



Academic Board Agenda

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SUPPLEMENTARY AGENDA

for the meeting on Wednesday 13 August 2003

	Pages
★ 1. Apologies Additional apologies have been received from: Professors C Adam, A Brewer, M Fry, I Klineberg, R McCallum and B Roufogalis, Associate Professor G Murray, and Dr B Winter.	
★ 5. Report of the Chair	
5.1 Report on Senate matters	
5.1.2 Report of the Senate meeting held on 4 August 2003	3
<i>Recommendation</i> <i>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 4 August 2003.</i>	
5.3 General report	
5.3.7 Issues for consideration in 2003	3-4
<i>Recommendation</i> <i>That the Academic Board note the report of the Chair of the Academic Board relating to issues for consideration in 2003, as set out in the report presented.</i>	
★ 6. Report of the Vice-Chancellor and Principal	
6.1 Report on Senate matters	
6.1.2 Report of the Senate meeting held on 4 August 2003	5-7
<i>Recommendation</i> <i>That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 4 August 2003.</i>	

13. Report of the Teaching and Learning Committee

13.2 Report of the meeting held on 17 July 2003



13.2.5 Report of the Special Consideration Working Party

8, additional separate attachment

Recommendation

That the Academic Board:

- (1) approve the amendments to Part 5, Special Consideration Due to Serious Illness and Misadventure, of the Academic Board Resolutions: Assessment and Examination of Coursework to apply to all units of study offered from Summer School 2004 and thereafter; and*
- (2) endorse the Application for Special Consideration form; and*
- (3) endorse the retention of special consideration application forms for a minimum period of one year as set out in the report presented.*

AGENDA ITEM 5 Report of the Chair

5.1 Report on Senate matters

5.1.2 Report on the Senate meeting held on 4 August 2003

Senate, at its meeting on 4 August 2003, on the report of the Academic Board:

- (1) amended the University of Sydney (Student Proctorial Panel) Rule 2003 prior to promulgation, as set out in the report presented.
- (2) amended section 78 of the *University of Sydney (Amendment Act) Rule 1999*, as set out in the report presented, to provide for the Chair of the Academic Board to accept for examination, in exceptional circumstances, a Doctor of Philosophy (PhD) thesis submitted by a candidate enrolled for less than the minimum length of candidature.
- (3) approved:
 - (i) the proposal from the Faculties of Arts and Science for the introduction in 2004 of the new stream, the Bachelor of Liberal Studies (Advanced), within the existing Bachelor of Liberal Studies award course,
 - (ii) the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Arts and the Faculty of Science, with effect from 1 January 2004, and
 - (iii) the amendment of the Resolutions of the Senate relating to the Bachelor of Liberal Studies, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2004,as set out in the report presented.
- (4) resolved that the processes for appeals against academic decisions and appeals relating to exclusions and readmissions be reviewed expeditiously with a view to seeing how they could, consistent with fairness and proper process at faculty level, work more effectively and efficiently in terms of time of those sitting on those appeals.

5.3 General report

5.3.7 Issues for consideration in 2003

At its meetings of November and December 2003, the Academic Board discussed and prioritised issues for consideration in 2003. Items discussed were referred to the appropriate standing committees and other issues prioritised to be addressed by the Board. Following is a progress update against the issues agreed to by the Board:

- Review of the Academic Board and the Academic Forum
 - Ongoing implementation issues
 - Establishment of “new” committees
 - Conduct of elections to “new” Academic Board

The implementation of the outcomes of the Review of the Academic Board and the Academic Forum continues and is on track for completion by the end of this year. The By-law amending the structure of the Academic Board was introduced in May making way for the conduct of elections during second semester, for terms of office on the new Academic Board to commence from 1 January 2004.

Transitional provisions to “new” committees of the Academic Board are also underway with a staggered introduction of the new terms of reference and constitutions. These will also be fully operational from 1 January 2004.

- Student appeals policies and processes – review

This has been identified as a priority area. We are currently investigating contracting external personnel to undertake this on our behalf. This is due to the time required, complexity and resources. If external personnel were utilised, normal University procedures for consultation and feedback would be undertaken (e.g. feedback requested from faculties, working party etc).

- Communication, Implementation and Monitoring of Policies
 - Revised Academic Board website: public launch
 - Establishment of policy review process

The launch of the Academic Board website has been delayed, in part due to the introduction of the new University site. Work is being undertaken based on templates provided in the new University style and I am confident this will enhance access to and communication of Academic Board information.

- Quality Assurance
 - Academic Board Faculty Review Visits
 - Alignment of Review Processes
 - Self-audit of Academic Board
 - Induction of Academic Board members

Members will note that this year has been, and will continue to be, an intense year in relation to quality assurance. The Academic Board Faculty Review Visits: Phase Two have commenced, a proposed process for a self-audit of the Academic Board has been developed, and a document outlining the alignment of review processes is currently being developed. This paper will identify the relationship between various reviews i.e reviews of units of study, course reviews, faculty reviews, external accreditation etc.

AGENDA ITEM 6 Report of the Vice-Chancellor and Principal

6.1 Report on Senate matters

6.1.2 Report of the Senate meeting held on 4 August 2003

Senate, at its meeting held on 4 August 2003:

- (1) resolved that the next Senate Colloquium be held on Tuesday 7 October 2003 with the topic of "Governance", noting that a Colloquium would be held on the topic "The Student Experience" as soon as practicable and that a request had been made for a Colloquium on the topic "International policy".
- (2) noted the Vice-Chancellor's announcement that The Hon Nick Greiner AC had resigned as Chairman of the Advisory Council to the Graduate School of Government
- (3) noted an update on legal action launched by the recording industry against the universities of Sydney, Melbourne and Tasmania over possible breaches of copyright by students illegally downloading music.
- (4) approved the membership of the Selection Committee for the position of Deputy Vice-Chancellor in the area of planning and resources as follows:

Ex Officio:

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

Appointed by Senate:

Two nominees of Senate (who may or may not be Fellows of Senate)

- Mr Bohdan Bilinsky
- Mrs Margaret Varady

One additional member of the Academic Board, on the nomination of the Chair of the Board

- Professor Andrew Coats
- Professor Hal Kendig (Reserve)

- (5) noted that the Vice-Chancellor had approved the following recommendations of the Faculty of Engineering with respect to the Deanship of the Faculty:
 - that the appointee hold a full-time position as a Professor in a discipline area within the Faculty and act as Dean, with the appropriate responsibility loading, for a period of five years. At the conclusion of this period, the appointee may be invited to undertake a further specified period as Dean, with a continuation of the appropriate appointment and responsibility loading;
 - that the appointment be advertised both internally and externally; and
 - appointed the following selection committee:

Ex-officio

Vice-Chancellor and Principal (Professor Gavin Brown)

Chair of the Academic Board (Professor Judyth Sachs)

Pro-Vice-Chancellor with supervisory responsibility for the Dean (Professor Beryl Hesketh)

Members appointed by Senate

Three members (plus two reserves) nominated by the Faculty:

- Professor Bryan Haynes
- Professor Assaad Masri
- Professor Branka Vucetic
- Professor Jim Petrie (First Reserve)
- Professor Ron Johnston (Second Reserve)

One member, external to the University, to be nominated by the Vice-Chancellor:

- Professor Paul Greenfield, Deputy Vice-Chancellor (Research), University of Queensland
- Professor Adrian Page, Pro-Vice-Chancellor (Engineering and Built Environment), University of Newcastle (Reserve)

(6) noted that the Vice-Chancellor had approved the following recommendations of the Faculty of Education and Social Work with respect to the Deanship of the Faculty:

- that the appointee hold a full-time position as a Professor in a discipline area within the Faculty and act as Dean, with the appropriate responsibility loading, for a period of five years. At the conclusion of this period, the appointee may be invited to undertake a further specified period as Dean, with a continuation of the appropriate appointment and responsibility loading;
- that the appointment be advertised both internally and externally; and
- appointed the following selection committee:

Ex-officio

Vice-Chancellor and Principal

Chair of the Academic Board or nominee

Pro-Vice-Chancellor with supervisory responsibility for the Dean (Professor June Sinclair)

Members appointed by Senate

Three members (plus two reserves) nominated by the Faculty:

- Ms Lindsey Napier
- Associate Professor Gerard Sullivan
- Associate Professor Len Unsworth
- Professor Peter Goodyear (First Reserve)
- Associate Professor Louise Rowling (Second Reserve)

One member, external to the University, to be nominated by the Vice-Chancellor:

- to be advised

(7) noted the report and resolved to join the Vice-Chancellor in formally recording their deep gratitude to Professor Ken Eltis, Senior Deputy Vice-Chancellor, Professor Geoff Sherington, Acting Deputy Vice-Chancellor, and Professor Judy Raper, Dean of the Faculty of Engineering, for their most significant contributions to the University of Sydney.

(8) noted the report on the University's quality review processes for both academic areas and administrative services.

(9) noted the report that a glossary of acronyms and terminology commonly used within the University was now available.

(10) noted the report and resolved to join the Vice-Chancellor in congratulating the University of Sydney A Team (Alex Croft, Ms Ani Satchithananda and Mr Hamish White) who won the 2003 Australasian Intervarsity Debating Championships held in Kuala Lumpur.

(11) noted the report on the Vice-Chancellor's visit to Lebanon from 8 to 11 July 2003 under the auspices of the Australian Lebanese Foundation.

(12) noted the report on media interest in the July meeting of Senate.

(13) noted the report on international visiting delegations and VIPs to the University in July 2003.

(14) noted the report on new international enrolments for Semester 2, 2003 as at 21 July 2003.

(15) noted the report on planned University events for the remainder of 2003.

(16) noted the Vice-Chancellor's response to questions on the University's Environmental Policy, and that Fellows would be given a report from Facilities Management.

- (17) noted the Vice-Chancellor's response to questions relating to HECS places under the new funding regime envisaged by the Nelson Review.
- (18) noted the report of the Acting Dean of the Faculty of Education and Social Work on English language support for refugees.
- (19) noted the Vice-Chancellor's agreement to include a Fellow of Senate with legal qualifications on the selection committee for the position of General Counsel, with Mr B Bilinsky being that Fellow.
- (20) noted responses to questions about SRC/SUPRA accommodation, possible University use of Victoria Park pool, planned additional floor space for the School of Information Technologies Building, appeals referred to Senate's Student Academic Appeals Committee, academic dress for the degree of Doctor of Philosophy, and signage at campus entrances to recognise indigenous custodianship.
- (21) resolved that Senate asserts its strong belief that the University's equity commitment to provide an additional \$1M in support scholarships for disadvantaged students will be completely undermined if the Australian Government and Parliament do not enact legislative guidelines and regulations which exclude university scholarships from assessment as income for social security payments to students (including without limitation accommodation allowances and other such assistance) [see 6.6 of the Senate Response to the Nelson Review]. The Nelson Review's proposal for 25,000 scholarships will be likewise devalued and spurned if the amount awarded to a student is counted as income.

AGENDA ITEM 13

Report of the Teaching and Learning Committee

13.2 Report of the Teaching and Learning Committee meeting held on 17 July 2003

13.2.5 Report of the Special Consideration Working Party *additional separate attachment*

The Report of the Special Consideration Working Party incorporating the proposed amendments to the Academic Board Resolutions: Assessment and Examination of Coursework was circulated to members as part of the agenda papers.

Based on feedback received since that time, the Chair of the Working Party has agreed to some amendments to what was originally proposed. These amendments are highlighted in the separate attachment to identify what changes have been made.

These changes include:

- (1) amendment of the recommendation for the policy to apply to all units of study offered from Summer School 2004 and thereafter;
- (2) clarification that the policy relates to short-term illness;
- (3) clarification of “relevant Faculty”;
- (4) further clarification of brief illnesses in respect to serious illness or misadventure;
- (5) additional circumstances where special consideration will not be given;
- (6) clarification for special consideration not given for jury service, military service etc; and
- (7) inclusion of the head of department/school (or delegate) as one of the two assessors.

Recommendation

That the Academic Board:

- (1) *approve the amendments to Part 5, Special Consideration Due to Serious Illness and Misadventure, of the Academic Board Resolutions: Assessment and Examination of Coursework to apply to all units of study offered from Summer School 2004 and thereafter; and*
- (2) *endorse the Application for Special Consideration form; and*
- (3) *endorse the retention of special consideration application forms for a minimum period of one year,*
as set out in the report presented.