



Academic Board Minutes

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Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 12 March 2003 in the Professorial Board Room

There were present: the Chair (Professor J Sachs) presiding, the Deputy Chairs (Professor J P Carter, Associate Professors D Dragovich, P McCallum, and R T Ross), the Vice-Chancellor and Principal (Professor G Brown), Professors C Armour, P Boyce, S Chapman, L Copeland, R Y Ebied, K Eltis, S Garton, M Jackson, H Kendig, K Lester, G MacAulay, R McCallum, G T Moore, R Newman, B Reid, G Sherington and R Waterhouse, Associate Professors A Brew, C B Gillies, A F Masters, B McDonald, A Mitchell, G Murray, C Russell, D Taylor and L Tong, Drs R J Dixon, M Torode and B D Winter, Mr M Hall, Ms J Haylen, Mr B Kotic, and Ms G Wong.

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

Present as observers: Professors M Behnia, A Brewer, M Fry, R Pesman and P Ramsden and Ms A Forster and Ms C Sexton.

In attendance: Miss K Neveldsen.

Note: Due to travel delays, the Alternative Chair, Associate Professor Russell Ross, chaired the meeting until the arrival of the Chair at 2.37pm who took over as Chair for the remaining items: Item 5. Report of the Chair, and Item 7. Question time.

★ 1. Apologies

The Board noted that apologies had been received from: Professors C Adam, P Boyce, A J S Coats, J Lawler, D B Melrose, R Rose and P Wolnizer, Associate Professors N Weber, A Fekete, P Jones, N C Weber and S West, Dr M Boughton, Ms J Gamble, Mrs M McKerchar and Mr J Shipp.

★ 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 21/03

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

3. Minutes of previous meeting

Resolution 22/03

That the Academic Board adopt the minutes of the previous meeting held on 12 February 2003 as a true record.

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 3 March 2003

Resolution 23/03

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 March 2003.

Action: No further action required.

5.2 Honours and distinctions

The Board noted and congratulated the recipients of honours and distinctions, as set out in the agenda and supplementary agenda.

Resolution 24/03

That the Academic Board note the report of the Chair of the Academic Board on the honours and distinctions and congratulate the recipients, as set out in the report presented.

Action: Chair of the Academic Board to write to recipients congratulating them on their honours and distinctions.

5.3 General report

5.3.1 Self-audit of the Academic Board

At its February meeting, the Academic Board discussed issues relating to a self-audit of the work of the Board and its committees, and of the effectiveness of the Chair and the Deputy Chairs, particularly in the light of changes being implemented as a result of the Review of the Academic Board and the Academic Forum.

The Chair provided members with a paper, contained in the agenda, prepared by Southern Cross University to identify questions that could be raised during a self-audit and it was agreed that a full proposal would be presented to this meeting of the Board.

The Chair advised members that following discussions with the Deputy Chairs further work was being undertaken on this and it was anticipated that the full proposal would now be referred to the May meeting of the Board.

Resolution 25/03

That the Academic Board note the report of the Chair of the Academic Board relating to self-audit of the Academic Board, as set out in the report presented.

Action: Chair of the Academic Board to present a full proposal for a self-audit of the Academic Board to the May meeting.

5.3.2 Australian and New Zealand School of Government (ANZSOG)

The Chair advised members that the University of Sydney had joined a collaborative venture of five governments (Australia, New Zealand, NSW, Victoria and Queensland) and eight other tertiary education institutions (Melbourne, Monash, ANU, Canberra, UNSW, Queensland, Griffith, and Victoria University of Wellington), to establish the Australia and New Zealand School of Government (ANZSOG).

A proposed Master of Public Administration (MPA) would be ANZSOG's primary offering comprising core subjects provided by ANZSOG and electives offered by the participating universities. Students would be public servants nominated and funded by participating governments, subject to university selection processes and would be awarded the degree from their home university.

The Faculty of Economics and Business had been asked to review the unit of study proposals submitted by ANZSOG and the Chair of the Graduate Studies Committee to review the overall course proposal. Other faculties had also been asked to identify, from existing units of study, possible electives to be offered by this University.

ANZSOG was a partnership of the participating universities and the governments. There were direct and indirect benefits for the University of Sydney. There were direct benefits in ANZSOG students enrolling at Sydney and in taking this University's postgraduate units of study as electives. While some students would choose subjects from the public management area, others would be able to enrol in economics, health policy, environmental law, or other specialist areas. In the first three years of the course, ANZSOG would not admit any local student who was not funded by their government or agency.

Following feedback from the faculties, the proposed units of study and the course proposal would be considered by the Graduate Studies Committee with a recommendation to be referred to the Academic Board and Senate.

Resolution 26/03

That the Academic Board note the report of the Chair of the Academic Board relating to Australia and New Zealand School of Government (ANZSOG), as set out in the report presented.

Action: No further action required.

5.3.3 Review of the Academic Board and the Academic Forum

At the last meeting of the Academic Board, the Registrar advised that a number of minor changes to the proposed By-law, to give effect to the restructured Academic Board, had been worked through with Parliamentary Counsel and that the By-law was to be referred to the Governor. The Academic Board noted that the Minister had approved the By-law and that it was soon to be gazetted.

Resolution 27/03

That the Academic Board note the report of the Chair of the Academic Board relating to the Review of the Academic Board and the Academic Forum, as set out in the report presented.

Action: Chair of the Academic Board to advise members when By-law has been gazetted.

5.3.4 Review of the Academic Board at Deakin University

The Chair advised the Board that she had been invited to participate in a review of the Academic Board at Deakin University with Professor Alan Robson (Deputy Vice-Chancellor, UWA) and Professor Kevin McConkey (President of Academic Board, UNSW).

The Chair advised that the Review had been undertaken with a view to revitalising the work of the Board, reducing the Committees of the Board, and ensuring timely delivery of Review recommendations.

Resolution 28/03

That the Academic Board note the report of the Chair of the Academic Board relating to the Review of the Academic Board at Deakin University, as set out in the report presented.

Action: No further action required.

5.3.5 Academic Board website

Board members noted that a new-look Academic Board website had been developed. Following testing and feedback from various groups, it was being further refined and it was anticipated it would be on-line in April.

Resolution 29/03

That the Academic Board note the report of the Chair of the Academic Board relating to the Academic Board website, as set out in the report presented.

Action: No further action required.

5.3.6 Membership of the Academic Board

The Board expressed its appreciation to Professor John Young, Pro Vice-Chancellor (Health Sciences) for his work with the Board and contributions to the University and wished him well in his retirement, noting that the Chair would write to Professor Young on behalf of the Academic Board.

Resolution 30/03

That the Academic Board thank retiring member, Professor John Young for his contributions to the work of the Board, and the University community.

Action: Chair of the Academic Board to write to Professor John Young expressing the Board's appreciation for his contributions and wishing him well in his retirement.

5.4 Notices of motion

(1) National Day of Action

The President of the SRC had given notice of the following motion:
That the Academic Board endorse the National Day of Action, organised by the National Union of Students, on 10 April 2003 through the cancellation of classes for that day, and that the Academic Board arrange to have this decision communicated via email to all University staff and students.

The Chair informed members that the Academic Board was not empowered to cancel classes and asked the Registrar for further advice.

The Registrar informed the Board that he had discussed University legislation, including the By-law and the Rules relating to the Academic Board, with the President of the SRC. The Registrar advised that the Board, as an advisory body, was not authorised to make the proposed decision and that the conduct and cancellation of classes was a matter for University management.

With the agreement of members, the SRC President amended the motion, seconded by the President of SUPRA, as follows:

That the Academic Board endorse the National Day of Action, organised by the National Union of Students, on 10 April 2003, and recommend to Senate that classes be cancelled from 12 noon on that day, and further, that the Academic Board arrange to have this decision communicated via email to all University staff and students.

The president of the SRC spoke to the motion asking for Academic Board support for the students opposing the proposed Government reforms, noting the increased awareness of students as stakeholders in education and encouraging members to attend the march and rally in support of students.

The President of SUPRA noted that while many of the issues concerning the SRC did not affect postgraduate students, SUPRA supported their actions.

During discussion members expressed the following views:

- it was not the role of the Academic Board to make such a recommendation to Senate;
- cancellation of classes was a matter for the Vice-Chancellor and management;
- a half-day cancellation of classes could unfairly disadvantage some students more than others;
- the consequences of cancelling all classes needed to be considered further; and
- Senate had submitted proposals to the Nelson Review of Higher Education and a response had yet to be received.

Based on the discussion, the President of the SRC and members agreed to amend the motion as follows:

That the Academic Board acknowledge the National Day of Action organised by the National Union of Students, from 12 noon on 10 April 2003, and recommend to all staff that students not be penalised for not attending classes during that time.

Resolution 31/03

That the Academic Board acknowledge the National Day of Action organised by the National Union of Students, from 12 noon on 10 April 2003, and recommend to all staff that students not be penalised for not attending classes during that time.

Action: Chair of the Academic Board to recommend to all staff that students not be penalised for not attending classes during the National Day of Action from 12 noon on 10 April 2003.

(2) Full-fee paying students

The President of the SRC had given notice of the following motion, seconded by the President of SUPRA:

That the Academic Board affirm its opposition to the full-fee system and so advise both the University of Sydney Senate and the Vice-Chancellor and Principal Gavin Brown.

The President of the SRC spoke to the motion noting:

- fees were not normally seen as a matter for Academic Board discussion, but the Board was required to advise Senate on academic matters;
- the Academic Board needed to have an open and honest discussion about the merits of full-fee paying students;
- issues of equity and fairness were paramount and the University needed to be careful not to reinforce divisions based on wealth;
- the University was discriminating on the basis of wealth by allowing students to “buy” places when they had a lower UAI score than other students who might not be able to afford full-fees;
- it was in the University’s best interests to abolish a full-fee paying system and this would send a clear message of the University’s attitude to fees.

The Chair clarified for members that the discussion related to current fees for local undergraduate students.

The Vice-Chancellor spoke against the motion arguing:

- on balance full-fees benefited both the University and students;
- every fee paying student would have been eligible for a government subsidised place in another course and by paying full-fees for the course of their choice enabled another student to take up a HECS place;
- it had been suggested that students gained advantage by paying for their choice of course and this could be compared to private high schools and residential colleges;
- full-fee paying students were in addition to HECS places and fees improved the environment for all students;
- the system currently provided considerable benefits, however there was concern about the requirement to pay full-fees up front;
- it had been argued that allowing full-fee paying students reduced the emphasis on increased government funding;
- the University was awaiting the outcomes of the Nelson Review of Higher Education and the overall package needed to be considered as well as individual components;
- government needed to demonstrate a commitment to investing in public education;

- figures demonstrated that within Australia 90% of HECS debts were less than \$16,000 and 80% were less than \$12,000;
- it appeared that the total student contribution to tertiary education was higher than other countries, however, fees paid by overseas students were included in that figure;
- overall benefits of the system currently exceeded deficiencies; and
- artificially excluding extra places could be viewed as a strange interpretation of equity.

During discussion of the motion, members raised the following points:

- the motion lacked clarity and offered no alternative;
- it was not clear that this was a matter to be considered by the Academic Board as no academic issues had been identified;
- SUPRA supported the motion, particularly due to the flow-on effects of HECS through to PELS and the long term affect on postgraduate students;
- it could be argued that resourcing issues were central academic issues as they impacted on the ability of the University to provide education;
- the maintenance of standards, and the merit and quality of what the University delivered needed to be considered;
- full-fee paying students impacted on class sizes and workloads;
- the reduction in HECS places and increase in full-fee paying places concerned the future of public education;
- full-fee paying students could be admitted with a UAI score up to five points below the UAI cut-off for HECS places and this compared with other methods the University used for addressing access and equity issues such as the Broadway Scheme and Flexible Entry;
- in some cases full-fee paying students transferred to HECS places within 12 months;
- admission to the University needed to be based on academic ability, not the ability to pay and full-fee paying places allowed for students to take places where academically superior but poorer students were unable to pay; and
- full-fee paying students transferring to HECS places had to do so through the UAC admission process thereby proving merit and academic ability.

At the request of two members of the Academic Board, and in accordance with the Rules relating to the Academic Board, the following motion was put to the vote by secret ballot:

That the Academic Board affirm its opposition to the full-fee system and so advise both the University of Sydney Senate and the Vice-Chancellor and Principal Gavin Brown.

The motion was lost with 11 votes for, 22 against, and 1 abstention.

Action: No further action required.

★ 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 March 2003**

In response to a query, the Vice-Chancellor elaborated on developments relating to Campus 2010, confirming that consideration of developments at satellite campuses had also occurred. The Vice-Chancellor reminded members that the University had been considering a presence at Homebush but noted that further consideration had been postponed at this stage. Members were also advised that Senate had discussed in broad terms the merits of concentrating resources or expanding, and further discussions would naturally occur as part of Campus 2010.

Resolution 32/03

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 3 March 2003.

Action: No further action required.

6.2 **General report**

The Vice-Chancellor advised the Board that he had attended a meeting of the Australian Vice-Chancellor's Committee (AVCC) and the Group of Eight (Go8) but there was little to report, particularly regarding the Nelson Review of Higher Education.

The AVCC had received some feedback, and the outcomes of the Review had been referred to the federal Government's Expenditure and Review Committee. It was anticipated that further information would be available in April.

The Vice-Chancellor advised that the AVCC had been happy with the consultation undertaken to date and that there was broad consensus among members on certain elements of the Review.

Resolution 33/03

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

Action: No further action required.

★ 7. **Question time**

Questions to the Vice-Chancellor and Chair of the Academic Board.

The Chair of the Academic Board responded to a query regarding the Academic Board Faculty Review Visits: Phase Two. Members expressed concern about the proposed breadth of the reviews particularly in relation to the "entirety of faculty activity", noting that while it was unlikely to be opposed, it was extremely important for the Board to clearly communicate to staff why the reviews were being undertaken.

The Chair of the Board advised that while the AUQA audit was not driving the reviews, the results would contribute to this and broader quality developments and the reviews should be seen as balancing quality assurance and quality improvement.

Members noted the concern that similar information appeared to be collected for various purposes and that it would be useful to clarify for staff what the information was used for.

The Senior Deputy Vice-Chancellor advised members that the Quality Assurance Co-ordinating Group (QACG), which reported to the Vice-Chancellor's Advisory Committee (VCAC), would be co-ordinating the University's submission to the AUQA audit and ensure that their processes were linked with the Academic Board Faculty Review Visits. In particular the Group was also looking at what information the University held centrally and what faculties would be asked to produce.

The Chair advised members that, as with Phase One of the reviews, it was likely that modifications would be made to the review process, particularly following the first visit to the Conservatorium of Music.

The Vice-Chancellor noted that the University would undergo an AUQA audit in 2004 and expressed concern about unnecessary demands being placed on staff to comply with the audit requirements.

The Senior Deputy Vice-Chancellor noted that the VCAC had received information from the QACG and that he would be happy to discuss quality issues further with faculties.

Following a query raised at the February meeting relating to the possible misuse of University internet resources, the Vice-Chancellor was asked to respond to comments that the investigation had highlighted the disparity in policies between departments and the suggestion from SUPRA that there be University-wide user agreements for access to information technology.

The Vice-Chancellor agreed that central protocols needed to be improved and simplified and that academic input would be required, noting also that all relevant policies were currently being reviewed.

The Academic Board acknowledged the work undertaken by staff in the Research Office in relation to the latest ARC submission and the Chair of the Board agreed to write to the Director on behalf of the Board.

Action: Chair of the Academic Board to write to the Director, Research Office, expressing the Board's appreciation for the work of Research Office staff in the recent ARC submissions.

★ **8. Report of the Deans and Pro Vice-Chancellors (College)**

Members were advised that the Chair and Deputy Chairs had agreed that a presentation from a Dean or Pro Vice-Chancellor at each Board meeting would assist in communicating developments across the University, broadening the knowledge of members, and increasing the participation of the Deans and Pro Vice-Chancellors (College) in Board meetings. The Dean of the Faculty of Health Sciences, Professor Hal Kendig, was thanked for agreeing to give the inaugural presentation.

8.1 Presentation by the Dean of the Faculty of Health Sciences

The Dean of the Faculty of Health Sciences, Professor Hal Kendig, gave a presentation, the slides of which are appended to these minutes.

Resolution 34/03

That the Academic Board note the presentation of the Dean of the Faculty of Health Sciences.

Action: No further action required.

9. Report of the Undergraduate Studies Committee

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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 key aspects of the report, particularly the Use of Exemptions and Waivers on FlexSIS, and Weighted Average Marks and Yearly Average Marks.

Resolution 35/03

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

Action: No further action required.

9.2 Report of the meeting held on 18 February 2003

9.2.1 Receipt of report

Resolution 36/03

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 18 February 2003.

Action: No further action required.

9.2.2 Use of Exemptions and Waivers on FlexSIS

The Undergraduate Studies Committee recommended that the Academic Board clarify the terms “waiver” and “exemption” for consistent use across the University.

The Committee had considered a proposal to clarify the terminology used by faculties and the Student Centre regarding the practice of allowing students to enrol in a unit of study without having either completed a prerequisite unit or enrolled in a corequisite unit. Some faculties referred to this practice as “giving credit”, however this implied that the credit points for the prerequisite or corequisite unit of study would be awarded to the student, and therefore raised the issue of HECS liability for that unit of study. It was proposed that the term “waiver” be used for this practice, and that no credit points would be given for the “waived” unit of study.

The Board was advised that the term “exemption” was commonly used at sub-unit of study level by faculties and departments/schools to describe a situation where a student, enrolled in a unit of study, was permitted to complete it without necessarily doing all of the prescribed components of coursework or assessment.

The Undergraduate Studies Committee noted that the adoption of these definitions would require a recommendation to the Academic Board in due course to endorse a new result code for “waived” units of study.

Resolution 37/03

That the Academic Board:

- (1) adopt the term “waiver”, as currently defined in the *Glossary of terms*, as the descriptor for the procedure whereby a student is enrolled in a unit of study without having either completed a prerequisite unit of study or enrolled contemporaneously in a corequisite unit of study;
 - (2) require all publications, as of 2004, to use only the term “waiver” when referring to this procedure; and
 - (3) adopt the term “exemption” to apply to any decision made at a sub-unit of study level to allow a student to complete a unit of study without also completing all the prescribed components of coursework and/or assessment, and approve the amendment of the term used in the *Glossary of terms* to provide for this,
- as set out in the report presented.

Action: Director of Student Centre to note the adoption of the terms “waiver” and “exemption” and arrange for the *Glossary of terms* to be updated.

Action: Faculty Managers to note the adoption of the terms “waiver” and “exemption” for use from 2004.

9.2.3 Weighted Average Marks (WAM) and Yearly Average Marks (YAM)

The Academic Board considered a recommendation from the Undergraduate Studies Committee to standardise Weighted Average Marks (WAMs) and introduce Yearly Average Marks (YAMs).

The Committee had considered a proposal regarding the calculation of Weighted Average Marks (WAM). The Committee noted that, while the proposal itself was driven by the implementation of FlexSIS, the proposal had implications for how the University awarded Australian Postgraduate Awards (APAs).

It had been proposed that there be two different types of average marks calculated, each being able to be calculated per semester, per year and cumulatively over multiple semesters.

(1) Yearly Average Marks (YAM)

The first type would be a Yearly Average Mark (YAM) calculated using the unit of study credit point value for each Semester and for the year. This mark could also be calculated cumulatively for every currently enrolled student, based on all unit of study completions to the end of the last completed semester, as a cumulative measure of progression.

The Chair of the Committee explained that the ‘marks’ used in the calculation formula would be the actual marks obtained by the student in each unit of study, as recorded on the student’s record, including any marks of less than 50, and that in the case of a failing grade with no mark, the mark would default to 0.

(2) Weighted Average Marks (WAM)

The second type of average mark would be the Weighted Average Mark (WAM) which would use the unit of study credit point value in conjunction with an agreed "weight".

In discussing the issues, the Undergraduate Studies Committee had identified a number of specific issues, including the need for a standard procedure for dealing with failure marks, as current faculty procedures ranged from defaulting to 45, to using an actual mark, to defaulting to 0. The Committee endorsed the suggestion to use an actual mark where available and otherwise defaulting to 0.

The Chair of the Committee also advised the Board that the Committee had noted that a single weighting for each unit of study needed be developed, as the current practice was for the weighting to be determined by the faculty in which the student was enrolled, leading to different faculties applying different weightings to the same unit of study. The Committee had agreed that the weighting be determined by the faculty offering the unit of study in question.

The Committee had also discussed a procedure for dealing with credited units of study (i.e. credit transfers), as yet again, current practice ranged between faculties not including such units of study in WAM calculations, to faculties using a default mark based on the grade achieved.

Consideration had also been given to the procedure for dealing with repeated subjects, and members of the Undergraduate Studies Committee agreed that the marks from all attempts should be included in WAM and YAM calculations. The Committee also expressed general agreement to adopting a proposal regarding the procedure for fail marks, and agreed to exclude Pass/Fail assessed subjects and credit transfer subjects from WAM and YAM calculations.

Resolution 38/03

That the Academic Board:

- (1) adopt the formulae for Yearly Average Marks (YAM) and Weighted Average Marks (WAM);
- (2) endorse the inclusion of the marks from all attempts at a repeated subject in the calculation of YAMs and WAMs;
- (3) endorse the exclusion of the marks from units of study graded as either Pass or Fail from the calculation of YAMs and WAMs;
- (4) endorse the exclusion of the marks from units of study credited by transfer from another institution from the calculation of YAMs and WAMs; and
- (5) endorse the procedure for dealing with fail marks as the use of a specific mark where available with a default mark of 0, with effect from 1 January 2004, as set out in the report presented.

Action: Director of Student Centre and Faculty Managers to note the adoption of the formulae for Yearly Average Marks and Weighted Average Marks with effect from 2004.

9.2.4 Amendment of the Resolutions of Senate

(1) Faculty of Architecture: Bachelor of Architecture, Bachelor of Design, Bachelor of Design Computing

The Board noted that the Undergraduate Studies Committee had endorsed the reformatting of existing Senate and Faculty resolutions for the Bachelor of Architecture, Bachelor of Design, and Bachelor of Design Computing, in accordance with the University of Sydney (Coursework) Rule 2000 (as amended), and approved amendments to the Faculty resolutions relating to its undergraduate degrees.

Resolution 39/03

That the Academic Board:

- (1) recommend that Senate approve the amendment of the Resolutions of Senate relating to the Bachelor of Architecture, Bachelor of Design and Bachelor of Design Computing in the Faculty of Architecture, with effect from 1 January 2003,
- (2) note the Resolutions of the Faculty relating to the Degrees in the Faculty of Architecture, 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, specially designated streams, and award of the degrees,

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 Bachelor of Architecture, Bachelor of Design, and Bachelor of Design Science.

Action: Dean and Faculty Manager, Faculty of Architecture, to note that the Academic Board noted the Resolutions of the Faculty relating to the Bachelor of Architecture, Bachelor of Design, and Bachelor of Design Science, and approved the faculty requirements.

9.2.5 Reports from Faculties

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

The Board noted that the Undergraduate Studies Committee had endorsed amendments to the Faculty Resolutions relating to the Bachelor of Medicine and Bachelor of Surgery in the Faculty of Medicine.

Resolution 40/03

That the Academic Board:

- (1) note the amendment of the Resolutions of the Faculty relating to the Bachelor of Medicine and Bachelor of Surgery offered by the Faculty of Medicine, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2003, and

- (2) approve the amendments to the faculty requirements relating to the honours degree for the Bachelor of Medicine and Bachelor of Surgery offered by the Faculty, with effect from 1 January 2003, as set out in the report presented.

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

9.2.6 Proceedings of the Committee

Resolution 41/03

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 18 February 2003, as set out in the report presented.

Action: No further action required.

10. Report of the Teaching and Learning Committee

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10.1 Oral report of the Chair

In the absence of the Chair of the Teaching and Learning Committee, the Acting Chair asked members to take the report as read.

Resolution 42/03

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

Action: No further action required.

10.2 Report of the meeting held on 13 February 2003

10.2.1 Receipt of report

Resolution 43/03

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 13 February 2003.

Action: No further action required.

10.2.2 Academic Board Faculty Review Visits

(1) Faculty of Architecture

The Board is asked to note that the Committee received and noted the Final Report and Recommendations from the Academic Board visit to the Faculty of Architecture.

Resolution 44/03

That the Academic Board note the Final Report and Recommendations from the Academic Board Visit to the Faculty of Architecture.

Action: No further action required.

(2) Faculty of Health Sciences

The Board is asked to note that the Committee received and noted the Final Report and Recommendations from the Academic Board visit to the Faculty of Health Sciences.

Resolution 45/03

That the Academic Board note the Final Report and Recommendations from the Academic Board Visit to the Faculty of Health Sciences.

Action: No further action required.

(3) Faculty of Law

The Board is asked to note that the Committee received and noted the Final Report and Recommendations from the Academic Board visit to the Faculty of Law.

Resolution 46/03

That the Academic Board note the Final Report and Recommendations from the Academic Board Visit to the Faculty of Law.

Action: No further action required.

(4) Faculty of Pharmacy

The Board is asked to note that the Committee received and noted the Final Report and Recommendations from the Academic Board visit to the Faculty of Pharmacy.

Resolution 47/03

That the Academic Board note the Final Report and Recommendations from the Academic Board Visit to the Faculty of Pharmacy.

Action: No further action required.

10.2.3 Proceedings of the Committee

Resolution 48/03

That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 13 February 2003, as set out in the report presented.

Action: No further action required.

11. General Business

11.1 Appointment of members of the Advisory Committee for the Centre for Continuing Education

In accordance with the Resolutions of the Senate relating to the Centre for Continuing Education, the Academic Board nominated Dr Anne Green and Associate Professor Tony Welch to membership of the Committee and thanked Dr Suzanne Macalister and Associate Professor Tony Masters for their contributions.

Resolution 49/03

That the Academic Board nominate members for appointment to the Advisory Committee for the Centre for Continuing Education for a term of office of one year, as set out in the report presented.

Action: Chair of the Academic Board to advise Senate of the Board's nominees to the Advisory Committee for the Centre for Continuing Education and write to retiring members thanking them for their contribution.

11.2 Cancellation of the April Academic Board meeting

The Academic Board agreed to cancel the April Academic Board meeting in accordance with the provision in the 2003 schedule of Board meetings and authorised the Chair to act on its behalf in respect of any urgent matters that may arise between the Board meetings of 12 March 2003 and 14 May 2003.

Resolution 50/03

That the Academic Board:

- (1) cancel the meeting of the Academic Board scheduled to be held on 16 April 2003; 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 March 2003 and 14 May 2003,
- as set out in the report presented.

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

11.3 Elections to the Academic Board and faculties 2003

(1) Election of staff members 2003

The Board received a schedule of key election dates for the election of staff members to the Board, and for the election of the Chair, noting that the dates complied with required time intervals for different stages of the election process and with requirements relating to a member of staff nominating in more than one category.

Resolution 51/03

That the Academic Board note the key dates for elections of staff members to the Academic Board in 2003, as set out in the report presented.

Action: Members of Academic Board, Deans and Faculty Managers to note the schedule of key dates for staff elections 2003.

(2) Election of student members 2003

The Board received a report detailing existing requirements relating to elections of student members of the Academic Board and student membership of faculties, colleges, and boards of studies.

The Board noted the issues identified with regard to scheduling the elections and resolved to recommend that Senate amend its resolutions relating to the election of students to faculties to provide the same time-frame for these elections as is provided in Rules relating to the Academic Board, noting the associated timeline for elections under the amended provisions.

Resolution 52/03

That the Academic Board:

- (a) recommend that Senate amend Resolutions relating to the election of students to faculties as set out in the report presented; and
- (b) subject to Senate's approval of proposed amendments, note key dates for the election of students to faculties and to the Academic Board, 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 election of students to faculties.

Action: Members of Academic Board, Deans and Faculty Managers to note the schedule of key dates for student elections 2003.

11.4 Report of the Vice-Chancellor and Principal on proctorial matters

Resolution 53/03

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

Action: No further action required.

The meeting closed at 4.00pm