



Academic Board Minutes Action Summary

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Action required from the minutes of the Academic Board meeting held on Wednesday 24 March 2004

Item No.	Action	Responsibility
5.2.1	Review of the Department of Education Studies at Oxford University	
	Consider increasing the minimum postgraduate English requirements to IELTS 7.	Graduate Studies Committee
5.2.2	Summary of Academic Board activities 2003	
	Refer the Summary of Academic Board activities 2003 to Senate.	Chair, Academic Board
9.2.2	Proposals for new and amended courses: Faculty of Rural Management: Bachelor of Business (Agricultural Commerce), Bachelor of Equine Business Management, Bachelor of Farm Management, Bachelor of Horticultural Management, Bachelor of Land Management, Bachelor of Land Management (Ecological Agriculture), Bachelor of Management, Advanced Diploma of Business (Agricultural Commerce), Advanced Diploma of Equine Business Management, Advanced Diploma of Farm Management, Advanced Diploma of Horticultural Management, Advanced Diploma of Horticulture, Advanced Diploma of Viticultural Management, Advanced Diploma of Land Management, Advanced Diploma of Land Management (Ecological Agriculture), Advanced Diploma of Management	
	Note the amendment of the faculty requirements relating to the Bachelor of Business (Agricultural Commerce), Bachelor of Equine Business Management, Bachelor of Farm Management, Bachelor of Horticultural Management, Bachelor of Land Management, Bachelor of Land Management (Ecological Agriculture), Bachelor of Management, Advanced Diploma of Business (Agricultural Commerce), Advanced Diploma of Equine Business Management, Advanced Diploma of Farm Management, Advanced Diploma of Horticultural Management, Advanced Diploma of Horticulture, Advanced Diploma of Viticultural Management, Advanced Diploma of Land Management, Advanced Diploma of Land Management (Ecological Agriculture) and Advanced Diploma of Management.	Dean and Faculty Manager; Director, Student Centre
9.2.3	Amendment of the Resolutions of Senate: Faculty of Health Sciences: Bachelor of Health Science (Hearing and Speech)	
	Recommend that Senate amend the Resolutions of the Senate relating to the Bachelor of Health Science (Hearing and Speech).	Chair, Academic Board

Item No.	Action	Responsibility
10	Report of the Graduate Studies Committee	
	Clarify the policy <i>Proof-reading and editing of theses and dissertations</i> in relation to its application to supervisors.	Graduate Studies Committee
10.2.2(1)	Proposals for new and amended courses: Faculty of Science: Graduate Diploma in Computing	
	Recommend that Senate approved the new course, Graduate Diploma in Computing, and associated Resolutions of the Senate.	Chair, Academic Board
10.2.3	Proof-reading and editing of theses and dissertations	
	Note the approval of the policy <i>Proof-reading and Editing of Theses and Dissertations</i> .	Deans and Faculty Managers
	Update the policy database with the new policy <i>Proof-reading and Editing of Thesis and Dissertations</i> .	Secretary, Graduate Studies Committee
10.2.4	Terms of reference and constitution of the Postgraduate Coursework Sub-Committee	
	Advise the Postgraduate Coursework Sub-Committee of the amendment of the terms of reference and constitution.	Secretary, Academic Board
11.2.2	Academic Board Faculty Review Visits	
	Encourage faculties to involve local student societies in the Academic Board Faculty Review process.	Executive Officer (Quality Assurance)
11.2.3	Research-Led Teaching and Scholarship of Teaching Project	
	Update the policy database with the statement on research-led teaching.	Secretary, Teaching and Learning Committee
	Ensure the issue of research-led teaching and scholarship of teaching are addressed in proposals for new coursework courses.	Graduate Studies Committee and Undergraduate Studies Committee
11.2.4	Guidelines for Academic Board Faculty Reviews	
	Note the approval of the new <i>Guidelines for Academic Board Faculty Reviews</i> .	Executive Officer (Quality Assurance)
	Update the policy database with the new <i>Guidelines for Academic Board Faculty Reviews</i> and remove the <i>Guidelines for Faculty Reviews of Teaching, Learning and Research Training</i> ; and <i>Guidelines for Academic Board review Phase Two</i> .	Secretary, Teaching and Learning Committee
12	Report of the Research Committee	
	Extend the appreciation of the Academic Board to those involved in the preparation of ARC discovery grant proposals, particularly the Research Office, and Research Development	Chair, Academic Board
13.1	Membership of Central Promotions Committees: 2004	
	Note the revised of membership of the Central Promotions Committee: Senior Lecturer.	Secretary, Central Promotions Committees