MINUTES

1 WELCOME AND APOLOGIES
The Board noted apologies as recorded above.

Resolution UGSC2016/4-1
The Undergraduate Studies Committee resolved to note that apologies have been received from the members above and that they be excused for their absence.

2 PROCEDURAL MATTERS
2.1 Minutes of Previous Meeting
Resolution UGSC2016/4-2
The Undergraduate Studies Committee resolved to note that the minutes of meeting 3/2016 on 15 June 2016 be confirmed as a true record.

2.2 Actions Arising
Resolution UGSC2016/4-3
The Undergraduate Studies Committee resolved to note that there were no outstanding actions.

3 ITEMS FOR ACTION
3.1 Report of the Chair
The Chair provided an update on the Faculty of Engineering and IT proposal to change honours grading for the Bachelor of Engineering Honours which was approved in principle at the 15 June Undergraduate Studies Committee meeting. The proposed changes to the Coursework Policy 2014 were endorsed by the 20 July Academic Standards and Policy Committee subject to a minor amendment to Section 14 of the course resolutions which the faculty representative agreed to make before submission of the final proposal for approval to the 17 August Academic Board.

Resolution UGSC2016/4-4
The Undergraduate Studies Committee resolved to note the report of the Chair.
3.2 Report of the Academic Board meeting

A/Professor Masters reported that an external review of Academic Board was scheduled for later in the year. Transitional resolutions had been developed to recommend to Senate that staff and student members elected as of 1 January 2016 should retain their membership on the Academic Board for the two year period in which they were elected. Those faculties set to merge have been asked to conduct elections to nominate a representative.

It was also reported that a checklist had been developed to help guide faculties submitting minor course proposals to the Undergraduate Studies and Graduate Studies committees. A/Professor Masters undertook to provide a copy of the checklist to the August Undergraduate Studies Committee meeting.

Resolution UGSC2016/4-5
The Undergraduate Studies Committee resolved to note the report of the 18 May Academic Board meeting.

4 ITEMS FOR ENDORSEMENT

Minor Course Proposals

4.1 Sydney Conservatorium of Music: Bachelor of Music Studies/Doctor of Medicine

A proposal was received from the Sydney Conservatorium of Music to amend the Bachelor of Music Studies/Doctor of Medicine course resolutions in light of changes to junior Biology units of study.

The proposal was endorsed as received.

Resolution UGSC2016/4-6
That the Undergraduate Studies Committee recommend that Academic Board approve:

(1) the proposal from the Sydney Conservatorium of Music to amend the Bachelor of Music Studies/Doctor of Medicine; and
(2) the amendment of the course resolutions arising from the proposal, with effect from 1 January 2017.

4.2 Faculty of Pharmacy: Bachelor of Pharmacy, Bachelor of Pharmacy Management

A proposal was received from the Faculty of Pharmacy to amend the Bachelor of Pharmacy, Bachelor of Pharmacy (Honours), Bachelor of Pharmacy and Management, Bachelor of Pharmacy and Management (Honours); approve the amendment of the Course Resolutions arising from the proposal; approve the amendment of the table of Units of Study arising from the proposal; and approve the amendment of the resolutions of the Faculty of Pharmacy for Coursework Awards, with effect from 1 January 2017.

Following suggestions from members, the Chair endorsed the proposal, however recommended that the following amendments be made before submission to Academic Board:

i) that the Resolutions of the Faculty of Pharmacy for coursework awards Part 4: 13(2) be rewritten to more clearly specify how the HWAM and honours mark are used to determine the honours grade; and

ii) that the Resolutions for both the Bachelor of Pharmacy and the Bachelor of Pharmacy Management sections 6(4) and 6(5) relating to progression after failed units of study be rewritten so that they are not inconsistent.

Resolution UGSC2016/4-7
That the Undergraduate Studies Committee recommend that Academic Board approve:

(1) the proposal from the Faculty of Pharmacy to amend the Bachelor of Pharmacy, Bachelor of Pharmacy (Honours), Bachelor of Pharmacy and Management, Bachelor of Pharmacy and Management (Honours);
(2) the amendment of the course resolutions and unit of study table arising from the proposal;
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4.3 Business School: Bachelor of Commerce
A proposal was received from the University of Sydney Business School to delete the existing Bachelor of Commerce capstone unit, BUSS3500 Integrated Business Applications, with effect from Semester 1, 2017. BUSS3500 will not be offered under the proposed 2018 curriculum and discontinuing the unit in 2017 will not disadvantage existing students (or those who commence in 2017). The Business School intends to withdraw this unit from its offerings, effective semester 1, 2017.

The proposal was endorsed as received.

Resolution UGSC2016/4-8
That the Undergraduate Studies Committee recommend that Academic Board approve:

(1) the proposal from the University of Sydney Business School to amend the Bachelor of Commerce (and combined courses);
(2) the amendment of the Course Resolutions arising from the proposal; and
(3) the amendment of the table of Units of Study arising from the proposal with effect from Semester 1, 2017.

4.4 Faculty of Architecture, Design and Planning: Bachelor of Architecture and Environments
A proposal was received from the Faculty of Architecture, Design and Planning to rest elective units DESP2001 Planning for the Public Domain and DESA3006 Architectural Models: Theory and Practice. The Faculty is proposing to add a new elective, DESA3XXX Architecture’s Other: Radical Practices.

Members briefly discussed more generally, UoS name changes and whether it was University preference to amend UoS names in Sydney Student or to create newly coded UoS. Ms Fernandez cautioned that there was only a small window of opportunity between results processing and new enrolments to implement UoS name changes in Sydney Student.

The proposal was endorsed as received.

Resolution UGSC2016/4-9
That the Undergraduate Studies Committee recommend that Academic Board approve:

(1) the proposal from the Faculty of Architecture, Design and Planning to amend the Bachelor of Architecture and Environments; and
(2) the amendment to the table of Units of Study arising from this proposal with effect from 1 January 2017.

4.5 Faculty of Architecture, Design and Planning: Bachelor of Design in Architecture
A proposal was received from the Faculty of Architecture, Design and Planning to amend the Bachelor of Design in Architecture to rest elective units DESP1001 Introductory Urban Design and Planning, DESP2001 Planning for the Public Domain and DESP2002 Planning for the Built Environment and DESA3006 Architectural Models: Theory and Practice. The Faculty proposes to add electives, DAAE1001 Living Cities, BADP2002 City Form and Development and DESA3XXX Architecture’s Other: Radical Practices.

The proposal was endorsed as received.

Resolution UGSC2016/4-10
That the Undergraduate Studies Committee recommend that Academic Board approve:

(1) the proposal from the Faculty of Architecture, Design and Planning to amend the Bachelor of Design in Architecture; and
(2) the amendment to the table of Units of Study arising from this proposal with effect from 1 January 2017.
4.6 Faculty of Architecture, Design and Planning: Bachelor of Design Computing

A proposal was received from the Faculty of Architecture, Design and Planning to amend the Bachelor of Design Computing to move INFO2120 Database Systems 1 from the core of the degree to the elective offerings, replacing it with DECO2010 Designing Social Media in the core.

The proposal was endorsed as received.

Resolution UGSC2016/4-11

That the Undergraduate Studies Committee recommend that Academic Board approve:

(1) the proposal from the Faculty of Architecture, Design and Planning to amend the Bachelor of Design Computing; and

(2) the amendment to the table of Units of Study arising from this proposal with effect from 1 January 2017.

4.7 Faculty of Nursing and Midwifery: Bachelor of Nursing Honours

A proposal was received from the Faculty of Nursing and Midwifery to amend the course resolutions for the Bachelor of Nursing (Honours). These amendments do not materially alter the resolutions; rather, they rectify the nomenclature used in clause 7: Award of the degree, which was previously amended in error.

The proposal was endorsed for submission to Academic Board, subject to amendment of the honors mark ranges to ensure that all marks are captured in the table.

Resolution UGSC2016/4-12

That the Undergraduate Studies Committee recommend that Academic Board approve:

(1) the proposal from the Faculty of Nursing and Midwifery to amend the Bachelor of Nursing (Honours); and

(2) the amendment of the course resolutions arising from the proposal, effective 1 January 2017.

4.8 Faculty of Engineering and IT: Bachelor of Project Management

A proposal was received from the Faculty of Engineering and IT to amend the Bachelor of Project Management table of Units of Study including changes to core and elective units of study to meet accreditation requirements and accommodate changes in unit offerings in other faculties.

The proposal was endorsed for submission to Academic Board, subject to the faculty checking whether ‘DAAE2001 20th Century Australian Architecture’ is the correct UoS to be removed.

Resolution UGSC2016/4-13

That the Undergraduate Studies Committee recommend that Academic Board approve:

(1) the proposal from the Faculty of Engineering and Information Technologies to amend the Bachelor of Project Management; and

(2) the amendment of the table of Units of Study, with effect from 1 January 2017.

5 ITEMS FOR NOTING

5.1 Academic Honesty Procedures and consequent Policy Amendments

A/Professor Peter McCallum, Director, Education Strategy, Deputy-Vice-Chancellor (Education) provided members with an overview of the newly proposed Academic Honesty Procedures 2016 and the amended Academic Honesty in Coursework Policy 2015 which were to be submitted to the 17 August Academic Board for approval. Members were invited to provide any further feedback to A/Professor McCallum who undertook to circulate the most recent version of the policy and procedures to members.

Members discussed Section 6 of the proposed Academic Honesty Procedures 2016, in particular the requirement for staff to consider the degree of risk to educational integrity inherent in each assessment type and for faculty committees to follow-up on risk assessments and mitigating strategies at the end of semester. A/Professor McCallum confirmed that Unit of Study co-
ordinators would be required to review assessments and report to Academic Board on any issues identified with particular assessments or assessment types. He undertook to provide regular educational integrity reports to the Undergraduate Studies Committee.

**Resolution UGSC2016/4-14**
That the Undergraduate Studies Committee note that the Academic Board intends to consider (17 August 2016) and, if appropriate, will:
- (1) Recommend to the Vice Chancellor the adoption of the Academic Honesty Procedures as set out in Attachment 1;
- (2) Recommend to the Vice Chancellor the amendment of the Academic Honesty in Coursework Policy 2015 as set out in Attachment 2;
- (3) Recommend to the Deputy Vice-Chancellor Research the amendment of the Research Code of Conduct 2013 as set out in Attachment 3.

5.2 **Undergraduate Degree Profile 2018 and Beyond, and implementation update**
A/Professor Peter McCallum, Director, Education Strategy, Deputy-Vice-Chancellor (Education) provided an update on the final proposed Undergraduate Degree Profile for 2018 and beyond. The profile had been endorsed at the 7 July SEG meeting, subject to further discussion concerning issues contained in the paper.

A/Professor McCallum advised that course proposals for new and revised courses for 2018 would be submitted to the September and October Undergraduate Studies in the following bundles: i) All Liberal Arts – including Arts, Science, Business, ii) Specialist degrees – including IT and changes from the Conservatorium and Architecture and iii) Double degrees – including numerous deletions of courses that have been subsumed into other courses.

**Resolution UGSC2016/4-15**
That the Undergraduate Studies Committee note the update on the Undergraduate Degree Profile, 2018 and Beyond.

5.3 **Update on Bachelor of Engineering Honours course amendment proposal**
This item was discussed under item 3.1.

6 **OTHER BUSINESS**

6.1 **Any other business**
There was no further business.

6.2 **Next meeting**
10:00am-12:00pm, Wednesday 31 August 2016, Senate Room, Quadrangle