



The University of Sydney

Academic Board Minutes

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Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 11 September 2002 in the Professorial Board Room

There were present: the Alternative Chair (Associate Professor R Ross) presiding, the Deputy Chairs (Professor G Gill, Associate Professors D Dragovich, P McCallum and A Reynolds), Professors C Armour, K Eltis, S Garton, B Hesketh, M Jackson, H Kendig, G MacAulay, D B Melrose, R Newman, S E Pretty, R Rose and B Roufogalis, Associate Professors A Fekete, C B Gillies, A F Masters, B McDonald, A Mitchell, L Tong, and N C Weber, Drs M Boughton, A Brew, M O'Loughlin, M Torode and B D Winter, Mr B Kotic, Mr D Kyriacou, Ms J Gamble, Ms P Kamvounias and Mrs M McKerchar.

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

Present as observers: Professors L Field, R Pesman, P Ramsden and J A Young, and Ms K Sexton for Mr J Shipp.

In attendance: Ms O Cornelius.

★ 1. Apologies

The Board noted that apologies had been received from: Professors C Adam, P Boyce, G Brown, L Copeland, R Ebied, J Kinneer, J Lawler, S Leeder, K Lester, K Parton, J Sachs, G Sherington and P Wolnizer, Associate Professors G Murray, P Phibbs, G Richter and S West, Mr R Martinez-Neira and Ms G Klux.

(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: 9.2.3.

2.2 Adoption of unstarred items

Resolution 221/02

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

3. Minutes of previous meeting

Resolution 222/02

That the Academic Board adopt the minutes of the previous meeting held on 14 August 2002 as a true record.

(File 2002/309)

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

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 2 September 2002

Resolution 223/02

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 2 September 2002.

Action: No further action required.

5.2 General report

5.2.1 Update on Working Parties

The Academic Board received an update on the progress of the Working Party on Communication, Implementation and Monitoring of Academic Board Policies. The Board was advised that a consultant had been engaged to provide assistance and advice to the working party in its consideration of strategies for improving communication from the Academic Board, and noted that a qualitative survey had been undertaken and stakeholder interviews were being completed to help determine existing strengths and weaknesses. It was anticipated that a final report would be referred to the Academic Board for consideration at the October meeting.

Resolution 224/02

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

Action: No further action required.

(File 2002/3369)

5.2.2 Academic Board Faculty Review Visits

The Academic Board noted that the Academic Board Faculty Review Visits continued, with over half of the faculty visits completed. Members were reminded that the Final Report and Recommendations of the visits were available on the University's intranet at:

http://www.usyd.edu.au/su/ab/Faculty_Review_Visits/Faculty_Rvw_Visits.html

It was noted that following the completion of the final reviews, the Chair of the Academic Board and the Pro Vice-Chancellor (Teaching and Learning) would prepare an overview of the visits, highlighting particular areas of good practice and areas for improvement.

Resolution 225/02

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.

Action: No further action required.

(File 2002/1376)

5.2.3 Fiduciary Duty of Fellows of Senate

In response to a question from the President of the SRC about the role of the Chair of the Academic Board as a Fellow of Senate, the Registrar, stating that he was not speaking for the Chair but sought to clarify the principle raised, advised the Board of Senate's recent Resolution with regard to the Duty of Fellows. The Resolution was adopted by Senate in June 2002 "to recognise the common law principle that an appointed or elected member of a governing body such as the Senate must act in the best interest of the institution as a whole". The Rule detailed the duty of Fellows as follows:

"A Fellow has a fiduciary duty of loyalty to act in the best interests of the University. This duty is paramount to and in addition to any other duties a Fellow may have, this being consistent with the common law".

The President of the SRC indicated that he intended to refer a Question on Notice on the matter to the next meeting of the Board, and was reminded that the deadline for receipt of agenda items was detailed on the Board's web site.

Resolution 226/02

That the Academic Board note the Registrar's advice concerning the fiduciary duty of Fellows of Senate.

Action: The President, SRC, to note that the deadline for receipt of items for the next agenda is 2 October 2002.

(File 2002/445)

(File 2001/1773)

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

6.1 **Report on Senate matters**

6.1.1 **Report of the special Senate meeting held on 22 August 2002**

Resolution 227/02

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its special meeting held on 22 August 2002.

Action: No further action required.

6.1.2 **Report of the Senate meeting held on 2 September 2002**

Resolution 228/02

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 2 September 2002.

Action: No further action required.

6.2 **General report**

The Vice-Chancellor was not available to provide a report.

(a) *Nelson Review of Higher Education*

In response to a query, Professor K Eltis, Senior Deputy Vice-Chancellor, advised that two submissions from the University to the Nelson review had yet to be finalised. Others already received by VCAC could be circulated to staff by Deans.

(b) *Prestigious Awards*

The Board extended its congratulations to members of academic staff – Professor Marcela Bilek, Dr Joel Mackay and Dr Elizabeth Harry – and to researcher Ben Gu, who had recently received prestigious awards.

Action: No further action required.

(File 2001/1760)

7. **Reports of Faculties and Boards**

7.1 **Report of the Faculty of Medicine**

7.1.1 **Receipt of report**

Resolution 229/02

That the Academic Board receive and note the report of the Faculty of Medicine meeting held on 24 May 2002.

7.1.2 **Semester and vacation dates 2003**

Resolution 230/02

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

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

(File 036/0006/00202)

7.2 Report of the Faculty of Nursing

7.2.1 Receipt of report

Resolution 231/02

That the Academic Board receive and note the report of the Faculty of Nursing meeting held on 19 August 2002.

7.2.2 Semester and vacation dates 2003

Resolution 232/02

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

Action: Dean and Faculty Executive Officer, Faculty of Nursing, and Director, Student Centre to note the Academic Board approved the variation to semester and vacation dates 2003.

(File 036/0006/00203)

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 to the Board's attention the Proceedings of the Committee, as presented in the agenda, and provided additional detail on matters currently under consideration by the Committee.

(a) English Language Skills

In response to a recent request from the Board, the Committee, through its Working Party, had collected information from faculties regarding the provision of courses and other services for the acquisition of English Language Skills. It was anticipated that the Committee would report back to the Board at its next meeting, and, in the meantime, several key issues had been identified, including: the provision of remedial level English language support as distinct from support that would assist in the fulfilment of the University's generic attributes of graduates with regard to communication skills; should these courses/services be worth credit points or should they be funded on some other model; these courses/services would be of assistance to a range of categories of students, in addition to students with an international background.

The Chair advised that when the Committee's report to the Board on this matter was finalised it would include information about English language support available to students in other universities.

- (b) *Non-Standard Teaching Periods and Undergraduate Teaching*
The Board noted issues associated with the proliferation of units of study being taught in non-standard teaching periods, including student equity issues and the impact on administrative activities such as enrolment, assessment and HECS. The Chair was to discuss this matter further with the Registrar.
- (c) *Admissions Working Party Update*
This Working Party was reviewing a consolidated set of Academic Board Resolutions regarding Admissions in order to remove inconsistencies and for clarification.
- (d) *Honours*
The Board noted that the Undergraduate Studies Committee had set up a Working Party to review general adherence to University policy on Honours, as detailed in the University of Sydney (Coursework) Rule 2000 and in Board Resolutions on Assessment and Examination of Coursework. Issues to be considered included the potential for students of this University to be disadvantaged in their access to Australian Postgraduate Awards if honours were too difficult to achieve in comparison to other universities.
- (e) *International English Language Testing Systems (IELTS) Levels*
In response to a query, the Chair advised that minimum IELTS levels required for consideration for admission to other universities were detailed in the UAC Guide; these published levels were generally in the range of 6 – 6.5, similar to those that applied for general entry to this University. As was the case with this University, the IELTS scores required by other universities varied for particular courses.

Resolution 233/02

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 20 August 2002

8.2.1 Receipt of report

Resolution 234/02

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 20 August 2002.

Action: No further action required.

8.2.2 English Language Requirements: Bachelor of Laws

Resolution 235/02

That the Academic Board approve the minimum English language requirements for admission to the Bachelor of Laws as IELTS (or equivalent) minimum overall band score of 7.5 with a minimum score of 7.0 in each of the components, with effect from 1 January 2003, as set out in the report presented.

Action: Dean and Faculty Manager, Faculty of Law, Director, Student Centre, and Manager, International Office to note the

Academic Board approved the revised English language admission requirements to the Bachelor of Laws.

(File 003/0019/00019, 2000/4528, 036/0006/00186,
036/0006/00183)

8.2.3 Reports from the Faculties

(1) Faculty of Agriculture, Food and Natural Resources: Bachelor of Land and Water Science and Bachelor of Resource Economics

Resolution 236/02

That the Academic Board note the amendment of the Resolutions of the Faculty of Agriculture, Food and Natural Resources relating to the Bachelor of Land and Water Science and the Bachelor of Resource Economics, in accordance with the *Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study*, as set out in the report presented.

Action: Dean and Faculty Manager, Faculty of Agriculture, Food and Natural Resources, to note the Academic Board noted the Resolutions of the Faculty and approved faculty requirements relating to the Bachelor of Land and Water Science and Bachelor of Resource Economics.

(File 003/0013/00023, 003/0013/00022)

(2) Faculty of Law: Bachelor of Laws

Resolution 237/02

That the Academic Board note the amendment of the Resolutions of the Faculty of Law relating to the Bachelor of Laws, in accordance with the *Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study*, as set out in the report presented.

Action: Dean and Faculty Manager, Faculty of Law, to note the Academic Board noted the Resolutions of the Faculty and approved faculty requirements relating to the Bachelor of Laws.

(File 003/0019/00019)

(3) Sydney Conservatorium of Music: Bachelor of Music Studies

Resolution 238/02

That the Academic Board note the amendment of the Resolutions of the Sydney Conservatorium of Music relating to the Bachelor of Music Studies, in accordance with the *Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study*, as set out in the report presented.

Action: Dean and Faculty Manager, Sydney Conservatorium of Music, to note the Academic Board noted the Resolutions of the Faculty and approved faculty requirements relating to the Bachelor of Music Studies.

(File 2000/4197)

(4) Faculty of Medicine: Bachelor of Medicine and Bachelor of Surgery

Resolution 239/02

That the Academic Board note the amendment of the Resolutions of the Faculty of Medicine relating to the Bachelor of Medicine and Bachelor of Surgery, in accordance with the *Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study*, as set out in the report presented.

Action: Dean and Faculty Manager, Faculty of Medicine, to note the Academic Board noted the Resolutions of the Faculty and approved faculty requirements relating to the Bachelor of Medicine and Bachelor of Surgery.

(File 003/0020/00040)

8.2.4 Proceedings of the Committee

Resolution 240/02

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 20 August 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

(a) Australian Postgraduate Awards: Transfer Guidelines

The Chair of the Graduate Studies Committee, Associate Professor R Ross drew the Board's attention to the minor change proposed by the Graduate Studies Committee to the policy *Australian Postgraduate Awards: Transfer Guidelines*, as proposed in agenda item 9.2.2. The change was designed to provide for a more positive level of support for a student who wished to transfer an APA from this University where exceptional circumstances applied.

(b) Professional Doctorates in the Faculty of Arts

The Dean of Science had starred for discussion agenda item 9.2.3, which presented a proposal from the Faculty of Arts for the introduction in 2003 of two new courses, the Doctor of Arts and the Doctor Social of Social Sciences. The Dean pointed out that the

Faculty of Science offered a Doctor of Science, which was a higher doctorate, whereas the courses proposed by the Faculty of Arts were not at that level, although the nomenclature appeared to be similar; the Dean asked if that was an issue of concern.

During discussion, the Board noted that the proposed Arts doctorates were professional doctorates; the Faculty already offered a higher doctorate, namely, the Doctor of Letters.

The Dean of Science noted the clarification.

(c) *Course Proposal Procedures*

The Chair of the Graduate Studies Committee took the opportunity to remind faculties that, where a course proposal impacted on any other faculty, then consultation between the faculties should take place and agreement reached before the proposal was referred to the Graduate Studies Committee for consideration. He cited the case of a proposal from the Faculty of Veterinary Science (agenda item 9.2.3(4)) to introduce three new courses in 2003 where consultation between relevant faculties to resolve difficulties about the name of the courses had not taken place in a timely fashion, causing a significant delay in approval for the proposal to proceed to the Board.

The Board noted a suggestion that course names should reflect as accurately as possible the content of the course rather than a particular part of the University.

Resolution 241/02

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.

9.2 Report of the meeting held on 2 September 2002

9.2.1 Receipt of report

Resolution 242/02

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 2 September 2002.

Action: No further action required.

9.2.2 Australian Postgraduate Awards: Transfer Guidelines

Resolution 243/02

That the Academic Board amend the *Australian Postgraduate Awards: Transfer Guidelines*, as set out in the report presented.

Action: Deans of faculties and Chairs of College Ranking Committees to note the amended policy *Australian Postgraduate Awards: Transfer Guidelines*.

(File P21)

9.2.3 Proposals for new and amended courses

(1) Faculty of Arts

(a) Faculty of Arts: Doctor of Arts and Doctor of Social Sciences

Resolution 244/02

That the Academic Board recommend that Senate approve:

- (1) the proposal from the Faculty of Arts for the introduction in 2003 of the two new courses, the Doctor of Arts and the Doctor of Social Sciences;
- (2) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Arts, with effect from 1 January 2003; and
- (3) the adoption of the new Resolutions of the Senate relating to the above courses, 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 Doctor of Arts, and the Doctor of Social Sciences and the adoption of associated Resolutions of the Senate.

(File 2002/3751, 2002/4386)

(b) Master of Media Practice, Graduate Diploma in Media Practice and Graduate Certificate in Media Practice

Resolution 245/02

That the Academic Board recommend that Senate:

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

(File 2002/3745, 2002/3746, 2002/3747)

(c) **Master of Medical Humanities, Graduate Diploma in Medical Humanities and Graduate Certificate in Medical Humanities**

Resolution 246/02

That the Academic Board recommend that Senate:

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

(File 2002/3748, 2002/3749, 2002/3750)

(2) **Faculty of Pharmacy**

(a) **Master of Pharmaceutical Industry, Graduate Diploma in Pharmaceutical Industry and Graduate Certificate in Pharmaceutical Industry**

Resolution 247/02

That the Academic Board recommend that Senate:

- (1) approve the proposal from the Faculty of Pharmacy for the introduction in 2003 of the new courses, Master of Pharmaceutical Industry, Graduate Diploma in Pharmaceutical Industry and Graduate Certificate in Pharmaceutical Industry;

- (2) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Pharmacy, with effect from 1 January 2003, and
 - (3) the adoption of the Resolutions of the Senate relating to the Master of Pharmaceutical Industry, Graduate Diploma in Pharmaceutical Industry and Graduate Certificate in Pharmaceutical Industry, 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 Pharmaceutical Industry, Graduate Diploma in Pharmaceutical Industry and Graduate Certificate in Pharmaceutical Industry and the adoption of associated Resolutions of the Senate.

(File 2002/3742, 2002/3743, 2002/3744)

(b) **Master of Herbal Medicines, Graduate Diploma in Herbal Medicines and Graduate Certificate in Herbal Medicines**

Resolution 248/02

That the Academic Board:

- (1) approve the new full-time mode of study for the Master of Herbal Medicines, Graduate Diploma in Herbal Medicines and Graduate Certificate in Herbal Medicines, with effect from 1 January 2003; and
- (2) recommend that Senate amend the associated Resolutions of the Senate relating to the above courses, with effect from 1 January 2003,

as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve amendments to the Resolutions of the Senate relating to the Master Herbal Medicines, Graduate Diploma in Herbal Medicines and Graduate Certificate in Herbal Medicines.

(File 003/0020/00034, 003/0020/00035, 003/0020/36)

(c) **Master of Pharmacy (Clinical) and Graduate Diploma in Clinical Pharmacy**

Resolution 249/02

That the Academic Board:

- (1) approve the new full-time mode of study for the Master of Pharmacy (Clinical) and the Graduate Diploma in Clinical Pharmacy, with effect from 1 January 2003; and
- (2) recommend that Senate amend the associated Resolutions of the Senate relating to the above courses, with effect from 1 January 2003,

as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve amendments to the Resolutions of the Senate relating to the Master of Pharmacy (Clinical) and Graduate Diploma in Clinical Pharmacy.

(File 003/0020/00026, 003/0020/00033)

(3) **Faculty of Education: Master of Education (Higher Education)**

Resolution 250/02

That the Academic Board recommend that Senate:

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

as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve amendments to the Resolutions of the Senate relating to the Master of Education.

(File 003/0030/00029)

(4) **Faculty of Veterinary Science: Master of Veterinary Public Health Management, Graduate Diploma in Veterinary Public Health Management and Graduate Certificate in Veterinary Public Health Management**

Resolution 251/02

That the Academic Board that Senate:

- (1) approve the proposal from the Faculty of Veterinary Science for the introduction in 2003 of the new courses, Master of Veterinary Public Health Management, Graduate Diploma in Veterinary Public Health Management and Graduate Certificate in Veterinary Public Health Management;

- (2) the amendment of the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Veterinary Science, with effect from 1 January 2003, and
 - (3) the adoption of the Resolutions of the Senate relating to the Master of Veterinary Public Health Management, Graduate Diploma in Veterinary Public Health Management and Graduate Certificate in Veterinary Public Health 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 Veterinary Public Health Management, Graduate Diploma in Veterinary Public Health Management and Graduate Certificate in Veterinary Public Health Management and the adoption of associated Resolutions of the Senate.

(File 2002/4197, 2002/4198, 2002/4199)

9.2.4 Amendment of the Resolutions of the Senate

- (1) **Faculty of Science: Master of Information Technology, Graduate Diploma in Information Technology, Graduate Certificate in Information Technology, Master of Applied Information Technology, Graduate Diploma in Applied Information Technology and Graduate Certificate in Applied Information Technology**

Resolution 252/02

That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Master of Information Technology, Graduate Diploma in Information Technology, Graduate Certificate in Information Technology, Master of Applied Information Technology, Graduate Diploma in Applied Information Technology and Graduate Certificate in Applied Information Technology, with immediate effect, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve amendments to the Resolutions of the Senate relating to the Master of Information Technology, Graduate Diploma in Information Technology, Graduate Certificate in Information Technology, Master of Applied Information Technology, Graduate Diploma in Applied Information Technology and Graduate Certificate in Applied Information Technology.

(File 003/0021/00029, 003/0021/00015, 003/0021/00014, 2000/4363, 2000/4362, 2000/4361)

9.2.5 Proceedings of the Committee

Resolution 253/02

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 2 September 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 Alternative Chair of the Board, Associate Professor R Ross, presented the report of the Teaching and Learning Committee in the absence on leave of the Chair of the Committee, Professor J Sachs.

(a) *Academic Board Faculty Review Visits*

Professor Ross had been asked by the Chair to bring to the Board's attention the report of the Visit to the faculty of Engineering, which had been circulated as a separate enclosure relating to agenda item 10.2.2. He advised that it would be loaded on the Board's web site in the immediate future.

Professor Ross confirmed that the process of Faculty Reviews would culminate in a joint report to the Board from the Chair of the Academic Board and the Pro Vice-Chancellor (Teaching and Learning), Professor P Ramsden. The report would identify areas of best practice and areas for improvement.

Resolution 254/02

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

Action: No further action required.

10.2 Report of the meeting held on 22 August 2002

10.2.1 Receipt of report

Resolution 255/02

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 22 August 2002.

Action: No further action required.

10.2.2 Academic Board Faculty Review Visits: Faculty of Engineering

Resolution 256/02

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

Action: No further action required.

(File 2002/431)

10.2.3 Proceedings of the Committee

Resolution 257/02

That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 22 August 2002, as set out in the report presented.

Action: No further action required.

(File 028/0025/00029)

11. Report of the Research Committee

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11.1 Oral report of the Chair

There was no oral report.

11.2 Report of the meeting held on 16 July 2002

11.2.1 Receipt of report

Resolution 258/02

That the Academic Board receive and note the report of the Research Committee meeting held on 16 July 2002.

Action: No further action required.

11.2.2 Appointment of Alternate Chair

Resolution 259/02

That the Academic Board appoint Professor John Carter as alternate chair to the Research Committee.

Action: Chair and Secretary to Research Committee to note that the Academic Board appointed Professor John Carter as alternate chair of the Research Committee.

11.2.3 Proceedings of the Committee

Resolution 260/02

That the Academic Board note the proceedings of the Research Committee meeting held on 16 July 2002, as set out in the report presented.

Action: No further action required.

(File 2002/426)

12. General Business

12.1 Academic Board Meeting Schedule 2003

Resolution 261/02

That the Academic Board adopt the meeting schedule for the year 2003, as set out in the report presented.

Action: Members of the Academic Board to note the meeting schedule for 2003.

(File 021/0005/00004)

13. Report of the Academic Staffing Committee

13.1 Oral Report of the Chair

The Chair of the Academic Staffing Committee, Associate Professor A Reynolds, drew the Board's attention to the following matters in the tabled Report of the Committee.

(a) *Terms of Reference*

The Committee had reviewed its Terms of Reference in the context of the review of the Academic Board and had agreed to recommend its role be defined as a reference group for the development of staff policy and for the Pro Vice-Chancellor (Employee Relations).

(b) *Review of Academic Promotions Documents*

A Working Party had been established to undertake this review. It was anticipated that minor changes only were to be effected this year, but that, in 2003, more significant changes would be given effect, following appropriate consultation processes.

(c) *Professor A Brewer*

The Committee had thanked Professor Brewer for her contribution to its deliberations during the period when she held the position of Acting Pro Vice-Chancellor (Employee Relations). The Board endorsed the Committee's thanks.

Resolution 262/02

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

Action: No further action required.

(File 2002/367)

The meeting closed at 2.35 pm.

Signed as a correct record

Chair

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