NOTICE OF MEETING BY CIRCULATION

Meeting 1/2017 of the Admissions Committee will be held by circulation on **Tuesday 14 February 2017**. The Agenda for the meeting is below.

Dr Matthew Charet  
Executive Officer to Academic Board

**AGENDA**

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<th>Non-confidential items</th>
<th>Presenter</th>
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<td><strong>1 WELCOME AND APOLOGIES</strong></td>
<td>Chair</td>
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<td>Members are asked to welcome the following new members:</td>
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<td>• Isabella Brook, President, SRC</td>
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<td>• Professor Annamarie Jagose, Dean, Arts &amp; Social Sciences</td>
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<td>• Dhaval Sanath Shukla, Nominee of the President, SUPRA</td>
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<td>• Associate Professor Michael Kertesz, Acting Chair, Graduate Studies Committee.</td>
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<td><strong>2 PROCEDURAL MATTERS</strong></td>
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<td>2.1 Minutes of Previous Meeting</td>
<td>Chair</td>
<td>attached</td>
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<td>2.2 Forward Plan 2017</td>
<td>Chair</td>
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<td><strong>3 STANDING ITEMS</strong></td>
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<td>3.1 Report of the Academic Board meeting of 7 December 2016</td>
<td>Tony Masters</td>
<td>attached</td>
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<td><strong>4 ITEMS FOR ACTION</strong></td>
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<td>4.1 Law: Master of Labour Law and Relations</td>
<td>David Hamer</td>
<td>attached</td>
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<td><strong>5 ITEMS FOR NOTING</strong></td>
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<td><strong>6 OTHER BUSINESS</strong></td>
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<tr>
<td>6.1 Any Other Business</td>
<td>Chair</td>
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Next meeting: 10:00am – 12:00pm, **Tuesday 14 March 2017**  
Western Tower Boardroom, Quadrangle

*Respect is a core value of the Academic Board*
Admissions Committee - Terms of Reference

Purpose
The Admissions Committee advises the Academic Board and its Committees about resolutions, policy and procedures relating to admissions to award courses at the University of Sydney.

Terms of Reference
1. To advise the Academic Board on:
   a. resolutions, policy and procedures relating to all student admissions to the University; and
   b. issues relating to admissions not based solely on the Australian Tertiary Admissions Rank (ATAR).
2. To make recommendations to the Academic Board, or, if deemed appropriate by the Admissions Committee to the Undergraduate Studies Committee and/or the Graduate Studies Committee, regarding:
   a. English language requirements for admission to award courses;
   b. recognition of institutions, programs and courses for the purposes of admission;
   c. approval of admissions criteria in addition to the ATAR;
   d. approval of preparatory programs of study in prior learning;
   e. approval of special admission schemes;
   f. confirmation of academic selection criteria for international students set by Deans; and
   g. University-wide Credit Transfer Policy for all coursework.
3. To oversee and approve the publication of admissions advice.
4. To exercise all reasonable means to provide and receive advice from the University Executive and its relevant subcommittees.
5. To provide an annual report on its activities under its terms of reference to the Academic Board.
6. To consider and report on any matter referred to it by the Academic Board, the Vice-Chancellor, Academic Board committees or the Chair of the Academic Board.

Respect is a core value of the Academic Board
RECOMMENDATION

That the Admissions Committee resolve that the minutes of meeting 6/2016, held on 9 November 2016, be confirmed as a true record.

MINUTES

ADMISSIONS COMMITTEE

11:00am – 12:00pm, Wednesday 9 November 2016
Western Tower Boardroom

Members Present: Associate Professor Tim Wilkinson, Chair; Alison Byrne (for Kubra Chambers); Professor Tyrone Carlin, Deputy Vice-Chancellor (Registrar); Jas Chambers, nominee of the Dean of Science; Associate Professor Rae Cooper, nominee of the Dean of Business; Associate Professor Wendy Davis, Chair, Undergraduate Studies Committee; Maxwell Hall, UG Student; Tom Greenwell, President, SUPRA; Felicity Kiernan, Head of Admissions (Development) (for Wencong Chai); Professor Michelle Lincoln, nominee of the Dean of Health Sciences; Professor Alyson Simpson, nominee of the Dean of Education.

Attendees: Jill Baker (Chair, Academic Board Review panel); Linda Carmichael Information Management Officer; Dr Matthew Charet (Secretary); Associate Professor Peter McCallum, Director, Educational Strategy (for Item 4.1).

Apologies: Professor Barbara Caine, Dean, Arts & Social Sciences; Wencong Chai, Head of Admissions; Kubra Chambers, Director, Planning and Information Office; Peter Finneran, nominee of Director, Student Recruitment; Associate Professor Tony Masters, Chair, Academic Board; Associate Professor Kirsten McKenzie, Chair, Graduate Studies Committee; Mary Teague, Head, Widening Participation.

UNCONFIRMED MINUTES

1 WELCOME AND APOLOGIES

The committee noted apologies as recorded above.

2 PROCEDURAL MATTERS

2.1 Minutes of Previous Meeting

Resolution AB Adm 2016/6-1

That the Admissions Committee resolve that the minutes of meeting 5/2016, held on 12 October 2016, be confirmed as a true record.

2.2 Actions Arising

There were no actions arising.
3 STANDING ITEMS

3.1 Report of the Chair

The Chair advised that he had nothing to report.

Resolution AB Adm 2016/6-2
That the Admissions Committee note the report of the Chair.

3.2 Report of the Academic Board meeting of 2 November 2016

A written report of this meeting was tabled. In the absence of Associate Professor Masters, the Chair highlighted the approval of the curriculum reform package, as well as the endorsement of the University of Sydney (Governance of Faculties and University Schools) Rule 2016 and the University of Sydney (Delegations of Authority – Academic Functions) Rule 2016, neither of which will affect the operation of the Admissions Committee.

Resolution AB Adm 2016/6-3
That the Admissions Committee note the report of the Academic Board meeting held on 2 November 2016.

3.3 Report of the Deputy Vice-Chancellor (Registrar)

Professor Carlin advised that the University has participated for the first time in the October UAC offer round, and that data had been circulated to relevant stakeholders. This has enabled the University to make a good head start on achieving the admissions targets set in the 2017 budget. Planning for the main admissions season is well underway, and revised procedures for the award of scholarships to high-achievers have recently been sent to faculties.

Resolution AB Adm 2016/6-4
That the Admissions Committee note the report of the Deputy Vice-Chancellor (Registrar).

4 ITEMS FOR ACTION

4.1 Curriculum Reform: IELTS Requirements

Associate Professor McCallum attended to speak to this item, which arose from the curriculum reform proposal that had been approved at the 2 November meeting of the Academic Board. The current proposal maps English language requirements for the new degree structure to the current equivalent degrees.

In discussion, it was observed that the IELTS scores for degrees in Engineering and Information Technologies is blank in the proposal, and that these should be set at minimum 7.0 overall, with a minimum 6.5 in each band. The values for Education and Social Work also differ from those in the proposal, and are currently set at a minimum 7.5 overall, with minimum 7.0 in Reading & Writing and 8.0 in Listening & Speaking. It was agreed that the values in the proposal be updated to reflect this, subject to confirmation by the faculty. Further adjustment of the schedule will also be necessary as the University implements changes to organisational design through 2017.

Subject to confirmation of the amended IELTS values for admission to the Faculty of Education and Social Work, the Committee approved the proposal.

[Note: subsequent to the meeting, the Faculty of Education and Social Work confirmed the stated values as correct.]

Resolution AB Adm 2016/6-5
That the Admissions Committee approve minimum English Language Standards for streams and degrees created in the 2016-2020 Curriculum Reform package to commence in 2018, and note clarifications, as amended.

4.2 Faculty of Medicine: Master of Bioethics, Graduate Diploma in Bioethics, Graduate Certificate in Bioethics

The Chair advised that this proposal intends to align IELTS for Bioethics with other postgraduate courses of a similar nature. As international student recruitment collateral for 2017 is already in circulation advising of the current admission standards, it was agreed that the new standard be
implemented from Semester 1, 2018 rather than Semester 2, 2017 as initially proposed.

The proposal was approved as amended.

Resolution AB Adm 2016/6-6
That the Admissions Committee approve the request to increase IELTS score requirements for the Bioethics Coursework degree programs at the University of Sydney, to an IELTS requirement of: “An overall band score of 7.0 or better, with a minimum of 6.5 in each band”.

4.3 Faculty of Education and Social Work: Initial Teacher Education

Associate Professor Simpson spoke to this paper which contains three components, each of which was discussed separately.

The first component requires the creation of non-academic admission pathways, as will be required under new national standards set by the Australian Institute for Teaching and School Leadership. The Faculty proposes to introduce a pathway similar in application to the current E12 scheme, with recommendation made by the Principal based on a set of criteria. The Faculty have investigated and are comfortable with the academic outcomes of E12 entrants, and inclusion of an interview process is also under discussion but recognised as logistically challenging. Members were informed that UAC has expressed a desire to implement a national admissions process and the University could wait for this solution to be developed, but there is uncertainty that a UAC-led process will be developed in time for mandated implementation in 2018. The Faculty is therefore keen to develop an E12-based solution as well, and both can be run in parallel. Because part of the requirement will be to track the academic performance of students admitted under such pathways, Professor Carlin suggested that this might be regarded as a candidature management issue and not an admission matter. Associate Professor Simpson advised that the Faculty’s reading of the requirements indicated that we need to develop both a non-academic admissions pathway and a means to track the success of that pathway in selecting academically-capable students. Advocacy for non-recent school leavers under the propose scheme requires clarification and it was agreed that the Faculty should discuss the matter further, incorporating whatever advice can be obtained from UAC.

The second component presented for discussion relates to transparency and the establishment of justifiable selection processes. In discussion, Professor Carlin observed that the University already publishes its ATAR enrolment data, and advised that guidelines on requirements for alternate admission pathways are being developed. Circulation of this information is anticipated before the end of 2016.

The third matter raised for discussion regards the LANTITE national literacy and numeracy test, which from 2017 will have to be completed by students before they undertake their final placement. A number of possible scenarios were discussed, including the incorporation of the LANTITE as an admission requirement and as a progression milestone in First Year; this latter would avoid the need to make conditional offers for admission and would enable students to undertake placements. The University’s non-engagement with the provision of an AHEGS Statement was also noted in connection with where completion of the LANTITE would be recorded. It was agreed that the matter required further discussion within the Faculty and would be brought back to the Committee if required.

Resolution AB Adm 2016/6-7
That the Admissions Committee discuss the implementation of processes to address three new Program Entry standards for Initial Teacher Education degrees:
(1) a non-academic entry tool for candidate selection based on principal’s recommendation (Standard 3.2);
(2) the public availability of selection processes for entry into initial teacher education programs, including student cohort data on the university website from 2018 (Standard 3.3); and
(3) the introduction of the test for personal literacy and numeracy LANTITE (Literacy and Numeracy Test Initial Teacher Education) as an entry requirement for initial teacher education programs (Standard 3.5).

4.4 Additional New Schedules for 2017 Admissions

Ms Kiernan advised that this proposal reflects changes to UAC admissions, and that the Recruitment and Admissions teams have indicated comfort with the changes. It was noted that the approval of the proposal would allow direct processing by UAC of applications from countries not
Non-Confidential

currently permitted.

The proposal was approved as presented.

Resolution AB Adm 2016/6-8
That the Admissions Committee approve the adoption of the following schedules:
(1) Slovakian Maturita 2005 onwards;
(2) Japanese National Center Test results;
(3) South Pacific Board for Education Assessment (SPBEA); and
(4) South Pacific Form Seven Certificate (SPFSC)
with immediate effect.

5 ITEMS FOR NOTING

6 OTHER BUSINESS

6.1 Any Other Business

The Chair advised that this meeting was Mr Hall’s last due to the expiration of his term of office on
31 December 2016. Mr Hall was thanked for his active participation in the work of the Committee.

Next meeting: 10:00am – 12:00pm, Tuesday 14 February 2017
Western Tower Boardroom, Quadrangle

The agenda and papers for this meeting are available from sydney.edu.au/secretariat/pdfs/academic-board-
committees/admissions/2016/20161109%20Admissions%20Agenda%20Pack.pdf
### Admissions Committee
**Forward Plan 2017**

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<td>Every meeting</td>
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X = item planned for discussion
Grey shading = item discussed
RECOMMENDATION

That the Admissions Committee note the report of the Academic Board meeting held on 7 December 2016.

REPORT OF ACADEMIC BOARD MEETING

Items related to the Admissions Committee

The Academic Board:

• Noted the report from the meeting of the Admissions Committee held on 9 November 2016.

Other matters

The Academic Board also:

• Held a small-group discussion on the Higher Education Standards Framework (Threshold Standards) and the University’s preparedness for TEQSA re-accreditation in 2017;
• Noted changes to membership for 2017;
• Provided the Chair and Deputy Chair to act on behalf of the Board to consider and decide on any urgent matters that arise between this meeting and the first meeting of 2017;
• Noted the report from the Chair of the Academic Board on matters considered by Senate at its meeting of 31 October 2016;
• Noted the General Report of the Chair of the Board, including an update on the Academic Board review and a reminder regarding nominations for the Alumni Council Graduate Medals;
• Noted the report of student members on the Academic Board review, Academic Honesty, the Safer Communities Project, new student representatives, and the SUPRA Supervisor of the Year 2016;
• Noted the Vice-Chancellor's Report on matters considered by Senate at its meeting of 31 October 2016;
• Approved the 2017 Academic Calendars for the Faculty of Education and Social Work, Faculty of Medicine and Faculty of Veterinary Science, with immediate effect.
• Approved the amendment of the Terms of Reference of the Undergraduate Studies Committee, with immediate effect;
• Approved a proposal from the DVC Education Portfolio to endorse the learning outcomes for the new majors, with effect from 1 January 2018;
• Approved a proposal from the DVC Education Portfolio to introduce a Languages program to the Bachelor of Arts/Bachelor of Advanced Studies and approved the introduction of Course Resolutions arising from this proposal, with effect from 1 January 2018;
• Approved a proposal from the Sydney Conservatorium of Music to introduce the Bachelor of Music degree, approved the introduction of Course Resolutions arising from this proposal, and approved the amendment of the Resolutions of Senate related to the Degrees, Diplomas and Certificates in the Sydney Conservatorium of Music, to both introduce the new degree and rescind the existing Bachelor of Music
Studies, Bachelor of Music Studies and Bachelor of Arts, Bachelor of Engineering (Honours)/Bachelor of Music Studies and Bachelor of Music Studies and Doctor of Medicine, with effect from 1 January 2018;

- Approved a proposal from the Sydney College of the Arts to introduce the Bachelor of Visual Arts/Bachelor of Advanced Studies, approved the introduction of Course Resolutions arising from this proposal, and approved the amendment of the Resolutions of Senate related to the Degrees, Diplomas and Certificates in the Sydney College of the Arts, with effect from 1 January 2018;
- Approved a proposal from the Faculty of Architecture, Design and Planning to amend the Faculty resolutions, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Bachelor of International and Global Studies and approved the amendment of the course resolutions arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Bachelor of Political, Economic and Social Sciences and approved the amendment of the course resolutions arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Diploma of Arts and amend the course resolutions arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Diploma of Language Studies and approved the amendment of the course resolutions arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Diploma of Social Sciences and approved the amendment of the course resolutions arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Sydney Conservatorium of Music to amend the Bachelor of Music (Composition), Bachelor of Music (Performance), and Diploma of Music and approved the amendment of the course resolutions arising from the proposal, with effect from 1 January 2018;
- Approved a proposal from the Faculty of Engineering and Information Technologies to amend the Bachelor of Engineer Honours (Biomedical stream) and approved the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Health Sciences to amend the Bachelor of Applied Science (Exercise and Sport Science) / Master of Nutrition and Dietetics and approved the amendment of the unit of study table arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Sydney Law School to amend the Bachelor of Laws and approved the amendment of the elective unit of study table arising from the proposal, with effect from 1 January 2017; and
- Approved a proposal from the Faculty of Science to amend the Bachelor of Science (Advanced) / Doctor of Dental Medicine and approved the amendment of the course resolutions arising from the proposal, with effect from 1 January 2017.

- Noted the report from the meeting of the Graduate Studies Committee held on 16 November 2016 and:
- Approved the amendment of the Terms of Reference of the Graduate Studies Committee, with immediate effect;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Master of Cultural Studies and approved the amendment to the course resolutions arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Graduate Diploma in Development Studies and approved the amendment to the course resolutions arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Graduate Certificate of Human Rights and approved the amendment to the course resolutions arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Graduate Diploma in International Security; and approved the amendment to the course resolutions arising from the proposal, with effect from 1 January 2017;
- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Graduate Diploma in International Studies and approved the amendment to the course resolutions arising from the proposal, with effect from 1 January 2017;
Non-Confidential

- Approved a proposal from the Faculty of Arts and Social Sciences to amend the Master of Public Policy and approved the amendment to the course resolutions arising from the proposal, with effect from 1 January 2017; and
- Approved a proposal from the Sydney Law School to amend the Juris Doctor and approved the amendment to the course resolutions and the table of units of study arising from the proposal, with effect from 1 January 2017.
- Noted the report from the meeting of the Academic Standards and Policy Committee held on 9 November 2016 and:
  - Approved the amendment of the Terms of Reference of the Academic Standards and Policy Committee, with immediate effect;
  - Approved the amendment of the Assessment Procedures 2011, as amended, to establish that as part of the administration of the formal exam period the Examinations Office be responsible for the scheduling and administration of replacement written exams in week 18 of each semester; and approved the adoption of the amended policy, with effect from 1 January 2017; and
- Approved the amendment of the Resolutions of the Faculty of Arts and Social Sciences, as amended, with effect from 1 January 2017.
RECOMMENDATION

That the Admissions Committee recommends that Academic Board:
(1) approve the proposal from Sydney Law School to amend the Master of Labour Law and Relations; and
(2) approve the amendment of Course Resolutions arising from the proposal with effect from 1 March 2017.

EXECUTIVE SUMMARY

Background
Academic Board at its meeting of Wednesday 14 September 2016 endorsed the Graduate Studies Committee’s recommendation (refer to Academic Board agenda item 10.4 Law School: Postgraduate Programs – Amended Admission Criteria) to approve Sydney Law School’s proposed reforms which included a minor course amendment proposal to amend the admission requirements of its postgraduate programs:

(1) Master of Administrative Law and Policy, Master of Business Law, Master of Criminology (Coursework), Master of Environmental Law, Master of Global Law, Master of Health Law, Master of International Law, Master of International Taxation, Master of Jurisprudence, Master of Labour Law and Relations, Master of Law and International Development, Master of Laws (Coursework), Master of Taxation, Graduate Diploma in Commercial Law, Graduate Diploma in Corporate, Securities and Finance Law, Graduate Diploma in Criminology, Graduate Diploma in Environmental Law, Graduate Diploma in Health Law, Graduate Diploma in International Business Law, Graduate Diploma in International Law, Graduate Diploma in Jurisprudence, Graduate Diploma in Law, Graduate Diploma in Public Health Law and Graduate Diploma in Taxation; and
(2) approve the amendment of Course Resolutions arising from the proposal with effect from 1 January 2017.

The reforms emerged from an internal review of the Law School’s postgraduate courses between 2015 and 2016 (over a period of 18 months). The review was prompted by a decline of postgraduate enrolment numbers across all courses.

Proposal
This proposal is to request that the Admissions Committee approve changes to the 2017 Master of Labour Law and Relations (MLLR) admission requirements, with effect from 1 March 2017, to correct inadvertent omissions in the September 2016 amendments and achieve intended consistency with the admission requirements for other courses.

Please note that the Faculty has agreed to adjust the commencement date of this amendment to 1 March 2017.
Minor Course Amendment Proposal

Faculty: The University of Sydney Law School

Contact person: Professor David Hamer

1. Name of award course
MALBLARE-03 Master of Labour Law and Relations (MLLR)

2. Purpose of proposal

Background
Admissions Committee at its meeting of Wednesday 14 September 2016 endorsed the Graduate Studies Committee's recommendation (refer to Academic Board agenda item 10.4 Law School: Postgraduate Programs – Amended Admission Criteria) to approve Sydney Law School's proposed reforms which included a minor course amendment proposal to amend the admission requirements of its postgraduate programs. The reforms emerged from an internal review of the Law School's postgraduate courses between 2015 and 2016 (over a period of 18 months). The review was prompted by a decline of postgraduate enrolment numbers across all courses.

Proposal
This proposal is to request that the Admissions Committee approve changes to the 2017 Master of Labour Law and Relations (MLLR) admission requirements, backdated to 1 January 2017, to correct inadvertent omissions in the September 2016 amendments and achieve intended consistency with the admission requirements for other courses.

3. Details of amendment

The deletion of the strikethrough words in Clause 4(b) of the 2017 MLLR course resolutions:

Master of Labour Law and Relations
4 Admission to candidature
(1) Available places will be offered to qualified applicants based on merit, according to the following admissions criteria.
(2) Admission to the degree requires:
(a) a bachelor's degree with a minimum credit average from the University of Sydney, or an equivalent qualification; or
(b) a bachelor's degree from the University of Sydney, or an equivalent qualification; and the applicant provides evidence of two years of relevant professional experience or of a period of service (normally of several years in duration) which in the opinion of the Dean adequately prepares the applicant to undertake the course of study.

4. Transitional arrangements
The revised admission criteria apply to students commencing on or after 1 January 2017. The proposed amendments will not impact students who are currently enrolled in the University of Sydney Law School.

5. Other relevant information
NA

6. Signature of Head of School and Dean

[Signature]

Date

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