
UNDERGRADUATE STUDIES COMMITTEE

10:00am – 12:00pm, Tuesday 6 February 2018

Senate Room

Members Present: Dr Melissa Hardie (Chair); Dr Stephen Carter, Pharmacy; Dr Anthony Dracopoulos, Arts and Social Sciences; A/Prof Jamie Glister, Sydney Law School; Imogen Grant, President of the SRC; Dr Mark Halaki, Health Sciences; Jane Hanrahan, Acting Chair Academic Board; Dr Kimberly Mathieu Coulton, Dentistry; A/Prof Marjorie Valix, Engineering and Information Technologies; A/Prof Nial Wheate, Nominee of Academic Board; and Dr Ülkü Yüksel, Business.

Attendees: Dr Matthew Charet, Executive Officer to Academic Board; A/Prof Peter McCallum, Director, Education Strategy, DVC (Education); Georgina Wheadon, DVC Education Portfolio; and Alyssa White, Committee Officer.

Apologies: Prof Adam Bridgeman, Director, Educational Innovation; Dr Lisa Conlon, Nursing and Midwifery; Edwina Grose, Deputy Registrar Nominee; Dr Tina Hinton, Sydney Medical School; Dr James Humberstone, Sydney Conservatorium of Music; Dr Gary Muscatello, Veterinary Science; Dr Dagmar Reinhardt, Architecture, Design and Planning; and A/Prof Bronwyn Winter, Nominee of Academic Board.

2018/1

MINUTES

1 WELCOME AND APOLOGIES

The Chair welcomed members and attendees to the first meeting for 2018, she extended the Committee's thanks to A/Prof Wendy Davis for her service as Chair of the Committee in 2017 and to Dr Matthew Charet for his continued support. She extended her welcome to the new Committee Officer Alyssa White, who will be supporting the Committee moving forward.

It was noted that a continuation of the practice of applying "batches" to allocate detailed reading assignments as a means of managing large agenda packs would take place throughout the year, a positive initiative from 2017.

The Committee noted apologies, as recorded above.

Resolution UGSC2018/1-1

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 7 November 2017 were accepted as a true record of the meeting.

Resolution UGSC2018/1-2

The Undergraduate Studies Committee resolved that the minutes of meeting 2017/8 on 7 November 2017 be confirmed as a true record.

2.2 Actions Arising

An update was provided by the Director, Education Strategy on research pathway degree programs. It was noted that the initial timeframe of implementation of the stand-alone Master of Advanced Studies in 2019 was determined to interact with the creation of government scholarships; these scholarships and the closing of an identified 'loophole' for CSP funding has

been placed on the legislative backburner due to delay in the Senate. The Director will continue to progress these programs and keep the Committee informed of developments.

The Chair confirmed that consultation had been completed between Arts and Social Sciences and Psychology regarding proposed changes to the Bachelor of Psychology (as endorsed at the 7 November 2017 meeting), to ensure smooth transition arrangements for students to exit into the Bachelor of Arts program, and offered thanks to the DVC (Education) for her contribution to a positive outcome.

Resolution UGSC2018/1-3

The Undergraduate Studies Committee noted the updates provided on outstanding actions from the previous meeting.

2.3 Revised Terms of Reference

The Committee was re-constituted at the 28 November 2017 meeting of the Academic Board, at which draft Terms of Reference were approved. The Terms of Reference was circulated to members and discussions took place to confirm that the changes made are to provide clarity around the Committee's oversight of the *Higher Education Standards Framework (Threshold Standards) 2015* and minor tone/grammar corrections.

Notes from the Committee included the following suggestions:

- Purpose: ... about resolutions, policy and procedures relating to undergraduate study at the University, ~~and acts determines undergraduate matters~~, including the approval of new and amended courses ...
- Clause 5: ... in consultation with the University Executive **Curriculum & Course Profiles Steering Planning** Committee.
- Clause 13: ...from Faculties, University Schools ~~and or~~ Boards of Studies ...

It was confirmed that these changes do not change the remit of the Committee or its delegation, which is outlined in *University of Sydney (Delegations of Authority – Academic Functions) Rule 2016*. Notes from the Committee will be communicated on its behalf by the Secretariat to the Office of General Council for incorporation into a final draft, with final approval anticipated at the 6 March 2018 meeting of the Academic Board.

3 STANDING ITEMS

3.1 Report of the Chair

The report was noted by the Committee without discussion.

Resolution UGSC2018/1-4

The Undergraduate Studies Committee noted the report of the Chair.

3.2 Report of the Academic Board meeting 28 November 2017

The report was noted by the Committee without discussion.

Resolution UGSC2018/1-5

The Undergraduate Studies Committee noted the report of the Academic Board meeting of 28 November 2017.

4 ITEMS FOR ACTION

MAJOR COURSE PROPOSALS

No items were presented to the committee.

MINOR COURSE PROPOSALS

No items were presented to the committee.

5 ITEMS FOR NOTING

5.1 Education Portfolio: Proposed Revisions to Course Resolution Templates

The Director, Education Strategy presented this item, providing an overview of the proposed revisions. It was noted that this update streamlines processes in a future Curriculum Mapping System with the intent to build a template for resolutions providing greater consistency and standardisation across the University.

Clause 11: *Requirements for the honours degree or Bachelor of Advanced Studies with honours* was discussed with clarity sought as to the treatment of Appended honours. There was further discussion of Clause 12: *Award of the degree/ advance diploma/ diploma*, Clause 14: *Credit for previous study*, and clarity was provided on the purpose of Clause 13: *Cross-institutional study*. Minor grammatical changes were suggested and agreed.

The Director, Education Strategy provided confirmation that there will still be free text fields available in the system and he advised the Committee that he would take the provided feedback away and continue to revise resolutions. The Committee will receive further updates as appropriate.

6 OTHER BUSINESS

The Chair confirmed the Committee's interest in receiving updates from the Education Portfolio on the proposed *Student Mobility Policy*. The Director, Education Strategy confirmed that the Policy is in draft form, and will be presented to the Committee for comment when appropriate.

The Meeting adjourned at 10:40 am.

Date of next meeting

10:00am-12:00pm, Tuesday 27 March 2018, Senate Room, Quadrangle