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## Academic Board Minutes

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### Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 14 December 2005 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 (Professor P Gay and Associate Professor B Sutton), Professors D Armstrong, M Behnia, C Benrimoj, A Brewer, L Copeland, M Field, S Garton, G Hancock, B Hesketh, J Hearn, R McCallum, G Moore, R Newman, P Parkinson, B Reid, J Sachs, K Walker and P Wolnizer, Associate Professors R Drynan, A Fekete, C Gillies, S Kable, C Lumby, P McCallum, C Peck, I Ramzan, N Weber, S West and P Windsor, Drs J Hughes, K Bosward, M Boughton, M Edmond, P Gibbens, E Innes, I Maxwell, L Napier, A Poulos, M Torode, A Van Schaik and K-C Wong, Mr P Ball, Ms L Brown, Mr C Ekwebelam, Ms J Henderson, Ms J Mooney, Mr J Shipp and Mr N Wood.

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

Present as observers: Professor A Dooley (President, Academic Board, University of NSW) and Ms R Fraser (Administrative Support Officer, Academic Board, University of NSW), Mr R Araghi and Ms E Noonan (SUPRA), Ms J Russell and Mr M Smith (Secretariat).

In attendance: Ms M Kemmis.

The Chair welcomed Professor A Dooley and Ms R Fraser, the President and Administrative Support Officer from the Academic Board at the University of NSW. He also welcomed Mr N Wood, the newly-elected President of the Students' Representative Council, and Mr C Ekwebelam, the postgraduate research student representative from the College of Sciences and Technology.

★ **1. Apologies**

The Board noted that apologies had been received from: Professors C Armour, A Coats, D Grant, J Lawler, G Llewelyn, G Murray, D Nutbeam, E Schwarz and J Sinclair, Associate Professors B Buckley, W Evans, M Halliwell and P Phibbs, Drs R Dixon and P Knight, Ms M Hopwood, Mr P Leung, Mr C Ritchie, Ms P Sexton, Ms T Thornley and Ms J Vaughan.

★ **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: 9.2.3.1 and 14.

## **2.2 Adoption of unstarred items**

### **Resolution 342/05**

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

## **3. Minutes of previous meeting**

### **3.1 Meeting of 2 November 2005**

#### **Resolution 343/05**

That the Academic Board adopt the minutes of the previous meeting held on 2 November 2005 as a true record.

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

There was no business arising from the minutes.

## **★ 5. Report of the Chair**

### **5.1 Senate Matters**

#### **5.1.1 Report of the Senate meeting held on 7 November 2005**

The Chair drew members' attention to the report of the Senate meeting held on 7 November 2005.

#### **Resolution 344/05**

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 November 2005.

#### **5.1.2 Report of the Senate meeting held on 5 December 2005**

The Chair drew members' attention to the report of the Senate meeting held on 5 December 2005.

#### **Resolution 345/05**

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 December 2005.

### **5.2 General Report**

#### **5.2.1 Identifying and Supporting Students at Risk**

The Chair asked members to note that a revised version of the draft policy had been included in the supplementary agenda. He stated that the draft policy was an important document, which would provide a consistent framework for all faculties to deal with students who are deemed to be at risk. He pointed out that this consistency was currently absent.

Members noted that the full implementation of the Policy and Procedures would not be possible until there was development, and a successful trial, of related FlexSIS capabilities. Final approval and a decision on the starting date for the operation of this policy and associated procedures would be sought at a later meeting of Academic Board, however it was anticipated that a suitable starting date would be 1 January 2007.

The Chair noted that the document had been produced after very lengthy consultation between the Implementation Team and the Faculties, with comment and input from the Registrar's Office, Student Admissions, the International Office, the Privacy Officer, the

Student Counselling Service, some members of the Senate Student Appeals Committee, the Examinations and Exclusions Office, the Office of the University's Legal Counsel, the SRC and SUPRA, and members of the FlexSIS team.

The Implementation Team recognised that more was required than just amendments to the formal processes of the appeals mechanism, and that the University should develop a means of tracking the progression of students to allow early intervention. The draft policy would outline a defined process for identifying and dealing with such students and provide opportunities for students to improve their progress. The policy would also introduce a major recommendation from the appeals review, which was the hearing of appeals against an exclusion ruling of the Dean within the Faculty, by an appropriately constituted appeals committee.

The Chair highlighted the following changes made to the document since its first inclusion in the agenda papers:

- feedback from Dr Edmond, Director of Student Services, had been incorporated, including references to contacting the Learning Centre and the International Student Support Unit, and renaming the "Show Cause" workshop to the "Back on Track" workshop;
- the sections on privacy had been reworded;
- on advice from SUPRA, students enrolled in courses with a duration of 2 years or less full-time would be asked to show cause after their second appearance on the At Risk register, rather than the third; and
- section 4.3 (1) (d) will be reworded to read "failure twice by the student...".

The Chair noted that there were significant resource implications, particularly developing and running the "Back on Track" Workshops for students deemed to be At Risk.

The Chair thanked the members of the implementation team as follows:

- Professor Judyth Sachs, Pro Vice-Chancellor (Teaching and Learning)
- Associate Professor Geoff Barton, Faculty of Engineering
- Associate Professor Alison Bashford, Faculty of Arts
- Ms Judith Russell, Director, Corporate Information Unit
- Mr Glenn Condell, Examinations and Exclusions Officer
- Ms Rebecca Connell, Faculty of Economics and Business
- Ms Barbara Chmielewski, Deputy Director, International Office
- Ms Kim Koorey, FlexSIS Team
- Ms Gigi Wong, SUPRA President
- Ms Rose Jackson, SRC President

He also noted the contributions of Associate Professor Masters, Mr D Bowan, Mr J Topley, Mr P O'Carroll, Ms L Nemitschenko, and Ms R Deane-Butcher.

The Chair invited members to comment on the proposed policy. During discussion the following points were raised:

- the definitions of "at risk" and "risk" were repetitive and it was suggested that the definition for "risk" be removed;

- at point 4.3 (1) it was suggested that the word “and” between points (e) and (f) be altered to “or”; and
- specific queries were raised about practical work, “attendance at” vs. “satisfactory completion” of workshops and the specification of an exclusion period, but it was agreed that these points could be dealt with elsewhere (e.g. in faculty-specific advice to students).

There was some debate regarding the composition of the faculty appeals committees. It was finally agreed that the composition of such committees should remain as stated within the draft policy, but that each committee should be chaired by an academic staff member from another faculty (preferably one within the same college).

Members approved the policy as amended.

#### **Resolution 346/05**

That the Academic Board give in principle approval to the policy “Identifying and Supporting Students at Risk”, as set out in the report presented.

#### **5.2.2 Appointment of Chairs of Standing Committees**

The *University of Sydney (Academic Governance) Rule 2003* provides for the Chairs of Standing Committees to be appointed by and from the members of the Academic Board, on the nomination of the Chair at the first meeting of the Academic Board following an election of Academic Board members.

Accordingly, the Chair nominated Chairs of Standing Committees as follows:

- Academic Staffing Committee – Professor Chris Murphy
- Graduate Studies Committee – Associate Professor Tony Masters
- Learning and Teaching Committee – Associate Professor Bruce Sutton
- Undergraduate Studies Committee – Associate Professor Bruce Sutton
- Research Committee – Associate Professor Tony Masters

The Chair recommended that the Board appoint the Chairs of Standing Committees as recommended for a term of office of two years. He noted that the new Chair of the Academic Board may wish to alter these arrangements following discussions with the Chairs of the Standing Committees.

Members endorsed the Chair’s recommendation.

#### **Resolution 347/05**

That, in accordance with the *University of Sydney (Academic Governance) Rule 2003* and on the nomination of the Chair of the Academic Board, the Academic Board appoint Professor C Murphy and Associate Professors A F Masters and B Sutton as the Chairs of Academic Board Standing Committees, as set out in the report presented.

### **5.2.3 Appointment of Deputy Chair**

The *University of Sydney (Academic Governance) Rule 2003* provides for the Deputy Chair to be appointed by the Academic Board from among the Chairs of Standing Committees, on the nomination of the Chair, at the first meeting of the Academic Board following an election of Academic Board members.

Accordingly, the Chair nominated Associate Professor Tony Masters as the Deputy Chair and recommend the appointment to the Academic Board for a term of office of two years.

Members endorsed the Chair's recommendation.

#### **Resolution 348/05**

That, in accordance with the University of Sydney (Academic Governance) Rule 2003 and on the nomination of the Chair of the Academic Board, the Academic Board appoint Associate Professor A F Masters as Deputy Chair of the Academic Board, as set out in the report presented.

### **5.2.4 Election of New Chair of the Academic Board**

At the time for close of nominations for the position of Chair of the Academic Board at 4.00pm on 21 November 2005, no nominations had been received. In order to allow the Returning Officer to seek further nominations Senate had approved an amendment to clause 7(2) of the *University of Sydney (Academic Governance) Rule 2003*, as outlined in the agenda. The amendment took effect from 6 December 2005, the day it was published, in accordance with section 37(2) of the *University of Sydney Act 1989*.

An election has been called with nominations closing on 22 December 2005.

#### **Resolution 349/05**

That the Academic Board note the report of the Chair on elections for a new Chair, as set out in the report presented.

### **5.2.5 Resignation of the Chair of Learning and Teaching**

The Chair advised members that he wished to publicly recognise the work of the Chair of the Learning and Teaching Committee, Professor Penny Gay. Professor Gay, has indicated that she would not be standing for re-appointment to the position following her appointment as Head of the Department of English. She will, however, remain in the position for the Committee's first meeting in 2006.

Professor Gay was appointed Chair of the Learning and Teaching Committee at the beginning of 2005 and the Chair extended his appreciation and thanks to her for her excellent work during the past twelve months.

Members joined the Chair in thanking Professor Gay for her work.

#### **Resolution 350/05**

That the Academic Board extend its appreciation to Professor Penny Gay for her contributions as Chair of the Learning and Teaching Committee.

### **5.2.6 Christmas Party**

Members of the Board and others who have assisted with the work of the Board and its committees throughout the year were invited to join the Chair for champagne and refreshments in the Anderson Stuart Courtyard at the close of this Board meeting.

#### **Resolution 351/05**

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.

### **5.2.7 Academic Board Membership 2006**

Members noted that the Pro Vice-Chancellors (Colleges) and several Deans had responded to requests for nominations to fill the vacancies highlighted at the Board's last meeting.

Following receipt of these nominations, the membership of the Academic Board for 2006 had been outlined in the supplementary agenda.

The Chair expressed appreciation to those members who were not returning as members of the Academic Board.

**NB:** Following the meeting it was noted that Dr M Boughton had been omitted from the membership list in error. Dr Boughton will be a member of the Academic Board, representing the Faculty of Nursing and Midwifery, in 2006, while Dr S Forsyth will not be returning as a member.

#### **Resolution 352/05**

That the Academic Board note the report on Academic Board membership for 2006, as set out in the report presented.

### **5.2.8 UNSW Academic Board**

The Chair advised that on Tuesday of last week he was invited by Professor Dooley to attend the meeting of the Academic Board of the University of New South Wales, where he addressed their Board on the matter of the Academic Board Reviews conducted at the University of Sydney. The Chair outlined the process the Academic Board had adopted and outlined the positives and shortcomings of current procedures. The Chair formally acknowledged Professor Dooley's kind and courteous invitation and thanked him and his Board for their collegiality. He invited Professor Dooley to address the Academic Board.

Professor Dooley thanked the Academic Board and the Chair for welcoming him and Ms Fraser and expressed support for the practice of Chairs of Academic Boards attending meetings at other institutions.

#### **Resolution 353/05**

That the Academic Board note the report on the UNSW Academic Board, as set out in the report presented.

### 5.3 Honours and Distinctions

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

In addition, the Academic Board was advised of the following honours and distinctions:

**Professor Hans Coster; Department of Chemical Engineering**  
Fellow, Academy of Technological Sciences and Engineering.

**Professor Dagan Feng; School of Information Technologies**  
Fellow, Academy of Technological Sciences and Engineering.

**Dr John Lee; School of Philosophical and Historical Enquiry**  
Fellow, Australian Academy of the Humanities.

#### **Resolution 354/05**

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.

### 5.4 Vote of Thanks

The Chair noted that this would be the last meeting of the Academic Board that he would attend as either a member or as its Chair, and that he would like to end his report by expressing his sincere gratitude to various people.

The Chair particularly thanked the members of Secretariat (Ms J Russell, Ms M Kemmis, Ms S Paynter, Mr M Smith and Mr D Bradbury), the Registrar and staff supporting other Academic Board committees (Mr W Dawson, Dr A Black and Ms K Hadfield). He also thanked the Deputy Chair of the Academic Board, Associate Professor T Masters, and the Chairs of the various committees (Professor P Gay, Professor C Murphy, Professor B Reid, Associate Professor R Ross and Associate Professor B Sutton). He gave special thanks to Professor J Sachs for encouraging him to take up the position, and thanked all the members of the Academic Board for their support during his eighteen months as Chair.

Associate Professor Masters gave return thanks to the Chair, noting that the Chair's appointment to the position of Pro Vice-Chancellor (Engineering and Built Environment) at the University of Newcastle was a reflection of the strengths of the University of Sydney as well as the Chair's personal and professional strengths. Professor Masters thanked Professor Carter for his guidance and wisdom as Chair of the Academic Board.

The Deputy Vice-Chancellor (Academic and International) supported Professor Masters' comments and added his personal appreciation for Professor Carter's counsel and support.

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

6.1 **Report on Senate Matters**

6.1.1 **Report of the Senate meeting held on 7 November 2005**

The Vice-Chancellor advised members that he had nothing further to add to the report of the Senate meeting held on 7 November 2005.

**Resolution 355/05**

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 7 November 2005.

6.1.2 **Report of the Senate meeting held on 5 December 2005**

The Vice-Chancellor advised members that he had nothing further to add to the report of the Senate meeting held on 5 December 2005.

**Resolution 356/05**

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 5 December 2005.

6.2 **General report**

The Vice-Chancellor expressed his disappointment at the passage of Voluntary Student Unionism (VSU) legislation through Federal Parliament last Friday. He stressed the need to continue to make the case against VSU while developing ways of maintaining the current level of student experience and support at the University. He also pointed out that, as the new legislation would only apply to students enrolling on or after 1 July 2006, it was legitimate for the University to collect compulsory subscriptions for the full year from those students enrolling in Semester 1 2006.

**Resolution 357/05**

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

★ 7. **Question time**

The following questions were raised:

- The Vice-Chancellor was asked to comment on recent statements by the University of Melbourne regarding the possible restructuring of its curriculum to introduce graduate-entry professional degrees. The Vice-Chancellor responded that the University of Sydney was already offering a number of graduate-entry professional degrees but noted that many of the places for these degrees attracted Commonwealth support, whereas the changes envisaged by the University of Melbourne related to full fee-paying places.
- The SRC asked for clarification of the status of the Bachelor of Nursing (Indigenous Australian Health). The Vice-Chancellor responded that entry to the program would be suspended for 2006 to allow reconfiguration. All applicants had been contacted and the Faculty had discussed the situation with them. He had been advised that all existing units associated with the Indigenous Nursing major remained available. The Vice-Chancellor stressed the University's commitment to offering an indigenous nursing program.

**Resolution 358/05**

That the Academic Board note the questions and responses provided.

**8. Reports of Faculties and Boards**

**8.1 Report of the Faculty of Education and Social Work**

**8.1.1 Receipt of report**

**Resolution 359/05**

That the Academic Board receive and note the report of the Faculty of Education and Social Work.

**8.1.2 Semester and Vacation Dates 2006**

**Resolution 360/05**

That the Academic Board approve the semester and vacation dates for the Faculty of Education and Social Work for the year 2006, as set out in the report presented.

*Action:* The Dean and Faculty Manager, Faculty of Education and Social Work to note the Academic Board's approval of the semester and vacation dates for the Faculty for the year 2006.

(File 2001/29)

**8.2 Report of the Faculty of Health Sciences**

**8.2.1 Receipt of report**

**Resolution 361/05**

That the Academic Board receive and note the report of the Faculty of Health Sciences.

**8.2.2 Amendment of the Resolutions of Senate: Faculty of Health Sciences**

**Resolution 362/05**

That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Health Sciences, with immediate effect, as set out in the report presented.

*Action:* The Chair to recommend to Senate that it endorse the Academic Board's approval of the amended Constitution of the Faculty of Health Sciences.

The Dean and Faculty Manager, Faculty of Health Sciences to note the Academic Board's approval of the amended Constitution of the Faculty of Health Sciences.

(File 036/0006/00209)

**8.3 Report of the Faculty of Medicine**

**8.3.1 Receipt of report**

**Resolution 363/05**

That the Academic Board receive and note the report of the Faculty of Medicine.

### **8.3.2 Semester and Vacation Dates 2006**

#### **Resolution 364/05**

That the Academic Board approve the semester and vacation dates for the Faculty of Medicine for the year 2006, as set out in the report presented.

*Action:* The Dean and Faculty Manager, Faculty of Medicine to note the Academic Board's approval of the semester and vacation dates for the Faculty for the year 2006.

(File 2001/29)

### **8.4 Report of the Sydney Conservatorium of Music**

#### **8.4.1 Receipt of report**

#### **Resolution 365/05**

That the Academic Board receive and note the report of the Sydney Conservatorium of Music.

#### **8.4.2 Semester and Vacation Dates 2006**

#### **Resolution 366/05**

That the Academic Board approve the semester and vacation dates for the Sydney Conservatorium of Music for the year 2006, as set out in the report presented.

*Action:* The Dean and Faculty Manager, Sydney Conservatorium of Music to note the Academic Board's approval of the semester and vacation dates for the Sydney Conservatorium of Music for the year 2006.

(File 2001/29)

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

(Associate Professor Bruce Sutton)

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#### **9.1 Oral report of the Chair**

The Chair of the Undergraduate Studies Committee, Associate Professor Bruce Sutton, advised members that the proposal from the Faculty of Engineering, outlined at item 9.2.2.1, was the first proposal to use the new course template. He also drew members' attention to the proposed amendments to the "Admission to Undergraduate Courses" policy and to the Terms of Reference for the Committee.

#### **Resolution 367/05**

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

#### **9.2 Report of the meeting held on 15 November 2005**

##### **9.2.1 Receipt of report**

#### **Resolution 368/05**

That the Academic Board receive and note the report of the Undergraduate Studies Committee meeting held on 15 November 2005.

## 9.2.2 Proposals for New and Amended Courses

### 9.2.2.1 Faculty of Engineering: Bachelor of Engineering (Electrical (Power Engineering))

#### Resolution 369/05

That the Academic Board:

- (i) approve the proposal from the Faculty of Engineering for the amendment of the Bachelor of Engineering;
- (ii) recommend that Senate:
  - (a) endorse the Academic Board's approval of the amended course; and
  - (b) approve the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Engineering;
- (iii) note the Resolutions of the Faculty relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (iv) approve the faculty requirements relating to units of study, the pass degree, the honours degree, the combined degrees and award of the degrees;

with effect from 1 January 2007, as set out in the report presented.

*Action:* The Chair to recommend to Senate that it endorse the Academic Board's approval of the amended Bachelor of Engineering course, and approve the amendments of the Resolutions of Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Engineering and to the course.

The Dean and Faculty Manager of the Faculty of Engineering to note the Academic Board's approval of the amended Bachelor of Engineering course.

(File 003/0018/00014)

## 9.2.3 Amendment of Faculty Resolutions

### ★ 9.2.3.1 Faculty of Medicine

The following queries were raised regarding the Faculty Resolutions from the Faculty of Medicine:

- section (3): the section commences with the statement that "all applicants for admission to the University of Sydney Medical Program will be interviewed as part of the selection process", but then states at subsection (a) that "selection of applicants for interview will be according to GPA and GAMSAT results as described in Sections 1 and 2". It was suggested that the opening statement be reworded to clarify that only those applicants which meet GPA and GAMSAT requirements will be interviewed;
- section (4) (j): it was suggested that this statement was unclear as it did not specify whether or not it was referring to withdrawals before or after the census date.

Members agreed that the section would only apply to withdrawals before the census date; and

- section (6) (d): a query was raised regarding the requirement for students who relinquish a Medical Rural Bonded Scholarship, to also relinquish their place in the award course. Following the meeting the Faculty advised that this was a legal requirement required by the Commonwealth Government.

It was agreed that these points would be referred back to the Faculty. The Academic Board voted in favour of approving the Faculty Resolutions with one vote against the recommendation.

#### **Resolution 370/05**

That the Academic Board:

- (i) note the Resolutions of the Faculty of Medicine relating to the Bachelor of Medicine and Bachelor of Surgery degree courses, made pursuant to the University of Sydney (Coursework) Rule 2000; and
  - (ii) approve the faculty requirements relating to admission and the honours degree
- with effect from 1 January 2006, as set out in the report presented.

*Action:* The Dean and Faculty Manager of the Faculty of Medicine to note the Academic Board's approval of the amendment Resolutions of the Faculty relating to the Bachelor of Medicine and Bachelor of Surgery degree courses.

(File 003/0020/00040)

### **9.2.4 Admission to Undergraduate Courses**

#### **Resolution 371/05**

That the Academic Board approve the amended Academic Board Resolutions: Admission to Undergraduate Courses.

*Action:* The Executive Officer to include amended Academic Board Resolutions: Admission to Undergraduate Courses on Policy OnLine.

(File P23)

### **9.2.5 Terms of Reference**

#### **Resolution 372/05**

That the Academic Board approve the amendment of the Terms of Reference for the Undergraduate Studies Committee.

*Action:* The Executive Officer to update the Committee's Terms of Reference.

(File 2004/1800)

### 9.2.6 Proceedings of the Committee

#### Resolution 373/05

That the Academic Board note the proceedings of the Undergraduate Studies Committee meeting held on 15 November 2005, as set out in the report presented.

## 10. Report of the Graduate Studies Committee

(Associate Professor Anthony Masters)

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### 10.1 Oral report of the Chair

The Chair of the Graduate Studies Committee, Associate Professor A Masters, drew members' attention to two issues under item 10.2.6: oral examination of PhDs and research students' attributes. With regard to the latter item, he stressed the importance of getting agreement on this issue before dealing with other questions, such as defining the Doctor of Philosophy at the University.

With regard to oral examination of PhDs, he advised members that the Dean of Graduate Studies was currently investigating how oral examinations are conducted at overseas universities.

A query was raised regarding the timeline for ranking students for APAs. Members were advised that the rankings were done as soon as possible following examinations to ensure that students could be advised quickly as to whether or not they were eligible for a scholarship. It was suggested that the AVCC or Group of Eight could look at adopting the system used by the Graduate Schools of North America, where institutions announce the awarding of scholarships on an agreed date.

#### Resolution 374/05

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

## 10.2 Report of the meeting held on 14 November 2005

### 10.2.1 Receipt of report

#### Resolution 375/05

That the Academic Board receive and note the report of the Graduate Studies Committee meeting held on 14 November 2005.

### 10.2.2 Proposals for new and amended postgraduate courses

#### 10.2.2.1 Faculty of Economics and Business: Master of Business and Master of Commerce

#### Resolution 376/05

That the Academic Board:

- (i) approve the proposal from the Faculty of Economic and Business to amend the Master of Business and Master of Commerce
- (ii) recommend that Senate:
  - (a) endorse the Academic Board's approval of the proposal; and
  - (b) approve the amendment of the Senate Resolutions relating to these courses; and
- (iii) approve the faculty requirements relating to the degree;

with effect from 1 January 2006, as set out in the report presented.

*Action:* The Chair to recommend to Senate that it endorse the Academic Board's approval of the amended Master of Business and Master of Commerce courses, and approve the amendments to the Resolutions of the Senate relating to these courses.

The Dean and Faculty Manager of the Faculty of Economics and Business to note the Academic Board's approval of the amended Master of Business and Master of Commerce courses.

(Files 003/0017/00025 and 2001/5124)

#### **10.2.2.2 Sydney Conservatorium of Music: Master of Music Studies (Performance); Master of Music Studies (Opera) and Graduate Diploma in Music (Performance)**

##### **Resolution 377/05**

That the Academic Board:

- (i) approve the proposal from the Sydney Conservatorium of Music to amend the Master of Music Studies (Performance); Master of Music Studies (Opera) and the Graduate Diploma in Music (Performance);
- (ii) recommend that Senate:
  - (a) endorse the Academic Board's approval of the proposal; and
  - (b) approve the amendment of the Senate Resolutions relating to the Degrees, Diplomas and Certificates in the Sydney Conservatorium of Music and relating to the courses; and
- (iii) approve the faculty requirements relating to the degree;

with effect from 1 January 2006, as set out in the report presented.

*Action:* The Chair to recommend to Senate that it endorse the Academic Board's approval of the amended Master of Music Studies (Performance); Master of Music Studies (Opera) and the Graduate Diploma in Music (Performance) courses, and approve the amendments to the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Sydney Conservatorium of Music and relating to the courses.

The Dean and Faculty Manager of the Sydney Conservatorium of Music to note the Academic Board's approval of the amended Master of Music Studies (Performance); Master of Music Studies (Opera) and the Graduate Diploma in Music (Performance) courses.

(File TBA)

### **10.2.3 Amendment of the Resolutions of the Senate**

#### **10.2.3.1 Faculty of Economics and Business: Master of Philosophy in Economics and Business**

##### **Resolution 378/05**

That the Academic Board:

- (i) recommend that Senate approve the amendments to the Resolutions of the Senate relating to the Master of Philosophy in Economics and Business, made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (ii) approve the faculty requirements relating to the award of the degree;

with effect from 1 January 2006, as set out in the report presented.

*Action:* The Chair to recommend to Senate that it approve the amendments to the Resolutions of the Senate relating to the Master of Philosophy in Economics and Business course.

The Dean and Faculty Manager of the Faculty of Economics and Business to note the Academic Board's approval of the amended resolutions for the Master of Philosophy in Economics and Business course.

(File TBA)

#### **10.2.3.2 Faculty of Education and Social Work**

##### **(1) Master of Philosophy in Education**

##### **Resolution 379/05**

That the Academic Board:

- (i) recommends that Senate approve:
  - (a) the rescission of the Resolutions of Senate relating to the Master of Philosophy in Education, and
  - (b) the adoption of new Resolutions of Senate relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000 (as amended), and
- (ii) note the Resolutions of the Faculty relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000 (as amended); and
- (iii) approve the faculty requirements relating to the award of the Master of Philosophy in Education;

with effect from 1 January 2006, as set out in the report presented.

*Action:* The Chair to recommend to Senate that it approve the rescission of the Resolutions of Senate relating to the Master of Philosophy

in Education course and the adoption of new Resolutions of Senate relating to this course.

The Dean and Faculty Manager of the Faculty of Education and Social Work to note the Academic Board's approval of the amended resolutions for the Master of Philosophy in Education course.

(File TBA)

**(2) Master of Policy Studies**

**Resolution 380/05**

That the Academic Board:

- (i) recommends that Senate approve:
  - (a) the rescission of the Resolutions of Senate relating to the Master of Policy Studies, and
  - (b) the adoption of new Resolutions of Senate relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000 (as amended), and
- (ii) note the Resolutions of the Faculty relating to this course, made pursuant to the University of Sydney (Coursework) Rule 2000 (as amended); and
- (iii) approve the faculty requirements relating to the award of the Master of Policy Studies; with effect from 1 January 2006, as set out in the report presented.

*Action:* The Chair to recommend to Senate that it approve the rescission of the Resolutions of Senate relating to the Master of Policy Studies course and the adoption of new Resolutions of Senate relating to this course.

The Dean and Faculty Manager of the Faculty of Education and Social Work to note the Academic Board's approval of the amended resolutions for the Master of Policy Studies course.

(File 2003/4759)

**10.2.3 Faculty of Law: Master of Environmental Law, Master of Environmental Science and Law; Master of Taxation; Graduate Diploma in Corporate, Securities and Finance Law; Graduate Diploma in Environmental Law and Graduate Diploma in Taxation**

**Resolution 381/05**

That the Academic Board:

- (i) recommend that Senate approve the amendments to the Resolutions of the Senate relating to the Master

- of Environmental Law, Master of Environmental Science and Law; Master of Taxation; Graduate Diploma in Corporate, Securities and Finance Law; Graduate Diploma in Environmental Law and Graduate Diploma in Taxation, made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (ii) approve the faculty requirements relating to the units of study and specially designated streams and award of the degree;
- with effect from 1 January 2006, as set out in the report presented.

*Action:* The Chair to recommend to Senate that it approve the amendments to the Resolutions of the Senate relating to the Master of Environmental Law, Master of Environmental Science and Law; Master of Taxation; Graduate Diploma in Corporate, Securities and Finance Law; Graduate Diploma in Environmental Law and Graduate Diploma in Taxation courses.

The Dean and Faculty Manager of the Faculty of Law to note the Academic Board's approval of the amended resolutions for the Master of Environmental Law, Master of Environmental Science and Law; Master of Taxation; Graduate Diploma in Corporate, Securities and Finance Law; Graduate Diploma in Environmental Law and Graduate Diploma in Taxation courses.

(Files 003/0019/00007, 2001/2540, 2002/1059, 2002/1060 and 2002/1063 )

#### **10.2.3.4 Faculty of Science : Master of Applied Science; Graduate Diploma in Applied Science; Graduate Certificate in Applied Science and Graduate Diploma in Psychology**

##### **Resolution 382/05**

The Academic Board:

- (i) recommend that Senate approve the amendments to the Resolutions of the Senate relating to the Master, Graduate Diploma and Graduate Certificate of Applied Science and the Graduate Diploma in Psychology, made pursuant to the University of Sydney (Coursework) Rule 2000; and
- (ii) approve the faculty requirements relating to the units of study and specially designated streams and award of the degree;

with effect from 1 January 2006, as set out in the report presented.

*Action:* The Chair to recommend to Senate that it approve the amendments to the Resolutions of the Senate relating to the Master, Graduate Diploma and Graduate Certificate of Applied Science and the Graduate Diploma in Psychology courses.

The Dean and Faculty Manager of the Faculty of Science to note the Academic Board's approval of the amended resolutions for the Master, Graduate Diploma and Graduate Certificate of Applied Science and the Graduate Diploma in Psychology courses.

(Files 003/0021/00023, 003/0021/00026, 003/0021/00027 and 003/0021/00028)

#### **10.2.4 Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA) 2006 Ranking Guidelines**

##### **Resolution 383/05**

That the Academic Board approve the APA/UPA 2006 Ranking Guidelines, as set out in the report presented.

*Action:* The Committees Officer to amend the APA/UPA 2006 Ranking Guidelines in line with the resolution of the Academic Board.

(File 028/0002/00026)

#### **10.2.5 Postgraduate English Language Requirements – Faculty of Science**

##### **Resolution 384/05**

The Academic Board approve and amend the policy "Postgraduate English Language Requirements", with effect from 1 January 2006, as set out in the report presented.

*Action:* The Committees Officer to amend the Postgraduate English Language Requirements in line with the resolution of the Academic Board.

The Executive Officer to include the amended policy on Policy OnLine.

(Files P24)

#### **10.2.6 Proceedings of the Committee**

##### **Resolution 385/05**

That the Academic Board note the proceedings of the Graduate Studies Committee meeting held on 14 November 2005, as set out in the report presented.

### **11. Report of the Learning and Teaching Committee** (Professor Penny Gay)

★

#### **11.1 Oral report of the Chair**

The Chair of the Learning and Teaching Committee, Professor Penny Gay drew members' attention to items 11.2.3 and 11.2.4 and noted that both documents had been developed by the office of the Pro Vice-Chancellor (Teaching and Learning). The two documents dealt with excellence in teaching awards and benchmarking respectively.

Professor Gay advised members that she and Professor Carter had met with the Deputy Vice-Chancellor (Academic and International) on 5 December 2005 to discuss the “Student Plagiarism” policy and to put forward a number of amendments suggested by the Learning and Teaching Committee and the Academic Board. Since that meeting, the Office of the General Counsel had responded by making the following changes to the policy:

- an Executive Summary had been added to the policy which can be quoted by faculties in any information provided to students (e.g. unit of study and course outlines);
- the definition of “nominated academic” had been amended to include a reference to that person acting on advice from Heads of School and Unit of Study co-ordinators;
- the right of students to confidentiality had been included; and
- faculties will be able to retain copies of warning letters for future reference.

The Compliance Statement had not been amended. Professor Gay advised that she would make a full report regarding amendments to the policy at the first meeting of the Learning and Teaching Committee in 2006.

The Deputy Vice-Chancellor (Academic and International) thanked the Academic Board for its input and recommendations regarding the policy and stressed that the policy had been developed and implemented to meet an urgent need for a clear statement on the University’s position regarding student plagiarism.

**Resolution 386/05**

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

**11.2 Report of the meeting held on 22 November 2005**

**11.2.1 Receipt of report**

**Resolution 387/05**

That the Academic Board receive and note the report of the Learning and Teaching Committee meeting held on 22 November 2005.

**11.2.2 Academic Board Faculty Reviews: Faculty Progress Reports**

**Resolution 388/05**

That the Academic Board note the Academic Board Faculty Reviews: Faculty Progress Reports.

**11.2.3 Vice-Chancellor’s Awards and Carrick Awards for Australian University Teaching**

**Resolution 389/05**

That the Academic Board:

- (1) encourage faculties to align criteria for any faculty-based teaching awards to the criteria for the Carrick awards; and
- (2) endorse the alignment of the Vice-Chancellor’s Awards with the Carrick Awards for Australian University Teaching, as set out in the report presented.

*Action:* The Pro Vice-Chancellor (Teaching and Learning) to align the criteria of the Vice-Chancellor's Awards with those of the Carrick Awards for Australian University Teaching.

The Executive Officer to advise faculties of this alignment and recommend that the criteria for any faculty-based teaching awards also be aligned to those of the Carrick Awards.

(File TBA)

#### **11.2.4 Benchmarking Guidelines for Teaching and Learning and Research**

##### **Resolution 390/05**

That the Academic Board approve the policy and guidelines "Improving learning and teaching through collaboration, benchmarking and alliances", with immediate effect, as set out in the report presented.

*Action:* The Executive Officer to include the new policy on Policy OnLine.

(File TBA)

#### **11.2.5 Proceedings of the Committee**

##### **Resolution 391/05**

That the Academic Board note the proceedings of the Learning and Teaching Committee meeting held on 22 November 2005, as set out in the report presented.

### **12. Report of the Research Committee** (Professor John Carter)

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#### **12.1 Oral report of the Chair**

The Chair of the Research Committee, Professor John Carter, advised members that he had nothing further to add to the report. He invited Professor Hesketh as Acting Deputy Vice-Chancellor (Research and Innovation) to speak to the meeting.

Professor Hesketh advised members that a number of activities were currently underway, including:

- submission of a response to the NCRIS (National Collaborative Research Infrastructure Strategy) Strategic Roadmap;
- development of a framework for engagement with CRCs; and
- a mapping exercise with the CSIRO to identify common areas of research.

##### **Resolution 392/05**

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

**12.2 Report of the meeting held on 26 October 2005**

**12.2.1 Receipt of report**

**Resolution 393/05**

That the Academic Board receive and note the report of the Research Committee meeting held on 26 October 2005.

**12.2.2 Proceedings of the Committee**

**Resolution 394/05**

That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 26 October 2005, as set out in the report presented.

**13. Report of the Academic Staffing Committee**

(Professor Chris Murphy)

★

**13.1 Oral report of the Chair**

In the absence of the Chair of the Academic Staffing Committee, Professor John Carter advised members that he had nothing further to add to the report in the agenda.

**13.2 Report of the meeting held on 5 October 2005**

**13.2.1 Receipt of report**

**Resolution 395/05**

That the Academic Board receive and note the report of the Research Committee meeting held on 5 October 2005.

**13.2.2 Proceedings of the Committee**

**Resolution 396/05**

That the Academic Board note the proceedings of the Academic Staffing Committee meeting held on 5 October 2005, as set out in the report presented.

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**14. General Business**

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

The Chair gave his congratulations to those staff promoted to Associate Professor, as outlined in the report.

**Resolution 397/05**

That the Academic Board note the report on the promotion of academic staff from Level C to Level D in 2005, as set out in the report presented.

**14.2 Authority of the Chair of the Academic Board**

**Resolution 398/05**

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 14 December 2005 and the first 2006 Academic Board meeting, as set out in the report presented.

**14.3 Academic Board Schedule of Meeting Dates for 2006**

**Resolution 399/05**

That the Academic Board adopt the meeting schedule for 2006, as set out in the report presented.

**14.4 Membership of the Central Promotions Committees 2006**

**Resolution 400/05**

That the Academic Board appoint members to the Central Promotions Committees for 2006, as set out in the report presented.

The meeting closed at 3:35 p.m.

Signed as a correct record

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*Chair*

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Date