
ACADEMIC STANDARDS AND POLICY COMMITTEE

2:00pm – 4:00pm, Tuesday 14 November 2017

Senate Room, Quadrangle (A14)

Members Present: Professor Jane Hanrahan (Chair); Helen Agus (Science); Associate Professor Tim Allender (Education & Social Work); Andrew Barnes (Conservatorium); Dr Vasiliki Betihavas (Nursing); Isabella Brook (President, SRC); Associate Professor Vincent Gomes (Engineering & IT); Professor Manuel Graeber (Medicine); Kerrie Henderson (Office of General Counsel); Associate Professor Glen Hill (Architecture, Design & Planning); Associate Professor Veysel Kayser (Pharmacy); Associate Professor Tony Masters (Chair of the Academic Board); Associate Professor Peter McCallum (Director, Educational Strategy) (for Professor Pip Pattison); Associate Professor Maurice Peat (Business); Professor Anne Twomey (Law); Professor Sandra van der Laan (Business).

Attendees: Professor Tyrone Carlin (Deputy Vice-Chancellor (Registrar)) (for Item 5.1); Dr Matthew Charet (Secretary); Alison Eaton (Policy Register Administrator); Tristan Enright (Manager, Educational Integrity) (for Item 4.2); Pearl Rozenberg (Sub-Dean, Business) (for Item 4.6); Kate Small (University Quality Manager).

Apologies: Associate Professor Alex Chaves (Veterinary Science); Dr Frances Di Lauro (Arts & Social Sciences); Professor Pip Pattison (Deputy Vice-Chancellor (Education)) (Associate Professor McCallum attending instead); Samay Sabharwal (Nominee, SUPRA).

8/2017

MINUTES

1 WELCOME AND APOLOGIES

The Chair welcomed members to the final meeting for 2017 and apologies were noted as recorded above.

2 PROCEDURAL MATTERS

2.1 Minutes of the Previous Meeting

The minutes of the previous meeting held on 26 September 2017 were approved as a true record of the meeting.

Resolution ASPC17/8-1

That the Academic Standards and Policy Committee resolve that the minutes of meeting 7/2017, held on 26 September 2017, be confirmed as a true record.

2.2 Business Arising

The Chair advised that the issues raised by Professor Graeber under Item 6.1 Any Other Business were referred by the Chair of Academic Board to the Provost and Deputy Vice-Chancellor (Registrar) for consideration.

3 STANDING ITEMS

3.1 Report of the Chair

The Chair advised that she had nothing to report.

Resolution ASPC17/8-2

That the Academic Standards and Policy Committee note the report of the Chair.

3.2 Report of Academic Board

Further to the written report circulated with the agenda, Associate Professor Masters highlighted that a proposed new committee structure for the Academic Board was presented at the meeting. Subject to feedback, it is anticipated that this structure will be presented for approval to the 28 November meeting of the Academic Board, along with draft Terms of Reference for the committees. Members were invited to comment on the draft committee structure as presented in

the agenda pack for the 10 October meeting of the Academic Board.

Resolution ASPC17/8-3

That the Academic Standards and Policy Committee note the report of the Academic Board meeting held on 10 October 2017.

4 ITEMS FOR ACTION

4.1 Phase 5 AB-UE Faculty Reviews

Further to the written report circulated with the agenda, Ms Small informed members that for the last twenty years, faculties have been regularly reviewed by the Academic Board and Provost on a 4-5 year cycle. With Phase 4 of these reviews nearing completion, the review process itself has been reconsidered by a working group (led by the Provost and Chair of Academic Board) to accommodate changes to the organisational structure of the University and allow for a more focussed review process. The paper outlines a series of thematic reviews which will examine performance across and between faculty in the area under review, as well as how faculties interact with Professional Service Units. A number of suggested themes are presented, with Student Wellbeing and Safety the topic chosen for 2018 to build on the activities of the International Student Experience and the Student Wellbeing Taskforces. Both the Academic Board and University Executive will continue to assess the outcomes of each review.

In discussion, the desirability of asking all faculties the same questions at the same time was highlighted, and it was observed that TEQSA is more interested in how we meet the standards of the Higher Education Standards Framework (HESF) than in policies. The importance of definition and alignment with review activities already underway or recently undertaken was emphasised (for example, the HDR Research Training Needs Analysis). The inclusion of professional accreditation was also discussed, with members informed that this is more likely to be included as part of the new award course review process.

The committee agreed to endorse this proposal for presentation to the Academic Board.

Resolution ASPC17/8-4

That the Academic Standards and Policy Committee recommend that the Academic Board:

- (1) endorse the proposed model of thematic reviews for the next five-year phase of joint Academic Board – University Executive reviews of faculties and University schools;*
- (2) endorse the theme of “Student Wellbeing and Safety” for review in 2018; and*
- (3) note the themes proposed for future years (to be finalised annually to ensure alignment with contemporary priorities).*

4.2 Assessment: A University-wide Approach

Associate Professor McCallum spoke to this paper and thanked Associate Professor Judy Anderson (Co-Chair of the Assessment Working Group), Ms Agus and other members, as well as Dr Leah Schwartz and Tristan Enright from the Education Portfolio, for their contributions to the Working Group. The Working Group had been established by the Deputy Vice-Chancellor (Education) and the Chair of Academic Board to realise the ambitions of the Strategic Plan 2016-2020, calling for a new vision of assessment. This vision is to include more effective feedback loops and relate assessment more closely to the HESF.

The paper includes five recommendations: alignment of assessment to meet learning outcomes; mapping of assessment over the full curriculum; coordination of assessment across degrees, streams and majors as well as at unit of study level; assessment against and possible measurement of attainment against graduate qualities; and better use of project-based assessment (especially to measure intangible qualities such as influence and collaboration).

In discussion, Ms Henderson suggested that there may be an increased need for barrier units of study to enable incremental monitoring of attainment of graduate qualities. Associate Professor McCallum advised that graduate qualities are not intended to be pass / fail, but will be attested to via a statement on graduation. The project is also initially intended for undergraduate courses, with different qualities needed for HDR and postgraduate coursework study. Avoidance of redundant assessment is desirable, as is enabling agility of assessment, both to be achieved with the aid of an anticipated curriculum mapping tool. Members were assured that in recognition of the volume of work required to realise this strategy, resources would be made available to assist.

The proposal (including its recommendations) was endorsed for presentation to the Academic Board.

Resolution ASPC17/8-5

That the Academic Standards and Policy Committee:

- (1) note the report of the Assessment Working Group; and*
- (2) recommend that the Academic Board endorse the recommendations set out in the report.*

4.3 Curriculum and HESF Policy Changes

Associate Professor McCallum informed members that this proposal contains several components, including: the addition of a definition of 'major' to the *Learning and Teaching Procedures 2016*; clarification of testamur hierarchy and nomenclature; and governance of units of study not offered by faculties. The rescission of the Senate policy on *Equal Opportunity in Education* is also recommended, as this has now been enshrined in the *Learning and Teaching Policy 2015*.

In discussion, a number of drafting corrections and clarifications were requested, and faculties were asked to ensure that Program Directors are appointed for all activities outlined in the *University of Sydney (Delegations of Authority – Academic Functions) Rule 2016*, and if necessary, change the titles of staff with responsibility for these delegations.

Subject to minor amendment, the proposals were endorsed for presentation to the Academic Board.

Resolution ASPC17/8-6

That the Academic Standards and Policy Committee recommend that the Academic Board:

- (1) approve changes to the Learning and Teaching Policy arising from curriculum implementation and an audit against the Higher Education Standards Framework;*
- (2) recommend that the Deputy Vice-Chancellor (Education) approve changes to the Learning and Teaching Procedures arising from curriculum implementation and an audit against the Higher Education Standards Framework; and*
- (3) recommend that Senate rescind the policy Equal Opportunity in Education, noting that this policy has now been incorporated into the Learning and Teaching Policy 2015, with effect from 1 January 2018.*

4.4 Continuing and Extra-Curricular Education Policy 2017

Associate Professor McCallum advised that provision of continuing education is a key component of the University's engagement strategy. In 2017, internal and external audits of the Centre for Continuing Education and its courses were undertaken and the recommendations of these audits have been incorporated into the policy. Members were informed that the Non-Award Sub-Committee of the Board of Interdisciplinary Studies (BIS) has responsibility for approval of non-award courses and that it reports to the BIS, which is chaired by the Provost and includes the DVC (Education) in its membership.

In discussion, it was agreed that Ms Henderson receive an electronic copy of the policy for final review, and that any editorial changes she suggests be incorporated into the policy before it proceeds to the Academic Board for approval. The proposal was otherwise endorsed for presentation to the Academic Board.

Resolution ASPC17/8-7

That the Academic Standards and Policy Committee recommend that the Academic Board endorse the Continuing and Extra-curricular Education Policy 2017 and recommend that the Deputy Vice-Chancellor (Education) adopt the policy, with effect from 1 January 2018;

4.5 Curriculum Framework and Coursework Policy 2014 Changes for a Research-Pathway Masters degree and Vertically-Integrated Masters degrees

This proposal establishes the policy framework to enable the creation of both a stand-alone research-pathway Masters degree (the Master of Advanced Studies) as well as vertically-integrated Masters degrees by recommending the amendment of the *Coursework Policy 2014*. The Master of Advanced Studies is intended to provide a coursework pathway into HDR research. It is hoped that the Federal Government's funding position for postgraduate CSPs will be resolved positively by 2019, the proposed date for commencement of the stand-alone Master of Advanced

Studies; if not, the proposal will be revised for delivery in 2020.

In discussion, the need for further editorial amendments to the policy was highlighted and agreed to before presentation to the Academic Board. The possible allowance of credit from the Master of Advanced Studies to meet the coursework requirements of HDR study was also suggested.

Subject to the incorporation of any editorial changes recommended by the Policy Management Unit, the proposal was endorsed for presentation to the Academic Board.

Resolution ASPC17/8-8

That the Academic Standards and Policy Committee recommend that the Academic Board:

- (1) approve the proposed curriculum framework for a research-pathway Masters degree;*
- (2) note the name Master of Advanced Studies ([discipline]) for the research-pathway Masters degree;*
- (3) approve the proposed curriculum framework for vertically-integrated research-pathway and professional/specialist Bachelor/Master combined degrees; and*
- (4) approve changes to the Coursework Policy 2014 incorporating the curriculum framework for a research pathway Masters degree and vertically integrated degrees.*

4.6 University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended)

Ms Rozenberg informed members that the Rule requires amendment to reflect changes to the University of Sydney (*Delegations of Authority – Academic Functions*) Rule 2016.

The proposal was endorsed for presentation to the Academic Board.

Resolution ASPC17/8-9

That the Academic Standards and Policy Committee recommend that the Academic Board:

- (1) endorse the amendment of the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended), as presented; and*
- (1) recommend that Senate approve the amendment of the Rule, with effect from 1 January 2018.*

4.7 Arts & Social Sciences: Faculty Resolutions

Ms Henderson requested an amendment to clause 5(2), to refer to “the Dean or ~~their~~ delegate Associate Dean”. Subject to this amendment, the proposal was endorsed for presentation to the Academic Board.

Resolution ASPC17/8-10

That the Academic Standards and Policy Committee recommend that the Academic Board:

- (1) approve the proposal from the Faculty of Arts and Social Sciences to amend its Faculty Resolutions; and*
- (2) approve the amendment of Faculty Resolutions arising from the proposal, with effect from 1 January 2018.*

4.8 Dentistry: Faculty Resolutions

This proposal was endorsed for presentation to the Academic Board as presented.

Resolution ASPC17/8-11

That the Academic Standards and Policy Committee recommend that the Academic Board:

- (1) approve the proposal from the Faculty of Dentistry to amend its Faculty Resolutions; and*
- (2) approve the amendment of Faculty Resolutions arising from the proposal, with effect from 1 January 2018.*

5 ITEMS FOR NOTING

5.1 Student Misconduct Report 2015-2016

The Deputy Vice-Chancellor (Registrar) spoke to the written report circulated with the agenda, advising that it has been updated since its initial presentation to the previous meeting. Ms Rex, former Director of Student Affairs, was thanked *in absentia* for updating the report as requested at that meeting. The report reinforces the gravity with which the University treats a range of unacceptable behaviours, and Professor Carlin informed members that the student associations have done a good job in making clear to students that misconduct is taken seriously and provide

good advice to students under investigation.

Associate Professor Masters informed members that this is Professor Carlin's final attendance before the committee, and extended thanks to Professor Carlin for his contributions to the committee while in office. He observed that Professor Carlin has always had "the best interests of the University at heart". Professor Carlin's contribution was recognised by acclamation.

Resolution ASPC17/8-12

That the Academic Standards and Policy Committee recommend that the Academic Board note the Student Misconduct Report 2015 – 2016, as presented.

5.2 2016 Quality Verification System Review

Associate Professor McCallum observed that these reports call for better articulation of learning outcomes. Faculties are to be invited to respond to the reports advising of what changes they might make to units of study arising from the feedback provided.

Resolution ASPC17/8-13

That the Academic Standards and Policy Committee note the feedback provided about the University of Sydney units of study that were reviewed during the 2016 Group of Eight (Go8) Quality Verification System (QVS) review.

Action 4/2017: *Discuss communication strategy to solicit responses to review report and encourage provision of feedback. Responsible: Peter McCallum, Chair of Academic Board, Executive Officer. Timing: As soon as possible.*

5.3 Arts & Social Sciences: Phase 4 Faculty Review Report and Response – CONFIDENTIAL

This report and response were noted as presented.

Resolution ASPC17/8-14

That the Academic Standards & Policy Committee recommend that the Academic Board note the report of the Phase 4 Review of the Faculty of Arts and Social Sciences and the Faculty's response, as presented.

6 OTHER BUSINESS

6.1 Any Other Business

The Chair thanked members for their engagement with the work of the committee through the year, and the Chair of Academic Board thanked the Chair for managing large agendas and providing clear outcomes on the matters brought before the committee.

Next meeting: 2:00pm – 4:00pm, **Tuesday 13 February 2018**
Senate Room, Quadrangle

A full copy of the Academic Standards and Policy Committee papers is available at:
sydney.edu.au/secretariat/pdfs/academic-board-committees/academic-standards/2017/20171114-ASPC-Agenda-Pack.pdf