
UNDERGRADUATE STUDIES COMMITTEE

10:00am – 12:00pm, Tuesday 7 February 2017

Senate Room

Members Present: Associate Professor Wendy Davis (Chair); Isabella Brook, President of the SRC; Dr Stephen Carter, Pharmacy; Associate Professor Rae Cooper, Business; Dr Wayne Cotton, Education and Social Work; Professor Alan Fekete, Engineering and Information Technologies; Anne Fernandez, Deputy Registrar Nominee; Associate Professor Murray Fisher for Dr Jennifer Green, Nursing and Midwifery; Associate Professor Jamie Glistler, Law; Dr Mark Halaki, Health Sciences; Dr James Humberstone, Sydney Conservatorium of Music; Mr Andrew Lavery, Sydney College of the Arts; Associate Professor Tony Masters, Chair of the Academic Board; Dr Dagmar Reinhardt, Architecture, Design and Planning; Dr Anne Rogerson, Arts and Social Sciences; Dr Jenny Saleeba, Science; Associate Professor Tim Wilkinson, Chair, Admissions Committee.

Attendees: Edwina Grose, Head of Academic Model and Student Progression, Student Administration Services; Dr Matthew Charet, Executive Officer to Academic Board; Dr Glenys Eddy, Committee Officer.

Apologies: Associate Professor Tina Bell, Agriculture, Food and Natural Resources; Dr Kimberly Mathieu Coulton, Dentistry; Dr Jennifer Green, Nursing and Midwifery.

1/2017

MINUTES

1 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting, and extended a special welcome to Isabella Brook, the President of the SRC. The Board noted apologies, as recorded above.

Resolution UGSC2017/1-1

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

The Minutes of the meeting held on the 16th of November 2016 were accepted as a true record of the meeting.

Resolution UGSC2017/1-2

The Undergraduate Studies Committee resolved that the minutes of meeting 7/2016 on 16 November 2016 be confirmed as a true record.

2.2 Actions Arising

There were no actions outstanding from the previous meeting.

Resolution UGSC2017/1-3

The Undergraduate Studies Committee noted that there were no outstanding actions from the previous meeting.

3 STANDING ITEMS

3.1 Report of the Chair

The Chair noted that the earlier deadlines for course resolution and unit changes in 2017 will leave space in the last few meetings of the year for discussion of matters of strategic interest. The Chair asked members for suggestions.

Dr Jenny Saleeba suggested discussing quality assurance in education, specifically, beyond consideration of structural requirements, how quality is assured and who has oversight of it. Such discussion could include a consideration of the Academic Board's role in quality assurance and its reporting. Associate Professor Tony Masters reported that the review of the Academic Board, now complete and currently with the Chancellor and Vice-Chancellor, will be presented to the Academic Board at its meeting later in February. The Review comments on the quality assurance role of the Academic Board as a function of academic governance.

The planned introduction in 2019 of two-unit HSC maths as a prerequisite had been raised at the Admissions Committee in 2016, with the decision taken to discuss this in 2017. Associate Professor Tony Masters had discussed, with the Dean of Science, the potential provision of alternative pathways for students who could not meet this criterion. They had agreed to consider what was readily available in terms of existing programs for this purpose. The suggestion was made to invite Associate Professor Peter McCallum to present to the Committee on the progress of discussions concerning the new prerequisite and the provision of alternative pathways later in the year.

Professor Alan Fekete suggested an examination of the OLEs, given that their introduction is new and that it is unclear both how many will run and how well they will work within their degrees. He suggested that the Committee review the pool of OLEs for each degree.

Dr Stephen Carter suggested that the current re-organization of the faculty structure be viewed as an opportunity to review the University's curriculum in terms of its quality. Associate Professor Tony Masters noted that the Organizational Design Program, under its transitional provisions, contained provision for retaining the status quo on the Academic Board for faculties being incorporated into others. The Committee considered that a discussion of how the University's programs will be affected by the faculty re-organization would be fruitful.

Concern was expressed that the re-organization could result in inconsistencies between resolutions of newly merged schools and existing faculties. It was noted that the proposal from SCA to be considered at this meeting (item 4.1) was one such example.

Anne Fernandez suggested that the Committee discuss the difference between major and minor course amendments.

The Chair directed that these topics be placed onto the Committee's 2017 Forward Plan, for discussion later in the year.

Resolution UGSC2017/1-4

The Undergraduate Studies Committee noted the report of the Chair.

3.2 Report of the Academic Board meeting 7 December 2016

Associate Professor Tony Masters reported that he felt it worth reiterating his appreciation for the excellent work done by the Committee in diligently reviewing the major curriculum changes last year.

Resolution UGSC2017/1-5

The Undergraduate Studies Committee noted the report of the Academic Board meeting of 7 December 2016.

4 ITEMS FOR ENDORSEMENT

MAJOR COURSE PROPOSALS

None had been received for this meeting.

4.1 Sydney College of the Arts: Amendment to Faculty Resolutions

Andrew Lavery outlined the purpose of the proposal. The SCA has a 90% attendance

requirement for all units, but, with permission of the Dean, this can be lowered for certain students. However, some students have attended less than 50% of timetabled activities in units of study, missing crucial learning and feedback, making it nearly impossible for them to pass. The proposed changes would require students to discontinue a unit of study if they did not attend at least 50% of the timetabled activities. In response to a question, it was noted that this rule was intended would only apply to units taught by the SCA, not other units taken by students earning degrees within the SCA.

It was noted that an existing sentence within this section of the resolutions could be interpreted to mean that students must attend 90% of timetabled activities regardless of the reason for an absence, including circumstance that would qualify for Special Consideration.

Andrew Lavery suggested that, given that FASS and the SCA are currently working on the alignment of their Faculty Resolutions as part of the faculty re-organization, he continue working with FASS on this and withdraw the proposal from consideration at this time.

Resolution UGSC2017/1-6

That the Undergraduate Studies Committee note the withdrawal of the proposal to amend the Faculty Resolutions by the SCA representative.

4.2 Faculty of Science: Bachelor of Science/Master of Nutrition and Dietetics minor course amendment

Dr Jenny Saleeba presented the proposal to the Committee, which sought to make adjustments to the course resolutions and unit table needed to both meet upcoming changes to accreditation requirements and to ensure that undergraduate students intending on progressing to postgraduate study meet the entry requirements.

The proposal was approved for presentation to the Academic Board.

Resolution UGSC2017/1-7

That the Undergraduate Studies Committee recommend Academic Board:

- 1) *approve the proposal from the Faculty of Science to amend the Bachelor of Science/Master of Nutrition and Dietetics;*
- 2) *approve the amendment to the course resolutions arising from the proposal, with effect from 1 January 2017; and*
- 3) *approve the amendment to the degree tables arising from the proposal, with effect from 1 January 2017.*

5 ITEMS FOR NOTING

5.1 Undergraduate Studies Forward Plan 2017

Dr Glenys Eddy outlined the function of Forward Plan as a record of the Committee's business for the coming year. Associate Professor Wendy Davis suggested items be added to the Plan as appropriate and directed that the Committee's suggestions for topics for discussion later in the year (item 3.1 above) be placed onto the Committee's 2017 Forward Plan. A proposed schedule for topic discussion will be added to the Forward Plan.

Resolution UGSC2017/1-8

The Undergraduate Studies Committee noted the Forward Plan for 2017 and resolved to add the topics suggested in item to the Forward Plan for discussion in 2017.

6 OTHER BUSINESS

There was no other business and the Meeting adjourned at 10:34 am.

Date of next meeting

10:00am-12:00pm, Tuesday 7 March 2017, Senate Room, Quadrangle