

AGENDA ITEM 10 Report of the Graduate Studies Committee

10.2 Report of the Graduate Studies Committee meeting held on Monday 4 April 2005

The Committee met on Monday, 4 April 2005 when there were present: The Chair (Associate Professor A F Masters) presiding, Professors M Behnia and J Christodoulou, Associate Professors B Buckley, J Finkelstein (representing D Coleman), R Magnusson, B Paltridge, M Thompson and N Weber, Drs M Boughton, and P Dunbar-Hall. Ms S Paynter and Mr M Smith were in attendance.

10.2.1 Receipt of Report

The Committee recommends that the Academic Board receive and note the following report of the meeting held on Monday, 4 April 2005.

10.2.2 Course Review Template (Postgraduate Coursework)

53-60

The Graduate Studies Committee discussed the Course Review Template (Postgraduate Coursework), noting that it had been trialled in the Faculty of Law where it had received positive feedback. The Faculty had suggested that the reviews be conducted every four years instead of every three. This suggestion was discussed by the Committee and it was noted that the time frame for conducting these reviews did not always fit into the cycle for courses which were professionally accredited. It was resolved that the template should specify that the postgraduate coursework reviews be conducted every four years and that there be a provision for courses which are professionally accredited to be allowed to review up to every five years.

Clarification was sought on the definition of a 'postgraduate course' and whether the review would undertake to evaluate each stream within a degree or if it would be sufficient to review the generic degree alone. It was resolved that as long as the units of study within a degree were defined by one set of rules then a 'postgraduate course' should be defined as the generic degree.

The Committee questioned the composition of the review team as quoted in the review template but agreed that this was merely a suggested list of participants and deans of faculties were given the discretion to invite other members. The Faculty of Pharmacy had met face-to-face for a full days meeting and had been able to conduct any follow-up business via email correspondence. It was agreed that following the template had lead to an efficient and effective review of postgraduate courses by the Faculty of Pharmacy and the Committee was pleased to endorse it.

Recommendation

That the Academic Board approve:

- (i) *the use of the Course Review Template (Postgraduate Coursework) as a framework for evaluating a postgraduate coursework course once every four years; and*
- (ii) *postgraduate courses which have professional accreditation being reviewed within an appropriate time frame to coincide with this process, provided that this period does not exceed five years,*
as set out in the report presented.

10.2.3 Interpretation/review of policy element in Creation, Variation and Deletion of Award Courses and Units of Study

On the advice of the Postgraduate Coursework Sub-Committee the Graduate Studies Committee recommends the modification to page 13, paragraph 2, sub-paragraph (c) of the Creation, Variation and Deletion of Award Courses and Unit of Study to read (additions indicated by underlined, deletions by strikethrough):

- (2) **Academic Board approval**
- (a) Substantial revision to the academic content of an award course including:
 - (i) additions, modifications or deletions of majors or subject areas;
 - (ii) adoption of a new mode of delivery (e.g. web-based, off-campus, change of campus, interstate or offshore) in all or part of a course;
 - (iii) significant alterations of academic pathways through the award course resulting from a review of the award course; or
 - (iv) any change to an award course that has not been reviewed at course level within the past 5 years.
 - (b) Changes having an impact on the study options available to prospective students, including changes to:
 - (i) selection/admission procedures and standards; or
 - (ii) prerequisites, co-requisites and assumed knowledge.
 - (c) Changes having a significant impact on the professions, employers or the wider community, including:
 - (i) enhancement or diminution of employment opportunities;
 - (ii) entry into a new segment of the education system or higher education sector; or
 - (iii) new off shore or distance education mode of delivery e.g. off-shore or distance education delivery modes.

Recommendation

That the Academic Board approve the amendments to the Academic Board Resolutions: Creation, Variation and Deletion of Award Course and Units of Study, as set out in the report presented.

10.2.4 Amendment of the Resolutions of the Senate

10.2.4.1 Faculty of Law

61-62

On the recommendation of the Faculty of Law, the Graduate Studies Committee recommends that the Academic Board recommends that Senate approve the amendments of the Resolutions of the Senate relating to Master of Business Law; Master of International Law, Graduate Diploma in International Law; Graduate Diploma in International Business Law and Graduate Diploma in Corporate, Securities and Finance Law by coursework programs with effect from 1 March 2005.

The Faculty has requested these amendments so that discrepancies between the Calendar and the Law Faculty Handbook are eliminated and to incorporate changes in the structure of the various specialist programs.

Recommendation

That the Academic Board recommend that Senate approve the amendments to the Resolutions of the Senate relating to the Appendix: Units of Study Offered within the Faculty of Law, with effect from 1 March 2005, as set out in the report presented.

10.2.5 The Length of PhD examinations at the University of Sydney

At the February 2005 Graduate Studies Committee meeting the Committee discussed the length of examination times and how it provided a disincentive for potential students and the need for the University to implement a process to speed up examination times.

A discussion paper titled “The Lengths of PhD Examinations at the University of Sydney” by Associate Professor Masters was circulated to all faculties for comment. A number of responses were received from the faculties, with the majority of faculties agreeing “in principle” that the length of PhD examination times was an issue and an appropriate solution needed to be implemented.

Discussion was held regarding a number of possible solutions including an increase in the payment of examiners. Members noted that to implement this increase the Vice-Chancellor would need to take the recommendation to the Australian Vice-Chancellors Committee for approval.

Another possible solution was to review the current management of PhD examinations across the University and identify best practice models. Members also recommended the University review PhD examination processes in other Go8 universities such as the Universities of Melbourne and Queensland. The Chair advised members that these institutions already had Graduate Schools in place to deal with PhD matters and that the Committee may wish to think about recommending to the University consideration of the merits of a Graduate School/Studies Centre.

Associate Professor Buckley advised the Sydney College of Arts were employing oral as well as written examinations. Discussion was held regarding the benefits of oral examinations. Members noted one of the main benefits of oral examinations was the reduction of time in the PhD examination process. The Chair recommended other faculties might wish to start employing oral examinations. Faculties were encouraged to provide advice as to what requirements would be needed for the successful administration of oral exams. For example, whether the University should have centralised facilities to assist with oral examination.

The Chair advised another possible solution could be examination by published works. Members noted if the appropriate mechanisms were in place this process could also speed up examination times.

The Committee agreed there was a problem with the length of PhD examination times. The Chair advised that therefore the current status quo of PhD examination could not remain.

Members noted the Chair would advise the Academic Board that the Committee agreed there was a significant problem which had to be solved, data should be obtained from other institutions regarding PhD examinations and the Committee would report to back to the Board with possible solutions.

Recommendation

That the Academic Board endorse the Graduate Studies Committee’s invitation to faculties to provide solutions to the length of PhD examination times after further research and analysis of other institutions and consultation on various models to conduct PhD examinations, as set out in the report presented.

10.2.6 Proceedings of the Committee

(1) Scholarship completions

At the April meeting of the Graduate Studies Committee Professor Behnia gave a presentation to members titled “Research Training, Past, Present & Future”.

Professor Behnia identified six targets for improving the University’s research training processes. They are:

1. Improve HDR completion rates
2. Improve research candidature management and supervision
3. Increase research student numbers
4. Consistent adoption of best practice across the University
5. Integrate student services, support, administration, etc

6. Effective and efficient allocation of scholarships

The Graduate Studies Committee Resolution 17/05 noted the presentation from Professor Behnia and recommends targets 1, 2 and 4 be forwarded to the Research Training Sub-Committee, target 6 forwarded to the Scholarships Sub-Committee and that the new Director of the International Centre be invited to the next meeting to discuss target 3 increasing international postgraduate student numbers.

(2) **Period of Candidature for Revision and Resubmission of Thesis**

The Chair of the Graduate Studies Committee advised members there was confusion regarding the prescribed period of candidature for revision and resubmission of thesis where a candidate was enrolled in part-time study. The Chair recommended that faculties are advised that periods of further candidature are referred to in terms of its full-time equivalency.

The Graduate Studies Committee Resolution 24/05 recommends faculties are advise that any period of prescribed candidature for revision and resubmission of a thesis be referred to in terms of its full-time equivalency.

(3) **Postgraduate English Language Requirements**

The Graduate Studies Committee Resolution 31/05 recommends the Faculties review Appendix One of the Postgraduate English Language Requirements and advise the Graduate Studies Committee Secretary of any amendments prior to the next meeting of the Graduate Studies Committee on 16 May 2005.

(4) **Library Sub-Committee**

The Graduate Studies Committee was invited to nominate a member to join the Library Sub-Committee. Dr Dunbar-Hall was nominated to join the Library Sub-Committee.

(5) **PhD Candidates – Department of Music**

A discussion was held regarding an administrative issue over PhD candidates.

The Chair advised that this administrative matter should be discussed between the Dean of the Faculty of Arts and the Dean of the Sydney Conservatorium of Music as it would have resource allocation issues, but that students should be enrolled in the faculty which had responsibility for the resourcing (including allocation of supervisors) of the candidature.

(6) **Graduate Entry Program**

Members noted an issue regarding advance standing over transfers from undergraduate programs.

(7) **Chair of the PhD Awards Sub-Committee**

The Chair, Graduate Studies Committee advised members that he would be standing down as Chair of the PhD Awards Sub-Committee.

Course Review Template (Postgraduate Coursework)

Faculty _____

Review Team Members

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

Date of this review:

Date of last review (if applicable):

Please attach relevant documentation (if applicable)

| 1. Background | |
|---|--|
| 1.1 Course name (Please include embedded courses in this review, e.g. GradCert, GradDip) | |
| 1.2 Course code | |
| 1.3 Course aims/description | |
| 1.4 Briefly state the history of the course | |
| 1.5 Teaching delivery mode | |

| | | | | |
|--|--------|-----------------------------|-------------------------|----------------|
| | | | | |
| 1.6 Method of assessment (e.g. % written assessment, % oral assessment, % attendance, % examination/s, etc) | | | | |
| 1.7 What changes, if any, have been made to the course since the last review (if applicable)? Briefly describe (e.g. changes in the mode of delivery, assessment, etc) | | | | |
| 1.8 Enrolments over the last three years (EFTSU)? (Or since commencement of course, if sooner) | Year 1 | <u>Graduate Certificate</u> | <u>Graduate Diploma</u> | <u>Masters</u> |
| | Year 2 | | | |
| | Year 3 | | | |
| 1.9 Completions over the last three years (EFTSU)? (Or since commencement of course, if sooner) | Year 1 | <u>Graduate Certificate</u> | <u>Graduate Diploma</u> | <u>Masters</u> |
| | Year 2 | | | |
| | Year 3 | | | |
| 1.10 Academic load and other resources devoted to the course (full-time staff equivalent) | Year 1 | <u>Graduate Certificate</u> | <u>Graduate Diploma</u> | <u>Masters</u> |
| | Year 2 | | | |

| | Year 3 | | | |
|--|-----------------------|--|--------------------------|--|
| 1.11 Student feedback on teaching and course outcomes You can include details about SCEQ open-ended questions, feedback from focus groups and other questionnaires and surveys used within the Faculty. Please specify how the data is collected and how many students were involved (if relevant) | <u>Year 1 results</u> | | <u>Response/outcomes</u> | |

| | <u>Year 2 results</u> | <u>Response/outcomes</u> |
|--|-----------------------|--------------------------|
| | | |

| | <u>Year 3 results</u> | <u>Response/outcomes</u> |
|--|-----------------------|--------------------------|
| | | |

| | |
|----------------------------------|--|
| 2. Analysis of the Course | |
| 2.1 Strengths | |

| | |
|---|--|
| (e.g. graduate outcomes, industry recognition, etc) | |
| 2.2 Weaknesses (e.g. capacity issues, marketing of the course, etc) | |
| 2.3 Opportunities (e.g. areas for growth, enrolment opportunities, collaborative opportunities, etc) | |
| 2.4 Threats/potential problems (e.g. competition, resourcing issues, fee structure, etc) | |
| 2.5 Comments on the adequacy of resources devoted to the course (include staffing resources) | |

| 3. Future Directions (please provide a brief report on future directions for the course for the next three years) | |
|--|--|
| 3.1 Future of the course | |
| 3.2 Projected enrolments | |
| 3.3 Plans for improvements | |
| 3.4 Timeline for implementation of improvements | |

4. Recommendation

4.1 Is the course meeting its stated objectives (as indicated in Section 1.3 of the form)?

Yes No

Briefly explain reason(s) for your answer

4.2 Should the course continue to be offered?

Yes No

Briefly explain reason(s) for recommendation

If yes;

- Are additional resources required?

Yes No

Briefly explain reason(s) for recommendation

- Are modifications required to the course content and/or method of delivery?

Yes No

Briefly explain reason(s) for recommendation

4.3 Additional comments

Signature (Chair of the Review Panel)

Date

Signature (Dean of Faculty)

Date

Amendment of the Resolutions of the Senate

Resolutions of the Senate

Faculty of Law

The Resolutions of the Senate relating to the Appendix: Units of Study Offered within the Faculty of Law (pp 312-314, *Calendar 2005*) are amended, with effect from 1 January 2006, as follows (additions indicated by underline, deletions indicated by strikethrough):

Appendix: Units of Study Offered within the Faculty of Law

Master of Business Law

Optional units of study

The optional units of study for the Master of Business Law will be the units offered by the Faculty each year towards the Master of Taxation, the Master of International Taxation, the Graduate Diploma in Corporate, Securities and Finance Law, the Graduate Diploma in International Business Law and the Graduate Diploma in Commercial Law. However, the following units are not available for credit:

- Immigration and Nationality Law
- International Environmental Law

~~Taxation of Business and Investment Income – A~~

~~Taxation of Business and Investment Income – B~~

Master of International Law, Graduate Diploma in International Law

Optional Units of Study

Advanced International Trade Regulations
Asian and Pacific Environmental Law
Chinese Laws and Chinese Legal Systems¹⁶
Chinese Legal Systems and Foreign Investment
Comparative Competition Law
Comparative Environmental Law
Comparative International Tax
Immigration and Nationality Law
Legal Reasoning and the Common Law System
Maritime Law
Sustainable Development Law in China
Tax Law in Asia and the Pacific
Tax Treaties
The Legal System of the European Union
Trade and Commerce in European Law

Graduate Diploma in International Business Law

Optional units of study

Advanced International Trade Regulations
Chinese Legal Systems and Foreign Investment
Comparative Competition Law
Comparative International Tax
~~Immigration and Nationality Law~~
~~International Environmental Law~~
International Transport Law
Legal System of the European Union
Maritime Law
Modern Corporate Governance
Public International Law
Taxation in Asia and the Pacific
Tax Treaties
Trade and Commerce in European Law

Graduate Diploma in Corporate, Securities and Finance Law

Optional units of study

Advanced Financing Techniques
Advanced International Trade Regulation
Comparative Competition Law
Comparative Corporation Taxation
Comparative International Taxation
Corporate Fundraising
Corporate Taxation
Dept Financing
Equity Financing
International Business Law
International Trade Regulation
Modern Corporate Governance
Regulation of Collective Investment
Regulation of Derivatives, Products and Markets
Stamp Duties
Takeovers and Reconstructions
Taxation of Financial Institutions and Financial Transactions