

#### **(3) Course Proposals**

The Chair reported on continuing liaison with faculties concerning proposed changes to Faculty of Rural Management's Bachelor of Business course and the Faculty of Veterinary Science's Bachelor of Veterinary Science and Bachelor of Science (Veterinary) courses.

#### **(4) Reports from Faculties**

##### **(a) Faculty of Law**

In accordance with the Academic Board Resolutions: *Creation, Variation and Deletion of Award Courses and Units of Study*, the Committee noted amendments to the Faculty Resolutions relating to the Bachelor of Laws.

##### **(b) Faculty of Medicine**

In accordance with the Academic Board Resolutions: *Creation, Variation and Deletion of Award Courses and Units of Study*, the Committee noted amendments to Faculty Resolutions as they related to the Bachelor of Medicine and Bachelor of Surgery. The Committee noted that the amendments were made to ensure alignment with the University's policies and in response to concerns raised by the Graduate Studies Committee.

#### **(5) Honours Reporting**

Following a request from the Chair of the Academic Board, the Committee undertook to look at issues relating to Honours Reporting across the University.

## 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 (p215, *Calendar 2002*) 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 removing the following entry:

- (b) Bachelor of Economics (Social Sciences) (BEc(SocSc))

and replacing it with the following new entry:

- (b) Bachelor of Economic and Social Sciences (BEcSocSc)

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

### Resolutions of the Senate

#### Faculty of Economics and Business

##### Bachelor of Commerce

1. These Resolutions of the Senate relate to the Bachelor of Commerce and must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework award courses, and the relevant Faculty Resolutions.

2. **Requirements for the Pass award course**

To qualify for the award of the Pass award course a student must:

- (1) complete successfully units of study amounting to a total value of one hundred and forty four (144) credit points; and
- (2) satisfy the requirements of all relevant By-Laws, Rules and Resolutions of the University.

3. **Majors**

The award course of **Bachelor of Commerce** will be awarded in the following majors:

Accounting;

Business Information Systems;

Commercial Law;

Econometrics;

Economic History;

Economics;

Finance;

Government;

Industrial Relations and Human Resource Management;

Marketing;

Management;

Management Science;

Political Economy; and

may also include any major offered by another Faculty of the University, as approved by the Faculty of Economics and Business.

4. **Requirements for the Honours award course**

To qualify for the award of the Honours award course, a student must complete the requirements specified in the Faculty Resolutions relating to this award course.

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

### Resolutions of the Senate

#### Faculty of Economics and Business

##### Bachelor of Economic and Social Sciences

1. These Resolutions of the Senate relate to the Bachelor of Commerce and must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework award courses, and the relevant Faculty Resolutions.
2. **Requirements for the Pass award course**  
To qualify for the award of the Pass award course a student must:
  - (1) complete successfully units of study amounting to a total value of one hundred and forty four (144) credit points; and
  - (2) satisfy the requirements of all relevant By-Laws, Rules and Resolutions of the University.
3. **Majors**  
The award course of **Bachelor of Economic and Social Sciences** will be awarded in the following majors:  
Accounting;  
Business Information Systems;  
Commercial Law;  
Econometrics;  
Economic History;  
Economics;  
Finance;  
Government;  
Industrial Relations and Human Resource Management;  
Marketing;  
Management;  
Management Science;  
Political Economy, and  
may also include any major offered by another Faculty of the University, as approved by the Faculty of Economics and Business.
4. **Requirements for the Honours award course**  
To qualify for the award of the Honours award course, a student must complete the requirements specified in the Faculty Resolutions relating to this award course.

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

### Resolutions of the Senate

#### Faculty of Economics and Business

##### Bachelor of Economics

1. These Resolutions of the Senate relate to the Bachelor of Commerce and must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework award courses, and the relevant Faculty Resolutions.
2. **Requirements for the Pass award course**  
To qualify for the award of the Pass award course a student must:
  - (1) complete successfully units of study amounting to a total value of one hundred and forty four (144) credit points; and
  - (2) satisfy the requirements of all relevant By-Laws, Rules and Resolutions of the University.
3. **Majors**  
The award course of **Bachelor of Economics** will be awarded in the following majors:  
Accounting;  
Business Information Systems;  
Commercial Law;  
Econometrics;  
Economic History;  
Economics;  
Finance;  
Government;  
Industrial Relations and Human Resource Management;  
Marketing;  
Management;  
Management Science;  
Political Economy; and  
may also include any major offered by another Faculty of the University, as approved by the Faculty of Economics and Business.
4. **Requirements for the Honours award course**  
To qualify for the award of the Honours award course, a student must complete the requirements specified in the Faculty Resolutions relating to this award course.

## Faculty Resolutions

### Faculty of Economics and Business Bachelor of Commerce

#### Section 1

1. These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework award courses, and the relevant Resolutions of the Senate.
2. **Units of study**
  - (1) The units of study which may be taken for the Pass award course are set out under *Undergraduate units of study* in the Faculty of Economics and Business Handbook, together with:
    - (a) credit point value;
    - (b) assumed knowledge;
    - (c) corequisites/prerequisites/assumed learning/assumed knowledge; and
    - (d) any special conditions.
3. **Requirements for the Pass award course**
  - (1) To qualify for the award of the Pass award course, a student must complete successfully units of study amounting to a total of 144 credit points, including:
    - (a) six **Faculty junior units of study** (total 36 credit points) as specified in the Faculty of Economics and Business Handbook relating to the student's year of first enrolment; and
    - (b) either an **Award course major** (32 credit points) or an **Award course double major** (48 credit points), comprising senior units of study as specified in the Faculty of Economics and Business Handbook, from one of the following subject areas:  
Accounting;  
Business Information Systems;  
Commercial Law;  
Economics;  
Finance;  
Industrial Relations and Human Resource Management;  
Marketing;  
Management; or  
Management Science; and
    - (c) other units of study arranged as Majors, Minors or Electives, as specified in the Faculty of Economics and Business Handbook (NB The total number of credit points in the award course may include up to 60 junior credit points overall and up to 44 credit points from another Faculty of the University).
4. **Requirements for the Honours award course**
  - (1) award course may be awarded either with Honours in one of the subject areas listed below or, as approved by the Faculty of Economics and Business, with joint Honours in two of the subject areas listed below:  
Accounting;  
Business Information Systems;  
Commercial Law;  
Econometrics;  
Economic History;  
Economics;  
Finance;  
Government;  
Industrial Relations and Human Resource Management;

Management;  
Management Science;  
Marketing;  
Political Economy; or  
any area offered by another Faculty of the University, as approved by the Faculty of Economics and Business.

- (2) To qualify for the award of the Honours award course, a student must complete successfully an additional year of study (the Honours year), as specified in the Faculty of Economics and Business Handbook.
- (3) To enrol in the Honours year, a student must satisfy the following:
  - (a) successful completion of the requirements for the Pass award course;
  - (b) confirmation of the student's eligibility for entry to the Honours year from the relevant Discipline(s)/Department; and
  - (c) any other requirements for entry into the Honours year set by the relevant Discipline(s)/Department and the Faculty of Economics and Business, unless otherwise approved by the Faculty of Economics and Business.
- (4) The classes for the award of Honours are specified in the following table:

Description	Mark Range
Honours Class I and University Medal	90 – 100*
Honours Class I	80 – 100
Honours Class II (Division 1)	75 – 79
Honours Class II (Division 2)	70 – 74
Honours Class III	65 – 69
Pass	50 – 64

\*NB This is a minimum criterion only, other criteria apply

## Faculty Resolutions

### Faculty of Economics and Business Bachelor of Economic and Social Sciences

#### Section 1

1. These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework award courses, and the relevant Resolutions of the Senate.
2. **Units of study**
  - (1) The units of study which may be taken for the Pass award course are set out under *Undergraduate units of study* in the Faculty of Economics and Business Handbook, together with:
    - (a) credit point value;
    - (b) assumed knowledge;
    - (c) corequisites/prerequisites/assumed learning/assumed knowledge; and
    - (d) any special conditions.
3. **Requirements for the Pass Award Course**
  - (1) To qualify for the award of the Pass award course, a student must complete successfully units of study amounting to a total of 144 credit points, including:
    - (a) either an **Award course major** (12 junior credit points plus 32 senior credit points) or an **Award course double major** (12 junior credit points plus 48 senior credit points), as specified in the Faculty of Economics and Business Handbook, in a subject area selected from one of the columns below; and

- (b) an **Award course minor** (12 junior credit points plus 16 senior credit points), as specified in the Faculty of Economics and Business Handbook, in a subject area selected from the other column; and

I	II
Economics	Government
Economic History	Industrial Relations and Human Resource Management
Political Economy	

- (c) other units of study arranged as Majors, Minors or Electives, as specified in the Faculty of Economics and Business Handbook (NB The total number of credit points in the award course may include up to 60 junior credit points overall and up to 56 credit points from another Faculty of the University).

#### 4. Requirements for the Honours award course

- (1) The award course may be awarded either with Honours in one of the subject areas listed below or, as approved by the Faculty of Economics and Business, with joint Honours in two of the subject areas listed below:

Accounting;  
Business Information Systems;  
Commercial Law;  
Econometrics;  
Economic History;  
Economics;  
Finance;  
Government;  
Industrial Relations and Human Resource Management;  
Management;  
Management Science;  
Marketing;  
Political Economy; or

any area offered by another Faculty of the University, as approved by the Faculty of Economics and Business.

- (2) To qualify for the award of the Honours award course, a student must complete successfully an additional year of study (the Honours year), as specified in the Faculty of Economics and Business Handbook.
- (3) To enrol in the Honours year, a student must satisfy the following:
- successful completion of the requirements for the Pass award course;
  - confirmation of the student's eligibility for entry to the Honours year from the relevant Discipline(s)/Department; and
  - any other requirements for entry into the Honours year set by the relevant Discipline(s)/Department and the Faculty of Economics and Business, unless otherwise approved by the Faculty of Economics and Business.
- (4) The classes for the award of Honours are specified in the following table:

Description	Mark Range
Honours Class I and University Medal	90 – 100*
Honours Class I	80 – 100
Honours Class II (Division 1)	75 – 79
Honours Class II (Division 2)	70 – 74
Honours Class III	65 – 69
Pass	50 – 64

\*NB This is a minimum criterion only, other criteria apply

## Faculty Resolutions

### Faculty of Economics and Business Bachelor of Economics

#### Section 1

1. These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework award courses, and the relevant Resolutions of the Senate.
  
2. **Units of study**
  - (1) The units of study which may be taken for the Pass award course are set out under *Undergraduate units of study* in the Faculty of Economics and Business Handbook, together with:
    - (a) credit point value;
    - (b) assumed knowledge;
    - (c) corequisites/prerequisites/assumed learning/assumed knowledge; and
    - (d) any special conditions.
  
3. **Requirements for the Pass Award Course**
  - (1) To qualify for the award of the Pass award course, a student must complete successfully units of study amounting to a total of 144 credit points, including:
    - (a) one of the following two options:
      - (i) either an Economics **Award course major** (24 junior credit points plus 32 senior credit points) or an Economics **Award course double major** (24 junior credit points plus 56 senior credit points), as specified in the Faculty of Economics and Business Handbook; or
      - (ii) either an Econometrics **Award course major** (12 junior credit points plus 32 senior credit points) or an Econometrics **Award course double major** (12 junior credit points plus 48 senior credit points), plus an Economics **Award course minor** (12 junior credit points plus 16 senior credit points), as specified in the Faculty of Economics and Business Handbook; and
    - (b) other units of study arranged as Majors, Minors or Electives, as specified in the Faculty of Economics and Business Handbook (NB The total number of credit points in the award course may include up to 60 junior credit points overall and up to 44 credit points from another Faculty of the University).
  
4. **Requirements for the Honours award course**
  - (1) The award course may be awarded either with Honours in one of the subject areas listed below or, as approved by the Faculty of Economics and Business, with joint Honours in two of the subject areas listed below:

Accounting;  
Business Information Systems;  
Commercial Law;  
Econometrics;  
Economic History;  
Economics;  
Finance;  
Government;  
Industrial Relations and Human Resource Management;  
Management;  
Management Science;  
Marketing;  
Political Economy; or

any area offered by another Faculty of the University, as approved by the Faculty of Economics and Business.

- (2) To qualify for the award of the Honours award course, a student must complete successfully an additional year of study (the Honours year), as specified in the Faculty of Economics and Business Handbook.
- (3) To enrol in the Honours year, a student must satisfy the following:
  - (a) successful completion of the requirements for the Pass award course;
  - (b) confirmation of the student's eligibility for entry to the Honours year from the relevant Discipline(s)/Department; and
  - (c) any other requirements for entry into the Honours year set by the relevant Discipline(s)/Department and the Faculty of Economics and Business, unless otherwise approved by the Faculty of Economics and Business.
- (4) The classes for the award of Honours are specified in the following table:

Description	Mark Range
Honours Class I and University Medal	90 – 100*
Honours Class I	80 – 100
Honours Class II (Division 1)	75 – 79
Honours Class II (Division 2)	70 – 74
Honours Class III	65 – 69
Pass	50 – 64

\* NB This is a minimum criterion only, other criteria apply

## Section 2

### Bachelor of Commerce

### Bachelor of Economic and Social Sciences

### Bachelor of Economics

#### 1. Details of units of study

- (1) The units of study in the award courses as approved by the Faculty of Economics and Business are listed in the Faculty of Economics and Business Handbook.

#### 2. Enrolment in more/less than minimum load

- (1) A student must enrol in at least one unit of study per semester.
- (2) A student may not enrol in more than six units of study or units of study with a total value of more than 32 credit points (whichever is the lesser value) in any one semester.
- (3) A student may not enrol in units of study additional to award course requirements.
- (4) A student who wishes to change majors and/or minors may only do so if all award course requirements can be completed within the specified limits.
- (5) A student wishing to undertake units of study additional to the award course requirements must enrol as a non-award student.

#### 3. Cross-institutional study

- (1) The Faculty of Economics and Business may permit a student to complete a unit of study at another university or institution and have that unit of study credited to the student's award course.
- (2) Approval for cross-institutional study is at the discretion of the Faculty of Economics and Business and is conditional on a student satisfying Faculty of Economics and Business requirements.
- (3) Students should consult the Faculty of Economics and Business Student Information Office for information on Faculty of Economics and Business requirements.

**4. Restrictions on enrolment**

- (1) A student who has completed a unit of study towards the requirements of an award course may not re-enrol in that unit of study.
- (2) A student may not enrol in any unit of study which overlaps substantially in content with a unit of study already completed, or for which credit or exemption has been granted towards the award course requirements.

**5. Discontinuation of enrolment**

- (1) A student seeking a total discontinuation of enrolment in an award course must lodge an application to discontinue the award course with the Faculty of Economics and Business Student Information Office by the relevant HECS census date.

**6. Suspension of candidature**

- (1) A student seeking to suspend enrolment in an award course must lodge an application for a 'leave of absence' from the award course with the Faculty of Economics and Business Student Information Office by the relevant HECS census date.

**7. Re-enrolment after an absence**

- (1) A student wishing to return to study after a 'leave of absence' must notify the Faculty of Economics and Business Student Information Office in writing three months prior to the commencement of semester.

**8. Satisfactory progress pursuant to the University of Sydney (Coursework) Rule 2000**

- (1) A student will be asked to show good cause as to why re-enrolment in the Faculty of Economics and Business should be allowed, if a student fails to pass at least half of the enrolled units of study in any given year.
- (2) Where the Faculty of Economics and Business permits the re-enrolment of a student whose progress was deemed unsatisfactory, the Faculty of Economics and Business may place restrictions on the number and type of units of study in which the student may re-enrol and may also require the completion of specified units of study in a specified time. If a student does not comply with these conditions the student may again be asked to show good cause.

**9. Time limit if different from the University of Sydney (Coursework) Rule 2000**

- (1) A student must complete all the requirements for an award course within ten calendar years of commencement of the award.

**10. Assessment policy**

- (1) Examination and assessment are conducted in accordance with the policies and directions of the Academic Board.
- (2) The Faculty of Economics and Business does not award Pass Concessional (PCon) grades, nor does it recognise Pass Concessional grades awarded by other faculties.
- (3) The Faculty of Economics and Business does not hold supplementary examinations.
- (4) The Faculty of Economics and Business may allow a further assessment in a unit of study, in accordance with the Faculty of Economics and Business guidelines on special consideration. A student who is absent from a further assessment may be deemed to have failed that assessment.

**11. Credit transfer policy in accordance with the University of Sydney (Coursework) Rule 2000 and Academic Board policy**

- (1) At the discretion of the Faculty of Economics and Business, credit of up to ten units of study or 72 credit points (whichever is the lesser value) for units of study completed at another institution (including those approved as cross-institutional study) may be granted towards a student's University of Sydney award course, if:

- (a) the units of study have not been counted towards another award course that has been, or is to be, conferred; and
  - (b) the Faculty of Economics and Business is satisfied that a student has completed units of study of a substantially similar nature.
- (2) Applications for credit must be submitted to the Faculty of Economics and Business Student Information Office no more than one month prior to the commencement of semester.
- (3) A student who transfers from another Faculty of the University of Sydney must complete at least the equivalent of one full-time semester in the award course in the Faculty of Economics and Business.

## 12. Transitional arrangements

- (1) Unless otherwise arranged by the Faculty of Economics and Business in discussion with the student, a student's candidature will be transferred to an equivalent award course defined in subsequent Resolutions published by the Faculty.
- (2) The Faculty of Economics and Business will endeavour to ensure that a student's candidature will not be disadvantaged by the introduction of subsequent Resolutions.

## Definition of Terms

**Award course minor**, **Award course major** and **Award course double major** are terms dependent on the particular Pass award course to which they refer, and are defined in the Faculty Resolutions relating to the requirements for each Pass award course, where applicable.

A **Major** consists of **two junior units of study and four senior units of study from one subject area** (total 44 credit points) and can be undertaken in any Faculty of the University that will permit a student's enrolment. Units of study that can be undertaken as part of the major are detailed in the Faculty of Economics and Business Handbook.

A **Faculty Minor** consists of any **two junior units of study and two senior units of study from one subject area** (total 28 credit points) and can be undertaken in any subject area within the Faculty of Economics and Business.

A **Minor** consists of any **two junior units of study and two senior units of study from one subject area** (total 28 credit points) and can be undertaken in any Faculty of the University that will permit a student's enrolment.

**Faculty Electives** are any units of study within the Faculty of Economics and Business; Faculty Electives are described more fully in the Faculty of Economics and Business Handbook.

**Electives** are units of study from any Faculty of the University that will permit a student's enrolment; Electives are described more fully in the Faculty of Economics and Business Handbook.

## **AGENDA ITEM 9.3** **Report of the Undergraduate Studies Committee**

### **9.3 Report of the Undergraduate Studies Committee meeting held on 16 April 2002**

The Committee met on 16 April 2002 when there were present: The Chair (Associate Professor P McCallum) presiding, Professors S Armitage, M Jackson and P Ramsden, Associate Professors T Arthur, I Spence and G Sullivan, Drs P Aslani, U Borgert, S Cattle, S Cumming, P Hopwood and G Ryan, Mr G Coss and Ms L Vanderkwast. Ms B Chmielewski, Mr P Dodd, Ms T Fernando, Mr P Finneran, Ms I Horton, Ms M Kirchner and Ms M Kemmis were in attendance.

#### **9.3.1 Receipt of Report**

The Committee **recommends** that the Academic Board receive and note the following report of the meeting held on 16 April 2002.

#### **9.3.2 Proceedings of the Committee**

##### **(1) 2002 International Student Admissions**

The Chair advised members that the issue of international student admissions had been raised at the last Committee meeting. He welcomed Mr P Dodd (Managing Director, International Office) and Ms T Fernando (Admissions Officer, International Office) and invited them to speak to the meeting on this matter.

Mr Dodd gave an overview of the international student admissions process and highlighted the following issues:

- international student enrolments had risen by 26% in the past year;
- the split between undergraduate and postgraduate enrolments is 55:45;
- the University currently had 5000 international students enrolled, representing approximately 13% of the total cohort;
- current thinking was that the University would stabilise international student enrolments at a level representing 15% of the total cohort;
- issues to be considered include the spread of international students across the University's programs and the impact of their admission on some of the more popular courses;
- processing of international student applications posed various issues, eg in order to enrol the 1833 new international students accepted for 2002, about 11,700 applications had to be processed, creating a tension between meeting reasonable turn around times while ensuring admission standards were met; and
- the International Office had received guidelines for the assessment of applications from some faculties, and it was stressed that these guidelines significantly reduced the number of applications which the Office had to refer to those faculties (Mr Dodd pointed out that the staff of the International Office could apply guidelines, but any interpretation of such guidelines would be referred to the relevant faculty: the suggestion was made that more faculties might wish to prepare guidelines for the use of the Office).

Members of the Committee raised and discussed the following issues with Mr Dodd and Ms Fernando:

- both the International Office and FlexSIS could provide data on international students enrolled in specific courses and faculties;
- secondary overseas qualifications were assessed using the Universities Admissions Centre schedules which provided formulae for converting such qualifications to a Universities Admissions Index (UAI);
- tertiary overseas qualifications may be assessed by the faculties, or assessed using profiles developed by the National Office of Overseas Skills Recognition (NOOSR). However many of these profiles were up to ten years old and no

longer reliable (Ms Fernando gave as an example the Tunku Abdul Rahman College in Malaysia: NOOSR's schedules give qualifications from the College a fairly low rating, but the College is currently regarded as a quality educational provider, and its qualifications were accepted in assessing applications to the University);

- many tertiary qualifications were considered in an ad hoc fashion based on local information, contacts between various faculties and their overseas counterparts and an assessment of which qualifications were currently being accepted at other Australian universities; and
- it was acknowledged that information was still lacking with regard to some qualifications – overseas nursing qualifications were highlighted in this regard.

The Chair invited Mr Dodd to speak about the University's marketing plan for recruiting international students. Mr Dodd advised as follows:

- the University's marketing plan looked at each country as being a niche market regardless of its size;
- China provided a large number of applications, and as such was not a high priority target for marketing;
- the marketing plan aimed to achieve applications from a mix of nations, with a focus on countries such as Indonesia, South Korea and countries in Northern Europe and Scandinavia;
- Mr Dodd pointed out that many of the students enrolling at the University from South Korea were recruited locally, having studied for the Higher School Certificate in New South Wales; and
- the targeting of European countries was likely to become more successful as those countries continued to move towards user-pays tertiary education systems.

Mr Dodd was asked to compare the University's approach to international student enrolments with that of the University of New South Wales. He commented as follows:

- historically, the University of New South Wales (UNSW) embraced the opportunity to target international students under the Colombo Plan, and when the Plan was dismantled it moved swiftly to establish its presence in a number of key overseas recruiting areas;
- in comparison, the University of Sydney moved gradually into the area of international students and utilised a network of recruitment agencies;
- UNSW was already limiting its intake of international students to some courses, and this was an option that may need to be considered by the University of Sydney in the next couple of years;
- the two universities had different profiles in different countries, eg the University of Sydney had a higher profile in China, while UNSW had a higher profile in Malaysia; and
- Mr Dodd confirmed that the University of New South Wales had lowered the IELTS score used for assessing the English language skills of its applicants, but advised that the rationale for this move was not known.

It was noted that the minimum requirements for international students applying for courses conducted by the Faculty of Science had been raised in 2001 and that there had been no impact on the Faculty's intake. The decision to increase these requirements had been made following a comparison of the Faculty's admission requirements with those of a number of overseas institutions. It was also pointed out that placing a cap on the intake of international students in particular courses should be handled carefully, as not all international student applications were received at once, and the possibility existed of receiving quality applications after the target number had been reached.

The Chair and the Committee warmly thanked Mr Dodd and Ms Fernando for their attendance at the meeting.

(2) **Honours Reporting**

Members received and noted information on the pass rates for honours, which had been collated from a number of faculties. It was noted that this information had been collected in response to a question from a Fellow of Senate and was meant to provide an overview of honours reporting from some of the larger faculties. The Pro Vice-Chancellor (Teaching and Learning) stressed that the information should not be interpreted as a comprehensive description of honours reporting across the University.

(3) **Course Proposals**

The Chair reported on continuing liaison with the Faculty of Veterinary Science concerning proposed changes to the Bachelor of Veterinary Science and Bachelor of Science (Veterinary) courses. He also reported that the proposed amendments from the Faculty of Economics and Business to the Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences had been approved by the Deputy Vice-Chancellor (Planning and Research) as proposals requiring “late urgent approval” so that the relevant entry in the 2003 Universities Admissions Centre (UAC) Guide could be updated.

## **AGENDA ITEM 10**

### **Report of the Teaching and Learning Committee**

#### **10.2 Report of the Teaching and Learning Committee meeting held on 18 April 2002**

The Committee met on 18 April 2002 when there were present: The Chair (Professor J Sachs) presiding, Professor M Jackson, Associate Professors J Kay and M Prosser, Drs R Ewing, G Hendry and A Poulos and Ms J Jones. Ms M Kemmis was 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 18 April 2002.

##### **10.2.2 Alternative Chair of the Teaching and Learning Committee**

On the recommendation of the Chair, the Committee endorsed the appointment of Associate Professor Michael Prosser as the Alternative Chair of the Teaching and Learning Committee.

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

*That the Academic Board appoint Associate Professor Michael Prosser as the Alternative Chair of the Teaching and Learning Committee.*

##### **10.2.3 Academic Board Faculty Review Visits: Faculty of Veterinary Science** [separate attachment](#)

The Committee received and noted the Final Report and Recommendations from the Academic Board visit to the Faculty of Veterinary Science.

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

*That the Academic Board note the Final Report and Recommendations from the Academic Board Visit to the Faculty of Veterinary Science.*

##### **10.2.4 Proceedings of the Committee**

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

The Chair updated the Committee on:

- the Working Party on Faculty Teaching and Learning Plans;
- the Working Party on ICT and Pedagogy in Teaching and Learning;
- the Working Party on Special Consideration;
- the Review of the Academic Board;
- the Academic Board Visits to Faculties;
- the redevelopment of the Academic Board website; and
- the Vice-Chancellor's Advisory Committee Forum.

###### **(2) Graduate Certificate in Educational Studies**

The Committee discussed issues relating to the Graduate Certificate in Educational Studies and agreed to refer its comments to the Graduate Studies Committee for consideration.

###### **(3) Learning Centre Annual Report 2001**

The Committee received the Learning Centre's Annual Report for 2001 and noted in particular that student numbers had increased in all of the Centre's programs, most dramatically with the Faculty Program, and diagnostic assessment of writing for first year students had also increased and associated issues required ongoing consideration.

The Chair congratulated the Centre on its continued support to the University's students and acknowledged the difficult circumstances faced by the Centre.

## **AGENDA ITEM 11.2**

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

#### **11.2 Report of the Academic Staffing Committee meeting held on 21 November 2001**

The Committee met on 21 November 2001 when there were present: The Chair (Associate Professor A Reynolds) presiding, Professors P Apps, S Armitage and L M Koder, Associate Professor G Patmore and Dr K Clapham. Ms L Schofield was in attendance.

##### **11.2.1 Receipt of report**

The Committee **recommends** that the Academic Board receive and note the following report of its meeting held on 21 November 2001.

##### **11.2.2 Proceedings of the Committee**

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

The Chair noted that this would be Professor Koder's final meeting before retirement. The Chair thanked Professor Koder for his significant contribution and commitment to the Committee and wished him all the best for his retirement.

###### **(2) Report of the Pro Vice-Chancellor (Employee Relations)**

The Pro Vice-Chancellor (Employee Relations) provided the Committee with presentations on eStaff and HR statistics. The HR statistics had been compiled using the HRMS database and provide significant analysis of key trends in staffing at the University.

###### **(3) Other matters**

Other matters discussed by the Committee included:

- Remuneration of Visiting Professors; and
- Promotions documentation review 2001

## **AGENDA ITEM 11.3**

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

#### **11.3 Report of the Academic Staffing Committee meeting held on 20 March 2002**

The Committee met on 20 March 2002 when there were present: The Chair (Associate Professor A Reynolds) presiding, Professors P Apps, A Brewer and B Hesketh, Associate Professor G Patmore and Dr K Clapham. Ms J Ross was in attendance.

##### **11.3.1 Receipt of report**

The Committee **recommends** that the Academic Board receive and note the following report of its meeting held on 20 March 2002.

##### **11.3.2 Proceedings of the Committee**

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

The Committee noted that the Academic Promotions Seminar, held on 12 February 2002 had been very well attended. It was also noted that feedback regarding the draft Academic Incremental Progression policy had been provided to the Industrial Relations Office.

###### **(2) Other matters**

Other matters discussed by the Committee included:

- Academic Promotions documents;
- Workloads policy; and
- Work of the Committee in 2002.

## AGENDA ITEM 12.1 General Business

### 12.1 Membership of the Academic Board

#### 12.1.1 Filling of casual vacancies: academic staff members elected from the academic staff members of each faculty

Casual vacancies occur in this category of membership for some faculties. In accordance with section 42 (4) of the Academic Governance Rules relating to the Academic Board, the Board is asked to appoint the following members of academic staff:

- Faculty of Agriculture, Food & Natural Resources  
Professor Gordon MacAulay
- Faculty of Law  
Associate Professor Barbara McDonald
- Sydney Conservatorium of Music  
Associate Professor Goetz Richter

to hold office from 16 May 2002, noting that the term of office may change in the light of the outcome of the Review of the Academic Board and the Academic Forum.

#### 12.1.2 Filling of vacancies: heads of departments and non-professorial academic staff

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 to fill casual vacancies:

- (1) **Five head of departments: *One vacancy***
  - Ms Jane Gamble, School of Occupation and Leisure Sciences
- (2) **Five non-professorial members: *One vacancy***
  - Associate Professor Deirdre Dragovich, Department of Geography

#### 12.1.3 Election of a Deputy Chair to fill a casual vacancy

##### (1) Declaration of election

At the close of nominations at 4pm on Thursday 4 April 2002, one nomination was received for the election of a Deputy Chair of the Academic Board, to fill a casual vacancy from the date of election to 31 December 2002. In accordance with the Academic Governance Rules relating to the Academic Board, Professor Graeme Gill was declared elected.

##### (2) Schedule of election dates

The Chair of the Academic Board advises members that Professor Sue Armitage has resigned as a Deputy Chair of the Academic Board.

An election of a deputy chair to fill the casual vacancy, for a term expiring 31 December 2002, will be conducted in accordance with the Academic Governance Rules relating to the Academic Board, as set out in the schedule below:

Notice of election	20 May 2002
Electoral roll produced	20 May 2002
Close of nominations	4 June 2002, 4.00pm
Issue of voting papers	10 June 2002
Electoral roll available for inspection	10 June 2002
Close of voting papers	25 June 2002, 4.00pm
Polling day	26 June 2002

## **AGENDA ITEM 12.2**

### **General Business**

#### **12.2 Membership of the AGSM Academic Board**

The AGSM Agreement provides for membership of the AGSM Academic Board by, *inter alia*, four persons drawn from the members of the University of Sydney Academic Board, including one Dean.

Following the resignation of Professor Ann Brewer, the Board is asked to appoint the following member to fill the casual vacancy, to 30 June 2003:

- Professor Graeme Gill

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**AGENDA ITEM 12.3**  
**General Business**

**12.3 Membership of Central Promotions Committees: 2002**

It is recommended that the Academic Board approve the following amendment to members of the Central Promotions Committee for 2002:

**Senior Lecturer**

Professor David Griffiths replacing Professor Alan Johnson as the external representative.

Professor K Eltis (Deputy Vice-Chancellor, Planning and Resources) (Chair)

Professor J Sachs (Chair, Academic Board)

Professor D Griffiths (Chair, Academic Board, University of Wollongong)

Associate Professor T Arthur (nominee, Pro Vice-Chancellor, College of Humanities and Social Sciences)

Associate Professor W M C Maxwell (nominee, Pro Vice-Chancellor, College of Sciences and Technology)

Associate Professor L Baur (nominee, Pro Vice-Chancellor, College of Health Sciences)

Associate Professor R Menzies (Behavioural & Community Health Sciences)

Associate Professor S Kable (Chemistry)

Associate Professor P Gay (English)

## AGENDA ITEM 12.4 General Business

### 12.4 Discipline of Students – 2001 Report

Chapter 8 of the *University of Sydney By-law* 1999 sets out the procedures for resolving matters of misconduct of students within the University. In 2001 there were 21 matters pursued under the provisions of Chapter 8. Set out below is a summary. All 21 related to undergraduate students.

	<i>Allegation</i>	<i>Penalty</i>
1.	- Unauthorised material in examination	- Severe reprimand. - Final result in IREL2009 Organisational Analysis & Behaviour recorded as (0) FAIL.
2.	- Unauthorised material in examination	- Severe reprimand. - Final result in MECH3800 Systems Control recorded as (0) FAIL. - Suspension from the University for one semester, suspension suspended pending any further misconduct being proven during the remainder of student's enrolment.
3.	- Falsified tutors' signatures on worksheet	- Severe reprimand. - Result in unit of study ELEC5609 Internet Engineering recorded as (0) FAIL.
4.	- Falsified tutors' signatures on worksheet	- Severe reprimand. - Result in unit of study ELEC5609 Internet Engineering recorded as (0) FAIL.
5.	- Falsified tutors' signatures on worksheet	- Severe reprimand. - Result in unit of study ELEC5609 Internet Engineering recorded as (0) FAIL.
6.	- Falsified tutors' signatures on worksheet	- Severe reprimand. - Result in unit of study ELEC5609 Internet Engineering recorded as (0) FAIL.
7.	- Falsified tutors' signatures on worksheet	- Severe reprimand. - Result in unit of study ELEC5609 Internet Engineering recorded as (0) FAIL.
8.	- Falsified tutors' signatures on worksheet	- Severe reprimand. - Result in unit of study ELEC5609 Internet Engineering recorded as (0) FAIL.

9.	<ul style="list-style-type: none"> <li>- Threatened a member of staff whilst discussing exam results with another staff member</li> </ul>	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Letters of apology to two staff members.</li> <li>- Suspension from the University for one semester, suspension suspended pending any further misconduct being proven during the remainder of student's enrolment.</li> </ul>
10.	<ul style="list-style-type: none"> <li>- Completed and supplied an essay to another student.</li> </ul>	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Suspension from the University for two semesters, suspension suspended pending any further misconduct being proven during the remainder of student's enrolment.</li> </ul>
11.	<ul style="list-style-type: none"> <li>- Unauthorised material in examination</li> </ul>	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result in unit of study 25311 Accident Compensation Practicum as (0) FAIL.</li> <li>- Suspension from the University for two semesters, suspension suspended pending any further misconduct being proven during the remainder of student's enrolment.</li> </ul>
12.	<ul style="list-style-type: none"> <li>- Unauthorised material in examination</li> <li>- Submitted altered medical certificate</li> </ul>	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result in unit of study GOVT1011 Introduction to Australian Politics as (0) FAIL.</li> <li>- Suspension from the University for two semesters, suspension suspended pending any further misconduct being proven during the remainder of student's enrolment.</li> </ul>
13.	<ul style="list-style-type: none"> <li>- Cheating in examination</li> </ul>	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result in the minor examination within the unit study Formulation 3A as (0) FAIL.</li> </ul>
14.	<ul style="list-style-type: none"> <li>- Unauthorised material in examination</li> </ul>	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result in unit of study Human Anatomy and Physiology as (0) FAIL.</li> <li>-</li> </ul>
15.	<ul style="list-style-type: none"> <li>- Submitted a plagiarised essay</li> </ul>	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result in unit of study PHIL2213 Philosophy of the Mind as (0) FAIL.</li> <li>- Suspension from the University for one semester, suspension suspended pending any further misconduct being proven during the remainder of student's enrolment.</li> </ul>

16.	- Submitted an essay which was the work of another student	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result in unit of study MECH4605 Industrial Engineering as (0) FAIL.</li> <li>- Suspension from the University for two semesters, suspension suspended pending any further misconduct being proven during the remainder of student's enrolment.</li> </ul>
17.	- Plagiarised the work of other students	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result for assignments in the unit of study Ergonomics 4605/4620 as (0) FAIL.</li> <li>- Suspension from the University for two semesters, suspension suspended pending any further misconduct being proven during the remainder of student's enrolment.</li> </ul>
18.	- Plagiarised the work of other students	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result for assignment be allocated a mark of zero.</li> <li>- Result in the unit of study Ergonomics 4605/4620 as (0) FAIL.</li> <li>- Suspension from the University for two semesters, suspension suspended pending any further misconduct being proven during the remainder of student's enrolment.</li> </ul>
19.	- Plagiarism in 2 essays	<ul style="list-style-type: none"> <li>- Severe reprimand</li> <li>- Mark (0) FAIL for each essay.</li> </ul>
20.	- Submitted a plagiarised essay (3 <sup>rd</sup> incident)	<ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result in the unit of study PHIL2005 as (0) FAIL.</li> <li>- Suspension from the University for two semesters.</li> </ul>
21.	- Copied the work of another student in an examination	<p>Initial penalty imposed by Student Proctorial Board</p> <ul style="list-style-type: none"> <li>- Severe reprimand.</li> <li>- Result in the unit of study PHIL2005 as (0) FAIL.</li> <li>- Suspension from the University for two semesters.</li> </ul> <p>The student successfully appealed to Senate against the above penalty (and determination).</p>