



# The University of Sydney

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## Academic Board Minutes

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### Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 12 June 2002 in the Professorial Board Room

There were present: the Chair (Professor J Sachs) presiding, the Deputy Chairs (Professor G Gill, Associate Professors P McCallum, A Reynolds and R T Ross), Professors S I Benrimoj, S Chapman, L Copeland, R Y Ebied, K Eltis, S Garton, B Hesketh, H Kendig, K Lester, G MacAulay, R Newman, G Sherington, J Webber and P Wolnizer, Associate Professors A Fekete, C B Gillies, A F Masters, A Mitchell, G Murray, L Tong and N C Weber, Drs M Boughton and A Brew, Mr K Barlow, Ms J Gamble, Ms P Kamvounias, Mr D Kyriacou, Mrs M McKerchar and Ms G Wong.

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

Present as observers: Professors A Brewer, L Field, D Napper, P Ramsden and J A Young.

In attendance: Miss K Neveldsen.

#### ★ 1. Apologies

The Board noted that apologies had been received from the Vice-Chancellor and Principal (Professor G Brown), Professors C Adam, N Hunt, J Kinnear, G Moore, R Pesman, R Rose and M Vitale, Associate Professors D Dragovich, P Phibbs, G Richter and C Russell, Dr L Carson and Mr M Hall.

(File 021/0005/00003)

#### ★ 2. Arrangement of agenda

##### 2.1 Starring of items

Members of the Board were invited to star for discussion any unstarred items.

The following additional items were starred: 4, 9.2.3 and 12.1.1.

##### 2.2 Adoption of unstarred items

###### Resolution 119/02

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

### 3. Minutes of previous meeting

#### **Resolution 120/02**

That the Academic Board adopt the minutes of the previous meeting held on 15 May 2002 as a true record.

(File 2002/309)

### ★ 4. Business arising from Minutes

#### 4.1 Report of the Academic Forum

##### (1) Forum focus: International Students – Their Recruitment and Experiences

In response to a query regarding responsibility for the possible development of a unit of study "English for Academic Purposes", as identified in the report of the April meeting of the Academic Forum, the Board discussed similar activities being undertaken across the University.

The Dean of the Faculty of Arts noted that the Faculty offered a variety of courses, particularly through the Linguistics department, and that a proposal for a new unit of study was currently under development. It was agreed that final details regarding the unit would be forwarded to the Undergraduate Studies Committee for noting.

The President of the SRC advised the Board that at the recent Senate/SRC Liaison Committee it had been agreed that the Pro Vice-Chancellor (Teaching and Learning) would investigate practices at other institutions for comparison. The Pro Vice-Chancellor noted that the issue needed further discussion and clarification.

Members noted that a number of faculties offered English language and comprehension units of study that were available to all students, however an increase in demand for such units would have resourcing implications and issues of sustainability and access needed to be carefully considered.

It was suggested that a schedule detailing all units of study offered by the University in relation to English language skills needed to be prepared for the Undergraduate Studies Committee to facilitate co-ordination of activities in this area and monitoring of demand for various units of study.

It was agreed that once the information was compiled, all areas of the University, including central administration, needed to be advised.

#### **Resolution 121/02**

That the Academic Board request the Undergraduate Studies Committee to identify all units of study relating to English language skills for notification to the University community.

*Action:* Dean of the Faculty of Arts to provide Undergraduate Studies Committee with details of new units of study relating to English language skills for noting.

*Action:* Chair of Undergraduate Studies Committee to implement procedures to develop a schedule detailing all units of study offered by the University regarding English language skills.

*Action:* Chair of Undergraduate Studies Committee to implement procedures to facilitate co-ordination of units of study regarding English language skills and monitoring of demand for units of study.

(File 028/0039/00002)

## ★ 5. Report of the Chair

### 5.1 Report on Senate matters

#### 5.1.1 Report of the Senate meeting held on 3 June 2002

##### **Resolution 122/02**

That the Academic Board note the report of the Chair of the Academic Board on academic matters considered by Senate at its meeting held on 3 June 2002.

*Action:* No further action required.

### 5.2 General report

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

The Academic Board and Senate had resolved that, following the Review of the Academic Board and the Academic Forum, membership of the Academic Board following the Review would include academic staff elected from each faculty. It was agreed that faculties would determine who was eligible to elect academic staff to the Academic Board, subject to approval by the Academic Board, within guidelines set by the Academic Board and Senate.

At its May meeting the Academic Board resolved that the draft Guidelines lie on the table to provide additional time for consultation with faculties. Responses were received from all faculties and feedback was incorporated into the proposed Guidelines.

##### **Resolution 123/02**

That the Academic Board

- (1) note the report of the Chair of the Academic Board relating to feedback from faculties on the draft Guidelines;
- (2) 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.

*Action:* Chair of the Board to recommend that Senate approve the Guidelines for Faculties to Elect Academic Staff Members of the Academic Board.

(File 2001/3342)

### **5.2.2 Report of the Academic Board of the Australian Graduate School of Management**

The Chair of the Academic Board noted that the report of the Academic Board of the Australian Graduate School of Management (AGSM) related to the relationship of the AGSM and UNSW Academic Boards with the AGSM Standing Committee, but was provided for the information of members.

#### **Resolution 124/02**

That the Academic Board note the report of the Chair of the Academic Board relating to the report of the Academic Board of the Australian Graduate School of Management, as set out in the report presented.

*Action:* No further action required.

(File 2001/1878)

### **5.2.3 New South Wales Committee of Chairs of Academic Boards/Senates**

The Board received the report of the Chair regarding attendance at a meeting of Chairs of Academic Boards/Senates at the Australian National University (ANU) during May, noting that a key topic of discussion had been performance indicators as they related to the performance of Academic Boards. This included such issues as the length of time required for policy development, processes established to ensure compliance with policies, the relevance of the Academic Board to broader institutional activities, and staff engagement with, and knowledge of, activities of Academic Boards.

Members were asked to note the Board of Studies call for nominations for 2003 HSC Examination Committees and were advised of the process for submitting expressions of interest.

The Board discussed an information paper circulated with the agenda which outlined the relationship between the new HSC marks and UAI's. It was agreed that confirmation would be sought for distribution of the paper throughout the University.

#### **Resolution 125/02**

That the Academic Board note the report of the Chair of the Academic Board relating to the New South Wales Committee of Chairs of Academic Boards/Senates meeting, as set out in the report presented.

*Action:* Members of the Academic Board to note the call for nominations for 2003 HSC Examination Committees.

*Action:* Chair of the Board to confirm availability for distribution of a paper relating to HSC marks and UAI's and advise members of the Academic Board of the outcome.

(File 2001/5114)

#### **5.2.4 Update on Working Parties**

The Chair advised members of the Board on the progress of two working parties: the Admissions Working Party and ICT in Pedagogy Reference Group.

The Board noted that the Admissions Working Party, a precursor to the Sub-Committee to be established as a result of the Review of the Academic Board and the Academic Forum, had considered issues relating to general and specific policies, implementation of policy and practices, and issues of compliance with policy. Key areas for development and review were identified and it was agreed that more careful documentation and monitoring of admissions pathways and policies was required to ensure consistency of application.

The Chair advised members that the ICT in Pedagogy Reference Group was working with the Pro Vice-Chancellors (College) on academic, pedagogical and quality issues and that a report would be considered by the Teaching and Learning Committee prior to referral to the Academic Board.

#### **Resolution 126/02**

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

*Action:* No further action required.

(File 028/0002/00310, 2001/5287)

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

#### **6.1 Report on Senate matters**

##### **6.1.1 Report of the Senate meeting held on 3 June 2002**

#### **Resolution 127/02**

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 3 June 2002.

*Action:* No further action required.

(File 2001/1760)

★ 7. **Report of the Academic Forum**

7.1 **Oral report of the Chair**

The Chair of the Academic Forum, Associate Professor A F Masters, noted that the Forum focus on the "e-Library" had been well received and ideas for future focus topics were invited.

**Resolution 128/02**

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

*Action:* Members of the Academic Board to forward ideas for future Forum Focus topics to the Chair of the Academic Forum.

7.2 **Report of the meeting held on 27 May 2002**

7.2.1 **Receipt of report**

**Resolution 129/02**

That the Academic Board receive and note the report of the Academic Forum meeting held on 27 May 2002.

*Action:* No further action required.

7.2.2 **Forum focus: The E-Library – For Better or For Worse?**

**Resolution 130/02**

That the Academic Board note the Forum Focus of the Academic Forum meeting held on 27 May 2002, as set out in the report presented.

*Action:* No further action required.

7.2.3 **Proceedings of the Forum**

**Resolution 131/02**

That the Academic Board note the proceedings of the Academic Forum meeting held on 27 May 2002, as set out in the report presented.

*Action:* No further action required.

(File 028/0039/00002)

## 8. Report of the Undergraduate Studies Committee

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### 8.1 Oral report of the Chair

The Chair of the Undergraduate Studies Committee, Associate Professor P McCallum, drew the attention of members to the proposed new course in the Faculty of Pharmacy, congratulating the faculty on the calibre of its submission.

Members noted that the Committee endorsed amendments to the Faculty of Education Faculty Resolutions to rationalise and improve existing offerings in an effort to improve the first year experience. It was noted that the Faculty had used credit points to equate relative workload and other faculties may wish to consider this.

The Board noted concern had been expressed at its May meeting in relation to proposals from the Faculty of Economics and Business and that these had been addressed.

The Chair of the Committee drew the attention of the Board to the pilot program to be undertaken by the Faculty of Economics and Business in relation to Show Cause. The program was designed to identify students "at risk" prior to the commencement of unsatisfactory progress procedures.

#### **Resolution 132/02**

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

*Action:* No further action required.

### 8.2 Report of the meeting held on 14 May 2002

#### 8.2.1 Receipt of report

##### **Resolution 133/02**

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 14 May 2002.

*Action:* No further action required.

#### 8.2.2 Proposals for new and amended courses

##### (1) **Faculty of Pharmacy: Bachelor of Pharmacy (Rural)**

##### **Resolution 134/02**

That the Academic Board:

- (1) recommend that Senate approve:
  - (a) the proposal from the Faculty of Pharmacy for the introduction in 2003 of the new course, the Bachelor of Pharmacy (Rural),
  - (b) the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Pharmacy, with effect from 1 January 2003, as set out in the report presented, and
  - (c) the adoption of the new Resolutions of the Senate relating to this course, made pursuant to the University of Sydney (Coursework)

Rule 2000, with effect from 1 January 2003,  
as set out in the report presented; and

- (2) note the Resolutions of the Faculty relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (3) approve the faculty requirements relating to admission, units of study, the pass degree, the honours degree and award of the degree,  
as set out in the report presented.

*Action:* Chair of the Board to recommend that Senate approve the introduction of the Bachelor of Pharmacy (Rural), together with amendments to and adoption of Resolutions of the Senate relating to the course.

(File 2002/2020)

- (2) **Faculty of Education: Bachelor of Education (Primary); Bachelor of Education (Secondary Education: Human Movement and Health Education); Bachelor of Education (Secondary Education: Humanities and Social Sciences) / Bachelor of Arts; Bachelor of Education (Secondary Education: Science) / Bachelor of Science; Bachelor of Education (Secondary Education: Mathematics) / Bachelor of Science; Bachelor of Education (Secondary Education) / Bachelor of Arts (Psychology); Bachelor of Education (Secondary Education) / Bachelor of Science (Psychology); Bachelor of Education (Secondary Education: Design and Technology)**

#### **Resolution 135/02**

That the Academic Board:

- (1) note the amended Resolutions of the Faculty relating to undergraduate degrees in the Faculty of Education, made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (2) approve the amended faculty requirements relating to units of study, the pass degree and the combined degrees,  
as set out in the report presented.

*Action:* Dean and Faculty Manager of the Faculty of Education to note that the Board noted and approved amendments for the faculty resolutions relating to undergraduate degrees in the Faculty of Education.

(File 2001/7117, 2001/7118, 003/0030/00018, 003/0030/00021, 003/0030/00020, 2001/1989, 2001/1990, 003/0030/00031)

(3) **Faculty of Economics and Business: Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences**

**Resolution 136/02**

That the Academic Board note the report relating to the Faculty Resolutions relating to the Bachelor of Commerce, Bachelor of Economics and Bachelor of Economic and Social Sciences, as set out in the report presented.

*Action:* No further action required.

(File 003/0017/00012, 003/0017/00010, 003/0017/00011)

**8.2.3 Proceedings of the Committee**

**Resolution 137/02**

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 14 May 2002, as set out in the report presented.

*Action:* No further action required.

(File 2001/2124)

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

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**9.1 Oral report of the Chair**

The Chair of the Graduate Studies Committee, Associate Professor R T Ross, highlighted items in the report of the Graduate Studies Committee, noting in particular the work undertaken relating to PhDs and particularly regarding the submission of predominately published work.

The Board noted that the Committee had approved guidelines for examiners of PhD theses and had also developed a policy in relation to treatise's containing published work.

The Chair of the Committee asked the Board to note the revised proposal from the Faculty of Engineering which had been re-submitted and now complied with Academic Board policy relating to credit points.

**Resolution 138/02**

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

*Action:* No further action required.

**9.2 Report of the meeting held on 6 May 2002**

**9.2.1 Receipt of report**

**Resolution 139/02**

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 6 May 2002.

*Action:* No further action required.

### 9.2.2 English Language Requirements: Faculty of Health Sciences

The Graduate Studies Committee recommended that the Academic Board approve revised English language requirements and the overall IELTS band in respect of the Doctor of Health Science.

It was noted that the Academic Board, on the recommendation of the Graduate Studies Committee, had determined that international applicants must either have a record of satisfactory achievement in secondary/tertiary studies in which the language of instruction was in English or must meet one of the set English language requirements as a condition of entry and set the overall band score of IELTS at 6.5 (with a minimum of 6.0 in each band). Academic Board policy permits individual faculties to request Board approval for higher requirements for some or all of the faculty's postgraduate award courses.

The Committee supported the Faculty recommendation that the IELTS requirement for the Doctor of Health Science, be set at an overall IELTS band of 7.0, with individual band of speaking and writing of no less than 6.5, with effect from 1 January 2003.

The Faculty had proposed the amendment following increases in English proficiency levels in all postgraduate physiotherapy courses and the Master of Occupational Therapy, courses which also involved evidence-based and problem-based learning.

#### **Resolution 140/02**

That the Academic Board approve the English Language Requirement for admission to the Doctor of Health Sciences to be within the overall IELTS band of 7.0, with effect from 1 January 2003, as set out in the report presented.

*Action:* Dean and Faculty Manager of the Faculty of Health Sciences and Director of Student Services to note that the Academic Board approved the amended English language requirements for the Doctor of Health Science.

(File 003/0032/00010)

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### 9.2.3 Submission of Doctor of Philosophy Theses Containing Predominately Published Work

The Chair of the Graduate Studies Committee, Associate Professor R T Ross, noted that current rules relating to the Doctor of Philosophy provided little guidance on the issue of theses containing published work and that the issue had been raised following questions from both supervisors and candidates. The Chair of the Committee noted that aspects of the proposed policy were clear but that other issues could be contentious and there had been much discussion at the Graduate Studies Committee.

Members were advised that, under the proposed policy, work to be submitted in accordance with the policy needed to be researched, written and published during candidature and that this would limit the number of candidates undertaking this option. The examination

process remained at three examiners and the publication of material did not guarantee the award of the degree.

There was general agreement on the need for clarification in this area. During discussion the following points were raised:

- there needed to be broader discussion on the definition and nature of the PhD including, issues such as what constituted a PhD, jointly-authored PhDs and PhDs by publication and whether the inclusion of published work would devalue the thesis;
- consideration also needed to be given to the relationship between the PhD and other higher degrees and the emerging duplication in some areas;
- material included in the thesis containing predominately published work could have been modified for publication;
- the policy could be amended to include material submitted for publication due to the time delay in some disciplines between submission and acceptance for publication;
- apportioning responsibility for multi-authored work could be difficult;
- identification and assessment of an individual's contribution, if a number of multi-authored works were included, could present a challenge to examiners;
- guidance to examiners would also be required, to advise of the University's expectations of both the thesis and the examiner so that candidates were not disadvantaged by examiners who had not examined such a thesis previously;
- many disciplines encourage co-operation and there had been an increase in multi-authored works;
- a lot of research was never published and the University should encourage publication during candidature;
- published work could be an appendix but the thesis needed to be the candidate's own work;
- if the thesis contained predominately published work it still needed to be argued and contextualised and form a coherent whole;
- the issue of the number of publications was irrelevant given the overall word limit for theses;
- submission of a thesis containing predominately published work would not be suitable for all disciplines and could prove more difficult than a traditional thesis where publication often occurred after examination;
- it was not a requirement of candidature and it was anticipated that few candidates would undertake to submit a thesis in this manner; and
- there was a suggestion that faculty postgraduate boards could convene a committee to establish whether *prima facie* the thesis met the requirements of a PhD before being submitted for examination.

Members of the Board, with the exception of the Presidents of the SRC and SUPRA, agreed with the overall direction of the policy and supported its referral back to the Graduate Studies Committee for further development before re-consideration at a future meeting of the Board.

**Resolution 141/02**

That the Academic Board approve in principle the policy *Submission of Doctor of Philosophy Theses Containing Predominantly Published Work*, and refer the policy to the Graduate Studies Committee for further consideration, in light of the Board's discussion, to be considered further by the Academic Board at a later date.

*Action:* Chair of Graduate Studies Committee to refer the policy relating to *Submission of Doctor of Philosophy Theses Containing Predominately Published Work* to the Graduate Studies Committee for further consideration and development and referral to the Academic Board at a later date.

(File P19)

**9.2.4 Guidelines for Examiners of Doctor of Philosophy Theses**

The Graduate Studies Committee recommended that the Academic Board note that the Committee had approved *Guidelines for Examiners of Doctor of Philosophy Theses*. It was intended that the Guidelines would be distributed to all examiners when the thesis was sent for examination.

**Resolution 142/02**

That the Academic Board note that the Graduate Studies Committee approved the *Guidelines for Examiners of Doctor of Philosophy Theses*, as set out in the report presented.

*Action:* Secretary to Graduate Studies Committee to note that the Board approved the *Guidelines for Examiners of Doctor of Philosophy Theses* and advise faculties for distribution to examiners.

(File P17)

**9.2.5 Proceedings of the Committee**

**Resolution 143/02**

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 6 May 2002, as set out in the report presented.

*Action:* No further action required.

**9.3 Report of the meeting held on 3 June 2002**

**9.3.1 Receipt of report**

**Resolution 144/02**

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 3 June 2002.

*Action:* No further action required.

**9.3.2 Amendment of the University of Sydney (Amendment Act) Rule 1999 (as amended)**

**(1) Doctor of Philosophy: Requirement to complete candidature within the University**

The Graduate Studies Committee recommended through the Academic Board that Senate amend the University of Sydney (Amendment Act) Rule 1999 (as amended) to provide for the residency requirement for PhD candidates to be pro rata based on the length of candidature.

The University of Sydney (Amendment Act) Rule 1999 (as amended) provided for a two year minimum candidature for students with a Master's degree, or equivalent, subject to Faculty approval. The resolutions also required that "A candidate pursuing candidature outside Australia must also complete a minimum of two semesters of candidature within the university [but not necessarily immediately before submission, nor necessarily as a continuous two-semester period] before submission of the thesis".

It was noted that the two semesters on campus prescribed by the resolutions assumed the "normal" minimum duration of candidature of three years. This could make it difficult for students for whom a two year candidature had been approved to meet the residency requirements.

The Graduate Studies Committee considered that the residency requirement for students starting with a Master's should be in proportion to the minimum length of candidature and that it be set as one semester.

**Resolution 145/02**

That the Academic Board recommend that the Senate amend the University of Sydney (Amendment Act) Rule 1999 (as amended), as set out in the report presented.

*Action:* Chair of the Board to recommend that Senate amend the University of Sydney (Amendment Act) Rule 1999 (as amended) to amend requirements for Doctor of Philosophy candidates to complete candidature within the University.

(File 022/0003/00003, 003/0042/00003, 047/007/00004)

### 9.3.3 Amendment of the Resolutions of the Senate and the Academic Board

#### (1) Resolutions of the Academic Board relating to the Examination Process of the Degree of Doctor of Philosophy: Appointment of Additional Examiner as Assessor

The Graduate Studies Committee recommended that the Academic Board amend the Resolutions of the Academic Board relating to the Examination Process of the Degree of Doctor of Philosophy to provide for consultation with the supervisor and distribution of the comments of the supervisor to the assessor.

The Committee had noted that under the existing Resolutions, faculties were not required to obtain further comments from the supervisor if the faculty wished to recommend the appointment of a fourth examiner to assess a thesis, or if the examiners' reports were referred back to the examiners for comments.

The amendment to the Resolutions governing the examination process was proposed to clarify the procedures to be followed by faculties in the appointment of an additional examiner as assessor, with particular regard to the level of consultation which should be undertaken with the supervisor.

#### **Resolution 146/02**

That the Academic Board:

- (1) endorse the policy *Appointment of Additional Examiner as Assessor*; and
  - (2) amend the Resolutions of the Academic Board relating to the Examination Process for the Degree of Doctor of Philosophy,
- as set out in the report presented.

*Action:* Senate Officer to note the amendment of the Resolutions of the Academic Board relating to the Examination Process for the Degree of Doctor of Philosophy for Calendar update.

*Action:* Secretary to PhD Award Sub-Committee to note amendment of the Resolutions of the Academic Board relating to the Examination Process for the Degree of Doctor of Philosophy for advice to faculties.

(File 003/0042/00003, 047/007/00004, 003/0042/00001)

### 9.3.4 Proposals for new and amended courses

#### (1) Faculty of Engineering: Graduate Certificate in Automation in Field Robotics

##### **Resolution 147/02**

That the Academic Board recommend that Senate approve:

- (1) the proposal from the Faculty of Engineering for the introduction in 2003 of the new course, the Graduate Certificate in Automation in Field Robotics;
- (2) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Engineering, with effect from 1 January 2003, as set out in the report presented; and
- (3) the amendment of the Resolutions of the Senate relating to the above course, with effect from 1 January 2003;

as set out in the report presented.

*Action:* Chair of the Board to recommend that Senate approve the introduction of the Graduate Certificate in Automation in Field Robotics, together with amendments to and adoption of Resolutions of the Senate relating to the course.

(File 2001/3963)

#### (2) Faculty of Health Sciences: Master of Health Science

##### **Resolution 148/02**

That the Academic Board approve the additional mode of delivery for the Master of Health Science, as set out in the report presented.

*Action:* Dean and Faculty Manager of Faculty of Health Sciences to note the Board approved the additional mode of delivery for the Master of Health Science.

(File 003/0032/00004)

### 9.3.5 Submission of treatises containing published work

The Graduate Studies Committee recommended that the Academic Board endorse a policy that provided for a Master's by coursework candidate to submit a treatise containing published work.

The Committee recommended criteria to govern such circumstances including that a whole published paper, or part thereof, could be submitted "in lieu" of a treatise and that it was in the student's and the University's interest to encourage publication during candidature.

The restriction of submitting only a solely authored paper was discussed. It was noted that limiting the submission to a solely authored paper could be too prescriptive as faculties might wish to encourage collaboration among students. The identification of difficulties in assessing a student's contribution to a multi-authored paper were identified, noting that requirement for the person assessing the work to be confident about the student's grasp of the subject.

It was noted that a paper would need to come from a refereed journal but that this did not negate the requirement for assessment. The simple fact of having been published did not guarantee a pass. There was general agreement that an emphasis needed be put on the learning outcomes of the unit of study and the treatise, whether including all or part of a work published during candidature, needed to be assessed against the learning objectives.

The Graduate Studies Committee acknowledged that that the overall situation needed to be monitored and faculties would be asked to report yearly on assessment submitted and assessed in this manner.

#### **Resolution 149/02**

That the Academic Board endorse the policy that:

- (1) faculties may determine whether a treatise as part of a Master's by coursework may be submitted containing all or part of published work;
- (2) faculties who permit submission of a treatise as outlined above are required to determine the acceptability of sole or multi-authored work,
- (3) the published work submitted as all or part of a treatise must come from a refereed publication and is still required to be examined independently; and
- (4) the Graduate Studies Committee will monitor submission of treatises in this manner on an annual basis.

*Action:* Deans of Faculties, Faculty Managers and Faculty Postgraduate Co-ordinators to note the Academic Board policy relating to *Submission of Treatises Containing Published Work*.

*Action:* Chair of Graduate Studies Committee to implement procedures for annual monitoring of the policy *Submission of Treatises Containing Published Work*.

(File P18)

### **9.3.6 Proceedings of the Committee**

#### **Resolution 150/02**

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 3 June 2002, as set out in the report presented.

*Action:* No further action required.

(File 2001/1770)

## 10. Report of the Teaching and Learning Committee

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### 10.1 Oral report of the Chair

The Chair of the Teaching and Learning Committee, Professor J Sachs, noted that there was nothing further to report.

#### **Resolution 151/02**

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

*Action:* No further action required.

### 10.2 Report of the meeting held on 23 May 2002

#### 10.2.1 Receipt of report

##### **Resolution 152/02**

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 23 May 2002.

*Action:* No further action required.

#### 10.2.2 Proceedings of the Committee

##### **Resolution 153/02**

That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 23 May 2002, as set out in the report presented.

*Action:* No further action required.

(File 028/0025/00029)

## 11. Report of the Academic Staffing Committee

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### 11.1 Oral report of the Chair

The Chair of the Academic Staffing Committee, Associate Professor A Reynolds, advised that there was nothing further to report.

#### **Resolution 154/02**

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

*Action:* No further action required.

### 11.2 Report of the meeting held on 22 May 2002

#### 11.2.1 Receipt of report

##### **Resolution 155/02**

That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 22 May 2002.

*Action:* No further action required.

### 11.2.2 Proceedings of the Committee

#### **Resolution 156/02**

That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 22 May 2002, as set out in the report presented.

*Action:* No further action required.

(File 028/0002/00325)

## 12. General Business

### 12.1 Membership of the Academic Board

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

On behalf of members of the Board, the Chair congratulated Associate Professor Dragovich on her election as a Deputy Chair.

#### **Resolution 157/02**

That the Academic Board note that Associate Professor Deirdre Dragovich 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.

*Action:* No further action required.

(File 2001/1973)

### 12.2 Cancellation of the July Academic Board meeting

#### **Resolution 158/02**

That the Academic Board:

- (1) cancel the meeting of the Academic Board scheduled to be held on 10 July 2002; and
  - (2) authorise the Chair of the Academic Board to act on its behalf in respect of any urgent matters that may arise between the Board meetings of 12 June 2002 and 14 August 2002,
- as set out in the report presented.

*Action:* Members of the Academic Board to note the cancellation of the July meeting of the Board.

(File 021/0005/00004, 033/0001/00019)