



Academic Board Minutes

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Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 16 October 2002 in the Professorial Board Room

There were present: the Chair (Professor J Sachs) presiding, the Deputy Chairs (Professor G Gill, Associate Professors D Dragovich, P McCallum, A Reynolds and R T Ross), the Acting Vice-Chancellor and Principal (Professor K J Eltis), Professors S I Benrimoj, R Y Ebied, B Hesketh, H Kendig, J Lawler, G MacAulay, D B Melrose, B Roufogalis and G Sherington, Associate Professors A Fekete, C B Gillies, A F Masters, A Mitchell, P Phibbs and L Tong, Dr A Brew, Mr B Kotic, Ms J Gamble, Ms G Klix, Mrs M McKerchar and Ms G Wong.

Also present: Secretary of the Academic Board (Dr M Edmond for Dr W G Adams).

Present as observers: Professors A Brewer, L Field and P Ramsden.

Present by invitation: Professor R Waterhouse.

In attendance: Miss K Neveldsen.

★ 1. **Apologies**

The Board noted that apologies had been received from: Professors C Adam, C Armour, P Boyce, G Brown (Vice-Chancellor), S Chapman, S Garton, M Jackson, J F Kinnear, K Lester, R McCallum, G T Moore, R Newman, S E Pretty, M Vitale, P Wolnizer and J A Young, Associate Professors B McDonald, G Murray and G Richter, and Drs R Dixon, M O'Loughlin, M Torode and B D Winter.

(File 021/0005/00003)

★ 2. **Arrangement of agenda**

2.1 **Starring of items**

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

No additional items were starred.

2.2 **Adoption of unstarred items**

Resolution 263/02

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

3. Minutes of previous meeting

Resolution 264/02

That the Academic Board adopt the minutes of the previous meeting held on 11 September 2002 as a true record.

(File 2002/309)

4. Business arising from Minutes

There was no business arising from the minutes.

★ 5. Report of the Chair

5.1 Report on Senate matters

5.1.1 Report of the Senate meeting held on 8 October 2002

The Chair advised the Board Fellows of Senate had expressed particular interest in the new Medical Humanities courses, noting that it represented a new model of cross-disciplinary courses.

Resolution 265/02

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 8 October 2002.

Action: No further action required.

5.2 General report

The Chair thanked Associate Professor Russell Ross, Alternative Chair, for chairing the September meeting of the Academic Board.

5.2.1 Committee terms of reference and constitutions

At its meeting of 14 August 2002, the Academic Board noted that, as part of the implementation of the recommendations of the Review of the Academic Board and the Academic Forum, the terms of reference of Board standing committees and their sub-committees were being reviewed.

The Board noted the proposed terms of reference and constitutions of the standing committees and their sub-committees had been considered by the committees and suggested amendments incorporated.

Having considered the terms of reference, the Graduate Studies Committee also proposed an amendment to the Resolutions of the Academic Board relating to *Student appeals against academic decisions* to amend the constitution of the Appeals Committee of the Graduate Studies Committee to include the Dean of Graduate Studies.

The Board was advised that the proposed terms of reference of the Teaching and Learning Committee and its Library Sub-Committee would be referred to the next meeting of the Academic Board for consideration.

It was noted that the recommendations arising out of the Review had been incorporated, including the establishment of the Admissions Sub-Committee, and the inclusion of quality assurance issues in each terms of reference. The Board was also advised that a quorum for each committee had been established and that members of committees would be identified as either ex officio or elected/appointed, reflecting the revised constitution of the Academic Board.

Members applauded the revised terms of reference, noting that there had been consideration of the interaction of committees, including any possible overlap of responsibilities, particularly with regard to the Undergraduate Studies Committee and the Teaching and Learning Committee.

Concern was expressed regarding the name of the *Postgraduate Research Training Sub-Committee* and the implicit acceptance of government terminology. It was noted that there was a need to differentiate the Sub-Committee from the *Research Committee* and that the name of the Sub-Committee could be changed in the future if concerns remained.

Following discussion about the name of the Sub-Committee, the Acting Pro Vice-Chancellor (Research) updated the Academic Board on the University's progress to meeting the government-set quota for postgraduate research students, noting that the University maintained the capacity to enrol more students and that such issues would be considered by the Postgraduate Research Training Sub-Committee in the future.

Resolution 266/02

That the Academic Board:

- (1) note the report of the Chair of the Academic Board relating to committee terms of reference and constitutions, and
- (2) adopt the committee terms of reference and constitutions for the following committees and sub-committees:
 - Undergraduate Studies Committee
 - Admissions Sub-Committee
 - Graduate Studies Committee
 - Postgraduate Coursework Sub-Committee
 - Postgraduate Research Training Sub-Committee
 - PhD Award Sub-Committee
 - Postgraduate Awards Sub-Committee
 - Appeals Committee of the Graduate Studies Committee
 - Research Committee
 - Academic Staffing Committee, and
- (3) amend the Resolutions of the Academic Board: Student appeals against academic decisions to provide for the Dean of Graduate Studies to be a member of the Appeals Committee of the Graduate Studies Committee, as set out in the report presented.

Action: Chair of the Academic Board to advise Senate of the adoption of revised terms of reference and constitutions of the standing committees and sub-committees, and of the amendment of the Resolutions of the Academic Board: *Student appeals against academic decisions*.

Action: Chairs of standing committees and sub-committees to note the adoption of revised terms of reference and constitutions of the standing committees and sub-committees, and note the Chair of the Academic Board will provide advice relating to implementation.

Action: Senate Officer to note the amendment of the Resolutions of the Academic Board: *Student appeals against academic decisions* for Calendar update.

Action: Committee Secretary, Secretariat, to note the amendment of the Resolutions of the Academic Board: *Student appeals against academic decisions* for policy update.

(File 028/0002/00318, 2000/4530, 028/0002/00323, 2001/2269, 2001/2170, 028/0002/00308, 028/0002/00016, 2000/3993, 2002/367, 028/0002/00336, 2002/1282, 2001/5498, 2001/3342)

5.2.2 University of Sydney (Academic Board Membership) Rule 2002

The Academic Board was advised that, at its meeting of 2 September 2002, Senate adopted the *University of Sydney (Academic Board Membership) Rule 2002*.

It was noted that the Rule extended the terms of office of members of the Academic Board until the date the *University of Sydney (Academic Board Amendment) By-law 2002*, currently with the Minister for Education, was enacted.

Members would be advised of the extended terms and the Board was reminded that should vacancies or resignations from the Academic Board occur prior to the proposed By-law being enacted, the vacancies would be filled in accordance with the Rules that were currently in place.

Resolution 267/02

That the Academic Board note the report of the Chair of the Academic Board relating to the *University of Sydney (Academic Board Membership) Rule 2002*, as set out in the report presented.

Action: Members of the Academic Board to note that the Chair of the Academic Board will provide advice relating to extension of terms of office.

(File 2002/4253, 2001/3342)

5.2.3 University of Sydney (Academic Forum Membership) Rule 2002

The Academic Board was advised that, at its meeting of 2 September 2002, Senate adopted the *University of Sydney (Academic Forum Membership) Rule 2002*.

It was noted that the Rule extended the terms of office of members of the Academic Forum until the date the *University of Sydney (Academic Board Amendment) By-law 2002*, currently with the Minister for Education, was enacted. This By-law would disestablish the Academic Forum.

However, the terms of office of some non-professorial members of academic staff on the Academic Forum were due to expire on 30 September 2002 and the term of office of the Chair of the Academic Forum was due to conclude on 24 October 2002.

In light of the imminent disestablishment of the Forum, Senate adopted the recommendation that the terms of office due to conclude in 2002 be extended to the date of the enactment of the *University of Sydney (Academic Board Amendment) By-law 2002* to ensure the continued operation of the Academic Forum until its disestablishment and prevent the necessity of conducting elections for a short membership period.

Members of the Academic Forum had been advised of the extension of terms of office.

Resolution 268/02

That the Academic Board note the report of the Chair of the Academic Board relating to the *University of Sydney (Academic Forum Membership) Rule 2002*, as set out in the report presented.

Action: Members of the Academic Board to note that advice had been provided to members of the Academic Forum regarding extensions of terms of office.

(File 2002/4254, 2001/3342)

★ 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 October 2002**

The Acting Vice-Chancellor, Professor K Eltis, highlighted the following issues arising from the October meeting of Senate:

(1) *Campus 2010*

Senate's preferred option for Campus 2010 included the relocation of the Faculty of Law to the Camperdown Campus, with new buildings to replace the existing Edgeworth David building and Steven Roberts Lecture Theatre; remodelling of the Madsen building and relocation of staff; development of USydCentral around the Wentworth building; possible use of parts of the Wentworth building to house a Science, Engineering and Technology library; and the development of pedestrian friendly main campus.

It was noted that the Campus 2010 Steering Committee would continue and that consideration would be given to the preparation of a brief for a firm to work with the University and managed the project, and a recommendation would, in due course, be made to Senate regarding funding as Campus 2010 would be funded separately to the Capital Development Program.

(2) *Strategic Issues relating to the University*

The Academic Board noted that the November colloquium of Senate would discuss broad issues of campus developments and strategic issues and that Senate had resolved to conduct a two-day retreat in February 2003 to consider general strategic issues in relation to the University.

The Academic Board questioned what role they could play in advising Senate of academic directions and it was agreed that consideration of relevant issues would be included in the next Academic Forum.

The Board agreed to a suggestion that a working party be established to co-ordinate an Academic Board submission to the Senate retreat to provide advice on academic issues.

(3) *Sports Union*

Attention was drawn to the merger of the Sydney University Sports Union and the Sydney University Women's Sports Association and the continuance of the Senate/Sports Liaison Committee as a forum to discuss issues relating to the objectives and strategies of the University in relation to sports.

(4) *New courses*

The Acting Vice-Chancellor encouraged the Board to consider including in the procedures relating to the establishment of new courses, the requirement for consideration to be given to evaluation and rationalisation of existing courses.

(5) *Sesqui celebrations*

The Board noted that the Sesqui celebrations were almost complete. The celebration of the inauguration of the University and the events day had been successful and appreciation was extended to all University staff who participated in the organization and conduct of the various events.

Resolution 269/02

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

Action: Chair of the Academic Board to establish a working party to co-ordinate an Academic Board submission to the Senate retreat to provide advice on academic issues.

Action: Secretary to Academic Board to revise course proposal procedures to include the requirement for consideration to be given to evaluation and rationalisation of existing courses.

6.2 General report

The Acting Vice-Chancellor, Professor K Eltis, reported on the following items of interest to members of the Academic Board:

(1) *Senior Management Forum*

The Board noted that a Senior Management Forum considering strategic issues relating to the University had been held on 14 and 15 October 2002 and many issues arising from the Forum would be further considered by the Vice-Chancellor's Advisory Committee (VCAC).

(2) *Promotions*

The Acting Vice-Chancellor congratulated staff recently promoted, noting his personal satisfaction with the process. The recent review of promotions documentation had improved the process, and feedback from external members of panels had commended the thoroughness of the process and the quality of applicants.

Members accepted the comments from external members of the promotions committees as confirmation of the decision to keep policy relating to promotions within the sphere of the Academic Board.

In general members noted that the criteria for promotion were well articulated and that overseas referees had commented on the clarity of guidelines for completing reports. The Acting Vice-Chancellor noted that the number of staff promoted reflected the calibre of the applicants, reflecting the quality of appointments over time, and the strength of promotions panels in applying the criteria.

It was suggested that a more formal process for ARC grant results to feed into promotions panels was required, and the Acting Pro Vice-Chancellor (Research) agreed to provide a report to the Level E Promotions Committee regarding applications.

(3) *Faculty of Rural Management*

Members were advised that Associate Professor Stephen Crump had been appointed the new Executive Manager, Centre for Regional Education, Orange.

(4) *Research Results*

The Acting Pro Vice-Chancellor (Research) was invited to provide details of the University's performance in recent grant allocations.

Board members noted recent successful results, particularly in the College of Science and Technologies, and the overall outstanding performance in ARC grant allocations.

The Acting Pro Vice-Chancellor (Research) advised that the University led the number of new discovery grant successes with a 10% increase from 2001. Overall the University achieved a 33% success rate, above the national average of 24%. The success rate in the College of Science and Technologies was 38% with the Schools of Chemistry, Geosciences, and the Key Centre for Microscopy and Microanalysis achieving over 50% success on applications.

Overall the University received 14% of the total national ARC funding and within the Group of Eight (Go8) universities was the leader, with the nearest rival ANU which has just entered into ARC rounds.

In previous years the University had been underperforming in linkage grants and concentration on making applications more competitive has seen these successes increase significantly.

The Board noted that the University had also attracted 19 new ARC fellows, with two new professorial fellows in the Faculty of Science.

Grants relating to research infrastructure and major equipment had also enjoyed improvement with the University as lead institution in nine successful bids, demonstrating a serious commitment to fostering an environment in which world-class research can be undertaken.

Congratulations were extended to all successful applicants and fellows and appreciation to all staff involved in the application processes.

(5) *Course Evaluation Questionnaire*

The Pro Vice-Chancellor (Teaching and Learning) was invited to discuss the University's performance in relation to Course Evaluation Questionnaires (CEQs), noting that the successes in research performance had been achieved without compromising standards and the student experience.

The results of the CEQ and the Student Course Experience Questionnaire (SCEQ) were available on the Institute for Teaching and Learning website (<http://www.itl.usyd.edu.au/>).

The results of the CEQ indicate a gradual improvement across the board and the University's standing in comparison to other Go8 universities has risen.

The SECQ results were also available and would soon provide for comparison both nationally and internationally with the universities of Oxford, Melbourne and Queensland, all using the same process. A full report will be provided to the Board through the Teaching and Learning Committee on the University's performance.

Resolution 270/02

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

Action: Acting Pro Vice-Chancellor (Research) to provide a report to the Level E Promotions Committee regarding the outcome of ARC grant applications for applicants for promotion.

(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, reminded members of the Board that the Forum would be disestablished with the enactment of the By-law and used the opportunity to express his appreciation to those people who had been involved in making the Forum successful and supporting him in his role as Chair, both the speakers and presenters, and the administrative staff involved.

The Chair advised members that the Forum had debated standardising credit points as its forum focus and that a bulletin board had been established prior to the meeting to encourage preliminary discussion of the topic amongst staff and students of the university.

It was noted that, in a bid to engage the wider university community, a bulletin board had also been established for the next Forum - *The University of Sydney as an International University: Where are we? Where do we want to be? What must we do to get there?*

<http://bbs.usyd.edu.au/usyd.academicforum.international>.

The Chair also advised members that the Forum had recently invited recipients of honours and distinctions to the meetings to publicly acknowledge their success and commended this activity to the Academic Board for the future.

Resolution 271/02

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

Action: No further action required.

7.2 **Report of the meeting held on 23 September 2002**

7.2.1 **Receipt of report**

Resolution 272/02

That the Academic Board receive and note the report of the Academic Forum meeting held on 23 September 2002.

Action: No further action required.

7.2.2 Forum focus: Standardising Credit Points

Resolution 273/02

That the Academic Board note the Forum Focus of the Academic Forum meeting held on 23 September 2002, as set out in the report presented, and refer the report to the Undergraduate Studies Committee for consideration.

Action: Undergraduate Studies Committee to consider Academic Forum report on Standardising Credit Points.

7.2.3 Proceedings of the Forum

Resolution 274/02

That the Academic Board note the proceedings of the Academic Forum meeting held on 23 September 2002, as set out in the report presented.

Action: No further action required.

(File 028/0039/0002)

8. Reports of Faculties and Boards

8.1 Report of the Faculty of Dentistry

8.1.1 Receipt of report

Resolution 275/02

That the Academic Board receive and note the report of the Faculty of Dentistry.

Action: No further action required.

8.1.2 Semester and vacation dates 2003

Resolution 276/02

That the Academic Board approve the semester and vacation dates for the Faculty of Dentistry, for the year 2003, as set out in the report presented.

Action: Dean and Faculty Manager, Faculty of Dentistry, and Director, Student Centre to note the approved variation to semester and vacation dates 2003 in the Faculty of Dentistry.

(File 036/0006/00002)

8.2 Report of the Faculty of Veterinary Science

8.2.1 Receipt of report

Resolution 277/02

That the Academic Board receive and note the report of the Faculty of Veterinary Science.

Action: No further action required.

8.2.2 Semester and vacation dates 2003

Resolution 278/02

That the Academic Board approve the semester and vacation dates for the Faculty of Veterinary Science, for the year 2003, as set out in the report presented.

Action: Dean and Faculty Manager, Faculty of Veterinary Science, and Director, Student Centre to note the approved variation to semester and vacation dates 2003 in the Faculty of Veterinary Science.

(File 036/0006/00169)

8.3 Report of the Sydney Conservatorium of Music

8.3.1 Receipt of report

Resolution 279/02

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

Action: No further action required.

8.3.2 Semester and vacation dates 2003

Resolution 280/02

That the Academic Board approve the semester and vacation dates for the Sydney Conservatorium of Music, for the year 2003, as set out in the report presented.

Action: Dean and Faculty Manager, Sydney Conservatorium of Music, and Director, Student Centre to note the approved variation to semester and vacation dates 2003 in the Sydney Conservatorium of Music.

(File 036/0006/00204)

8.4 Report of the Board of Studies of Indigenous Studies

8.4.1 Receipt of report

Resolution 281/02

That the Academic Board receive and note the report of the Board of Studies of Indigenous Studies.

Action: No further action required.

8.4.2 Amendment of the Resolutions of the Senate: Constitution of the Board of Studies of Indigenous Studies

Resolution 282/02

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

Action: Chair, Academic Board to recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Board of Studies of Indigenous Studies.

(File 2002/5211)

★ 9. Report of the Undergraduate Studies Committee

9.1 Oral report of the Chair

The Chair of the Undergraduate Studies Committee, Associate Professor P McCallum, drew the attention of the Board to the Academic Board Resolutions: *Admission to Undergraduate Courses*, noting that this consolidated all existing policy and included revision to some special admission schemes. In particular, the Elite Athletes and Performers Scheme and the Faculty of Health Sciences' Rural Entry into Physiotherapy Scheme had both been reviewed and updated, and the final revised version was included in the supplementary agenda, rather than the separate attachment. It was noted that the Resolutions document would be amended and the final approved document available on the University's intranet at: http://db.usyd.edu.au/policy/policy_index.stm

Members noted that the process of review of the Resolutions was ongoing and that a table clearly outlining faculty English language requirements would be appended to the Resolutions.

The Board discussed issues of support for students admitted through special entry schemes and the need to monitor progress of students admitted below the UAI cut-off. Current services offered to support students were discussed and it was agreed that faculties needed to provide explicit advice to students during the enrolment process about aspects of courses that could and could not be modified and those areas where additional support could be provided.

Resolution /02

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

Action: Teaching and Learning Committee to consider support services to students admitted below the UAI cut-off and the process of monitoring progression of these students.

Action: Admission Working Party to append table clearly outlining faculty English language requirements to the Academic Board Resolutions: *Admission to Undergraduate Courses*.

9.2 Report of the meeting held on 17 September 2002

9.2.1 Receipt of report

Resolution 283/02

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 17 September 2002.

Action: No further action required.

9.2.2 Terms of reference and constitution of the Undergraduate Studies Committee and the Admissions Sub-Committee

Resolution 284/02

That the Academic Board note the report of the Undergraduate Studies Committee relating to the terms of reference and constitution of the Undergraduate Studies Committee and the Admissions Sub-Committee, as set out in the report presented.

Action: No further action required.

(File 028/0002/00318, 2000/4530, 2001/3342)

9.2.3 Academic Board Resolutions: Admission to Undergraduate Courses

Resolution 285/02

That the Academic Board:

- (1) rescind all previous Academic Board Resolutions relating to admissions, noting that these have been replaced in their entirety by the consolidated Academic Board Resolutions: Admission to Undergraduate Courses;
- (2) endorse the revised Elite Athletes and Performers Program admission scheme, as set out in the supplementary agenda;
- (3) endorse the Faculty of Health Sciences' Rural Entry into Physiotherapy admission scheme, as set out in the supplementary agenda; and
- (4) adopt the revised Academic Board Resolutions: Admission to Undergraduate Courses, with the amendments set out in the supplementary agenda.

Action: Deans of faculties, faculty managers, Director, Student Centre to note the approval of the Academic Board Resolutions: *Admission to Undergraduate Courses*.

(File 2001/3402)

9.2.4 Proceedings of the Committee

Resolution 286/02

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 17 September 2002, as set out in the report presented.

Action: No further action required.

(File 2001/2124)

10. Report of the Graduate Studies Committee

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10.1 Oral report of the Chair

The Chair of the Graduate Studies Committee, Associate Professor R Ross, drew the attention of the Board to the proposal from the Faculty of Rural Management for the Sustainable Management courses, noting in particular the successful consultation undertaken between faculties regarding the name of the courses, and reminding faculties that such consultation needed to occur prior to proposals being considered by the Committee.

Resolution 287/02

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

Action: Deans and Faculty Managers to note course proposal procedures require consultation between all relevant faculties before referral of proposals to the Graduate Studies Committee.

10.2 Report of the meeting held on 8 October 2002

10.2.1 Receipt of report

Resolution 288/02

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 8 October 2002.

Action: No further action required.

10.2.2 Proposals for new and amended courses

(1) Faculty of Rural Management: Master of Sustainable Management, Graduate Diploma in Sustainable Management and Graduate Certificate in Sustainable Management

Resolution 289/02

That the Academic Board recommend that Senate:

- (1) approve the proposal from the Faculty of Rural Management for the introduction in 2003 of the new courses, Master of Sustainable Management, Graduate Diploma in Sustainable Management and Graduate Certificate in Sustainable Management;
- (2) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Rural Management, with effect from 1 January 2003, and
- (3) the adoption of the Resolutions of the Senate relating to the Master of Sustainable Management, Graduate Diploma in Sustainable Management and Graduate Certificate in Sustainable Management, with effect from 1 January 2003;

as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the introduction of the Master of Sustainable Management, Graduate Diploma in Sustainable Management and Graduate Certificate in Sustainable Management and the adoption of associated Resolutions of the Senate.

(File 2002/4270, 2002/4271, 2002/4272)

(2) **Faculty of Medicine: Master of Science in Medicine (Psychotherapy)**

Resolution 290/02

That the Academic Board recommend that Senate:

- (1) approve the proposal from the Faculty of Medicine for the introduction in 2003 of the new stream, Psychotherapy, for the Master of Science in Medicine; and
- (2) the amendment of the Resolutions of the Senate relating to the Master of Science in Medicine, with effect from 1 January 2003;

as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the introduction of the new stream *Psychotherapy*, for the Master of Science in Medicine and the amendment of associated Resolutions of the Senate.

(File 2000/3847)

(3) **Faculty of Architecture: renamed stream Sustainable Design**

Resolution 291/02

That the Academic Board recommend that Senate approve:

- (1) the proposal from the Faculty of Architecture for the change in subject area from “Energy Conservation” to “Sustainable Design” in the Master of Design Science, Graduate Diploma in Design Science and Graduate Certificate in Design Science;
- (2) the subsequent amendment of the Resolutions of the Senate relating to postgraduate coursework study in the Faculty of Architecture, with effect from 1 January 2003,

as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the renamed stream *Sustainable Design*, for the Master of Design Science, Graduate Diploma in Design Science and Graduate Certificate in Design Science and the amendment of associated Resolutions of the Senate.

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

10.2.3 Amendment of the Resolutions of the Senate

(1) Faculty of Science

(a) Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science

Resolution 292/02

That the Academic Board 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 immediate effect, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate amend the Resolutions of the Senate relating to the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science.

(File 003/0021/00028, 003/0021/00027, 0003/0021/00026)

(b) Master of Quantitative Marine Ecology, Graduate Diploma in Quantitative Marine Ecology and Graduate Certificate in Quantitative Marine Ecology

Resolution 293/02

That the Academic Board recommend that Senate approve the amendment of the Resolutions of the Senate relating to the Master of Quantitative Marine Ecology, Graduate Diploma in Quantitative Marine Ecology and Graduate Certificate in Quantitative Marine Ecology, with immediate effect, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate amend the Resolutions of the Senate relating to the Master of Quantitative Marine Ecology, Graduate Diploma in Quantitative Marine Ecology and Graduate Certificate in Quantitative Marine Ecology.

(File 003/0021/00020, 003/0021/00021, 0003/0021/00022)

10.2.4 Terms of reference of the Graduate Studies Committee and its Sub-Committees

Resolution 294/02

That the Academic Board note the report of the Graduate Studies Committee relating to the terms of reference and constitution of the Graduate Studies Committee, PhD Award Sub-Committee, Postgraduate Coursework Sub-Committee, Postgraduate Research Training Sub-Committee, Postgraduate Awards Sub-Committee and the Appeals Committee of the Graduate Studies Committee, as set out in the report presented.

Action: No further action required.

(File 028/0002/00323, 2001/3342)

10.2.5 Proceedings of the Committee

Resolution 295/02

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 8 October 2002, as set out in the report presented.

Action: No further action required.

(File 2001/1770)

11. Report of the Research Committee

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11.1 Oral report of the Chair

The Chair of the Research Committee, Professor G Gill, advised the Academic Board that the terms of reference of the Sesqui New Staff Support Scheme, and Sesqui Research and Development Grants would be reviewed in 2003 for amendment for the 2004 round. The Chair also informed members that the recent under-enrolment of postgraduate research students was a concern for the Committee and that the situation would be closely monitored by the Committee.

The Acting Vice-Chancellor noted that the University was not currently being penalised regarding its deficient enrolment, however, scrutiny needed to be given to improving all contributing factors.

The Acting Pro Vice-Chancellor (Research) advised members that a Department of Education, Science and Technology (DEST) visit had highlighted the need for the University to undertake more advance planning in relation to the postgraduate load.

Following questions regarding funding, the Acting Pro Vice-Chancellor (Research) reminded the Board that government policy set research income equating to a set number of postgraduate students, therefore requiring analysis at the institution, rather than discipline, level.

It was noted that there was a time delay between increased research income and an increased student cohort, therefore the University needed to be more proactive in the management of student load.

In the face of such concerns the Board was encouraged to note the improvement in the completion rate without a decrease in the quality of graduates, congratulating the faculties on the maintenance of high standards.

Resolution 296/02

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

Action: No further action required.

11.2 Report of the meeting held on 13 August 2002

11.2.1 Receipt of report

Resolution 297/02

That the Academic Board receive and note the report of the Research Committee meeting held on 13 August 2002.

Action: No further action required.

11.2.2 Proceedings of the Committee

Resolution 298/02

That the Academic Board note the proceedings of the Research Committee meeting held on 13 August 2002, as set out in the report presented.

Action: No further action required.

(File 2002/426)

12. Report of the Academic Staffing Committee

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12.1 Oral report of the Chair

The Chair of the Academic Staffing Committee, Associate Professor A Reynolds, had nothing further to add to the written report.

Resolution 299/02

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

Action: No further action required.

12.2 Report of the meeting held on 18 September 2002

12.2.1 Receipt of report

Resolution 300/02

That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 18 September 2002.

Action: No further action required.

12.2.2 Proceedings of the Committee

Resolution 301/02

That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 18 September 2002, as set out in the report presented.

Action: No further action required.

(File 2002/367)

13. General Business

13.1 Report on the Promotion of Academic Staff from Level B to Level C in 2002

On behalf of the Board, the Chair congratulated staff recently promoted, noting that the number of staff promoted attested to both the high standards of staff at the University and the well documented guidelines for the promotion of staff.

Resolution 302/02

That the Academic Board note the report on the promotion of academic staff from Level B to Level C in 2002.

Action: No further action required.

(File 2002/5171)

13.2 Membership of the Academic Board

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

Resolution 303/02

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.

Action: Secretary, Academic Board to write to members to confirm appointment to the Board.

(File 2001/3531, 2001/1122)

13.2.2 Filling of casual vacancies: five professorial members

Resolution 304/02

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

Action: Secretary, Academic Board to write to members to confirm appointment to the Board.

(File 2001/1122, 2001/5495)

13.2.3 Filling of casual vacancies: five heads of departments/schools

Resolution 305/02

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

Action: Secretary, Academic Board to write to members to confirm appointment to the Board.

(File 2001/1122, 2001/5495)

13.3 Appointment of Members of Central Promotion Committee

Resolution 306/02

That the Academic Board note the change to members of the Central Promotion Committee for Level E, Professor, as set out in the report presented.

Action: Secretary, Central Promotion Committee to note the change in membership of the Committee.

(File 028/0002/00332)

The meeting closed at 3.30pm

Signed as a correct record

Chair

Date