



Academic Board Minutes

Academic Board Officer: Sally Paynter

Secretariat, Quadrangle, A14

Phone: 9351 3305; Fax: 9351 3572

E-mail: admin@academicboard.usyd.edu.au

Web site: <http://www.usyd.edu.au/ab>

Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 8 December 2004 in the Professorial Board Room

There were present: the Chair (Professor J Carter) presiding, the Deputy Chair (Associate Professor A F Masters), the Vice-Chancellor and Principal (Professor G Brown), the Chairs of the Standing Committees (Professors C Murphy and B Reid, and Associate Professor R Ross), Professors C Armour, M Behnia, S I Benrimoj, A Brewer, L Copeland, M J Field, M Fry, S Garton, J Hearn, B Hesketh, H Kendig, J Lawler, A Marett, R McCallum, R Newman, B Roufogalis, E Schwarz, J Sachs, J Sinclair, L Tong, J Uther and K Walker Associate Professors F Ahmadi-Esfahani, B Buckley, M Crossley, D Dragovich, R Drynan, W Evans, A Fekete, P Gay, C B Gillies, P McCallum, C Peck, M Prosser, I Ramzan, P Redding, G Sullivan, P Windsor, Drs G Barnes, A Bashford, M Boughton, M Edmond, S Forsyth P Gibbens, M Halliwell, E Innes, C Lennings, A Poulos, J Sait, A Van Schaik and K C Wong, Ms J Mooney and Mrs L Napier.

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

Present as observers: Mr S Barrie, Ms K Fernandez, Ms C Sexton, Ms J Russell, Ms M Kemmis and Ms S Paynter

★ **1. Apologies**

The Board noted that apologies had been received from: Professors E Blakely, D Grant, T Hirst, G Moore, S Nicholas and D Nutbeam, Associate Professors B Sutton, A Rubbo and T Welch, Drs K Bosward, D Collins, R Dixon, J Hughes, M Torode and B Winter, Mr J Shipp and Ms J Toner.

★ **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The following additional items were starred: 13.2.2, 14.2.3, 14.2.4 and 14.2.5 (the starring of item 14.2.5 was later withdrawn).

2.2 Adoption of unstarred items

Resolution 302/04

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

3. Minutes of previous meeting

Resolution 303/04

That the Academic Board adopt the minutes of the previous meeting held on 27 October 2004 as a true record.

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

There was no business arising.

★ **5. Report of the Chair**

5.1 Report on Senate matters

5.1.1 Report of the Senate meeting held on 6 December 2004

Item 5.3.1 refers

Resolution 304/04

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 November 2004.

5.2 Honours and distinctions

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

Resolution 305/04

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 Establishment of a Board of Studies in Rural Management

The Chair reported that at its meeting of 6 December 2004 Senate approved a recommendation from the Vice-Chancellor for:

- establishment of a Board of Studies in Rural Management *with membership to be determined by the Academic Board*, to undertake from 1 January 2005 the functions previously undertaken by the Faculty of Rural Management.
- amendment of the definition of “Dean” and “Faculty” to include the “Chair of the Board of Studies in Rural Management” and “the Board of Studies in Rural Management” in relevant University of Sydney Rules and in the Delegations of Authority (Academic).

Members of the Board were notified of the proposal to establish the Board of Studies in Rural Management by email correspondence on 29 November 2004, and invited to comment on it. The Chair thanked members for the constructive comments that were received and considered, and as a result the following arrangements for the Board of Studies in Rural Management were proposed.

Membership of the Board of Studies in Rural Management shall consist of:

1. Deputy Vice-Chancellor (Academic) (or nominee)
2. Pro-Vice-Chancellor – College of Sciences and Technology (or nominee)
3. Chair, Academic Board (or nominee)
4. The senior academic of Charles Sturt University, who after 1 January 2005 will be responsible for the delivery of current University of Sydney degree programs in Rural Management
5. Dean, Faculty of Agriculture Food and Natural Resources
6. Dean of Graduate Studies
7. University Librarian (or nominee)
8. One academic staff member involved in teaching University of Sydney degree programs in Rural Management at the Orange campus, appointed by the Academic Board on the nomination of the Chair of the Academic Board
9. Up to 2 additional members who may be co-opted with the approval of Academic Board
10. The Board of Studies shall be chaired by PVC – College of Sciences and Technology or, in the absence of the PVC, his or her nominee.

Meetings of the Board of Studies in Rural Management shall be held as required by its Chair and a quorum shall be 3 members, one of whom shall normally be involved in delivery of degree programs in Rural Management. Meetings may be held in person or electronically and business may be conducted by circulation.

The Chair advised that he had received a request for the inclusion of student representatives. The suggestion was not accepted as the Board of Studies would be dealing mostly with issues surrounding student examination and it would be inappropriate for students to take part.

In response to a question raised regarding the legality of Professor Kevin Parton being invited to become a co-opted member of the Academic Board after he ceases to be a staff member of the University of Sydney, the Chair advised that legal advice had been sort on this issue and that it was an appropriate course of action.

Resolution 306/04

That the Academic Board

- (i) endorse the decision by Senate to establish a Board of Studies in Rural Management;
- (ii) approve the membership and meeting arrangements for the Board of Studies in Rural Management, as described above; and
- (iii) invite Professor Kevin Parton to become a co-opted member of the Academic Board from 1 January 2005 for a period of 3 years (in the first instance), on the nomination of the Chair of the Academic Board.

Action: Chair of the Academic Board to write to the new co-opted member of the Academic Board

5.3.2 Review of Student Appeals Provision - Implementation Team Membership

The Chair advised that the membership of the review of student appeals provision implementation team had been finalised and in response to a request from the President of the SRC, Ms Rose Jackson, the composition of the Review of Student Appeals Provision Implementation Team had been revised to include The President of the SRC.

Members noted that the composition of the team would be:

The Chair of the Academic Board
The Acting Pro Vice-Chancellor (Teaching and Learning)
Associate Professor Geoff Barton, Faculty of Engineering
Dr Alison Bashford, Faculty of Arts
Mr Glen Condell, Examinations and Exclusions Office
Ms Rebecca Connell, Student Advisor, Faculty of Economics and Business
Ms Gigi Wong, SUPRA President
Ms Rose Jackson, SRC President

The Implementation Team's terms of reference would be to develop strategies for implementation based on the recommendations from the review of student appeals provision and as recommended by Senate.

It was anticipated that the Implementation Team would meet as necessary over the next 6 months in order to begin the process of amending all relevant legislation and policy.

Resolution 307/04

That the Academic Board note the membership of the Review of Student Appeals Provision Implementation Team, as set out in the report presented.

Action: The Academic Board Officer to arrange meeting dates for the Review of Student Appeals Provision Implementation Team.

5.3.3 Issues for consideration in 2005

The Chair of the Academic Board asked members to consider issues to be addressed by the Academic Board and its committees in 2005.

Suggested areas for focus included:

- Consolidation after Phase two Reviews and the AUQA process
- Implementation of the new Student Appeals Provisions
- Policy Development – Identifying and Assisting Students at Risk
- Policy Development – Further refinement of promotions procedures and development of policy on fast-track promotion

Resolution 308/04

That the Academic Board note the report of the Chair of the Academic Board relating to the issues for consideration in 2005, as set out in the report presented.

Action: No further action required.

5.3.4 Self-Review of the Academic Board

The Chair advised that as part of the Academic Board self-review members had been asked to complete a questionnaire which aimed to gain an understanding of how the Academic Board approached its objectives, identify where improvements could be made and gain a sense of how well the Board is working.

The Chair acknowledged the Self-Review initiative of the previous Chair of the Academic Board, Professor Judyth Sachs and the development of the Self-Review of the Academic Board Questionnaire by former Academic Board Officer Keri Neveldsen.

The Chair also thanked those Board members who completed the questionnaire. The response rate was 37% overall, which in itself indicates the need to raise awareness as to the importance of completing self-review procedures as part of the Quality Assurance process.

The responses were collated and a draft report had been received. The major findings and recommendations are summarised as follows:

- An introduction and orientation session to be held for new and existing Academic Board members;
- Information regarding the role of the Academic Board within the University should also be made more available to students and staff (especially new staff);
- The improvement of meeting procedures and dissemination of Academic Board decisions and policies; and
- That some of the routine business of Academic Board be done by electronic means, leaving more time during board meetings for discussion of policies, strategies and future direction of the University.

The Chair said that he anticipated the implementation of the first recommendation at the start of 2005 as the process of inducting newly elected student members began. It was also suggested that information regarding the Academic Board, its terms of reference, membership and web address be included in the student diary for 2005 and beyond.

Members agreed to discuss the list of recommendations more fully at the February 2005 Academic Board meeting.

Resolution 309/04

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

Action: The Chair of the Academic Board to induct new members of the Academic Board in 2005; the Academic Board Officer to arrange the inclusion of information on the Academic Boards terms of reference, membership and web address in the student diary for 2005 and beyond; Academic Board members to discuss the full list of recommendations at the Academic Board meeting in February 2004.

5.3.5 Student Code of Conduct

The Chair reported that as a result of feedback and consultation with the Academic Board and the office of the General Counsel, the Student Code of Conduct had been revised. The revised document would be circulated prior to the February 2005 Academic Board meeting where it would hopefully be endorsed in time to be implemented into the enrolment process for 2005.

Resolution 310/04

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

Action: The Director, Corporate Services to arrange for the revised Code of Conduct to be circulated for comment.

5.3.6 Resignation of the Chair of Graduate Studies

Members were advised that the Chair of the Graduate Studies Committee, Associate Professor Russell Ross would be stepping down from the position and would commence special study leave from February 2005.

Associate Professor Ross had been Chair of Graduate Studies since 2000 and in the time since then the Graduate Studies Committee had overseen numerous improvements in policy and procedures, including the development of a Registration of Supervisors, Review of Student Appeals Provisions and most recently the development of Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA) proposed new guidelines.

The Chair asked members to join him in thanking Associate Professor Ross for his outstanding work as Chair of Graduate Studies and extending to him best wishes for the future.

The Chair intended to nominate a replacement possibly to be appointed at the Academic Board meeting in February 2005 and would be acting Chair from the date of Associate Professor Ross's departure until this time.

Resolution 311/04

That the Academic Board extend its appreciation to Associate Professor Russell Ross for his contributions as Chair of the Graduate Studies Committee.

Action: The Chair of the Academic Board to write to the Chair of the Graduate Studies Committee to extend the Boards appreciation for his contributions.

5.3.7 Christmas Party

Members of the Academic Board and those who had assisted with the work of the Board and its committees throughout the year were invited to join the Chair and Deputy Chairs for champagne and Christmas cake in the Nicholson Museum, at the close of the Board meeting.

Resolution 312/04

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

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 1 November 2004**

Resolution 313/04

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 1 November 2004.

6.1.2 **Report of the Senate meeting held on 6 December 2004**

The Academic Board noted the report on the University of Sydney's excellent result in the ARC grant round for 2005 and that the University of Sydney was the national leader for the third consecutive year in new NHMRC Program and Project Grant funding. The Academic Board thanked those staff involved including the Director of Research Development, Ms M Robb, the Director of Strategic Development, Dr S Gallagher and the Director and Staff of the Research Office.

Resolution 314/04

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 6 December 2004.

6.2 **General report**

(1) *AUQA Draft report*

The Vice-Chancellor reported that the draft AUQA report had been received for comment and had been discussed as a confidential item at the Senate meeting on 6 December 2004. The Vice-Chancellor provided a brief summary of the draft AUQA report advising that he was pleased with the outcome, with the University receiving commendations on 21 items, affirmation of 8 areas where the University had indicated its planned actions and 10 recommendations to the University, and would provide Senate with a copy of the final report. He expressed frustration that the report complained that the University had not reported to it that forged documentation used by some students enrolling at the University had been the subject of an investigation by ICAC.

(2) *League tables*

The Vice-Chancellor advised that concern had been raised at Senate regarding the University's relatively low ranking in the different international and national league tables. Members noted that the varying results in external national and international surveys and rankings were due to the focus of the surveys being on research productivity as opposed to including the category of the student experience in which the University of Sydney excelled.

The Vice-Chancellor commented that he believed that the University should not twist its policies and procedures to fit the criterion of the

league tables but instead set out to be so far ahead that, whatever ranking was used, the University would be ranked highly.

Resolution 315/04

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

Action: No further action required.

★ 7. **Question time**

The Vice-Chancellor was asked what methodologies would be adopted to improve the University's position in the varying league tables and surveys. He advised that the surveys and league tables did not measure the quality of campus life or the quality of sports programs offered and that the University was the best in Australia in terms of these criteria. The Vice-Chancellor added that the University needed to sharpen its own activities to ensure that we did not unnecessarily disadvantage ourselves. As a bigger and broader University than most other G08 universities it was vital that individuals were reminded how significant their contributions were to the success of the University.

The Vice-Chancellor was asked if he could speak about the University's moral purpose in relation to the league tables. The Vice-Chancellor said that the moral purpose of the University was interpreted differently by different people but that principally the University was dedicated to teaching and research and in a non-religious way, spiritually benefiting society. He commented that the current Federal Government viewed universities as institutions that trained people to be useful but that he wanted the University to also recognise its role in assisting society to focus on the moral desirability of cultural diversity and human spirit.

Resolution 316/04

That the Academic Board note the questions and responses provided.

Action: No further action required.

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

8.1 Presentation by the Dean of the Faculty of Law

Following Professor R McCallum's presentation members were invited to ask questions.

In response to a question about what made the Faculty of Law so good, Professor McCallum advised that the University of Sydney was placed among the top four Law schools in Australia, which included the universities Melbourne New South Wales and Monash. He believed that Sydney was placed within the top two in the country because of its highly commended staff, its good relationship with law professionals and the fact that it attracted the best students. The University of Sydney's Law Faculty teaches International Law as a compulsory subject making it a truly International Law school.

Professor R McCallum's informed Academic Board members that the Faculty of Law had been saddened by the sudden death of Emeritus Professor David Harland.

The Chair thanked Professor McCallum for his excellent presentation and on behalf of the Board expressed his condolences to Emeritus Professor Harland's family and to the Faculty of Law.

Resolution 317/04

That the Academic Board note the presentation of the Dean of the Faculty of Law.

Action: The Chair of the Academic Board to write to Emeritus Professor Harland's family and to the Faculty of Law to express the Academic Board's condolences.

9. Reports of Faculties and Boards

9.1 Report of the Faculty of Medicine

9.1.1 Receipt of report

Resolution 318/04

That the Academic Board receive and note the report of the Faculty of Medicine's meeting held on 28 October 2004.

9.1.2 Semester and vacation dates 2005

Resolution 319/04

That the Academic Board approve the semester and vacation dates for the Faculty of Medicine for the year 2005, as set out in the report presented.

Action: No further action required.

10. Report of the ANZSOG Joint Committee of the Academic Boards of the University of Sydney and the University of New South Wales

★

10.1 Oral report of the Chair

The Chair of the ANZSOG Joint Committee of the Academic Boards of the University of Sydney and the University of New South Wales, Professor J Carter advised that he had nothing to add to the report.

Resolution 320/04

That the Academic Board note the report of the Chair of the ANZSOG Joint Committee of the Academic Boards of the University of Sydney and the University of New South Wales.

10.2 Report of the meeting held on 1 November 2004

10.2.1 Receipt of report

Resolution 321/04

That the Academic Board receive and note the report of the ANZSOG Joint Committee meeting held on 1 November 2004.

10.2.2 Proceedings of the Committee

Resolution 322/04

That the Academic Board note the proceedings of the ANZSOG Joint Committee meeting held on 1 November 2004, as set out in the report presented.

Action: No further action required.

- ★ **11. Report of the Undergraduate Studies Committee**
- 11.1 Oral report of the Chair**
The Chair of the Undergraduate Committee, Associate Professor A Masters, reported on item 11.2.3.
- Resolution 323/04**
That the Academic Board note the report of the Chair of the Undergraduate Studies Committee.
- 11.2 Report of the meeting held on 16 November 2004**
- 11.2.1 Receipt of report**
- Resolution 324/04**
That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 16 November 2004.
- 11.2.2 Reports from Faculties**
- (1) Faculty of Economics and Business**
- Resolution 325/04**
That the Academic Board note the amendments to Section 2 of the Faculty Resolutions of the Faculty of Economics and Business.
- Action:* Dean and Faculty Manager, Faculty of Economics and Business; and Director, Student Centre to note the Academic Board approval of amendments to Section 2 of the Faculty Resolutions of the Faculty of Economics and Business.
- (2) Faculty of Law**
- Resolution 326/04**
That the Academic Board note the amendments to Section 2 of the Faculty Resolutions of the Faculty of Law.
- Action:* Dean and Faculty Manager, Faculty of Law; and Director, Student Centre to note the Academic Board approval of amendments to Section 2 of the Faculty Resolutions of the Faculty of Law.
- 11.2.3 Award with Honours – Annual Report 2002-2003**
Associate Professor Masters advised that at its meeting of 27 October 2004, the Academic Board received the first annual report on honours degrees awarded in 2002 and 2003 and it was noted that the report contained no information on the percentages of the classes of honours awarded and it was agreed that the report would be referred back to the Undergraduate Studies Committee.
- Associate Professor Masters highlighted the revised report which included percentages and reported that the Undergraduate Studies Committee was seeking the Board's advice on the data to be included in future reports, in particular whether or not more detail was required regarding the type of cohort represented by each faculty's data. He asked Deans to bring this issue to the attention of their

faculties and to report any feedback to the Undergraduate Studies Committee secretary directly.

Resolution 327/04

That the Academic Board note the annual report on awards with honours for 2002-2003.

Action: Dean to ask faculties for feedback on data reported in the annual report on awards with honours for 2002-2003.

11.2.4 Standardisation of Credit Points for Units of Study – Faculty Reports

Resolution 328/04

That the Academic Board note the reports from faculties regarding the standardisation of credit points for units of study.

Action: No further action required.

11.2.5 Proceedings of the Committee

Associate Professor Masters reported that the Undergraduate Studies Committee had agreed that information regarding the transition to standardisation should be uniform and consistent across faculties and that a proforma information sheet would be drafted for the use of faculties.

Resolution 329/04

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 16 November 2004 as set out in the report presented.

Action: No further action required.

12. Report of the Graduate Studies Committee

★

12.1 Oral report of the Chair

The Chair of the Graduate Studies Committee, Associate Professor R Ross, thanked the Academic Board for its best wishes and said that he had appreciated his experience as Chair of the Graduate Studies Committee and was proud of the work that the Committee had achieved.

Resolution 330/04

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

12.2 Report of the meeting held on 15 November 2004

12.2.1 Receipt of report

Resolution 331/04

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 15 November

12.2.2 Proposals for new and amended courses

12.2.2.1 Faculty of Architecture: Master of Architecture (Architectural and Urban Design); Master of Urban Design (Urban Design and Planning); Master of Design Science

Resolution 332/04

That the Academic Board:

- (1) recommend that Senate:
 - (a) approve the introduction of the new courses, Master of Architecture (Architectural and Urban Design), Master of Urban Design (Urban Design Planning) and Master of Design Science;
 - (b) amend the Resolutions of the Senate relating to Degrees, Diplomas and Certificates in the Faculty of Architecture; and
 - (c) adopt the Resolutions of the Senate relating to the Master of Architecture (Architectural and Urban Design), Master of Urban Design (Urban Design Planning) and Master of Design Science, made pursuant to the University of Sydney (Coursework) Rule 2000, as amended;
- (2) note the Resolutions of the Faculty relating to the above courses, made pursuant to the University of Sydney (Coursework) Rule 2000, as amended; and
- (3) approve the faculty requirements relating to admission; units of study; and the award of the award course,

with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the new course Master of Architecture (Architectural and Urban Design); Master of Urban Design (Urban Design and Planning); Master of Design Science and associated Resolutions of the Senate. Dean and Faculty Manager, Faculty of Architecture; and Director, Student Centre to note the Academic Board approval of the Faculty requirements relating to the Master of Architecture (Architectural and Urban Design); Master of Urban Design (Urban Design and Planning); Master of Design Science.

12.2.2.2 Faculty of Economics and Business: Master of Economics (Social Sciences) in Australian Political Economy, Graduate Diploma in Economics (Social Sciences) in Australian Political Economy, Graduate Certificate in Economics (Social Sciences) in Australian Political Economy, Master of Human Resource Management and Coaching, Graduate Diploma in Human Resource Management and Coaching, Graduate Certificate in Human Resource Management and Coaching, Master of International Relations and Human Resource Management, Graduate Diploma in International

Relations and Human Resource Management, Graduate Certificate in International Relations and Human Resource Management, Master of International Business, Graduate Diploma in International Business, Graduate Certificate in International Business, Master of International Business Law, Master of Logistics Management, Graduate Diploma in Logistics Management, Graduate Certificate in Logistics Management, Graduate Certificate in Marketing, Master of Public Policy, Graduate Diploma in Public Policy, Graduate Certificate in Public Policy, Master of Transport Management, Graduate Diploma in Transport Management, Graduate Certificate in Transport Management, Master of Commerce and Master of Transport Management, Master of Commerce and Master of Logistics Management, Master of International Business and Master of Commerce, Master of International Business and Master of Logistics Management, Master of International Business and Master of Transport Management, Master of Transport Management and Master of Logistics Management

Resolution 333/04

That the Academic Board:

- (1) recommend that Senate approve
 - (i) the rescission of the Resolutions of Senate relating to the Master's degrees, Graduate Diploma and Graduate Certificates in the Faculty of Economics and Business;
 - (ii) the adoption of the Resolutions of Senate relating to Master's degrees, Graduate Diploma and Graduate Certificates in the Faculty of Economics and Businesswith effect from 1 January 2005;
- (2) note the Resolutions of the Faculty relating to Master's degrees, Graduate Diploma and Graduate Certificates, 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 and award of the degree

as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the rescission of the Resolutions of Senate relating to the Master's degrees, Graduate Diploma and Graduate Certificates in the Faculty of Economics and Business and the adoption of the Resolutions of Senate relating to Master's degrees, Graduate Diploma and Graduate Certificates in the Faculty of Economics and Business. Dean and Faculty Manager, Faculty of Economics and Business; and Director, Student Centre to note the Academic Board approval of the Resolutions of the Faculty relating to Master's degrees, Graduate Diploma and Graduate Certificates and faculty

requirements relating to admission, units of study, the pass degree and award of the degree.

12.2.2.3 Faculty of Education and Social Work

Resolution 334/04

That the Academic Board:

- (1) recommend that Senate approve:
 - (a) the rescission of the Resolutions of the Senate relating to the Master of Education, Graduate Diploma of Educational Studies, Graduate Certificate of Educational Studies and
 - (b) the adoption of new Resolutions of the Senate relating to these courses, made pursuant to the University of Sydney (Coursework) Rule 2000, with effect from 1 January 2005, and
 - (2) note the Resolutions of the Faculty relating to these courses, 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, pass diploma and pass certificate and designated areas of study and award of the degree, award of diploma and award of the certificate
- as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the rescission of the Resolutions of Senate relating to the Master of Education, Graduate Diploma of Educational Studies, Graduate Certificate of Educational Studies and the adoption of the Resolutions of Senate relating to these courses. Dean and Faculty Manager, Faculty of Education and Social Work; and Director, Student Centre to note the Academic Board approval of the Resolutions of the Faculty relating to Master of Education, graduate Diploma of Educational Studies, Graduate Certificate of Educational Studies and Faculty requirements relating to admission, units of study, the pass degree, pass diploma and pass certificate and designated areas of study and award of the degree, award of diploma and award of the certificate.

12.2.2.4 Faculty of Engineering: Master of Engineering Studies

Resolution 335/04

That the Academic Board

- (1) recommend that Senate:
 - (a) approve the revised course, Master of Engineering Studies; and
 - (b) amend the Resolutions of the Senate relating to the Master of Engineering Studies in the Faculty of Engineering

- (2) note the Resolutions of the Faculty relating to the Master of Engineering Studies, made pursuant to the University of Sydney (Coursework) Rule 2000 with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the revised course, Master of Engineering Studies and associated Senate resolutions. Dean and Faculty Manager, Faculty of Engineering and Director, Student Centre to note the Academic Board approval of the Resolutions of the Faculty relating to the Master of Engineering Studies.

12.2.2.5 Graduate School of Government and Faculty of Economics and Business: Master of Public Administration; and Master of Public Administration (International)

Resolution 336/04

That the Academic Board:

- (1) recommend that Senate:
 - (a) approve the introduction of the new course, Master of Public Administration, including the International Stream ;
 - (b) amend the Resolutions of the Senate relating to Degrees, Diplomas and Certificates in the Graduate School of Government; and
 - (c) adopt the Resolutions of the Senate relating to the Master of Public Administration, including the International Stream made pursuant to the University of Sydney (Coursework) Rule 2000, as amended;
- (2) note the Resolutions of the Faculty relating to the above courses, made pursuant to the University of Sydney (Coursework) Rule 2000, as amended; and
- (3) approve the faculty requirements relating to admission; units of study; and the award of the award course,

with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the introduction of the new course Master of Public Administration, including the International Stream, and associated Senate resolutions. Dean and Faculty Manager, Graduate School of Government and Faculty of Economics and Business and Director, Student Centre to note the Academic Board approval of the Resolutions of the Faculty relating to the Master of Public Administration.

12.2.2.6 Faculty of Law

- (1) **Master's coursework degrees and Graduate Diplomas: Credit for units of study offered towards another degree or diploma; Changes to optional units in various postgraduate courses; Trading up of an old Graduate Diploma in Criminology to a Master of Criminology; Enrolment of postgraduate candidates in undergraduate units of study for credit towards a Graduate Diploma or Masters degree**

Resolution 337/04

That the Academic Board recommend that Senate approve the amendments of the Resolutions of the Senate relating to Master's degrees and Graduate Diplomas in the Faculty of Law, with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the amendments of the Resolutions of the Senate relating to Master's degrees and Graduate Diplomas in the Faculty of Law.

- (2) **Master of Business Law**

Resolution 338/04

That the Academic Board recommend that Senate approve the amendments of the Resolutions of the Senate relating to the Master of Business Law in the Faculty of Law, with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the amendments of the Resolutions of the Senate relating to Master of Business Law in the Faculty of Law.

12.2.2.7 Faculty of Medicine

- (1) **Master of Medicine (Honours); Master of Medicine; Graduate Diploma in Medicine; and Graduate Certificate in Medicine**

Resolution 339/04

That the Academic Board:

- (1) note the further clarification of the proposal from the Faculty of Medicine regarding the introduction of the Master of Medicine (Honours), Master of Medicine, Graduate Diploma in Medicine and Graduate Certificate in Medicine; and
- (2) approve the introduction of the topic of Cardiology within the Sydney Professional Master of Medicine Program

with effect from 1 January 2005, as set out in the report presented.

Action: Dean and Faculty Manager, Faculty of Medicine and Director, Student Centre to note the Academic Board approval of the introduction of the topic of Cardiology within the Sydney Professional Master of Medicine Program.

- (2) **Master of Medicine (Infection and Immunity)(Honours); Master of Science in Medicine (Infection and Immunity)(Honours); Master of Medicine (Infection and Immunity); Master of Science in Medicine (Infection and Immunity); Graduate Diploma in Infection and Immunity; and Graduate Certificate in Infection and Immunity**

Resolution 340/04

That the Academic Board recommend that Senate:

- (1) approve the introduction of the new courses, Master of Medicine (Infection and Immunity)(Honours); Master of Science in Medicine (Infection and Immunity)(Honours); Master of Medicine (Infection and Immunity); Master of Science in Medicine (Infection and Immunity); Graduate Diploma in Infection and Immunity; and Graduate Certificate in Infection and Immunity;
- (2) amend the Resolutions of the Senate relating to Degrees, Diplomas and Certificates in the Faculty of Medicine; and
- (3) adopt the Resolutions of the Senate relating to the Master of Medicine (Infection and Immunity)(Honours); Master of Science in Medicine (Infection and Immunity)(Honours); Master of Medicine (Infection and Immunity); Master of Science in Medicine (Infection and Immunity); Graduate Diploma in Infection and Immunity; and Graduate Certificate in Infection and Immunity;

with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the new course Master of Medicine (Infection and Immunity)(Honours); Master of Science in Medicine (Infection and Immunity)(Honours); Master of Medicine (Infection and Immunity); Master of Science in Medicine (Infection and Immunity); Graduate Diploma in Infection and Immunity; and Graduate Certificate in Infection and Immunity and associated Resolutions of the Senate. Dean and Faculty Manager, Faculty of Medicine; and Director, Student Centre to note the Academic Board

approval of the Faculty requirements relating to the above course.

- (3) **Master of Medicine (Pain Management); Master of Science in Medicine (Pain Management); Graduate Diploma in Medicine (Pain Management); Graduate Diploma of Science in Medicine (Pain Management); and Graduate Certificate in Pain Management**

Resolution 34104

That the Academic Board:

- (1) approved the amendments to the Master of Medicine (Pain Management); Master of Science in Medicine (Pain Management); Graduate Diploma in Medicine (Pain Management); Graduate Diploma of Science in Medicine (Pain Management); and Graduate Certificate in Pain Management; and
- (2) recommend that Senate amend the Resolutions of the Senate relating to the Master of Medicine (Pain Management); Master of Science in Medicine (Pain Management); Graduate Diploma in Medicine (Pain Management); Graduate Diploma of Science in Medicine (Pain Management); and Graduate Certificate in Pain Management,

with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the amendments to the Master of Medicine (Pain Management); Master of Science in Medicine (Pain Management); Graduate Diploma in Medicine (Pain Management); Graduate Diploma of Science in Medicine (Pain Management); and Graduate Certificate in Pain Management. Dean and Faculty Manager, Faculty of Medicine; and Director, Student Centre to note the Academic Board approval of the Faculty requirements relating to the above course.

- (4) **Master of Science in Medicine (Clinical Epidemiology)(Honours); Master of Medicine (Clinical Epidemiology)(Honours); Master of Science in Medicine (Clinical Epidemiology); Master of Medicine (Clinical Epidemiology); Graduate Diploma of Science in Medicine (Clinical Epidemiology); Graduate Diploma of Medicine (Clinical Epidemiology); and Graduate Certificate in Clinical Epidemiology**

Resolution 342/04

That the Academic Board:

- (1) approve amendments to the Master of Science in Medicine (Clinical Epidemiology); Master of Medicine (Clinical Epidemiology); Graduate Diploma of Science in Medicine (Clinical Epidemiology); and Graduate Diploma of Medicine (Clinical Epidemiology);
- (2) recommend that Senate:
 - (a) approve the introduction of the new courses, Master of Science in Medicine (Clinical Epidemiology)(Honours); Master of Medicine (Clinical Epidemiology)(Honours); and Graduate Certificate in Clinical Epidemiology
 - (b) amend the Resolutions of the Senate relating to Degrees, Diplomas and Certificates in the Faculty of Medicine; and
 - (c) adopt the Resolutions of the Senate relating to the Master of Science in Medicine (Clinical Epidemiology)(Honours); Master of Medicine (Clinical Epidemiology)(Honours); and Graduate Certificate in Clinical Epidemiology

with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the new courses, Master of Science in Medicine (Clinical Epidemiology)(Honours); Master of Medicine (Clinical Epidemiology)(Honours); and Graduate Certificate in Clinical Epidemiology and associated Resolutions of the Senate. Dean and Faculty Manager, Faculty of Medicine; and Director, Student Centre to note the Academic Board approval of the Faculty amendments relating to the above course.

12.2.2.8 Faculty of Science: Master of Information Technology

Resolution 343/04

That the Academic Board:

- (1) approve the new majors, Financial Modelling; and Project Management, in the Master of Information Technology; and
- (2) recommend that Senate amend the Resolutions of the Senate relating to the Master of Information Technology,

with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate amend the resolutions of Senate relating to the Master of Information Technology. Dean and Faculty Manager, Faculty of Science and Director, Student Centre to note the Academic Board approval of the introduction of the new majors, Financial Modelling; and Project Management, in the Master of Information Technology.

12.2.2.9 Sydney College of the Arts: Master of Film and Digital Imaging

Resolution 344/04

That the Academic Board recommend that Senate approve the amendments of the Resolutions of the Senate relating to the Master of Film and Digital Imaging in the Sydney College of the Arts, with effect from 1 January 2005, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate approve the amendments of the Resolutions of the Senate relating to the Master of Film and Digital Imaging in the Sydney College of the Arts.

12.2.3 Postgraduate English Language Requirements

Resolution 345/04

That the Graduate Studies Committee recommend that the Academic Board amend the policy “Postgraduate English Language Requirements”, as set out in the report presented.

Action: Secretary, Graduate Studies Committee to note the approval of the policy “Postgraduate English Language Requirements”, update the Policy On-line website, and communicate the policy.

12.2.4 Proceedings of the Committee

Resolution 346/04

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 15 November 2004, as set out in the report presented.

Action: No further action required.

13. Report of the joint meeting of Graduate Studies Committee and its Postgraduate Awards Sub-Committee

★ 13.1 Oral report of the Chair

The Chair of the Graduate Studies, Associate Professor Ross, reported on item 13.2.2.

Resolution 347/04

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

13.2 Report of the meeting held on 29 November 2004

13.2.1 Receipt of report

Resolution 348/04

That the Academic Board receive and note the report of the joint meeting of Graduate Studies Committee and its Postgraduate Awards Sub-Committee held on 29 November 2004.

13.2.2 Guidelines for the Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA)

Associate Professor Ross reported that a joint meeting of Graduate Studies Committee and its Postgraduate Awards Sub-Committee had been called to enable both committees to have a full discussion on the latest version of the Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA) proposed new guidelines document.

He asked members to note that they were being asked to endorse the principles and philosophy of the guidelines and that the specific figures would be debated and possibly reworked at a later date.

It was anticipated that once the guidelines were approved by the Academic Board they would be fully analysed by the Research Office in February and March of 2005. This process would allow for any fine tuning of the details in anticipation of a full implementation of the guidelines by 2006 at the latest, but preferably in time for the second semester round of co-funded UPAs.

Associate Professor Ross reported that at the joint meeting of Graduate Studies Committee and its Postgraduate Awards Sub-Committee there had been lengthy discussion regarding the Research Potential Indicators (RPI) point allocations table, particularly the points allocated within the arts and music areas. Members noted that the points had been amended in response to this discussion; however Associate Professor Ross advised that the amended figures had not been approved by all faculties within the College of Humanities and Social Sciences and asked members to refer to a replacement set of figures which was tabled.

The Chair asked the Pro Vice-Chancellor, College of Humanities and Social Sciences, Professor J Sinclair, to comment. Professor Sinclair advised that faculties within her College would need time to explore the allocation of points within the arts and music area and that she supported the endorsement of the replacement list of allocated points tabled and appreciated the opportunity to facilitate discussion on the possibility of altering these points.

Associate Professor Ross presented flow charts to the Board detailing how each of the categories was assessed and the scores calculated. It was noted that a computer program would be developed to enable faculties to enter applicant qualifications, their graduating years and any RPI points and the program would calculate which category the applicant could be considered in. This would automate much of the

processing of applications and would reduce the resource commitments imposed on faculties and colleges in preparing their ranking lists.

Members were invited to discuss the guidelines and the following key points were raised:

- the proposed guidelines would probably result in a larger number of non-recent graduate candidates receiving a scholarship and this would disadvantage Honours 1 (H1) candidates applying straight from their undergraduate degree as they would be restricted in their ability to receive any RPI bonus points;
- the RPI allocation of points table did not include patents and these should be counted as publications; and
- only 52% of candidates awarded scholarships in 1999 had completed their degrees to date and that this poor completion rate meant that the University was losing APA scholarship to prime competitors such as the universities of Melbourne and Queensland.

The Chair thanked Associate Professor Ross and the Dean of Graduate Studies for their work on the revisions of the Guidelines for the Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA).

Resolution 349/04

That the Academic Board

- (1) endorse the principles and philosophy of the proposed changes to the policy “Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA):Method of Award”;
- (2) request the Research Office to undertake a detailed analysis of the impact of these guidelines on the current cohort of scholarship applications during February and March 2005;
- (3) that the results of this analysis, incorporating any changes to the detailed calculations, be reported to the Academic Board through the Graduate Studies Committee in time for implementation in Semester One 2006 APA/UPA Round at the latest, but preferably in time for the Second Semester 2005 round of co-funded UPA’s.

Action: Secretary, Graduate Studies Committee to note the approval of the policy “Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA): Method of Award”, update the Policy On-line website, and communicate the policy. Secretary, Postgraduate Awards Sub-Committee to note the approval of the policy and to arrange the analysis of the impact of these guidelines on the current cohort of scholarship applications during February and March 2005.

14. Report of the Teaching and Learning Committee

★ 14.1 Oral report of the Chair

The Chair of the Teaching and Learning Committee, Professor B Reid, highlighted that the Committee had received the final report of the Academic Board Faculty Review visit to the Faculty of Economics and Business, the

policy on Generic Attributes of Graduates had been amended and would be ready for dissemination to faculties in 2005 and the wording regarding the provision for accepting Special Consideration cases had been amended and the revised policy was before the Academic Board for approval.

Resolution 350/04

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

14.2 Report of the meeting held on 9 November 2004

14.2.1 Receipt of report

Resolution 351/04

That the Academic Board receive and note the report of the Teaching and Learning Committee meeting held on 9 November 2004.

14.2.2 Academic Board Faculty Review Visits

Resolution 352/04

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

14.2.3 Special Consideration Due to Serious Illness or Misadventure

In response to a question raised about the potential problem of students using claims of misadventure that occurred more than seven days from the date of the assessment event for which consideration is sought as a means of being granted special consideration, Professor Reid assured members that there were specific rules which dictated that an illness or misadventure had to have occurred within a set period of time to be considered as special consideration.

A member raised concern that candidates enrolled in combined degrees would take their special consideration application to which ever faculty office the assessment related to and the relevant Faculty staff would make an academic judgements on special consideration cases. It was explained that this may not be in the best interest of the student as one Faculty may be more familiar with students than another. Professor Reid commented that she believed that it was appropriate for academic judgements on special consideration to be made in this way.

The Chair put the motion to adopt the proposed revisions to Part 5 of the Academic Board Resolutions: Assessment and Examination of Coursework relating to Special Consideration. The motion was put and four members voted against the motion. The resolution was adopted.

Resolution 353/04

That the Academic Board:

- (i) adopt the proposed revisions to Part 5 of the Academic Board Resolutions: Assessment and Examination of Coursework with effect from 1 January 2005; and
- (ii) adopt in principle the development of a separate policy allowing consideration for students.
as set out in the report presented.

Action: Secretary, Undergraduate Studies Committee to note the revision to Part 5 of the Academic Board Resolutions: Assessment and Examination of Coursework, update the Policy On-line website, and communicate the policy.

14.2.4 Academic Board Resolutions: Quality Assurance and Learning Management Systems

Resolution 354/04

That the Academic Board

- (i) adopt the draft Academic Board Resolutions: Quality Assurance and Learning Management Systems; and
- (ii) rescind the existing Quality Assurance and On-Line Learning Policy

with effect from 1 January 2005, as set out in the attached report.

Action: Secretary, Undergraduate Studies Committee to note the adoption of the draft Academic Board Resolutions: Quality Assurance and Learning Management Systems, update the Policy On-line website, and communicate the policy.

14.2.5 Academic Board Resolutions: Generic Attributes of Graduates

A member expressed concern regarding the policy on Generic Attributes of Graduates of the University of Sydney and whether the University could be liable if a graduate did not display the generic attributes listed in the policy.

The Acting Pro Vice-Chancellor (Teaching and Learning) Professor J Sachs explained that the Institute for Teaching and Learning had a working party reviewing the generic attributes for over two years and that extensive work had been done to develop the policy including surveying graduates.

The Registrar explained that the policy was meant to be interpreted as relating generally to University of Sydney graduates and did not state that all graduates would possess these generic attributes.

Resolution 355/04

That the Academic Board approve the amended policy Academic Board Resolutions: Generic Attributes of Graduates of the University of Sydney with effect from 1 January 2005.

Action: Secretary, Undergraduate Studies Committee to note the approval of the amended policy Academic Board Resolutions: Generic Attributes of Graduates of the University of Sydney, update the Policy On-line website, and communicate the policy.

14.2.6 Proceedings of the Committee

Resolution 356/04

That the Academic Board note the proceedings of the Teaching and Learning Committee meeting held on 9 November 2004, as set out in the report presented.

Action: No further action required.

- ★ 15. **Report of the Research Committee**
- ★ 15.1 **Oral report of the Chair**
The Chair of the Research Committee, Professor J Carter advised that he had nothing to add to the report.
- Resolution 357/04**
That the Academic Board note the report of the Chair of the Research Committee.
- 15.2 **Report of the meeting held on 3 November 2004**
- 15.2.1 **Receipt of report**
- Resolution 358/04**
That the Academic Board receive and note the report of the Research Committee meeting held on 3 November 2004.
- 15.2.2 **Proceedings of the Committee**
- Resolution 359/04**
That the Academic Board note the proceedings of the Research Committee meeting held on 3 November, as set out in the report presented.
- Action:* No further action required.
- ★ 16. **Report of the Academic Staffing Committee**
- ★ 16.1 **Oral report of the Chair**
The Chair of the Academic Staffing Committee, Professor C Murphy, reported on items 16.2.2 and 16.23 (2).
- Resolution 360/04**
That the Academic Board note the report of the Chair of the Academic Staffing Committee.
- 16.2 **Report of the meeting held on 1 December 2004**
- 16.2.1 **Receipt of report**
- Resolution 361/04**
That the Academic Board receive and note the report of the Academic Staffing Committee meeting held on 1 December 2004.
- 16.2.2 **2004 Promotions Review**
Professor Murphy advised that a number of issues were identified by the Committee which should be addressed prior to the 2005 Academic Promotions. In particular, the Central Promotions Committee noted that the length of applications for promotions was a workload issue, both for applicants and reviewers and that applications should be limited to ten pages.
- Resolution 362/04**
That the Academic Board approve the amendment of the relevant promotions forms to state that applications for promotion:
- (1) are to be no longer than ten pages (not including supporting material such as publication lists and teaching portfolio); and
 - (2) are to focus on the applicant's achievements and publications since their last appointment or promotion with effect from 1 January 2005.

Action: Secretary, Academic Staffing Committee to note the approval of the amendment of the relevant promotions forms to state that applications for promotion.

16.2.3 University of Sydney Association of Professors (USAP)

(1) **Professorial Titles**

Resolution 363/04

That the Academic Board:

- (1) approve the amendment of relevant promotion forms to allow applicants for Level E positions to nominate a preferred professorial title;
 - (2) advise staff currently promoted to Level E positions that they may nominate a preferred professorial title if they so wish; and
 - (3) endorse the Vice-Chancellor as the approving authority for professorial titles
- with effect from 1 January 2005.

Action: Secretary, Academic Staffing Committee to note the approval of the amendment of the relevant promotions forms to state that applications for promotion and advise staff currently promoted to Level E positions that they may nominate a preferred professorial title if they so wish

(2) **Involvement of Professorial Staff in University Community**

Professor Murphy explained that the Committee was also recommending that the relevant promotion forms be amended to include a section where applicants for Level E positions would outline the increased role and responsibilities they envisaged taking on for their discipline and the wider University if they were to be promoted to Level E.

A Board member asked that this item be held over until the February 2005 Academic Board meeting where it could be discussed at length. Professor Murphy reminded the Board that if the item was not approved by the Academic Board at this time the promotions forms would not be amended in time for the promotions round in 2005.

The Chair agreed to hold the item over until the Academic Board meeting in February 2005.

Resolution 364/04

That the Academic Board postpone approval of this item until its meeting in February 2005.

Action: Academic Board to discuss the involvement of Professorial Staff in University Community at the February 2005 Board meeting.

17. General Business

★ **17.1 Report on promotion of academic staff from Level C to Level D**

The Chair asked members to join him in congratulating the academic staff promoted from Level C to Level D.

Resolution 365/04

That the Academic Board note the report on the promotion of academic staff from Level C to Level D, as set out in the report presented.

Action: No further action required.

17.2 Membership of the Central Promotions Committee

The Academic Board approved the membership of the Central Promotions Committees for 2005.

Resolution 366/04

That the Academic Board appoint members to the Central Promotions Committees for 2005, as set out in the report presented.

Action: Secretary, Central Promotions Committee to note the Academic Board approved the membership of the Central Promotions Committees 2005.

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

Resolution 367/04

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

17.4 Authority of the Chair of the Academic Board

The Board was asked to authorise its Chair to act on its behalf in respect of any urgent matters that may arise between the Board meeting of 8 December 2004 and the first 2005 Academic Board meeting.

Resolution 368/04

That the Academic Board authorise its Chair to act on its behalf in respect of any urgent matters that may arise between the Board meeting on 8 December 2004 and the first 2005 Academic Board meeting, as set out in the report presented.

17.5 Thank you

The Chair thanked the previous Chair of the Academic Board, Professor J Sachs for her support and also extended his thanks to the Deputy Chair of the Academic Board, Associate Professor A Masters for his hard work throughout the year.

The meeting closed at 4.10pm

Signed as a correct record

Chair

Date