



Academic Board Minutes

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Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 14 May 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 Acting Vice-Chancellor and Principal (Professor K Eltis), Professors C Armour, S I Benrimoj, L Copeland, R Y Ebied, S Garton, J Lawler, R McCallum, D B Melrose, B Reid, B Roufogalis, G Sherington, R Waterhouse and P Wolnizer, Associate Professors A Brew, A Fekete, C B Gillies, A F Masters, G Murray, P Phibbs, C Russell, G Sullivan and D Taylor, L Tong, and S West, Drs M Boughton, R J Dixon and M Torode, Mr M Hall, Mr B Kotic, Ms J Gamble, and Ms G Wong.

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

Present as observers: Professors M Behnia, L Field, M Fry, B Hesketh and P Ramsden, Dr M Edmond and Mr J Shipp.

Present by invitation: Ms M Kemmis.

In attendance: Miss K Neveldsen.

★ 1. **Apologies**

The Board noted that apologies had been received from: the Vice-Chancellor and Principal (Professor G Brown), Professors C Adam, P Boyce, A Coats, M Jackson, H Kendig, K Lester, G MacAulay and R Newman, Associate Professors B McDonald and N C Weber, Drs M McKerchar and B D Winter, and Mr B Kotic.

(File 021/0005/00003)

★ 2. **Arrangement of agenda**

2.1 **Starring of items**

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

The following additional items were starred: 4, 9.2.3, 9.3.4, 9.3.5 and 15.2.

2.2 **Adoption of unstarred items**

Resolution 54/03

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

3. Minutes of previous meeting

Resolution 55/03

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

(File 2002/309)

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

4.1 Self-audit of the Academic Board

In response to a query regarding actions arising from the last meeting of the Academic Board, it was noted that the Chair of the Academic Board had planned to present a full proposal for a self-audit of the Academic Board to this meeting (Resolution 25/03 refers).

The Chair advised members that due to other pressures, work on this had not been completed, however, quality assurance matters still had a high priority and the report was expected at the next meeting.

Resolution 56/03

That the Academic Board note the report of the Chair of the Academic Board relating to the self-audit of the Academic Board.

(File 2003/2787)

★ **5. Report of the Chair**

5.1 Report on Senate matters

5.1.1 Report of the Senate meeting held on 7 April 2003

Resolution 57/03

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 7 April 2003.

Action: No further action required.

5.1.2 Report of the Senate meeting held on 5 May 2003

Resolution 58/03

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 5 May 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.

The Acting Vice-Chancellor (Research) advised members of the Board that when all Federation Fellowship recipients were formally on staff, the University of Sydney would have nine appointments, equal with the Australian National University (ANU).

Members were also advised that another round of Fellowship applications was anticipated in September in the continued bid to attract high-flying academics, particularly those based overseas, to Australian institutions.

The Chair of the Academic Board informed the Board that she wrote to all recipients on behalf of the Board and the responses she had received expressed appreciation for the Board's recognition of honours and distinctions.

Resolution 59/03

That the Academic Board note the report of the Chair of the Academic Board on 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 Australia and New Zealand School of Government (ANZSOG)

At its meeting of March 2003, the Chair of the Academic Board advised members that the University of Sydney had joined a collaborative venture to establish the Australia and New Zealand School of Government (ANZSOG).

The Board noted that a proposed Executive Master of Public Administration (EMPA) would be ANZSOG's primary offering, that the Faculty of Economics and Business had been asked to review the unit of study proposals submitted by ANZSOG, and that the Chair of the Graduate Studies Committee was to review the overall course proposal.

The Board was advised that the Vice-Chancellors and Chairs of Academic Boards at the University of Sydney and University of New South Wales (UNSW) had discussed the ANZSOG proposal and agreed to recommend to the respective Academic Boards and Senates that the universities offer a jointly-badged degree, collaborate on the units of study offered towards the degree, and establish a joint committee of the respective Academic Boards to oversee the course.

The Chair advised members that the UNSW Academic Board had approved the establishment of the joint committee the previous week. It was anticipated that the University of Sydney would be the lead institution and chair the joint committee for the first two years.

Resolution 60/03

That the Academic Board:

- (1) note the report of the Chair of the Academic Board relating to the Australia and New Zealand School of Government (ANZSOG);
- (2) approve the terms of reference and membership of the ANZSOG Joint Committee of the University of Sydney and University of New South Wales Academic Boards;
- (3) recommend that Senate approve in principle a jointly-badged Executive Master of Public Administration to be offered in conjunction with the Australian and New Zealand School of Government

as set out in the report presented.

Action: Chair of the Academic Board to advise the UNSW Academic Board that the Academic Board approved the establishment of the ANZSOG Joint Committee and the terms of reference and constitution of the Joint Committee.

Action: Chair of the Academic Board to recommend that Senate approve in principle the jointly-badged Executive Master of Public Administration with UNSW offered through ANZSOG.

(File 2003/2879)

5.3.2 NSW and the ACT Committee of Chairs of Academic Boards/Senates

The Board noted that the Chair had attended a meeting of the NSW/ACT Committee of Chairs of Academic Boards/Senates in March which had discussed a number of items, including the definition and character of honours years in postgraduate diploma courses, the NSW Council on Environmental Education Environmental Education Plan 2002-2005, University Developed Board [of Studies] Endorsed Courses, and cross-recognition of TAFE and university units of study.

Resolution 61/03

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

Action: No further action required.

(File 2001/5114)

5.3.3 Academic Board of the Australian Graduate School of Management (AGSM)

The Chair of the Academic Board noted that the Academic Board of the Australian Graduate School of Management (AGSM) had met on 5 May 2003 and advised that she had been unable to attend due to the rescheduling of the meeting and a clash with the University of Sydney Senate meeting. The Chair noted that attendance at the Academic Board meetings was important and advised that the issue of timetabling of meetings would be raised with the Chair of the AGSM Academic Board.

Resolution 62/03

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

Action: Chair of the Academic Board to discuss the scheduling of meetings with the Chair of the AGSM Academic Board.

(File 2001/1878)

5.3.4 Elections to the Academic Board and faculties 2003

At its March meeting, the Academic Board noted key dates for elections in 2003. A summary of the dates was included in the agenda as a reminder to members that the elections would commence early in the second semester. The Board noted that election material was currently being prepared and would be circulated to faculties as soon as it was finalised.

The Chair asked Deans and current members of the Board to encourage participation in the elections, particularly as they would establish the membership of the new Academic Board in 2004.

Resolution 63/03

That the Academic Board note the report of the Chair of the Academic Board relating to elections to the Academic Board and Faculties 2003, as set out in the report presented.

Action: Deans and members of the Academic Board to encourage participation in elections.

(File 2003/2985, 2003/2984, 2003/2983, 2003/2982, 2003/2981, 2003/2980, 2002/5812)

5.3.5 Actions taken on behalf of the Academic Board

The Board, at its March 2003 meeting, authorised the Chair of the Board to act on its behalf on any urgent matter which arose following the meeting and which could not await this meeting of the Academic Board. The Chair advised no action on behalf of the Academic Board had been required.

Resolution 64/03

That the Academic Board note the report of the Chair of the Academic Board on actions taken on behalf of the Academic Board since the March 2003 meeting of the Academic Board, as set out in the report presented.

Action: No further action required.

(File 033/0001/00019)

(File 2001/1773)

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

6.1 **Report on Senate matters**

6.1.1 **Report of the Senate meeting held on 7 April 2003**

Resolution 65/03

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 7 April 2003.

Action: No further action required.

6.1.2 **Report of the Senate meeting held on 5 May 2003**

The Acting Vice-Chancellor and Principal, Professor Ken Eltis, spoke to the report of the Senate meeting advising members in particular that Senate was still waiting to receive notification of parliamentary representatives, the establishment of the role of Pro Chancellor was still being investigated, and that almost all of the Darlington campus was now within the boundaries of the City of Sydney which would make dealings with various councils easier.

The Acting Vice-Chancellor also informed members of the June colloquium of Senate on "Aspects of the future of higher education in Australia and the University's role within it". An initial session discussing the outcomes of the Nelson Review of Education contained in the federal budget would be public and members of the Academic Board were invited attend. The Board was also advised that arrangements were being made for wide public discussion.

Resolution 66/03

That the Academic Board note the report of the Acting Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 5 May 2003.

Action: Members of the Academic Board to note the invitation to attend the public session of the June colloquium of Senate.

6.2 **General report**

The Acting Vice-Chancellor raised issues of general interest including:

(1) *Federal budget*

The Acting Vice-Chancellor discussed the federal budget which had been released the night before, indicating highlights to the Board including the proposed changes to HECS, income contingent loans, new funding arrangements relating to profiling, increase in per student funding, linking funding to compliance with industrial reforms and reviews of governance, additional 25,000 new places across the sector, increase in the cap on fee paying students, identification of teaching, nursing and indigenous education as priority areas, and banding of regional campuses for funding purposes.

The full budget was available on the web at:
<http://www.budget.gov.au>

The Board were reminded that the budget still required approval by the Senate of Federal Parliament and that it was likely that some changes would be made. Members noted that there would be a number of discussions required across the University and that Senate would need to make a number of broad policy decisions for implementation by management.

(2) *Employment Bargaining*

The Board was advised that the employers' team continued to meet and engage in some discussions with the unions and it was hoped that negotiations would resume quickly.

(3) *VCAC Forum*

The Acting Vice-Chancellor informed members of the Vice-Chancellor's Advisory Committee forum which had examined issues relating to building a responsive University, including external relationships with the NSW government and the City of Sydney.

Current activities reported on included the Review of Internationalisation and the Enterprise Bargaining round. The Board was also advised that the Australian Universities Quality Agency (AUQA) audit visit would take place in June 2004 and the portfolio was due for submission in March 2004.

(4) *Campus 2010*

Members were advised that the tender process for a management firm had been undertaken and recommendations for appointment were in the approval process.

Resolution 67/03

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

Action: No further action required.

(File 021/0006/00007)

★ 7. **Question time**

The Acting Vice-Chancellor was asked to comment on an incident where a student was required for visa purposes to leave the country part-way through their study because of allegedly incorrect advice provided by the Department of Immigration and Multicultural and Indigenous Affairs (DIMIA).

The Acting Vice-Chancellor advised that the University had no control of DIMIA but that wider policy issues were often addressed by a collective approach through the Australian Vice-Chancellors Committee (AVCC).

The Acting Deputy Vice-Chancellor provided additional advise that the University was currently working through the AVCC with DIMIA regarding changes to visa regulations. The Dean of Graduate Studies added he had acted in relation to the particular incident alluded to as the student was a postgraduate research candidate, and he would continue to work towards a resolution of the individual circumstances.

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

Presentations by the Deans and Pro Vice-Chancellors (College).

8.1 Presentation by the Dean of Graduate Studies

The Dean of Graduate Studies, Professor Masud Behnia, gave a presentation, the slides of which are appended to these minutes.

Resolution 68/03

That the Academic Board note the presentation of the Dean of Graduate Studies.

Action: No further action required.

(File 2003/3980)

★ **9. Report of the Undergraduate Studies Committee**

9.1 Oral report of the Chair

The Chair of the Undergraduate Studies Committee, Associate Professor Peter McCallum, drew the attention of members to the new course proposals contained in the Committee reports and advised members of the establishment of the working party to consider the issue of standardisation of credit points in response to a request from the Academic Board.

Resolution 69/03

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 March 2003

9.2.1 Receipt of report

Resolution 70/03

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

Action: No further action required.

9.2.2 Proposals for new and amended courses

(1) Faculty of Arts: Bachelor of Arts (Media and Communications) (Honours)

On the recommendation of its Undergraduate Studies Committee, the Academic Board resolved to recommend that Senate approve the introduction from 2004 of the new course, the Bachelor of Arts (Media and Communications) (Honours).

Members noted that the proposal provided for the honours stream to offer both the necessary training to undertake postgraduate research and an opportunity for students to gain advanced, professional skills. It was noted that the honours year would offer students the option to complete either a thesis or an internship and project with critical reflection and that this had been structured to meet the Academic Board's requirement that an honours degree have "an identifiable

discipline-specific individual research, scholarly or creative component”.

Resolution 71/03

That the Academic Board:

- (1) recommend that Senate approve:
 - (a) the proposal from the Faculty of Arts for the introduction in 2004 of the new course, the Bachelor of Arts (Media and Communications) (Honours),
 - (b) the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Arts, with effect from 1 January 2004, and
 - (c) the adoption of the new Resolutions of the Senate relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2004, as set out in the report presented; and
- (2) note the Resolutions of the Faculty relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (3) approve the faculty requirements relating to admission, units of study, the honours degree and award of the degree, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the introduction of the new course Bachelor of Arts (Media and Communications) (Honours) and adopt the associated Resolutions of the Senate.

(File 2003/2979)

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9.2.3 Amendment of the Resolutions of Senate

- (1) **Faculty of Health Sciences: Bachelor of Applied Science, Bachelor of Health Science, Bachelor of Health Sciences, Bachelor of Behavioural Health Science, Diploma of Health Science**

This item was withdrawn at the meeting at the request of the Chair of the Undergraduate Studies Committee.

Action: Secretary, Academic Board, to refer Resolutions to Faculty for further consideration.

(File 2003/3389, 2003/3390, 2003/3391, 2003/3392, 2003/3393, 2003/3394, 2003/3397, 2003/3396, 2003/3395, 003/0032/00007, 003/0032/00006, 003/0040/00004, 003/0040/00003, 003/0040/00002, 003/0040/00001, 002/0010/000019, 003/0032/00001, 2001/1050)

9.2.4 Standardisation of Credit Points

The Academic Board noted the report of the Undergraduate Studies Committee relating to the standardisation of credit points, noting in particular that while some faculties were strongly in favour of the proposal of standardisation across all units of study, others were just as strongly opposed to the concept.

It was noted that the Committee had formed a working party to further investigate the issue.

Resolution 72/03

That the Academic Board note the report relating to the Standardisation of Credit Points, as set out in the report presented.

Action: No further action required.

(File 2003/3406)

9.2.5 Proceedings of the Committee

Resolution 73/03

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

Action: No further action required.

9.3 Report of the meeting held on 22 April 2003

9.3.1 Receipt of report

Resolution 74/03

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 22 April 2003.

Action: No further action required.

9.3.2 Proposals for New and Amended Courses

(1) Faculty of Arts/Sydney Conservatorium of Music: Bachelor of Arts/Bachelor of Music Studies

On the recommendation of its Undergraduate Studies Committee, the Academic Board resolved to recommend that Senate approve the introduction from 2004 of the new combined course, the Bachelor of Arts/Bachelor of Music Studies.

Members were advised that the course would replace the previous Bachelor of Arts/Bachelor of Music combined course which was offered by the Faculty of Arts and the Board of Studies in Music, for which the last intake was 2001.

The Board was informed that the proposal was consistent with the overall strategy being developed between the Department of Music in the Faculty of Arts and the Conservatorium of Music to offer complementary courses.

Resolution 75/03

That the Academic Board:

- (1) recommend that Senate approve:
 - (a) the proposal from the Faculty of Arts and the Sydney Conservatorium of Music for the introduction in 2004 of the new combined course, the Bachelor of Arts/Bachelor of Music Studies,
 - (b) the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Sydney Conservatorium of Music, with effect from 1 January 2004, and
 - (c) the adoption of the new Resolutions of the Senate relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2004, as set out in the report presented; and
- (2) note the Resolutions of the Faculty relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (3) approve the faculty requirements relating to admission, units of study, the pass degree, the honours degree and award of the degree as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the introduction of the new course Bachelor of Arts/Bachelor of Music Studies and adopt the associated Resolutions of the Senate.

(File 2002/3992)

9.3.3 Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study

The Academic Board approved the recommendation from the Undergraduate Studies Committee to amend the *Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study* to provide for proposals to conduct a course or unit of study at a different campus to be equivalent to a change in delivery for that course or unit of study, and to require faculties to notify the Academic Board.

Resolution 76/03

That the Academic Board amend the “Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study”, as set out in the report presented.

Action: Secretary, Undergraduate Studies Committee to update *Academic Board Resolutions: Creation, Variation and Deletion of Award Courses and Units of Study*.

(File 2000/4039, 2002/5407)

★ **9.3.4 Weighted Average Marks (WAM) and Yearly Average Marks (YAM)**

At its March meeting, the Academic Board considered a proposal relating to Yearly Average Marks (YAM) and Weighted Average Marks (WAM) and adopted a formulae for YAMs and WAMs, endorsed the inclusion of the marks from all attempts at a repeated subject in the calculation of YAMs and WAMs, endorsed the exclusion of the marks from units of study graded as either Pass or Fail from the calculation of YAMs and WAMs, endorsed the exclusion of the marks from units of study credited by transfer from another institution from the calculation of YAMs and WAMs, and endorsed the procedure for dealing with fail marks as the use of a specific mark where available with a default mark of 0.

The Academic Board was advised that the Undergraduate Studies Committee had further considered implementation issues and recommended that the definitions of WAM and YAM be included in the Glossary and that faculties be asked to review course resolutions to include the definitions and any transitional requirements that may be necessary. Members were reminded that currently enrolled students would have their results calculated using existing formulae.

Resolution 77/03

That the Academic Board:

- (1) approve the amendment of the “Glossary”, with effect from 1 January 2004, to include definitions of Weighted Average Marks (WAM) and Yearly Average Marks (YAM) as follows:
 - (a) Weighted Average Mark: The Weighted Average Mark (WAM) is the average mark in the unit/s of study completed, weighted according to credit point value and level (the value is determined by the faculty which administers each unit of study). The formula for calculating the WAM is $\frac{\sum (\text{mark} * \text{credit_pt_value} * \text{level weight})}{\sum (\text{credit_pt_value} * \text{level weight})}$ (sums over all Units of Study completed in the selected period). In addition, faculties may adopt other average mark formulae for specific progression or entry requirements; and
 - (b) Yearly Average Mark: The Yearly Average Mark (YAM) is the average mark of all units of study attempted in a given academic year (equivalent to the calendar year). The formula for calculating the YAM is $\frac{\sum (\text{mark} * \text{credit_pt_value})}{\sum (\text{credit_pt_value})}$ (sums over all Units of Study completed in the selected period); and
- (2) request faculties to review their faculty resolutions to include the definitions of Weighted Average Marks (WAM) and Yearly Average Marks (YAM) and any transitional requirements as might be deemed necessary.

Action: Director, Student Centre to update glossary to include definitions of WAMs and YAMs.

Action: Secretary, Undergraduate Studies Committee to request faculties to review faculty resolutions in relation to WAMs and YAMs.

(File 2003/3060, 2002/5666)

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9.3.5 Academic Board Resolutions: Admission to Undergraduate Courses

The Academic Board noted that the Admissions Sub-Committee had recommended through the Undergraduate Studies Committee that the *Academic Board Resolutions: Admission to Undergraduate Courses* be amended.

The Board was advised that the process of reviewing the Resolutions was on-going and that further changes were likely to be recommended in the future.

The Board was asked to amend section 3(1) Admission Requirements: General Principles, to ensure consistency with the *University of Sydney (Amendment Act) Rule 1999* as follows:

3. Admission Requirements: General Principles

- 1) Faculties may impose selection criteria in addition to the applicant's secondary and tertiary record from time to time. Such additional criteria must be reported to the Academic Board for noting approval and incorporation into the Board's schedule of approved criteria, and a minimum of eight (8) months notice must be given to prospective students.

Resolution 78/03

That the Academic Board:

- (1) refer requests to recognise other qualifications for admission to the Chair of the Academic Board who will consult with appropriate University staff and units prior to making a recommendation to the Academic Board; and
- (2) amend the "Academic Board Resolutions: Admission to Undergraduate Courses" with effect from 1 January 2004, as set out in the report presented.

Action: Secretary, Undergraduate Studies Committee to update *Academic Board Resolutions: Admission to Undergraduate Courses*.

9.3.6 Proceedings of the Committee

Resolution 79/03

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 22 April 2003, as set out in the report presented.

Action: No further action required.

(File 2003/2131)

★ **10. Report of the Graduate Studies Committee**

10.1 Oral report of the Chair

On behalf of the Chair of the Graduate Studies Committee, Associate Professor Russell Ross, Associate Professor Peter McCallum advised the Board that there no additional items to bring to the attention of the Board

Resolution 80/03

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

Action: No further action required.

10.2 Report of the meeting held on 17 March 2003

10.2.1 Receipt of report

Resolution 81/03

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 17 March 2003.

Action: No further action required.

10.2.2 Resolutions of the Academic Board relating to the examination process for the degree of Doctor of Philosophy

The Academic Board noted that the PhD Award Sub-Committee had recommended through the Graduate Studies Committee that the Resolutions of the Academic Board relating to the examination process for the degree of Doctor of Philosophy be amended to provide for the Sub-Committee to delegate its powers in certain areas to the Chair of the Sub-Committee.

The Board was advised that presently when considering a recommendation from a faculty of revision and re-examination of a thesis, the Chair of the Sub-Committee did not have delegated authority to act for the Sub-Committee and it was recommended that this be changed to provide for the Chair, or in the absence of the Chair to the Chair's nominee, to have the Sub-Committees power under section 4(21) where the faculty recommendation was that the candidate be required to revise and resubmit the thesis for examination and, following the required consultation process, the candidate had agreed with the faculty recommendation.

Resolution 82/03

That the Academic Board amend the Resolutions of the Academic Board relating to the Examination Process for the Degree of Doctor of Philosophy, as set out in the report presented.

Action: Secretary, PhD Award Sub-Committee to amend Resolutions of the Academic Board relating to the Examination Process for the Degree of Doctor of Philosophy.

(File 003/0042/00001)

10.2.3 Academic Board Faculty Review Visits: Phase Two

The Board was advised that, in accordance with the Resolutions of the Academic Board relating to the Examination Process of the Degree of Doctor of Philosophy, faculties provided the PhD Award Sub-Committee with reports of PhDs awarded at the faculty level on a quarterly basis.

The Graduate Studies Committee noted during its consideration of the quarterly reports from its PhD Award Sub-Committee and the annual report of 2002 that the Sub-Committee had discussed the general issue of processing higher degree theses for examination and suggested that the Academic Board consider this as an item for inclusion in the Academic Board Faculty Review Visits: Phase Two.

Resolution 83/03

That the Academic Board include the processing of higher degree theses for examination as an item for inclusion in the Academic Board Faculty Review Visits: Phase Two, as set out in the report presented.

Action: Executive Officer, Quality Assurance to include processing of higher degree theses for examination as an item in the Academic Board Faculty Review Visits: Phase Two.

(File 2003/2730)

10.2.4 Proceedings of the Committee

Resolution 84/03

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 17 March 2003, as set out in the report presented.

(File 2001/1770)

11. Report of the Teaching and Learning Committee

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11.1 Oral report of the Chair

The Chair of the Teaching and Learning Committee, Professor Beth Reid, drew the attention of the Board to the 2002 Annual Report of the Learning Centre. Members were advised that the Committee had expressed some concern regarding resource issues and encouraged management to discuss this in other forums. The Board also noted that the remaining final faculty reports and recommendations from the Academic Board Faculty Review Visits: Phase One were included with the agenda and that Phase Two had commenced with the first visits to the Conservatorium of Music.

In relation to the Learning Centre report, the Acting Deputy Vice-Chancellor advised that he was considering the issues identified and that the growth in demand for services from international students correlated with the overall growth in international students.

The Acting Vice-Chancellor expressed concern that not all faculties would be re-visited during Phase Two and that there was a need for those faculties not being visited to report on progress against the recommendations arising from Phase One.

The Chair of the Academic Board advised that Deans were being asked to submit interim reports where no visit was scheduled to occur prior to the AUQA visit next year. The Chair also noted that the remaining areas from Phase One not yet covered, the Koori Centre and the Institute for Teaching and Learning, were being visited this year.

Resolution 85/03

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

Action: No further action required.

11.2 Report of the meeting held by circulation in March 2003

11.2.1 Receipt of report

Resolution 86/03

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on by circulation in March 2003.

Action: No further action required.

11.2.2 Academic Board Faculty Review Visits

(1) Faculty of Arts

The Board noted that the Committee had received and noted the Final Report and Recommendations from the Academic Board visit to the Faculty of Arts.

Resolution 87/03

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

Action: No further action required.

(File 2002/5818)

(2) Faculty of Medicine

The Board noted that the Committee had received and noted the Final Report and Recommendations from the Academic Board visit to the Faculty of Medicine.

Resolution 88/03

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

Action: No further action required.

(File 2002/5822)

(3) Faculty of Nursing

The Board noted that the Committee had received and noted the Final Report and Recommendations from the Academic Board visit to the Faculty of Nursing.

Resolution 89/03

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

Action: No further action required.

(File 2002/5823)

11.3 Report of the meeting held on 17 April 2003

11.3.1 Receipt of report

Resolution 90/03

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 17 April 2003.

Action: No further action required.

11.3.2 Academic Board Faculty Review Visits

(1) Faculty of Economics and Business

The Board noted that the Committee had received and noted the Final Report and Recommendations from the Academic Board visit to the Faculty of Economics and Business.

Resolution 91/03

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

Action: No further action required.

(File 2002/5819)

11.3.3 Learning Centre Annual Report 2002

The Teaching and Learning Committee recommended that the Academic Board note the Learning Centre Annual Report 2002, in particular issues identified including the increase in central programs, the increase in demand, the activities undertaken in conjunction with faculties, and the involvement in the Sydney Welcome Orientation and Transition (SWOT) program.

Resolution 92/03

That the Academic Board note the report of the Learning Centre Annual Report 2002, as set out in the report presented.

Action: No further action required.

11.3.4 Proceedings of the Committee

Resolution 93/03

That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 17 April 2003, as set out in the report presented.

Action: No further action required.

(File 028/0025/00029)

12. Report of the Research Committee

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12.1 Oral report of the Chair

The Chair of the Research Committee, Professor John Carter, drew the attention of members to the information contained in the reports relating to research grants and advised that applications for three major grants had closed with applications for both NHMRC and Discovery grants increasing but a decrease in Linkage Grant applications which needed to be monitored.

The Acting Pro Vice-Chancellor (Research) commented on the grants process also expressing disappointment in the reduction of Linkage Grant applications. Members were advised that further consideration needed to be given to reasons for the decrease but the close proximity of closing dates of major grants and the two rounds of Linkage Grants could be contributing factors. The Board noted that applications from UNSW had declined but the University of Queensland had maintained their application rate and Sydney had the capacity to improve in this area.

Resolution 85/03

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

Action: No further action required.

12.2 Report of the meeting held on 12 February 2003

12.2.1 Receipt of report

Resolution 95/03

That the Academic Board receive and note the report of the Research Committee meeting held on 12 February 2003.

Action: No further action required.

12.2.2 Proceedings of the Committee

Resolution 96/03

That the Academic Board note the proceedings of the Research Committee meeting held on 12 February 2003, as set out in the report presented.

Action: No further action required.

12.3 Report of the meeting held on 19 March 2003

12.3.1 Receipt of report

Resolution 97/03

That the Academic Board receive and note the report of the Research Committee meeting held on 19 March 2003.

Action: No further action required.

12.3.2 Cessation of PhD Candidature

At the February 2003 meeting of the Academic Board, a query was raised about when PhD candidates ceased to be enrolled, and at what stage the completion of a PhD was counted. The Acting Pro Vice-Chancellor (Research) agreed to seek confirmation about the status of a PhD candidate once a thesis had been submitted for examination and whether enrolment ceased at that point.

It was also agreed to seek confirmation regarding counting of completions in relation to the Research Training Scheme (RTS) which was understood to be when the thesis was submitted for examination. This differed from counting completions in other respects which was normally counted at the time a candidate graduated.

The Research Committee had noted the advice of the Acting Pro Vice-Chancellor (Research) that for the purposes of reporting the University student load to DEST, a student's enrolment automatically ceased on the date they submitted their thesis. However DEST only monitored load at the census dates at the end of March and August so if a student handed in their thesis mid semester, they still contributed to the University's enrolment statistics for that semester. Due to DEST reporting requirements, a student was unable to remain enrolled until they were granted their PhD or Masters (Research). This meant that students were not liable for various fees to cover the examination period.

For some other purposes eg. the award of Sesqui postdoctoral fellowships, the University considered thesis examination must be complete and finalised (i.e. an applicant must have been formally notified by the Dean of the Faculty that the degree had been awarded) before an applicant was considered to have completed.

Members of the Committee noted that external granting agencies for example the ARC, considered the date that the degree was finally conferred as the point at which the degree was complete for the purpose of identifying applicants for postdoctoral fellowships and for determining eligibility for Early Career Status.

Resolution 98/03

That the Academic Board note the report relating to cessation of PhD candidature, as set out in the report presented.

Action: No further action required.

(File 2003/2364)

12.3.3 Proceedings of the Committee

Resolution 99/03

That the Academic Board note the proceedings of the Research Committee meeting held on 19 March 2003, as set out in the report presented.

Action: No further action required.

(File 2002/5122)

★ 13. Report of the Library Committee

13.1 Oral report of the Chair

The Chair of the Library Committee, Associate Professor Deirdre Dragovich, advised the Board that a recommendation for the University Librarian to become an ex officio member of the Research Committee, to strengthen links with research, would be forthcoming. The Board noted that the Committee continued to discuss issues relating to electronic versions of journals and the retention of back-sets, that a process for borrowers to process their own loans was being trialled at the Health Library, and the renovations, repairs and upgrades schedule was discussed.

Resolution 100/03

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

Action: No further action required.

13.2 Report of the meeting held on 24 February 2003

13.2.1 Receipt of report

Resolution 101/03

That the Academic Board receive and note the report of the Library Committee meeting held on 24 February 2003.

Action: No further action required.

13.2.2 Proceedings of the Committee

Resolution 102/03

That the Academic Board note the proceedings of the Library Committee meeting held on 24 February 2003, as set out in the report presented.

Action: No further action required.

(File 2000/3994)

★ 14. Report of the Academic Staffing Committee

14.1 Oral report of the Chair

The Chair of the Academic Staffing Committee, Professor Judyth Sachs, advised the Board that the review and revision of promotions documentation, including consideration of promotion on the basis of teaching, had commenced with a view to implementing changes for the 2005 promotions rounds. Members noted that a discussion paper relating to a possible removal of the level of associate professor and replacement with professor level D and professor level E would be developed for consultation, particularly with the Association of Professors and Deans, and academic staff would be encouraged to comment through faculty discussions.

In clarification, the Board noted that some faculty promotions committees could be combined to improve the time and administration of processes but that this required processes and documentation to be clear across the faculties concerned prior to the promotions process commencing. Members noted that this already occurred in some faculties and one of the positive outcomes was ensuring fairness and equity across the College.

Resolution 103/03

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

Action: No further action required.

14.2 Report of the meeting held on 19 March 2003

14.2.1 Receipt of report

Resolution 104/03

That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 19 March 2003.

Action: No further action required.

14.2.2 Proceedings of the Committee

Resolution 105/03

That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 19 March 2003, as set out in the report presented.

Action: No further action required.

(File 2002/367)

15. General Business

15.1 Discipline of Students – 2002 Annual Report

Chapter 8 of the University of Sydney By-law sets out the procedures for resolving matters of misconduct of students within the University. The Board noted that in 2002, nine matters were pursued under the provisions of the By-law, and received a summary of action taken.

Resolution 106/03

That the Academic Board note the report relating to the Discipline of Students 2002, as set out in the report presented.

Action: No further action required.

(File 041/0015/00207)

★ 15.2 Student Appeals Committee (Exclusions and Readmissions) – 2002 Annual Reports

The Academic Board was reminded that the Chair of the Academic Board chaired the Senate's Student Appeals Committee (Exclusions and Readmission). Members were advised that in 2002, 60 appeals were received with a total of 58 appeals being heard over a period of 6 days.

The Board received a summary report noting the increase in appeals received. The Chair of the Board also advised that in 2003 73 appeals were heard over 10 days and less than half were upheld.

During discussion members expressed concern at the development of a "culture of complaint" which was prevalent in some faculties more than others. Members supported the suggestion from the Chair that a proposal be put to Senate to delegate these matters to the Academic Board and to ensure that the constitution of the Committee ensured academics were making academic decisions.

The Chair advised that another issue of concern was the number of appeals students had made and that faculties needed to be encouraged to ensure that processes were clear and consistent.

Resolution 107/03

That the Academic Board note the report relating to the Student Appeals Committee (Exclusions and Readmissions) 2002, as set out in the report presented.

Action: Chair of the Academic Board to provide the Academic Board with a discussion paper proposing that Senate delegate appeals to the Academic Board.

(File 2002/3333)

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

Resolution 108/03

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

Action: No further action required.

(File 021/0006/00010, 2003/2563)

The meeting closed at 3.45pm.

Signed as a correct record

Chair

Date