GRADUATE STUDIES COMMITTEE
2:00pm – 4:00pm, Tuesday 19 September 2017
Senate Room, Quadrangle (A14)

Members Present: Professor Kirsten McKenzie (Chair); Dr Roslyn Bathgate (Veterinary Science); Dr Matthew Beck (Business); Associate Professor Rachel Codd (Medicine); Associate Professor Ross Coleman (Director, Graduate Research); Edwina Grose (Head, Academic Model and Student Progression) (for Anne Fernandez); Dr Janice Gullick (Nursing); Professor David Hamer (Law); Associate Professor Patrick Kelly (Medicine); Associate Professor Michael Kertesz (Agriculture); Associate Professor Tony Masters (Chair of the Academic Board); Associate Professor Shae McCrystal (Chair, HDR Scholarships Sub-Committee); Associate Professor Kathleen Nelson (Chair, HDR Examinations Sub-Committee); Associate Professor Aek Phakiti (Education & Social Work); Nicole Seebacher (nominee of the President, SUPRA); Associate Professor Lee Stickells (Architecture, Design & Planning); Associate Professor Marjorie Valix (Engineering & IT); Dr Munira Xaymardan (Dentistry).

Attendees: Dr George Carayannopoulos (Head, HDR Administration Centre); Dr Matthew Charet (Secretary); Associate Professor Deborah O’Mara (Medicine; for Item 4.7); Associate Professor Uwe Roehm (Engineering & IT; for Item 4.5).

Apologies: Professor Jo-Anne Brien (Pharmacy); Anne Fernandez (Nominee of the Deputy Registrar) (Edwina Grose attending instead); Associate Professor Lynette MacKenzie (Health Sciences); Associate Professor Gaby Ramia (Arts & Social Sciences).

MINUTES
7/2017

1 WELCOME AND APOLOGIES
The Committee welcomed new members and noted apologies as recorded above.

2 PROCEDURAL MATTERS
2.1 Minutes of Previous Meeting
Members confirmed the minutes of the previous meeting, held on 1 August 2017, as an accurate record.

Resolution GSC17/7-1
That the Graduate Studies Committee resolve that the minutes of meeting 6/2017, held on 1 August 2017, 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 had nothing to add to the written report.

Resolution GSC17/7-2
That the Graduate Studies Committee note the report of the Chair.

3.2 Report of the Academic Board
In addition to the written report, Associate Professor Masters informed members that at the meeting, the Board discussed and reaffirmed its commitment to the Charter of Academic Freedom, which had been adopted by the Academic Board and Senate ten years previously. The Board also agreed to refer the Charter to the Culture Taskforce to see if it needs to be updated.

Resolution GSC17/7-3
That the Graduate Studies Committee note the report of the Academic Board meeting held on 29 August 2017.
3.3 Reports of HDR Examinations Sub-Committee

Associate Professor Nelson advised that she had nothing to add further to the circulated reports, which the committee duly noted.

Resolution GSC17/7-4
That the Graduate Studies Committee note the reports of the HDR Examinations Sub-Committee meetings of 25 July and 29 August 2017.

3.4 Report of HDR Scholarships Sub-Committee

Associate Professor McCrystal advised that she had nothing to add further to the circulated report, which the committee duly noted.

Resolution GSC17/7-5
That the Graduate Studies Committee note the report from the Higher Degree by Research Scholarships Sub-Committee (HDRSSC) on its meeting held on 25 August 2017.

4 ITEMS FOR APPROVAL

4.1 Course Review Template

Kate Small (University Quality Manager) informed members that the University was due to renew its registration with TEQSA in 2018 and that one of the areas they are likely to be interested in is course review. A requirement of the Higher Education Standards Framework (HESF) is that award courses be reviewed against specific criteria every seven years, and while the University reviews its courses regularly, this is currently in the domain of individual faculties and reporting on the outcomes of review is not systematic. It is proposed to introduce a centrally-supported review process to ensure that the University is compliant with this standard. A template to guide reviews was provided for comment, with the aim of ensuring that all courses are reviewed in a consistent fashion against the required standards. It is intended to provide faculties with review documentation prior to each review, with centrally-available data pre-populated.

The proposal was endorsed for submission to the Academic Board as presented.

Resolution GSC17/7-6
That the Graduate Studies Committee:
(1) endorse the proposal to establish a University-wide course review process; and
(2) discuss and provide feedback on the proposed process and draft Course Review Template.

Minor Course Proposals

4.2 Business: Master of Commerce

Dr Beck advised that this proposal removes from availability a single unit of study, which was initially planned to be run in 2018. The faculty intends to undertake a review of the award course in 2018 and do not wish to offer this unit of study next year.

The proposal was endorsed as presented.

Resolution GSC17/7-7
That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the proposal from the University of Sydney Business School to amend the Master of Commerce, Graduate Diploma in Commerce and Graduate Certificate in Commerce; and
(2) approve the amendment of course resolutions and unit of study tables arising from this proposal;
with effect from 1 January, 2018.

4.3 Dentistry: Doctor of Clinical Dentistry (Oral Medicine)

Dr Xaymardan informed members that this proposal arises from changes requested by the accrediting body, the Australian Dental Council (ADC). The ADC has asked that the time devoted to several areas of practice be increased in order for students to meet accreditation requirements, necessitating an adjustment of units of study. An earlier version of the proposal was submitted to the 4 July 2017 meeting and the current revised version also includes feedback provided at that meeting (for example, removal of reference to ‘exit awards’).
The proposal was endorsed for presentation to the Academic Board.

Resolution GSC17/7-8
That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the proposal from the Faculty of Dentistry to amend the Doctor of Clinical Dentistry; and
(2) approve the amendment of course resolutions and unit of study tables arising from this proposal, with effect from 1 January 2018.

4.4 Dentistry: Doctor of Dental Medicine

Dr Xaymardan advised that the Office of General Counsel has assisted the faculty to simplify the course resolutions for this degree and ensure that it is compliant with University policy and consistent with the Doctor of Clinical Dentistry.

The proposal was endorsed for presentation to the Academic Board.

Resolution GSC17/7-9
That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the proposal from the Faculty of Dentistry to amend the Doctor of Dental Medicine; and
(2) approve the amendment of course resolutions arising from this proposal, with effect from 1 January 2018.

4.5 Engineering & IT: Master of Information Technology and Master of Information Technology Management

Associate Professor Roehm advised that this proposal follows on from the approval of the Graduate Certificate and Graduate Diploma in Computing proposals at the last meeting of the Academic Board. It is proposed to amend the admission requirements for the Master of Information Technology and Master of Information Technology Management to allow entry from the Graduate Certificate and Graduate Diploma. This proposal also clarifies credit arrangements.

The proposal was endorsed for presentation to the Academic Board.

Resolution GSC17/7-10
That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the proposal from the Faculty of Engineering and Information Technologies to amend the Master of Information Technology and the Master of Information Technology Management; and
(2) approve the amendment of course resolutions arising from this proposal, with effect from 1 January 2018.

4.6 Law: Postgraduate Electives

Professor Hamer advised that this proposal deletes a number of postgraduate elective units of study, with the intention of tightening the focus of the affected award courses.

The proposal was endorsed for presentation to the Academic Board.

Resolution GSC17/7-11
That the Graduate Studies Committee recommends that Academic Board:
(1) approve the proposal from the Sydney Law School to amend the Master of Environmental Law, Graduate Diploma in Environmental Law, Master of Health Law and Graduate Diploma in Health Law; and
(2) approve the amendment of Elective Units of Study Tables arising from this proposal; with effect from 1 January 2018.

4.7 Medicine: Doctor of Medicine

Associate Professor O’Mara advised that the proposed changes clarify the course resolutions, reflect organisational design changes, and correct references. The proposed amendments have been developed in consultation with the Office of General Counsel.

The proposal was endorsed for presentation to the Academic Board.

Resolution GSC17/7-12
That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the proposal from Sydney Medical School to amend the Doctor of Medicine; and
(2) approve the amendment of course resolutions arising from this proposal with effect from 1 January 2018.

4.8 Nursing: Postgraduate Electives

Dr Gullick advised that this proposal introduces a new elective unit of study that will be available in a number of award courses.

The proposal was endorsed for presentation to the Academic Board.

**Resolution GSC17/7-13**

That the Graduate Studies Committee recommend that the Academic Board:

(1) approve the proposal from Sydney Nursing School to amend the Master of Advanced Nursing Practice, Master of Cancer & Haematology Nursing, Master of Emergency Nursing, Master of Intensive Care Nursing, Master of Mental Health Nursing, Master of Primary Health Care Nursing and embedded Graduate Diplomas; and

(2) approve the amendment of unit of study tables arising from this proposal, with effect from 1 January 2018.

4.9 Pharmacy: Graduate Certificate in Pharmacy Practice

Subject to the correction of the unit of study title for PHAR7811 Evidence-based Complimentary Complementary Medicines 1, this proposal was endorsed for presentation to the Academic Board.

**Resolution GSC17/7-14**

That the Graduate Studies Committee recommend that the Academic Board:

(1) approve the proposal from the Faculty of Pharmacy to amend the Graduate Certificate in Pharmacy Practice, as amended; and

(2) approve the amendment of course resolutions and unit of study tables arising from this proposal, with effect from 1 January 2018.

4.10 Science: Bachelor of Science/Doctor of Dental Medicine

Associate Professor Kertesz advised that this proposal and Item 4.11 represent a series of small changes to course resolutions, including the removal of reference to streams, clarification of the structured interview requirements, and changes to admission criteria.

In discussion, clarification was sought as to the precise admission process; specifically, the reference to “final results” in clause 5(3) of the course resolutions was not adequately defined and it might refer to ATAR results in clause 5(1) or the additional assessment process defined in clause 5(2). Members were informed that a number of other amendments were also discussed at the Undergraduate Studies Meeting held earlier in the day, and that a proposal including both sets of feedback would be forwarded to the Academic Board for approval.

Subject to resolution of these points, the proposal was endorsed for presentation to the Academic Board.

**Resolution GSC17/7-15**

That the Graduate Studies Committee recommend that the Academic Board:

(1) approve the proposal from the Faculty of Science to amend the Bachelor of Science/Doctor of Dental Medicine; and

(2) approve the amendment of course resolutions arising from this proposal, with effect from 1 January 2018.

4.11 Science: Bachelor of Science/Doctor of Medicine

This item was discussed with Item 4.10 above, noting that the same clarifications were required for both proposals.

Subject to resolution of the points raised, the proposal was endorsed for presentation to the Academic Board.

**Resolution GSC17/7-16**

That the Graduate Studies Committee recommend that the Academic Board:

(1) approve the proposal from the Faculty of Science to amend the Bachelor of Science/Doctor of Medicine; and

(2) approve the amendment of course resolutions arising from this proposal,
with effect from 1 January 2018.

4.12 **Science: Master of Clinical Psychology/Doctor of Philosophy**

Associate Professor Kertesz advised that this amendment addresses issues with placement and project sequencing and streamlines the course. The proposal was endorsed for presentation to the Academic Board as presented.

**Resolution GSC17/7-17**

*That the Graduate Studies Committee recommend that the Academic Board:*

(1) approve the proposal from the Faculty of Science to amend the Master of Clinical Psychology/Doctor of Philosophy; and

(2) approve the amendment of tables of units of study arising from this proposal, with effect from 1 January 2018.

4.13 **Science: Senate Resolutions**

Associate Professor Kertesz advised that this amendment updates the resolutions to reflect that a number of degrees are no longer taking new admissions. This proposal was endorsed for presentation to the Academic Board as presented.

**Resolution GSC17/7-18**

*That the Graduate Studies Committee recommend that the Academic Board:*

(1) recommend that Senate approve the proposal from the Faculty of Science to amend the Resolutions of the Senate for degrees, diplomas and certificates of the Faculty of Science with effect from 1 January 2018.

**Higher Degree by Research**

4.14 **Finalising the PhD Graduate Qualities**

Associate Professor Coleman led discussion of this item, informing members that the paper had undergone extensive consultation since it was initially presented at the 23 May meeting. An amended proposal was circulated which includes several additional qualities in the areas of engagement, project planning and delivery and influence. These additions arise from feedback regarding the perceived lack of direct reference in the original draft to research outcomes and dissemination. Associate Professor Coleman emphasised that an implementation plan will be developed and brought to a future meeting; the current paper outlines high-level qualities around which a delivery and measurement framework will be built.

In discussion, the measurement and achievement of these qualities and the attributes that might arise from them was raised, and members were informed that measurement mechanisms are currently being investigated and may include a self-evaluation rubric. Imparting some qualities could also be achieved through completion of specific units of study that can be tailored for each candidate, in consultation with their supervisory team. It was observed that it is important to ensure that the implementation of these measures does not become an administrative burden or “another series of hoops” through which students need to jump, but brings real benefit to students. It is intended that achievement of these qualities will have benefits such as career development and greater influence arising from the candidature.

It is intended in the first instance to create a compendium of resources on which students and staff can draw. A broader discussion is also anticipated as to whether the current examination-of-thesis-only model should be reviewed.

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

**Resolution GSC17/7-19**

*That the Graduate Studies Committee recommend that the Academic Board endorse the proposed set of PhD Graduate Qualities.*

4.15 **Amendments to the University of Sydney (Higher Degree by Research) Rule 2011 (as amended)**

Items 4.15 through 4.18 were discussed together.

Associate Professor Coleman advised that these proposals have been compiled by the Policy Management Unit to reflect amendments necessitated by changes to organisational design and to
the Delegations of Authority. Members were also informed that the Deputy Vice-Chancellor (Education) is planning to undertake a review of all HDR policies and procedures during 2018.

In discussion, clarification was sought regarding definitions (in particular, inconsistencies in the definition of ‘postgraduate coordinator’ across the documents). References to ‘semester’ and ‘research period’ should also be examined to ensure consistency of duration of the periods under discussion.

Pending resolution of these matters, the proposal was endorsed for presentation to the Academic Board.

**Resolution GSC17/7-20**
That the Graduate Studies Committee recommend that the Academic Board:
(1) endorse the amendments to the University of Sydney (Higher Degree by Research) Rule 2011 (as amended); and
(2) recommend that Senate adopt the amended Rule, as amended, with effect from 15 November 2017.

**4.16 Amendments to the Progress Planning and Review of Higher Degree by Research Students Policy and Procedures 2015**
This proposal was discussed with Item 4.15 above.

**Resolution GSC17/7-21**
That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the amendment of the Progress Planning and Review of Higher Degree by Research Students Policy 2015 and the Progress Planning and Review of Higher Degree by Research Students Procedures 2015, as presented; and
(2) adopt the amended Policy and Procedures, with effect from 23 October 2017.

**4.17 Amendments to the Supervision of Higher Degree by Research Students Policy 2013**
This proposal was discussed with Item 4.15 above.

**Resolution GSC17/7-22**
That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the amendment of the Supervision of Higher Degree by Research Students Policy 2013, as presented; and
(2) adopt the amended Policy, with effect from 23 October 2017.

**4.18 Amendments to the Thesis and Examination of Higher Degrees by Research Policy 2015**
This proposal was discussed with Item 4.15 above.

**Resolution GSC17/7-23**
That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the amendment of the Thesis and Examination of Higher Degrees by Research Policy 2015, as presented; and
(2) adopt the amended Policy, with effect from 23 October 2017.

**4.19 Law: HDR Minor Course Amendment Proposals**
Associate Professor McCrystal advised that this proposal reflects changes in organisational structure and aligns with policy changes.

Subject to further clarification regarding delegations (specifically, reference to the Associate Dean), this proposal was endorsed for presentation to the Academic Board.

**Resolution GSC17/7-24**
That the Graduate Studies Committee recommends that Academic Board:
(1) approve the proposal from the Sydney Law School to amend the Doctor of Juridical Studies, Master of Criminology by Research and Master of Laws by Research degrees; and
(2) approve the amendment of course resolutions arising from this proposal; with effect from 1 January 2018.
Minor Course Proposal

4.20 Conservatorium: Doctor of Musical Arts

Associate Professor Nelson advised that it is proposed to remove the requirement for students to achieve a minimum average mark to facilitate smoother progression and reflect current practice. In discussion, amendments were suggested to several references to better reflect current policy and organisational changes.

Subject to the making of these corrections, the proposal was endorsed for presentation to the Academic Board.

Resolution GSC17/7-25

That the Graduate Studies Committee recommend that the Academic Board:

(1) approve the proposal from the Sydney Conservatorium of Music to amend the Doctor of Musical Arts; and

(2) approve the amendment of course resolutions arising from this proposal, as presented, with immediate effect.

5 ITEMS FOR NOTING

5.1 Education Strategy: Establishment of the HDR Internships Working Party

This paper was noted without further comment.

Resolution GSC17/7-26

That the Graduate Studies Committee note the establishment of the HDR Internships Working Party.

6 OTHER BUSINESS

6.1 Any Other Business

There being no other business, the meeting closed at 3:23pm.

Next meeting: 2:00pm – 4:00pm, Tuesday 7 November 2017
Senate Room, Quadrangle

A full copy of the Graduate Studies Committee papers is available at sydney.edu.au/secretariat/pdfs/academic-board-committees/graduate-studies/2017/20170919-GSC-Agenda-Pack.pdf.