ACADEMIC BOARD 17 AUGUST 2016
Chair: Associate Professor Tony Masters
Committee Officer: Matthew Charet
University Secretariat | Office of the Vice-Chancellor
Quadrangle (A14)

NOTICE OF MEETING

Meeting 5/2016 of the Academic Board will be held from 2:00pm – 4:00pm on Wednesday 17 August 2016 in the Professorial Board Room, Quadrangle (A14). Members who are unable to attend are asked to notify Matthew Charet at the above address. Enquiries concerning this meeting may also be directed to Mr Charet.

The agenda for this meeting is below.

Matthew Charet
Executive Officer to Academic Board

AGENDA

Non-confidential items

This symbol indicates items that have been starred for discussion at the meeting.

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<tr>
<th>Presenter</th>
<th>Paper</th>
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<tr>
<td>Chair</td>
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<td>2:00pm</td>
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1 WELCOME AND APOLOGIES

2 PROCEDURAL MATTERS

2.1 Starring of agenda and adoption of unstarred items

2.2 Minutes of Meeting 4/2016, 29 June 2016

2.3 Business Arising: Sydney Medical School – Bachelor of Medicine/Bachelor of Surgery and Doctor of Medicine

3 STRATEGIC ITEMS OF BUSINESS

4 REPORT OF THE CHAIR

4.1 2017 Meeting Schedule

4.2 Changes to Committee Membership

4.3 Report on Senate Matters

4.4 General Report

4.5 Student Members’ report

4.6 Honours and Distinctions

Respect is a core value of the Academic Board
5 REPORT OF THE VICE-CHANCELLOR 2:35pm

5.1 Report on Senate Matters
Vice-Chancellor & Principal attached

5.2 General Report
Vice-Chancellor & Principal verbal

6 QUESTION TIME 3:00pm
Questions to the Vice-Chancellor and Chair of the Academic Board.
Vice-Chancellor & Principal / Chair

7 REPORTS FROM FACULTIES

7.1 Faculty of Arts and Social Sciences: Graduate Certificate in Economic Analysis (minor course amendment proposal)
Tim Wilkinson attached 3:20pm

8 REPORT OF THE ADMISSIONS COMMITTEE Tim Wilkinson attached 3:25pm
Report of the Chair

8.1 Faculty of Science: Bachelor of Science (Advanced) / Doctor of Dental Medicine

8.2 Faculty of Architecture, Design and Planning: Master of Urban and Regional Planning

8.3 Sydney Medical School: Master of Science in Medicine and related programs

8.4 Faculty of Nursing and Midwifery: Postgraduate Coursework Degrees

9 REPORT OF THE UNDERGRADUATE STUDIES COMMITTEE Wendy Davis attached 3:30pm
Report of the Chair

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

9.2 Faculty of Pharmacy: Bachelor of Pharmacy, Bachelor of Pharmacy and Management

9.3 University of Sydney Business School: Bachelor of Commerce

9.4 Faculty of Architecture, Design and Planning: Bachelor of Architecture and Environments

9.5 Faculty of Architecture, Design and Planning: Bachelor of Design in Architecture

9.6 Faculty of Architecture, Design and Planning: Bachelor of Design Computing

9.7 Faculty of Nursing and Midwifery: Bachelor of Nursing Honours

Respect is a core value of the Academic Board
9.8 Faculty of Engineering and IT: Bachelor of Project Management
9.9 Faculty of Engineering and IT: Bachelor of Engineering Honours and Combined Degrees

10 REPORT OF THE GRADUATE STUDIES COMMITTEE

Report of the Chair

10.1 APA-UPA Ranking Guidelines – Amendment

10.2 Sydney Conservatorium of Music: Master of Music – Amended Course Resolutions

10.3 Architecture, Design and Planning: Master of Heritage Conservation – Amended Units of Study

10.4 Architecture, Design and Planning: Master of Urban and Regional Planning and Master of Urbanism – Amended Units of Study

10.5 Business School: Graduate Certificate in Transport Management – Amended Units of Study

10.6 Business School: Master of Commerce, Graduate Diploma in Commerce – Amended Units of Study

10.7 Business School: Master of Management – Amended Units of Study

10.8 Engineering and IT: Master of Data Science – Amended Units of Study

10.9 Engineering and IT: Master of Professional Engineering (Biomedical) – Amended Units of Study

10.10 Engineering and IT: Master of Project Leadership – Amended Units of Study

10.11 Health Sciences: Master of Applied Science – Amended Course Resolutions

10.12 Medical School: Doctor of Medicine (MD) – Amended Units of Study

10.13 Medical School: Master of Medicine (HIV, STIs and Sexual Health) – Amended Units of Study

10.14 Medical School: Master of Medicine (Pain Management) – Amended Units of Study

10.15 Medical School: Graduate Certificate in Advanced Clinical Skills (Surgical Anatomy) – Amended Units of Study

10.16 Medical School: Master of Surgery – Amended Units of Study

10.17 Pharmacy: Graduate Certificate in Pharmacy Practice – Amended Course Resolutions

Respect is a core value of the Academic Board
11 REPORT OF THE ACADEMIC STANDARDS AND POLICY COMMITTEE

Report of the Chair

11.1 Faculty of Engineering and IT: Bachelor of Engineering (Honours) – Changes to Coursework Policy 2014

11.2 Academic Honesty Procedures

12 GENERAL BUSINESS

Respect is a core value of the Academic Board
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<table>
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<th>Author</th>
<th>Matthew Charet (Executive Officer to Academic Board)</th>
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<td>Reviewer/Approver</td>
<td>Associate Professor Tony Masters, Chair of Academic Board</td>
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<tr>
<td>Paper title</td>
<td>Minutes of the Previous Meeting</td>
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<td>Purpose</td>
<td>To request the Academic Board adopt the minutes of the previous meeting held on 29 June 2016 as a true record.</td>
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**RECOMMENDATION**

That the Academic Board adopt the minutes of the previous meeting held on 29 June 2016 as a true record.

**ACADEMIC BOARD**

2:00 pm, Wednesday 29 June 2016  
Professorial Boardroom, Quadrangle (A14)

**Members Present:** The Chair (Associate Professor Tony Masters); the Chairs of the Standing Committees (Associate Professor Wendy Davis (Architecture, Design & Planning); Professor Jane Hanrahan (Pharmacy); Associate Professor Kristen McKenzie (Arts & Social Sciences); Associate Professor Tim Wilkinson (Engineering & Information Technologies)); Helen Agus (Science); Dr Douglass Auld (Engineering & Information Technologies); Raz Badiyan (Student, Pharmacy); Associate Professor Thomas Balle (Pharmacy); Dr Jeanell Carrigan (Sydney Conservatorium of Music); Associate Professor Rachel Codd (Medicine); Dr Penelope Crossley (Law); Dr Jen Scott Curwood (Education & Social Work); Associate Professor David Easdown (Science); Professor David Emery (Veterinary Science); Andrew Fayad (Student, Health Sciences); Dr Jinlong Gao (Dentistry); Associate Professor James Glister (Law); Professor Manuel Graeber (Medicine); Associate Professor Thomas Grewal (Pharmacy); Max Hall (Student, Arts & Social Sciences); Professor Gary Halliday (Medicine, for Professor Arthur Conigrave); Kylee Hartman-Warren (Nominee, SUPRA); Professor Inam Haq (Medicine); Professor Duncan Ivison (Deputy Vice-Chancellor (Research)); Professor Annamarie Jagose (Arts & Social Sciences, for Professor Barbara Caine); Dr Nerida Jarkey (Arts & Social Sciences); Christian Jones (President, SUPRA); Associate Professor Chengwang Lei (Engineering & Information Technologies); Professor David Lowe (Engineering & Information Technologies); Professor Diane Mayer (Dean, Education & Social Work); Associate Professor Susan McGrath-Champ (Business School); Dr Lenka Munoz (Medicine); Professor Pip Pattison (Deputy Vice-Chancellor (Education)); Professor Iqbal Ramzan (Dean, Pharmacy); Professor Kathy Refshauge (Dean, Health Sciences); Professor Joellen Riley (Dean, Law); Angela Rose (Student, Education & Social Work); Dr Carl Schneider (Pharmacy); Professor Balwant Singh (Agriculture & Environment); Chloe Smith (President, SRC); Lillian So (Student, Business School); Dr Ilektra Spandagou (Education & Social Work); Philippa Specker (Student, Science); Professor Roger Stancliffe (Health Sciences); Associate Professor Marjorie Valix (Engineering & Information Technologies); Subeta Vimalarajah (Nominee, SRC); Professor Donna Waters (Dean, Nursing & Midwifery); and Professor Henry Woo (Medicine).

**Attendees:** David Pacey, Secretary to Senate; Dylan Griffiths, SCA Student; Lynda Rose, Office of the Provost; and Tamara Voninski, SCA Student.

**Apologies:** The Vice-Chancellor (Dr Michael Spence); Associate Professor Judy Anderson (Education & Social Work); Anne Bell (Director of University Libraries); Associate Professor Tina Bell (Agriculture & Environment); Professor Kathy Belov (Pro Vice-Chancellor (Global Engagement)); Dr Jacqueline Bloomfield (Nursing & Midwifery); Professor Patrick Brennan (Health Sciences); Associate Professor Tom Buckley (Nursing & Midwifery); Professor Barbara Caine (Dean, Arts & Social Sciences); Professor Tyrone Carlin (Deputy Vice-Chancellor (Registrar)); Luciano Carment (Nominee, SRC); Associate Professor Alex Chaves (Veterinary Science); Professor Arthur Conigrave (Acting Dean, Medicine); Dr Emily Crawford (Law); Dean Cross (Student, Sydney College of the Arts); Associate Professor Ann Elias (Sydney College of the Arts); Professor Alan Fekete (Engineering & Information Technologies); Professor Trevor Hambley (Dean, Science);
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Dr Anne Honey (Health Sciences); Professor Shane Houston (Deputy Vice-Chancellor (Indigenous Strategy and Services)); Professor Archie Johnston (Dean, Engineering & Information Technologies); Patty Kavlounias (Business School); Dana Kolsky (Student, Veterinary Science); Dr Alan Maddox (Sydney Conservatorium of Music); Professor Robyn McConchie (Agriculture & Environment); Associate Professor Mark McEntee (Health Sciences); Associate Professor Susan Park (Arts & Social Sciences); Associate Professor Mary Peat (Business School); Professor Chris Peck (Dean, Dentistry); Associate Professor Neale Peres da Costa (Sydney Conservatorium of Music); Professor John Redmond (Dean, Architecture, Design & Planning); Professor Anna Reid (Acting Dean, Sydney Conservatorium of Music); Isobella Revell (Student, Agriculture and Environment); Oliver Smith (Sydney College of the Arts); Dr Rebecca Suter (Arts & Social Sciences); Associate Professor Catherine Sutton-Brady (Business School); Associate Professor Charlotte Taylor (Science); Professor Rosanne Taylor (Dean, Veterinary Science); Professor Greg Tolhurst (Law); Justin Trendall (Sydney College of the Arts); Associate Professor Graham White (Arts & Social Sciences); and Dr Peter White (Veterinary Science).

UNCONFIRMED MINUTES

☆ This symbol indicates items that have been starred for discussion at the meeting.

☆ 1 WELCOME AND APOLOGIES

The Chair opened the meeting by welcoming members and noting the apologies received, asking that any further apologies be communicated to the Executive Officer.

☆ 2 PROCEDURAL MATTERS

2.1 Starring of agenda and adoption of unstared items

The following items were starred: 10.3, 10.10, 11.1, 11.2.

Resolution AB2016/4-1
That the Academic Board resolve as recommended with respect to all unstared items.

2.2 Minutes of Meeting 2016/3, 18 May 2016

Members confirmed the minutes of the last meeting held on 18 May 2016.

Resolution AB2016/4-2
That the Academic Board resolve that the minutes of meeting 2016/3, held on 18 May 2016, be confirmed as a true record.

2.3 Business Arising: Sydney Medical School – Bachelor of Medicine/Bachelor of Surgery and the Doctor of Medicine

The Board was asked to note that the version of the amended Course Resolutions for the Bachelor of Medicine/Bachelor of Surgery and the Doctor of Medicine, as presented and approved at the meeting of 18 May, were incorrect. A corrected version (as approved at the 27 April meetings of the Undergraduate and Graduate Studies Committees) was presented and noted.

Resolution AB2016/4-3
That the Academic Board note the correct version of the amendments to course resolutions for the Bachelor of Medicine/Bachelor of Surgery and the Doctor of Medicine, the introduction of which was approved at the meeting of 18 May 2016.

Action:
The Dean and Faculty Manager, Sydney Medical School, to note the Academic Board’s amendment of the resolution made at its meeting of 18 May to amend the Course Resolutions for the Bachelor of Medicine/Bachelor of Surgery and the Doctor of Medicine and update the resolutions in CMS.

☆ 3 STRATEGIC ITEMS OF BUSINESS
3.1 **Focus Topic: The University of Sydney Education and Research Innovation Week – 24-28 October 2016**

Professors Ivison and Pattison informed members of The University of Sydney Education and Research Innovation Week, scheduled for 24-28 October 2016. Professor Ivison advised that the purpose of the event is to highlight and showcase the extraordinary teaching and research undertaken at the University and a number of marquee events are being organised at both institutional and local level, some of which will include external partners. Faculties and Schools are also being encouraged to develop creative ways of telling others about the work they undertake.

Members were advised that new University awards for academic and professional staff – as foreshadowed in the Strategic Plan – will also be launched during this week with an event in MacLaurin Hall. These awards will recognise excellence in teaching, research and community engagement for all staff, including early- and mid-career academics and professional staff, via a peer nomination process. The drafting of award criteria is currently underway.

**Resolution AB2016/4-4**

*That the Academic Board note the presentation by the Deputy Vice-Chancellor (Education) and Deputy Vice-Chancellor (Research) on The University of Sydney Education and Research Innovation Week – 24-28 October 2016.*

4 **REPORT OF THE CHAIR**

4.1 **Academic Board Review – Terms of Reference**

The Chair drew the attention of members to the Terms of Reference for an external review of the Board, which are to be presented to Senate for endorsement at its meeting of 4 July. He advised that the last external review of the Board took place in 2001 so another review is timely. The review schedule has been developed with the timelines for the 2017 election of staff and student members of the Board in mind, for terms of office to commence in 2018. It is anticipated that the review panel will be small and external participants are currently being sought who are familiar with the operation of university Senates and Academic Boards. Members were also informed that individual and collective input into the review will be invited. As well as seeking Senate endorsement for the review itself, Senate will also be asked to support transitional provisions to ensure ongoing staff and student representation from faculties affected by the changes to the University’s structure through 2017. Any changes to the constitution of the Board that may emerge from the review will be brought to the Board for discussion and endorsement before presentation to Senate prior to the election of staff and student representatives for the 2018 term. To reflect the transitional provisions, faculties will shortly be advised that the election of student members to faculties for the 2017 term will therefore take place as usual in this year, with the election process to commence on 1 August.

In discussion, Ms Hartman-Warren asked that continuity of student representation be added to the preamble of the proposal to be submitted to Senate.

The scope, Terms of Reference and timing of the external review of the Academic Board were endorsed as presented, for recommendation to Senate.

**Resolution AB2016/4-5**

*That the Academic Board recommend to Senate the approval of the scope, Terms of Reference and timeline to conduct an external review of the Academic Board.*

**Action:**

*The Chair, Academic Board to present the scope, Terms of Reference and timelines for the Academic Board Review to Senate.*

4.2 **Equity and Diversity Working Group – Update**

The Chair advised that further to the written report which highlights the action being undertaken, the work of the Equity and Diversity Working Group is continuing and the Board will receive further updates.

**Resolution AB2016/4-6**

*The Academic Board noted recent activity and upcoming action relating to the work of the*
4.3 General Report

Further to the written report, the Chair provided further information on several items:

**NSW Committee of Chairs of Academic Boards:** Members were advised that at the 1 June meeting of the NSW Committee of Chairs of Academic Boards, the Chair of the NSW Vice-Chancellor's Committee Technical Committee on Scaling of the 2015 HSC made special mention of the University's introduction of HSC Mathematics as a prerequisite for 61 degrees, noting that it is "a game changer" which has already influencing behaviour, for example, a significant increase in the number of secondary Maths teachers participating in training to be able to teach the relevant HSC Mathematics. It is also hoped that the University’s requirement will positively address the significant gender imbalance in students undertaking HSC Mathematics.

**Simplification of Examinations Working Group:** In response to a proposal from the Registrar to simplify examination processes, a working group was established chaired by Professor Susan McGrath-Champ to more closely examine the proposal. This group has met and provided feedback to the Registrar on the proposed changes.

2018 TEQSA Re-Registration: The Board was advised that the University will need to re-register with TEQSA in 2018, and that the process is likely to entail a detailed review of seven of our degree programs. A working group has been convened to ensure that the University is suitably prepared.

Other items in the General Report were noted as presented.

**Resolution AB2016/4-7**

*That the Academic Board note the General Report of the Chair.*

4.4 Student Members’ Report

Ms Smith spoke to the written report and provided a verbal update on the following matters:

**Sexual Harassment Policy** – A follow-up meeting between the Director, Student Support Services, and students is scheduled for Friday 1 July to implement the policy and agree on how students might be involved. Events are also being planned around safety on campus.

**Anonymous Marking** – The ASPC’s support of anonymous marking was noted.

**Simple Extensions** – Members were informed that there is confusion regarding the implementation of simple extensions and students would welcome an opportunity to revisit the process before the start of Semester 2.

**Special Consideration** – Members were informed that students have reported a number of concerns to the SRC and SUPRA regarding Special Consideration procedures, relating to the specific requirements for supporting documentation, lack of flexibility in academic decision making, interaction with Disability Services, and delay in resolution of appeals. A Post-Implementation Review (PIR) is to take place shortly and students would welcome involvement in this.

**New SUPRA Executive** – The Board was advised of the new SUPRA executive, who will assume office from 1 July.

**Sydney College of the Arts** – Members were advised that a forum was held at SCA on Friday 24 June at which students discussed their concerns following the recent announcement of the proposed transfer of SCA to the University of New South Wales. Facilities, resources and the availability of courses are key concerns, and the lack of transparency and consultation with students and staff prior to the announcement were also criticised. Further discussion is planned with the Deputy Vice-Chancellor (Registrar) on Thursday 30 June to further explore these issues.

Ms Hartman-Warren, herself a PhD candidate at the SCA, observed that the loss of SCA to the University would represent the end of studio-based art practice and research in Australia. The potential loss of facilities and access to expertise at both SCA and in other disciplines across the University community was also highlighted as being significantly at risk.

Ms Voninski, a current PhD candidate at SCA, joined the meeting and informed members that closure of the SCA will have a major impact on her candidature and possibly the completion of her...
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degree. The possible loss of end-of-candidature exhibition facilities was raised, as well as the uncertainty of continuity of supervision and access to facilities that are currently available at Callan Park. Mr Griffiths, SRC Education Officer and a student at the SCA, also conveyed student concern at the significant impact of the proposed changes, including to student accommodation and disability access.

The Chair thanked Ms Voninski and Mr Griffiths for their contributions and advised that he is cognisant of these concerns and understands that the current intention is to permit current Sydney students to complete the degree in which they are enrolled, and that the Academic Board would continue to retain oversight over the maintenance of quality of teaching and research. The issues raised would be communicated to Senate at its meeting on 4 July.

This discussion was continued under Items 5.1 and 6, below.

Ms Hartman-Warren advised that this meeting is Christian Jones' last meeting as President of SUPRA and his contribution to the University community was acknowledged by acclamation. The Chair also advised that this is Ms Hartman-Warren's final meeting and her significant contribution to the work of the Board as also acknowledged by acclamation.

Resolution AB2016/4-8
That the Academic Board note the report of the student members of the Academic Board on Sexual Harassment Policy, Anonymous Marking, Simple Extensions, Special Consideration, the New SUPRA Executive and the Sydney College of the Arts.

4.5 Honours and Distinctions

The Board was joined by Professors Marian Baird and David Le Couteur, the inclusion of whom in the Queen’s Birthday Honours was recognised by acclamation. Other honours and distinctions were noted as presented.

Resolution AB2016/4-9
That the Academic Board note the report of the Chair of the Academic Board on the honours and distinctions and congratulated the recipients.

Action:
The Chair, Academic Board to write to recipients congratulating them on their honours and distinctions.

5 REPORT OF THE ACTING VICE-CHANCELLOR

5.1 Report of the Acting Vice-Chancellor

The Acting Vice-Chancellor, Professor Garton, advised that there had been no meeting of Senate since the previous meeting of the Academic Board, and hence no Report of Senate. In lieu of a Senate Report, Professor Garton instead commented on the SCA proposal raised in the previous agenda item (Item 4.4), observing that the concerns raised by the student representatives on the Board were understandable and entirely appropriate.

Professor Garton advised members that the University has been discussing the future of the SCA for five years, with a focus on facilities and services and the College’s financial underpinnings. Members were advised that the SCA’s budget deficit is the highest per capita in the University, at approximately $5.5M per annum, and is underpinned by a steady decline in enrolments of approximately 20 per cent over the last five years. The physical location of the SCA in Rozelle also presents challenges, including upkeep of heritage buildings and a large footprint per student (resulting in high space usage charges to the Faculty under the UEM). The lack of easy transport connection between SCA and the Camperdown/Darlington campuses, despite the operation of a University bus system between the two, also hinders the enrolment of students from main campus in units of study taught at SCA, further impacting on potential enrolment load.

To address these issues, a conversation has been ongoing with the National Art School and UNSW, initially brokered by staff from the SCA, regarding how all three institutions could best ensure sustainability and the development of world-class facilities into the future. The possibility of creating a single institution was actually first raised in a 1985 report of the NSW Government, so it
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is not a new idea.

After providing the above background, Professor Garton directly addressed the concerns raised by the student representatives in Item 4.4 above. He advised that discussions regarding the proposed merger have been ongoing at a faculty level for some time, and the difficulty of consulting more broadly in the absence of a proposal on which to consult was noted. Now that a proposal has been formulated, consultation has become possible and is now underway.

The current agreement is to “negotiate in good faith to achieve a good outcome”, and there is no certainty that the merger will happen. The University is working to resolve the current uncertainty as quickly as possible and if the current negotiations do not bear fruit, the SCA will remain a part of the University as a school within the Faculty of Arts and Social Sciences. In either case, it is not sustainable for the SCA to remain at Rozelle and a change of location will therefore be necessary. The continuing decline in student enrolments is also likely to necessitate a decrease in staff numbers should the SCA remain at Sydney.

Should the merger take place, current University students will have the option of completing their degree and being awarded a qualification from the University of Sydney, or of opting to transfer candidature to UNSW and being awarded a UNSW qualification on completion. Due to resourcing constraints, students enrolled in the Master of Moving Image program will remain with Sydney until further notice, and there is an ongoing conversation to find a suitable location for this program. Supervision of HDR students will also transfer to UNSW for those students whose supervisor transfers to UNSW. For all other HDR students the University will put in place appropriate supervision and facilities provisions to ensure that they can complete their studies in a reasonable time frame. The University has a commitment to work with individual PhD students to determine appropriate supervisory arrangements for the duration of their candidature. There is no expectation that students will need to self-fund their end-of-candidature exhibition.

The future of professional (and especially technical) staff is currently being worked through as part of the discussions with UNSW.

The discussion was continued under Item 6 Question Time.

Resolution AB2016/4-10
That the Academic Board note the report presented by the Acting Vice-Chancellor.

QUESTION TIME

The Acting Vice-Chancellor and the Chair of the Academic Board invited questions arising from their reports.

Mr Griffiths asserted that consultation on the SCA proposal did not represent a dialogue; rather, it was a developed plan that has been conveyed to students and that opportunities exist to further develop SCA at the current site, including improved inter-campus transport, better marketing of SCA programs and increase the available facilities to attract more students. The presentation of broad proposals with little detail also attracted comment.

The criticality of ensuring continuity of HDR student supervision was raised, and Professor Garton reiterated that this is understood and will be looked at on a case-by-case basis. Professor Garton also reiterated that the SCA is currently challenged financially and a fundamental driver behind the current proposal is a steady decline in student enrolment, with numbers falling consistently over the last five years despite a number of central marketing campaigns designed to arrest this. This, combined with the excessive cost of maintaining Callan Park, necessitates action. The question moving forward is how best to ensure a robust visual arts curriculum and practice in New South Wales, and the best opportunity for all concerned seems to be as a single institution rather than as separate, smaller facilities. Ms Hartman-Warren asked whether data confirming the financial position of the SCA could be made available, specifically the costs associated with maintaining Callan Park and how SCA compares with other segments of the University; Professor Garton undertook to provide these data.

It was observed that there is an opportunity for the University to provide leadership in the Arts, and Professor Garton advised that the University has and will maintain a long-term commitment to the visual arts through the Power Institute, a new museum and other initiatives.

Ms Voninski expressed concern regarding the future availability of studio space, observing that students
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cannot afford to rent additional space in which to undertake their work. Professor Garton advised that UNSW has confirmed that they have sufficient space to accommodate all undergraduate and some HDR students from SCA and that the University will continue to make space available until any remaining HDR students have completed their work. If the merger with UNSW does not proceed, the alternative is for SCA to move to the Camperdown Campus, and this will also necessitate a reduction in space available for student work so some change is inevitable as the current position is unsustainable.

Ms Specker requested that a student consultative committee be established and undertook to email Professor Garton to assist in setting this up.

The Chair informed members that the Board has approved previous proposals for students to be co-taught by another institution so there is precedent to this arrangement, and that students currently enrolled at Sydney who elect to do so will continue to be students of the University.

7 REPORTS FROM FACULTIES

7.1 Faculty of Arts and Social Sciences: Amendment to Constitution

This proposal was approved without comment.

Resolution AB2016/4-11

That the Academic Board endorse the proposal from the Faculty of Arts and Social Sciences to amend the faculty constitution and resolved to recommend that Senate approve the amendment of the Resolutions of Senate related to the Constitution of the Faculty of Arts and Social Sciences with effect from 5 July 2016.

Action

The Chair, Academic Board to recommend that Senate approve the amendment of the Resolutions of Senate related to the Constitution of the Faculty of Arts and Social Sciences, with immediate effect.

Action

The Dean and Faculty Manager of the Faculty of Arts and Social Sciences to note the Academic Board’s approval of the amendment to constitution and update the Constitution in CMS.

8 REPORT OF THE ADMISSIONS COMMITTEE

Report of the Chair

Associate Professor Wilkinson advised that he had nothing further to add to the written report.

8.1 Faculty of Arts and Social Sciences: Master of Applied Linguistics

This proposal was approved without comment.

Resolution AB2016/4-12

The Academic Board approved the proposal from the Faculty of Arts and Social Sciences to amend the Graduate Certificate in Applied Linguistics, Graduate Diploma in Applied Linguistics and Master of Applied Linguistics, and approve changes to the degree resolutions arising from this proposal, with effect from 1 January 2017, as presented.

Action

The Dean and Faculty Manager, Faculty of Arts and Social Sciences, to note the Academic Board’s approval of the proposal to amend the admission criteria for the Graduate Certificate in Applied Linguistics, Graduate Diploma in Applied Linguistics and Master of Applied Linguistics, and update the course resolutions in CMS.

8.2 Sydney Medical School: Doctor of Medicine combined degrees

This proposal was approved without comment.

Resolution AB2016/4-13

The Academic Board approved the proposal from the Sydney Medical School and partner faculties to amend the Bachelor of Commerce and Doctor of Medicine, Bachelor of Economics and Doctor of Medicine, Bachelor of Music Studies and Doctor of Medicine, Bachelor of Science (Advanced) and Doctor of Medicine, and Bachelor of Medical Science and Doctor of Medicine combined...
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degree programs, and approved the amendment of the schedule of Postgraduate English Language Requirements arising from this proposal, with effect from 1 January 2017, as presented.

**Action**
The Dean and Faculty Manager, Sydney Medical School, to note the Academic Board’s approval of the proposal to amend the English language requirements for admission to the Doctor of Medicine combined degrees, including the Bachelor of Commerce and Doctor of Medicine, Bachelor of Economics and Doctor of Medicine, Bachelor of Music Studies and Doctor of Medicine, Bachelor of Science (Advanced) and Doctor of Medicine, and Bachelor of Medical Science and Doctor of Medicine.

**Action**
The Executive Officer to update the schedule of Postgraduate English Language Requirements.

**Resolution AB2016/4-14**
That the Academic Board note the report of the Admissions Committee meeting held by circulation on 8 June and 20 June 2016 and note the approval by the Admissions Committee of amendments to admission requirements to introduce additional essay requirements for US Admissions tests and new UAC Schedules for 2017 Admissions.

## 9 REPORT OF THE UNDERGRADUATE STUDIES COMMITTEE

### Report of the Chair

Associate Professor Davis advised that she had nothing further to add to the written report.

### 9.1 Faculty of Engineering and IT: Bachelor of Engineering (Honours) Mechanical Engineering Stream

This proposal was approved without comment.

**Resolution AB2016/4-15**
The Academic Board approved the proposal from the Faculty of Engineering and IT to amend the Bachelor of Engineering Honours Mechanical Engineering stream and the course resolutions’ units of study table arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Engineering and IT, to note the Academic Board’s approval of the proposal to amend the Bachelor of Engineering Honours Mechanical Engineering stream and update the course resolutions in CMS.

### 9.2 Sydney Law School: Bachelor of Laws

This proposal was approved without comment.

**Resolution AB2016/4-16**
The Academic Board approved the proposal from the Sydney Law School to amend the Bachelor of Laws and amend the course resolutions’ units of study table arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Sydney Law School, to note the Academic Board’s approval of the proposal to amend the Bachelor of Laws and update the course resolutions in CMS.

### 9.3 Sydney Law School: Amendment to Faculty of Law coursework assessment guidelines

This proposal was approved without comment.

**Resolution AB2016/4-17**
The Academic Board approved the proposal from the Sydney Law School to amend the Faculty of Law coursework assessment guidelines in the Resolutions of the Faculty of Law for Coursework Awards arising from the proposal, effective immediately.

**Action**
The Dean and Faculty Manager, Sydney Law School to note the Academic Board’s approval of the proposal to amend the Faculty of Law coursework assessment guidelines in the Resolutions of the
Faculty of Law for Coursework Awards and update the Faculty Resolutions in CMS.

9.4 Faculty of Arts and Social Sciences: Change to FASS Honours Provisions

This proposal was approved without comment.

Resolution AB2016/4-18
The Academic Board approved the proposal from the Faculty of Arts and Social Sciences to amend the Faculty of Arts and Social Sciences – Honours Provisions 2014, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Arts and Social Sciences to note the Academic Board’s approval of the proposal to amend the Faculty of Arts and Social Sciences – Honours Provisions 2014, with effect from 1 January 2017 and update the Resolutions in CMS.

9.5 Faculty of Arts and Social Sciences: Deletion of World Religions major

This proposal was approved without comment.

Resolution AB2016/4-19
The Academic Board approved the proposal from the Faculty of Arts and Social Sciences to delete the World Religions major and amend the Resolutions of the Faculty of Arts and Social Sciences for Coursework Awards arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Arts and Social Sciences to note the Academic Board’s approval of the proposal to delete the World Religions major and update the Resolutions of the Faculty of Arts and Social Sciences for Coursework Awards in CMS.

9.6 Faculty of Arts and Social Sciences: Merge of two majors- Biblical Studies and Hebrew (Classical)

This proposal was approved without comment.

Resolution AB2016/4-20
The Academic Board approved the proposal from the Faculty of Arts and Social Sciences to merge two majors – Biblical Studies and Hebrew (Classical), with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Arts and Social Sciences, to note the Academic Board’s approval of the proposal to merge the majors in Biblical Studies and Hebrew (Classical) and update the Resolutions of the Faculty of Arts and Social Sciences for Coursework Awards in CMS.

9.7 Faculty of Arts and Social Sciences: Economics combined degree (correction to the resolutions)

This proposal was approved without comment.

Resolution AB2016/4-21
The Academic Board approved the proposal from the Faculty of Arts and Social Sciences to amend the resolutions of the Bachelor of Economics combined degrees to include the five majors offered by the School of Economics, effective immediately.

Action
The Dean and Faculty Manager, Faculty of Arts and Social Sciences, to note the Academic Board’s approval of the proposal to amend the resolutions of the Bachelor of Economics combined degrees to include the five majors offered by the School of Economics, and update the resolutions in CMS.

9.8 Sydney Nursing School: Changes to the UoS table Bachelor of Nursing (Advanced Studies)

This proposal was approved without comment.

Resolution AB2016/4-22
The Academic Board approved the proposal from the Sydney Nursing School to amend the study pattern for the Bachelor of Nursing (Advanced Studies), with effect from 1 January 2017.
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Action
The Dean and Faculty Manager, Sydney Nursing School, to note the Academic Board’s approval of the proposal to amend the study pattern for the Bachelor of Nursing (Advanced Studies) and update the resolutions in CMS.

9.9 Faculty of Health Sciences: Bachelor of Applied Science (Diagnostic Radiography)
This proposal was approved without comment.

Resolution AB2016/4-23
The Academic Board approved the proposal from the Faculty of Health Sciences to amend the course resolutions’ units of study table for the Bachelor of Applied Science (Diagnostic Radiography) Pass and Honours, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Health Sciences, to note the Academic Board’s approval of the proposal to amend the course resolutions for the Bachelor of Applied Science (Diagnostic Radiography) Pass and Honours, and update the resolutions in CMS.

9.10 Faculty of Health Sciences: Changes to Undergraduate electives list
This proposal was approved without comment.

Resolution AB2016/4-24
The Academic Board approved the proposal from the Faculty of Health Sciences to include a new elective in the Faculty of Health Sciences undergraduate electives list, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Health Sciences, to note the Academic Board’s approval of the proposal to include a new elective in the Faculty of Health Sciences undergraduate electives list.

9.11 Faculty of Health Sciences: Change to Bachelor of Health Sciences table of Senior Research Units
This proposal was approved without comment.

Resolution AB2016/4-25
The Academic Board approved the proposal from the Faculty of Health Sciences to amend the Bachelor of Health Sciences units of study table, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Health Sciences, to note the Academic Board’s approval of the proposal to amend the Bachelor of Health Sciences units of study table.

10 REPORT OF THE GRADUATE STUDIES COMMITTEE

Report of the Chair
Associate Professor McKenzie advised that she had nothing further to add to the written report.

10.1 Faculty of Arts and Social Sciences: Master of Human Rights and Democratisation (course deletion)
This proposal was approved without comment.

Resolution AB2016/4-26
The Academic Board approved the proposal from the Faculty of Arts and Social Sciences to delete the Master of Human Rights and Democratisation (Asia Pacific Regional Program); approved the deletion of Course Resolutions arising from this proposal; and recommend that Senate endorse the Academic Board’s approval of the proposal and approve amendments to the Resolutions of Senate related to the Degrees, Diplomas and Certificates in the Faculty of Arts and Social Sciences, with immediate effect.

Action
The Dean and Faculty Manager, Faculty of Arts and Social Sciences, to note the Academic Board’s approval of the proposal and approve amendments to the Resolutions of Senate related to the Degrees, Diplomas and Certificates in the Faculty of Arts and Social Sciences, with immediate effect.
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Board’s approval of the proposal to delete the Master of Human Rights and Democratisation and delete the course resolutions in CMS.

Action
The Chair, Academic Board, to recommend that Senate approve the amendment of the Resolutions of Senate related to the Degrees, Diplomas and Certificates in the Faculty of Arts and Social Sciences with effect from 1 January 2017

10.2 Medical School: Master of Medicine, Master of Science in Medicine – Internal Medicine Stream

This proposal was approved without comment.

Resolution AB2016/4-27
The Academic Board approved the proposal from Sydney Medical School to amend the Master of Medicine, Master of Medicine (Advanced), Master of Science in Medicine, Master of Science in Medicine (Advanced), Graduate Diploma in Medicine, Graduate Diploma in Science in Medicine, Graduate Certificate in Medicine and Graduate Certificate in Science in Medicine to introduce a stream in Internal Medicine; approved the amendment of the course resolutions arising from this proposal; and recommend that Senate endorse the Academic Board’s approval of the proposal and approve amendments to the Resolutions of Senate related to the Degrees, Diplomas and Certificates in Sydney Medical School, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Sydney Medical School, to note the Academic Board’s approval of the proposal to amend the Master of Medicine, Master of Medicine (Advanced), Master of Science in Medicine, Master of Science in Medicine (Advanced), Graduate Diploma in Medicine, Graduate Diploma in Science in Medicine, Graduate Certificate in Medicine and Graduate Certificate in Science in Medicine, and update the course resolutions in CMS.

Action
The Chair, Academic Board, to recommend that Senate approve the amendment of the Resolutions of Senate related to the Constitution of the Faculty of Medicine, with immediate effect.

10.3 Medical School: Master of Medicine, Master of Science in Medicine – Pharmaceutical and Medical Device Development Stream

Professor Ramzan asked that this item be starred and expressed concern at the consultation process regarding this proposal, inviting broader consultation with the Faculty of Pharmacy. A representative from Medicine advised that attempts had been made to contact the Associate Dean in Pharmacy but they had been unable to do so. In lieu of direct consultation, the faculty had assessed the programs offered in Pharmacy and saw no overlap in curriculum. They also noted that the intended cohort of students is different. Observing that consultation is vitally important, the Chair suggested that a small group from Pharmacy and Medicine discuss whether there are impediments to approve the proposal. Subject to completion of this consultation and support from Pharmacy, the proposal was provisionally approved as presented.

[Note: This consultation subsequently took place and Pharmacy endorsed the proposal, subject to closer consultation of the Faculty of Pharmacy in the development of the teaching program.]

Resolution AB2016/4-28
The Academic Board approved the proposal from Sydney Medical School to amend the Master of Medicine, Master of Medicine (Advanced), Master of Science in Medicine, Master of Science in Medicine (Advanced), Graduate Diploma in Medicine, Graduate Diploma in Science in Medicine, Graduate Certificate in Medicine and Graduate Certificate in Science in Medicine to introduce a stream in Pharmaceutical & Medical Device Development; approved the amendment of the course resolutions arising from this proposal; and recommend that Senate endorse the Academic Board’s approval of the proposal and approve amendments to the Resolutions of Senate related to the Degrees, Diplomas and Certificates in Sydney Medical School, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Sydney Medical School, to note the Academic Board’s approval of the proposal to amend the Master of Medicine, Master of Medicine (Advanced), Master of Science in Medicine, Master of Science in Medicine (Advanced), Graduate Diploma in Medicine,
Submission To: Academic Board  
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Graduate Diploma in Science in Medicine, Graduate Certificate in Medicine and Graduate Certificate in Science in Medicine, and update the course resolutions in CMS.

Action
The Chair, Academic Board, to recommend that Senate approve the amendment of the Resolutions of Senate related to the Constitution of the Faculty of Medicine, with immediate effect.

10.4 Business School: Master of Commerce – Amended Units of Study

This proposal was approved without comment.

Resolution AB2016/4-29
The Academic Board approved the proposal from the University of Sydney Business School to amend the Master of Commerce, Graduate Diploma in Commerce and Graduate Certificate in Commerce; approved the amendment of the Course Resolutions arising from the proposal; and approved the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Business School, to note the Academic Board’s approval of the proposal to amend the Master of Commerce, Graduate Diploma in Commerce and Graduate Certificate in Commerce and update the course resolutions in CMS.

10.5 Business School: Master of Commerce, Master of Human Resource Management and Industrial Relations, Master of International Business, Master of Logistics and Supply Chain Management, Master of Marketing, Master of Professional Accounting, Master of Transport Management – Admission Criteria

This proposal was approved without comment.

Resolution AB2016/4-30
The Academic Board approved the proposal from the University of Sydney Business School to amend the admission criteria for the Master of Commerce, Master of Human Resource Management and Industrial Relations, Master of International Business, Master of Logistics and Supply Chain Management, Master of Marketing, Master of Professional Accounting and Master of Transport Management; and approved the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Business School, to note the Academic Board’s approval of the proposal to amend the admission criteria for the Master of Commerce, Master of Human Resource Management and Industrial Relations, Master of International Business, Master of Logistics and Supply Chain Management, Master of Marketing, Master of Professional Accounting and Master of Transport Management; and update the Course Resolutions in CMS.

10.6 Business School: Master of Human Resource Management & Industrial Relations and related programs – Amended Units of Study

This proposal was approved without comment.

Resolution AB2016/4-31
The Academic Board approved the proposal from the University of Sydney Business School to amend the Master of Human Resource Management & Industrial Relations and embedded programs; and approved the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Business School, to note the Academic Board’s approval of the proposal to amend the Master of Human Resource Management & Industrial Relations and embedded programs.

10.7 Business School: Master of Professional Accounting – Amended Units of Study

This proposal was approved without comment.

Resolution AB2016/4-32
The Academic Board approved the proposal from the University of Sydney Business School to
amend the Master of Professional Accounting; and approved the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Business School, to note the Academic Board’s approval of the proposal to amend the Master of Professional Accounting.

**10.8 Business School: Master of Logistics and Supply Chain Management – Amended Units of Study**

This proposal was approved without comment.

**Resolution AB2016/4-33**
The Academic Board approved the proposal from the University of Sydney Business School to amend the Master of Logistics and Supply Chain Management, Graduate Diploma in Logistics and Supply Chain Management and Graduate Certificate in Logistics and Supply Chain Management; approve the amendment of the Course Resolutions arising from the proposal; and approved the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Business School, to note the Academic Board’s approval of the proposal to amend the Master of Logistics and Supply Chain Management, Graduate Diploma in Logistics and Supply Chain Management and Graduate Certificate in Logistics and Supply Chain Management, and update the course resolutions in CMS.

**10.9 Education and Social Work: Master of Learning Sciences and Technology (Professional) – Capstone Requirements**

This proposal was approved without comment.

**Resolution AB2016/4-34**
The Academic Board approved the proposal from the Faculty of Education and Social Work to amend the Master of Learning Sciences and Technology (Professional); and approved the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Education and Social Work, to note the Academic Board’s approval of the proposal to amend the capstone requirements for the Master of Learning Sciences and Technology (Professional), and update the course resolutions in CMS.

**10.10 Engineering and IT: Master of Engineering – Reduction in the Volume of Learning (RVL)**

This item was starred at the beginning of the meeting to advise that a minor change to the table of Units of Study as presented is needed so align the table with the changes to the Course Resolutions, requiring completion of 24 credit points of specialist units. The Board noted this change and the proposal was approved as amended.

**Resolution AB2016/4-35**
The Academic Board approved the proposal from the Faculty of Engineering and Information Technologies to amend the Master of Engineering; and approved the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Engineering and IT, to note the Academic Board’s approval of the proposal to amend the requirements for Reduction in the Volume of Learning (RVL) in the Master of Engineering, and update the course resolutions in CMS.

**10.11 Engineering and IT: Master of Engineering and Master of Professional Engineering – Amended Units of Study**

This proposal was approved without comment.

**Resolution AB2016/4-36**
The Academic Board approved the proposal from the Faculty of Engineering and Information Technologies to amend the Master of Engineering and Master of Professional Engineering; and
approved the amendment of the tables of units of study arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Engineering and IT, to note the Academic Board’s approval of the proposal to amend specialist and elective units of study in the Master of Engineering Civil stream, Master of Engineering Fluids stream, Master of Professional Engineering Civil stream, Master of Professional Engineering Fluids stream and Master of Professional Engineering Geomechanical stream, and update the unit of study tables in CMS.

10.12 **Engineering and IT: Master of Data Science – Amended Units of Study**

This proposal was approved without comment.

**Resolution AB2016/4-37**
The Academic Board approved the proposal from the Faculty of Engineering and Information Technologies to amend the Master of Data Science; and approved the amendment of the tables of units of study arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Engineering and IT, to note the Academic Board’s approval of the proposal to remove the project unit COMP5706 IT Industry Placement Project from the Master of Data Science, and update the unit of study table in CMS.

10.13 **Engineering and IT: Master of Health Technology Innovation – Amended Units of Study**

This proposal was approved without comment.

**Resolution AB2016/4-38**
The Academic Board approved the proposal from the Faculty of Engineering and Information Technologies to amend the Master of Health Technology Innovation; and approved the amendment of the tables of units of study arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Engineering and IT, to note the Academic Board’s approval of the proposal to amend foundational units of study in the Master of Health Technology Innovation, and update the unit of study table in CMS.

10.14 **Engineering and IT: Master of Information Technology – Amended Units of Study**

This proposal was approved without comment.

**Resolution AB2016/4-39**
The Academic Board approved the proposal from the Faculty of Engineering and Information Technologies to amend the Master of Information Technology, Master of Information Technology Management, Master of Information Technology / Master of Information Technology Management and Graduate Diploma in Computing; and approved the amendment of the tables of units of study arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Engineering and IT, to note the Academic Board’s approval of the proposal to amend the Master of Information Technology, Master of Information Technology Management, Master of Information Technology / Master of Information Technology Management and Graduate Diploma in Computing, and update the course resolutions and unit of study tables in CMS.

10.15 **Health Sciences: Master of Diagnostic Radiography – Capstone Unit of Study**

This proposal was approved without comment.

**Resolution AB2016/4-40**
The Academic Board approved the proposal from the Faculty of Health Sciences to amend the Master of Diagnostic Radiography; approve the amendment of the Course Resolutions arising from the proposal; and approved the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017.
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Action
The Dean and Faculty Manager, Faculty of Health Sciences, to note the Academic Board’s approval of the proposal to amend the capstone unit of study in the Master of Diagnostic Radiography, and update the course resolutions and unit of study tables in CMS.

10.16 Sydney Law School: Juris Doctor – Elective Units of Study

This proposal was approved without comment.

Resolution AB2016/4-41
The Academic Board approved the proposal from the Sydney Law School to amend the Juris Doctor; and approved the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Sydney Law School, to note the Academic Board’s approval of the proposal to amend the elective units of study in the Juris Doctor, and update the unit of study table in CMS.

10.17 Sydney Law School: Juris Doctor – Assessment Guidelines

This proposal was approved without comment.

Resolution AB2016/4-42
The Academic Board approved the proposal from the Sydney Law School to amend the Juris Doctor; and approved the amendment of the Course Resolutions arising from the proposal, with immediate effect.

Action
The Dean and Faculty Manager, Sydney Law School, to note the Academic Board’s approval of the proposal to amend the Faculty Resolutions relating to Assessment Guidelines, and update the resolutions in CMS.

10.18 Sydney Medical School: Doctor of Medicine (MD) – Admission Requirements

This proposal was approved without comment.

Resolution AB2016/4-43
The Academic Board approved the proposal from the Sydney Medical School to amend the Doctor of Medicine; and approved the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Medicine, to note the Academic Board’s approval of the proposal to amend the Doctor of Medicine, and update the course resolutions in CMS.

10.19 Sydney Medical School: Master of Medicine (Clinical Epidemiology) and related programs – Amended Units of Study

This proposal was approved without comment.

Resolution AB2016/4-44
The Academic Board approved the proposal from the Sydney Medical School to amend the Master of Medicine (Clinical Epidemiology), Graduate Certificate in Clinical Epidemiology, Graduate Diploma in Clinical Epidemiology and Master of Science in Medicine (Clinical Epidemiology); approve the amendment of the Course Resolutions arising from the proposal; and approved the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Medicine, to note the Academic Board’s approval of the proposal to amend the Master of Medicine (Clinical Epidemiology), Graduate Certificate in Clinical Epidemiology, Graduate Diploma in Clinical Epidemiology and Master of Science in Medicine (Clinical Epidemiology) and update the Course Resolutions and table of units of study in CMS.

10.20 Sydney Medical School: Master of Medicine (Sleep Medicine) and related programs –
Amended Units of Study

This proposal was approved without comment.

Resolution AB2016/4-45
The Academic Board approved the proposal from the Sydney Medical School to amend the Graduate Certificate in Medicine (Sleep Medicine), Graduate Diploma in Medicine (Sleep Medicine), Master of Medicine (Sleep Medicine), Master of Medicine (Advanced) (Sleep Medicine), Graduate Certificate in Science in Medicine (Sleep Medicine), Graduate Diploma in Science in Medicine (Sleep Medicine), Master of Science in Medicine (Sleep Medicine) and Master of Science in Medicine (Advanced) (Sleep Medicine); and approved the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Medicine, to note the Academic Board’s approval of the proposal to amend the Graduate Certificate in Medicine (Sleep Medicine), Graduate Diploma in Medicine (Sleep Medicine), Master of Medicine (Sleep Medicine), Master of Medicine (Advanced) (Sleep Medicine), Graduate Certificate in Science in Medicine (Sleep Medicine), Graduate Diploma in Science in Medicine (Sleep Medicine), Master of Science in Medicine (Sleep Medicine) and Master of Science in Medicine (Advanced) (Sleep Medicine) and update the table of units of study in CMS.

10.21 Sydney Medical School: Master of Surgery (Breast Surgery) and related programs – Amended Units of Study

This proposal was approved without comment.

Resolution AB2016/4-46
The Academic Board approved the proposal from Sydney Medical School to amend the Graduate Certificate in Surgery (Breast Surgery) and Master of Surgery (Breast Surgery) programs; and approved the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Medicine, to note the Academic Board’s approval of the proposal to amend the Graduate Certificate in Surgery (Breast Surgery) and Master of Surgery (Breast Surgery) programs and amend the table of Units of Study in CMS.

10.22 Sydney Nursing School: Master of Advanced Nursing Practice; Master of Cancer and Haematology Nursing; Master of Emergency Nursing; Master of Intensive Care Nursing; Master of Mental Health Nursing; Master of Primary Health Care Nursing – Amended Units of Study

This proposal was approved without comment.

Resolution AB2016/4-47
The Academic Board approved the proposal from the Sydney Nursing School to amend the Master of Advanced Nursing Practice, Master of Cancer and Haematology Nursing, Master of Emergency Nursing, Master of Intensive Care Nursing, Master of Mental Health Nursing, Master of Primary Health Care Nursing, Graduate Diploma in Advanced Nursing Practice, Graduate Diploma in Cancer and Haematology Nursing, Graduate Diploma in Emergency Nursing, Graduate Diploma in Intensive Care Nursing, Graduate Diploma in Mental Health Nursing and Graduate Diploma in Primary Health Care Nursing; and approved the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017.

Action
The Dean and Faculty Manager, Faculty of Nursing and Midwifery, to note the Academic Board’s approval of the proposal to amend the Master of Advanced Nursing Practice, Master of Cancer and Haematology Nursing, Master of Emergency Nursing, Master of Intensive Care Nursing, Master of Mental Health Nursing, Master of Primary Health Care Nursing, Graduate Diploma in Advanced Nursing Practice, Graduate Diploma in Cancer and Haematology Nursing, Graduate Diploma in Emergency Nursing, Graduate Diploma in Intensive Care Nursing, Graduate Diploma in Mental Health Nursing and Graduate Diploma in Primary Health Care Nursing and update the table of Units of Study in CMS.
10.23 **Sydney Nursing School: Master of Nursing – Singapore Units of Study**

This proposal was approved without comment.

**Resolution AB2016/4-48**

The Academic Board approved the proposal from the Sydney Nursing School to amend the Master of Advanced Nursing Practice, Master of Cancer and Haematology Nursing, Master of Emergency Nursing, Master of Intensive Care Nursing, Master of Mental Health Nursing and Master of Primary Health Care Nursing; and approved the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Nursing and Midwifery, to note the Academic Board’s approval of the proposal to amend the Master of Advanced Nursing Practice, Master of Cancer and Haematology Nursing, Master of Emergency Nursing, Master of Intensive Care Nursing, Master of Mental Health Nursing, Master of Primary Health Care Nursing, Graduate Diploma in Advanced Nursing Practice, Graduate Diploma in Cancer and Haematology Nursing, Graduate Diploma in Emergency Nursing, Graduate Diploma in Intensive Care Nursing, Graduate Diploma in Mental Health Nursing and Graduate Diploma in Primary Health Care Nursing and amend the table of units of study in CMS.

10.24 **Faculty of Veterinary Science: Doctor of Veterinary Medicine and Bachelor of Veterinary Biology / Doctor of Veterinary Medicine – Amended Units of Study**

This proposal was approved without comment.

**Resolution AB2016/4-49**

The Academic Board approved the proposal from the Faculty of Veterinary Science to amend the Bachelor of Veterinary Biology / Doctor of Veterinary Medicine and Doctor of Veterinary Medicine; and approved the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Veterinary Science, to note the Academic Board’s approval of the proposal to amend the Bachelor of Veterinary Biology/Doctor of Veterinary Medicine and Doctor of Veterinary Medicine, and update the table of units of study in CMS.

10.25 **Master of Philosophy: Faculty of Dentistry, Sydney Medical School, Faculty of Pharmacy**

This proposal was approved without comment.

**Resolution AB2016/4-50**

The Academic Board approved the proposal from the Combined Board of Postgraduate Studies for Dentistry, Medicine, Nursing and Pharmacy to amend the Master of Philosophy degree in the Faculties of Dentistry, Medicine and Pharmacy; and approved the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017.

**Action**
The Dean and Faculty Manager, Faculty of Dentistry, to note the Academic Board’s approval of the proposal to amend the Master of Philosophy and update the Course Resolutions in CMS.

**Action**
The Dean and Faculty Manager, Faculty of Medicine, to note the Academic Board’s approval of the proposal to amend the Master of Philosophy and update the Course Resolutions in CMS.

**Action**
The Dean and Faculty Manager, Faculty of Pharmacy, to note the Academic Board’s approval of the proposal to amend the Master of Philosophy and update the Course Resolutions in CMS.

10.26 **Simplifying the Examinations Landscape**

This proposal was approved without comment.

**Resolution AB2016/4-51**

The Academic Board endorsed in principle a proposal to amend the Thesis and Examination of Higher Degrees by Research Policy and Procedures, with specific emendations to current policy and procedures to be returned to the Graduate Studies Committee and Academic Board for
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Approval following appropriate development and consultation.

Action
The Director, Graduate Research, to note the Academic Board’s in-principle approval of emendations to the Thesis and Examination of Higher Degrees by Research Policy and Procedures, with specific emendations to current policy and procedures to be returned to the Committee for approval following appropriate development and consultation.

11 REPORT OF THE ACADEMIC STANDARDS AND POLICY COMMITTEE

Report of the Chair
Professor Hanrahan advised that she had nothing further to add to the written report.

11.1 Curriculum Framework
This item was starred at the beginning of the meeting. Associate Professor Wilkinson questioned the inclusion of separate responsibilities for Heads of School and Heads of Discipline in Section 23 of the Learning and Teaching Policy and was advised that this will change once the Delegations of Authority are revised. Associate Professor Wilkinson also expressed concern that Unit of Study Coordinators “must be available” but that there is no definition as to what this entails. Professor Hanrahan advised that the intent of this section is to ensure that Unit of Study Coordinators do not take extended leave and must be attending to their regular duties while acting as coordinator. Associate Professor McCallum informed the Board that this section is intended to ensure that there is a designated Unit of Study Coordinator who is responsible to ensure that there is continuity of delivery throughout the period for which the unit runs, and advised that there are Units of Study for which this is currently not the case. It was agreed that further refinement of this section of the Policy would be undertaken in consultation with the Office of General Counsel, and subject to clarifying this section of the Learning and Teaching Policy, the proposal was approved as presented.

Resolution AB2016/4-52
The Academic Board approved the amendment of the Coursework Policy 2014 and the Learning and Teaching Policy 2015 and approved the introduction of the Learning and Teaching Procedures 2016.

Action
The Director, Education Strategy, to note the Academic Board’s approval of the proposal to amend the Coursework Policy 2014 and the Learning and Teaching Policy 2015, and introduce the Learning and Teaching Procedures 2016.

Action
The Executive Officer to register policy changes with the Policy Unit.

11.2 Simple Extensions – Amendment to Assessment Procedures 2011
This item was starred at the beginning of the meeting. Associate Professor Wilkinson suggested that the length of extension and new due date also be included by the Unit of Study Coordinator in the email subject line when responding to requests. The purpose of retaining this data was also questioned and Professor Hanrahan advised that records should be retained in case of appeal, and that it would be desirable to track through Semester 2 the volume of such requests in each Unit of Study. Concern was expressed at the additional time taken to properly file requests for simple extension, given that this is intended to be an informal process (unlike Special Consideration).

Resolution AB2016/4-53
The Academic Board approved the amendment of the Assessment Procedures 2011, with immediate effect.

Action
The Executive Officer to register policy changes with the Policy Unit.

11.3 Phase 4 Faculty Review Report and Faculty Response – Health Sciences [for noting]
This item was noted.
12 GENERAL BUSINESS

There being no other business, the meeting closed at 4:08pm.

Remaining Meeting Dates for 2016:

- 2:00pm – 4:00pm, Wednesday 17 August 2016
- 2:00pm – 4:00pm, Wednesday 14 September 2016
- 2:00pm – 4:00pm, Wednesday 2 November 2016
- 2:00pm – 4:00pm, Wednesday 7 December 2016

A full copy of the Academic Board Minutes is available at: [sydney.edu.au/ab/about/agendas](http://sydney.edu.au/ab/about/agendas).
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Author | Matthew Charet (Executive Officer to Academic Board)
Reviewer/Approver | Associate Professor Tony Masters, Chair of Academic Board
Paper title | Business Arising: Sydney Medical School – Bachelor of Medicine/Bachelor of Surgery and the Doctor of Medicine (minor course amendment)
Purpose | To request the Academic Board to note the correct version of the amendments to course resolutions for the Bachelor of Medicine/Bachelor of Surgery and the Doctor of Medicine, as presented.

RECOMMENDATION

That the Academic Board note the correct version of the amendments to course resolutions for the Bachelor of Medicine/Bachelor of Surgery and the Doctor of Medicine.

EXECUTIVE SUMMARY

At its meeting of 29 June 2016, the Academic Board approved proposals from the Faculty of Medicine to amend the progression requirements in the course resolutions for the Bachelor of Medicine/Bachelor of Surgery and the Doctor of Medicine. These resolutions were presented to correct an earlier version control error and were themselves in error. The final version of these amended resolutions, as extracted from CMS, is presented to the Board for noting.

The Board is also asked to note that the timing for implementation of these amendments is currently awaiting the advice of the Office of General Counsel.

ATTACHMENTS

| Attachment 1 | Bachelor of Medicine/Bachelor of Surgery Course Resolutions (amended) |
| Attachment 2 | Doctor of Medicine Course Resolutions (amended) |
Bachelor of Medicine and Bachelor of Surgery

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism.

Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course resolutions

1  Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
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<tbody>
<tr>
<td>BGMEDSUR-01</td>
<td>Bachelor of Medicine and Bachelor of Surgery</td>
</tr>
</tbody>
</table>

2  Attendance pattern

(1) The attendance pattern for this course is full time only for Stages 1 and 2.
(2) The attendance pattern for this course is normally full time for Stage 3 however this stage may be undertaken part-time with the Dean's approval.

3  Admission to candidacy

(1) Available places will be offered to qualified applicants based on merit, according to the following admission criteria.
(2) Admission to the Bachelor of Medicine and Bachelor of Surgery (MBBS) requires:
(a) completion of a bachelor degree comprising at least three full-time equivalent years of study from either:
   (i) an Australian university or self-accrediting higher education institution listed in the Australian Qualifications Framework; or
   (ii) an overseas university listed in the National Office of Overseas Skills Recognition Guide;
   (b) demonstrated sustained academic performance to a standard considered satisfactory by the Dean or Deputy Dean of the Faculty of Medicine. In assessing sustained academic performance the Dean or Deputy Dean may, at his or her discretion, consider performance in the Bachelor's degree(s) and/or performance in any graduate diploma, master or doctoral degree (or equivalent); and
   (c) performance in an admissions test approved by the Dean or Deputy Dean of the Faculty of Medicine to a standard considered satisfactory by the Faculty;
   (d) performance in an interview to a standard considered satisfactory by the Dean or Deputy Dean of the Faculty of Medicine.
(3) If the bachelor's degree was completed more than 10 years before 1 January of the year for which the applicant is seeking enrolment, the applicant must, in addition, have completed within this 10 year period a postgraduate degree or postgraduate diploma (or equivalent), from either:
   (a) an Australian university or self-accrediting higher education institution listed in the Australian Qualifications Framework; or
   (b) an overseas university listed in the National Office of Overseas Skills Recognition Guide.
(4) An applicant will not be admitted to candidacy for the MBBS unless he or she has completed a bachelor degree prior to 1 January of the year in which the applicant intends to commence the MBBS.
(5) The official results listed on an applicant's transcript, and his or her admission test results, will be taken as the awarding and testing authorities' policies.
(6) A person who has commenced the MBBS in a fee-paying or bonded place at the University will not be eligible for admission or transfer to a Commonwealth supported or non-bonded place in the MBBS.
(7) The Dean may, in exceptional circumstances, admit to the MBBS an applicant who has commenced studies in medicine at another University, provided that the applicant:
   (a) has not previously applied unsuccessfully for admission to the MBBS at the University of Sydney;
   (b) would have met the requirements for admission to the MBBS that were in place at the time the applicant was admitted to his or her previous course in medicine; and
   (c) will complete at least 50 per cent of the MBBS at the University of Sydney.
(8) Prior to admitting an applicant to the MBBS in accordance with subclause 3(7), the Dean will consider:
   (a) the circumstances leading to the applicant’s request for admission;
   (b) whether the curriculum undertaken by the applicant in his or her previous course in medicine is comparable to the MBBS;
   (c) the academic performance of the applicant in his or her previous course in medicine; and
   (d) the availability of places in the MBBS in the relevant year.
(9) The Dean may, prior to admitting an applicant to the MBBS in accordance with subclause 3(7), require the applicant to undertake a barrier examination that permits entry into the relevant year.
(10) Subject to the approval of the Academic Board, the Faculty of Medicine may establish special admission schemes for defined classes of applicant, including:
   (a) applicants who are of rural origin;
   (b) Indigenous applicants.
(11) The Faculty of Medicine may establish a maximum quota for the number of applicants for admission as candidates for the MBBS within a special admission scheme.
(12) The Faculty of Medicine will publish details of any special admission schemes approved by the Academic Board.
4 Deferment

(1) Deferral of enrolment following the offer of a place in the Bachelor of Medicine and Bachelor of Surgery is permitted only in the following circumstances:

(a) progression to honours, masters or a PhD; or

(b) under exceptional circumstances which could not be foreseen at the time of application; or

(c) for completion of "professional years" where awarding of a bachelor's degree is dependent upon such completion only.

(2) Deferral will only be granted one year at a time and will not be expected to last longer than two years.

5 Requirements for award

(1) The units of study that may be taken for the course are set out in the Table of Undergraduate Units of Study for the Bachelor of Medicine and Bachelor of Surgery.

(2) To qualify for the award of the pass degree, a candidate must successfully complete 192 credit points of core units of study in the order prescribed by the faculty.

6 Progression rules

(1) Candidates in Stage 1 must pass all units of study designated for that year before proceeding to Stage 2. Candidates in Stage 2 must pass all units of study designated for that year before proceeding to Stage 3. Failure in any single unit of study in Stages 1 or 2 will result in reaffessment. Successful completion of all units of study designated for the entire year, without credit or exemption for work previously completed.

(2) Candidates in Stage 2 who fail one unit of study, may be permitted to proceed to units designated for the subsequent year of study providing that the failed unit of study is repeated before commencement of the Point (pre-internship) Term. Candidates who fail more than one unit of study and/or their exam (sumulative) examination will be required to repeat the whole year, without credit or exemption for work previously completed.

(1) Satisfactory progress:

(a) Continued enrolment in the SMP is based upon compliance with all applicable University and Faculty policies including the SMP Statement of Expectations.

(b) Significant or repeated unprofessional behaviour may trigger a Show Good Cause process which may lead to exclusion from the SMP.

(c) Significant or repeated unprofessional behaviour may trigger a Show Good Cause process which may lead to exclusion from the SMP.

(d) The responsible Examination Committee will determine eligibility for further assessment, considering all relevant information including attendance, performance in current and previous Barrier Assessments, and adherence to the SMP Statement of Expectations.

(e) Students may normally only repeat each year once, as per section 11. Time Limits.

(f) Students who fail a repeat year will be required to Show Good Cause in accordance with Part 15 of the University of Sydney Coursework Policy 2014.

(2) Stage 1

(a) Successful completion of Stage 1 and eligibility to progress to Stage 2 requires successful completion of all four Themes.

(b) Students who fail two or more Themes will be required to repeat Stage 1 in its entirety.

(c) Students who fail two or more Themes will be required to repeat Stage 1 in its entirety.

(d) The decision of the Stage 1 Examination Committee in relation to eligibility for further assessment is final subject to the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006. In making that decision, the Examination Committee will consider all relevant information including attendance, completion of required formative assessments, performance in current and previous Barrier assessments, and adherence to the SMP Statement of Expectations.

(e) Students who are offered further assessment must complete that further assessment in the scheduled reassessment period. No further opportunity for reassessment will be provided.

(f) Students who cannot complete the reassessment in the scheduled period and who have an approved application for special consideration will be permitted to repeat Stage 1 without academic penalty.

(g) Students who repeat Stage 1 must attend Stage 1 Orientation, and must repeat all Themes in the repeat year.

(h) Students who cannot complete both semester 1 and semester 2 of Stage 1 in one academic year will normally be required to repeat Stage 1 in its entirety when they return to the SMP.

(i) Students who are deemed not satisfactory in the Stage 1 RSA1 and Stage 1 RSA2 Summative Examinations will be required to withdraw from semester 2, Stage 1 without academic penalty and may be permitted to repeat the entirety of Stage 1 the following academic year.

(j) Students whose results in the Stage 1 RSA1 and Stage 1 RSA 2 Summative Examinations represent a significant failure (greater than or equal to two standard errors of measurement less than the pass mark) may be required to Show Good Cause in accordance with Part 15 of the University of Sydney Coursework Policy 2014.

(k) Students who are not satisfactory in either the Stage 1 RSA1 or the Stage 1 RSA2 and who have not met the attendance requirements as set out in the SMP Attendance Provisions 2016 will usually be required to withdraw from semester 2, Stage 1 and return to repeat the entirety of Stage 1 the following academic year or may be required to Show Good Cause as to why they should be permitted to continue their enrolment in the SMP.

(3) Stage 2

(a) Successful completion of Stage 2 and eligibility to progress to Stage 3, Year 3 requires successful completion of all four Themes.

(b) Students who fail two or more Themes will be required to repeat Stage 2 in its entirety.

(c) Students who fail one Theme may be offered further assessment in the scheduled reassessment period.

(d) Students who do not satisfactorily complete the requirements for the MD Project Development unit of study are not normally eligible to progress to Stage 3, Year 3. The MD Project Sub Deans will determine whether a student has satisfied the requirements of this unit of study, and any remediation required.

(e) The decision of the Stage 2 Examination Committee in relation to eligibility for further assessment is final subject to the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006. In making that decision, the Examination Committee will consider all relevant information including attendance, completion of required formative assessments, performance in current and previous Barrier Assessments, the SMP Statement of Expectations, and adherence to the SMP Statement of Expectations.

(f) Students who are offered further assessment must complete that further assessment in the scheduled reassessment period. No further opportunity for reassessment will be provided.

(g) Students who cannot complete the reassessment in the scheduled period and who have an approved application for special consideration will be permitted to repeat Stage 2 without academic penalty.
(h) Students who repeat Stage 2 must repeat all Themes, the MD Project Development unit of study and all assessments in the repeat year.

(i) Students who repeat Stage 2 will have their eligibility to continue with their existing MD project determined by the MD Sub Deans on a case-by-case basis.

(j) Students who cannot complete both semester 1 and semester 2 of Stage 2 in one academic year will normally be required to repeat Stage 2 in its entirety when they return to the SMP.

(k) Students who are deemed not satisfactory with a significant failure (greater than or equal to two standard errors of measurement less than the pass mark) in the Stage 2 RSA1 Summative Examinations will be required to withdraw from semester 2 Stage 2 without academic penalty and may be permitted to repeat the entirety of Stage 2 the following academic year.

(l) Students who are deemed not satisfactory with a significant failure (greater than or equal to two standard errors of measurement less than the pass mark) in the Stage 2 RSA1 Summative Examinations will be required to withdraw from semester 2 Stage 2 without academic penalty and may be permitted to repeat the entirety of Stage 2 the following academic year.

(4) Stage 3, Year 3

(a) Successful completion of Stage 3, Year 3 and eligibility to progress to Stage 3, Year 4 requires passing the Written Barrier Examination, successful completion of four blocks (Core and Specialty Blocks as determined by Stream allocation) and all four Themes.

(b) Students should normally have completed two Core Blocks successfully to be eligible to take the scheduled Stage 3, Year 3 Written Barrier Examination (unless exceptional circumstances as agreed by the Director of the Sydney Medical Program).

(c) Students who have failed a Core Block will be required to complete the Core Block in the same academic year if possible. The student will normally be expected to repeat the Core Block in Term E and will not be permitted to complete a Specialty Block in Term F. The Specialty Block will be completed in Term J. The student will be permitted to sit the written Barrier Examination that will cover all other blocks in Year 3 other than the failed Core Block. The assessment of the failed block will be taken after remediation at the end of term E/C/ when the student achieves at or above the passing standard in the Barrier Examination covering the other Year 3 Blocks. If the passing standard is not reached, the student will normally have to repeat Year 3 in its entirety.

(d) Students who fail a Specialty Block will be required to repeat that Specialty Block in Term J of Stage 3 Year 4 and will complete a delayed PRINT (pre-internship term).

(e) Students who fail the Written Barrier Examination may be offered remediation and reassessment. If they fail reassessment or are not offered remediation and reassessment, they may be required to repeat Stage 3, Year 3 in its entirety.

(f) Students who fail any two or more of the following in any combination: Block(s) (Core or Specialty) and the four Themes will be required to repeat Stage 3, Year 3 in its entirety and may be required to repeat Show Good Cause in accordance with Part 15 of the University of Sydney Coursework Policy 2014.

(g) Students who fail the Written Barrier Examination and one Theme will be required to repeat Stage 3, Year 3 in its entirety.

(h) Students who fail the Written Barrier Examination and a Specialty Block will be required to repeat Stage 3, Year 3 in its entirety.

(i) A repeat Year 3 consists of 40 weeks of clinical placement – 5 x 8 week Core and/or Specialty Blocks.

(j) The decision of the Stage 3 Examination Committee in relation to eligibility for further assessment is final subject to the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006. In making that decision, the Examination Committee will consider all relevant information including attendance, completion of required formative assessments, performance in current and previous Barrier assessments, and adherence to the SMP Statement of Expectations.

(k) Students who are offered further assessment will be offered remediation after Term E has finished. If they fail reassessment they will be required to complete Stage 3, Year 3 in its entirety.

(l) Students must complete that further assessment in the scheduled reassessment period. No further opportunity for reassessment will be provided.

(m) Students who cannot complete the reassessment in the scheduled period and who have an approved application for special consideration will be required to repeat Stage 3, Year 3 without academic penalty.

(n) Students who have not met in full the academic progression requirements of Stage 3, Year 3 are not eligible to undertake the Elective Term.

(o) Students who have required remediation to complete Stage 3, Year 3 will not normally be considered eligible for an overseas Elective Term placement.

(5) Stage 3, Year 4

(a) Successful completion of Stage 3, Year 4 and eligibility to graduate requires passing the Written Barrier Examination, successful completion of all Core and Specialty Blocks, the Long Case, all four Themes, successful completion of the MD Project unit of study academic requirements and PRINT.

(b) Students who have failed a Block in Year 4 or are carrying a Block from Year 3, will be expected to complete their remaining Core or Specialty Block in Term J, and if successful in passing the Block and associated Barrier Examination, will progress to P3, PRINT term.

(c) Students who fail two or more Themes will be required to repeat Stage 3, Year 4 in its entirety.

(d) Students who fail two (Core and/or Specialty) Blocks will be required to repeat Stage 3, Year 4 in its entirety and will not be permitted to continue any Block or to take any Barrier Examination in the current academic year.

(e) Students who fail any (Core and/or Specialty) Block in Year 4 or the Written Barrier Examination or one or more of the Themes, AND who are carrying a Block from Stage 3, Year 3 will be required to repeat Year 4 in the following academic year in its entirety and will not be permitted to complete any additional Core or Specialty Block in the current academic year.

(f) Students who fail the Written Barrier Examination and one Theme will be required to repeat Stage 3, Year 4 in its entirety.

(g) Students who fail the Written Barrier Examination and two Themes will be required to repeat Stage 3, Year 4 in its entirety.

(h) Students who fail a Core Block and one Theme will be required to repeat Stage 3, Year 4 in its entirety.

(i) Students who fail two attempts at the Long Case Examination may be offered remediation during the first four weeks of Term J, then may be offered a further Long Case Examination. If students fail the Long Case, they will be required to repeat Stage 3, Year 4 in its entirety.

(j) Students who fail the Elective Term may be offered remediation and further assessment. A repeat directed domestic Elective in Term J may be required, and if successfully completed, students may progress to P3, PRINT.

(k) Students who do not successfully complete the Elective Term and who are delayed by previous failure or leave of absence, must repeat Stage 3, Year 4 in its entirety.

(l) A repeat Year 4 consists of 36 weeks of clinical placement – four 8 week Core and/or Specialty Blocks and a 4 week PRINT. Repeating Year 4 students will not normally be required to repeat their Elective Term if they have previously satisfied the academic requirements.

(m) The decision of the Stage 3 Examination Committee in relation to eligibility for further assessment is final subject to the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006. In making that decision, the Examination Committee will consider all relevant information including attendance, completion of required formative assessments, performance in current and previous Barrier assessments, and adherence to the SMP Statement of Expectations.
Students must complete that further assessment in the scheduled reassessment period. No further opportunity for reassessment will be provided.

Students who cannot complete the reassessment in the scheduled period and who have an approved application for special consideration will be permitted to repeat Stage 3, Year 4 without academic penalty.

Students who do not satisfactorily complete the requirements for the Research Project/MD Project unit of study are not eligible to progress to PRINT and will normally be required to remediate in Term J. The MD Project Sub Deans will determine whether a student has satisfied the requirements of this unit of study and any remediation required.

Students who have not met in full the academic progression requirements of Stage 3, Year 4 at the end of Term I will be required to complete a delayed PRINT after they remediate in Term J and are successful in that remediation.

Students who fail PRINT will be required to repeat the 4-week PRINT in P2 or P3. Students who fail PRINT requirements will be required to repeat Stage 3, Year 4 in its entirety.

7 Requirements for the honours degree

(1) Honours is available to meritorious candidates who complete an alternative set of units of study in the final year of the program. Candidates enrolled in the degree part-time are not eligible to enrol in Honours.

(2) To qualify for admission to the honours program a candidate should, without repeating a Stage, achieve:

(a) a satisfactory result in the Stage 1 written exam; and

(b) a satisfactory result in Stage 1 and 2 portfolios on Personal and Professional Development; and

(c) a minimum result of 75% in the Stage 2 written exam; and

(d) a satisfactory result in the Stage 2 practical exam.

(3) To qualify for the award of the honours degree a candidate must successfully complete the requirements for the degree in the minimum standard full time duration and:

(a) complete the 12 credit point research unit of study described in the table of units for the degree with a minimum mark of 70; and

(b) achieve a minimum average mark of 75% in the Years 3 and 4 written exams.

8 Honours weighted average mark (HWAM)

(1) The HWAM in the Faculty of Medicine is calculated from the results in the 80 credit points of core units of study in Stage 3, plus the honours mark which will be given double weighting.

(2) The HWAM is calculated using the following formula:

\[
\text{HWAM} = \frac{\text{sum}(Wc \times Mc)}{\text{sum}(Wc)}
\]

Where Wc is the Stage 3 unit of study credit points x the Stage 3 unit weighting and Mc is the mark achieved for the Stage 3 unit. The mark used for units with a grade AF is zero.

(3) All Stage 3 units are weighted 1 except the research unit of study which is weighted 2.

9 Award of the degree

(1) The Bachelor of Medicine and Bachelor of Surgery is awarded as either Pass or Honours. The honours degree is awarded in classes ranging from First Class to Second Class, Division Two. The class of honours is awarded on the basis of a student’s HWAM as below:

<table>
<thead>
<tr>
<th>Description</th>
<th>HWAM Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Honours Class I</td>
<td>80 &lt;= HWAM</td>
</tr>
<tr>
<td>Honours Class II (Division 1)</td>
<td>75 &lt;= HWAM &lt; 80</td>
</tr>
<tr>
<td>Honours Class II (Division 2)</td>
<td>70 &lt;= HWAM &lt; 75</td>
</tr>
<tr>
<td>Honours not awarded</td>
<td>HWAM &lt; 70</td>
</tr>
</tbody>
</table>

(2) An honours candidate who obtains a mark of less than 70 in a research unit of study, or a HWAM of less than 70, will not be awarded honours and will be awarded the pass degree.

(3) An honours candidate who fails the research unit of study will be required to undertake the elective unit of study at the end of the program as an additional unit in order to achieve the correct number of credit points required for the award of the pass degree.

10 University medal

A student with an HWAM of 90 or above may be awarded a university medal. The medal is awarded at the discretion of the faculty to the highest achieving students who in the opinion of the faculty have an outstanding academic record.

11 Time Limits

(1) Subject to sub-clause 11(2), a candidate for the MBBS must complete the requirements for the degree within five calendar years.

(2) The Dean may, in exceptional circumstances, extend the time limit for completing the requirements for the MBBS to a maximum of 10 years.

12 Credit for previous study

Advanced standing and credit for previous study is not available in this degree except where approved by the Dean for the purposes of subclause 3(7).
Doctor of Medicine

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism.

Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course and stream title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAMEDICI-03</td>
<td>Doctor of Medicine</td>
</tr>
</tbody>
</table>

2 Attendance pattern

(1) The attendance pattern for this course is full time only for Stages 1 and 2.

(2) The attendance pattern for this course is normally full time for Stage 3. Under exceptional circumstances the Dean may approve a part time attendance pattern.

3 Admission to candidature

(1) Available places will be offered to qualified applicants based on merit, according to the following admission criteria.

(2) Admission to the Doctor of Medicine requires:

(a) completion of a bachelor degree comprising at least three full-time equivalent years of study which will be either:

(i) a bachelor degree (pass) accredited at Level 7 under the Australian Qualifications Framework or a bachelor degree (with honours) accredited at Level 8 under the Australian Qualifications Framework, from an Australian university or self-accrediting higher education institution;

(ii) a bachelor degree from an overseas university listed in the National Office of Overseas Skills Recognition Guide, provided that the degree is equivalent to an Australian bachelor degree (pass or with honours); and

(b) a demonstrated sustained academic performance to a standard considered satisfactory by the Dean or Deputy Dean of the Faculty of Medicine. In assessing sustained academic performance the Dean or Deputy Dean may, at his or her discretion, consider performance in the Bachelor's degree(s) and/or performance in any graduate diploma, master or doctoral degree (or equivalent); and

(c) performance in an admissions test approved by the Dean or Deputy Dean to a standard considered satisfactory by the Dean or Deputy Dean;

and

(d) performance in an interview to a standard considered satisfactory by the Dean or Deputy Dean.

(3) If the bachelor degree was completed more than 10 years before 1 January of the year for which the applicant is seeking enrolment, the applicant must, in addition, have completed within this 10 year period, or completed prior to 1 January of the year in which the applicant intends to commence the Doctor of Medicine, a postgraduate degree or postgraduate diploma (or equivalent), which will be either:

(a) a postgraduate degree or postgraduate diploma accredited at Level 8, 9, or 10 under the Australian Qualifications Framework, from an Australian university or self-accrediting higher education institution; or

(b) an overseas university listed in the National Office of Overseas Skills Recognition Guide, provided that the postgraduate degree or postgraduate diploma is equivalent to an Australian postgraduate degree or postgraduate diploma accredited at Level 8, 9, or 10.

(4) An applicant will not be admitted to candidature for the Doctor of Medicine unless he or she has completed a bachelor degree prior to 1 January of the year in which the applicant intends to commence the Doctor of Medicine.

(5) The official results listed on an applicant’s transcript, and his or her admission test results, will be taken as the awarding and testing authorities’ assessment of the academic standards reached by the applicant, taking due account of illness and misadventure according to the authorities’ policies.

(6) A person who has commenced the Doctor of Medicine in a fee-paying or bonded place at the University will not be eligible for admission or transfer to a Commonwealth supported or non-bonded place in the MD. For this purpose, students are considered to have commenced the course at the time of their first enrolment.

(7) The Dean may, in exceptional circumstances, admit to the Doctor of Medicine an applicant who has commenced studies in postgraduate medicine at another University, provided that the applicant:

(a) has not previously applied unsuccessfully for admission to the Bachelor of Medicine and Bachelor of Surgery or the Doctor of Medicine at the University of Sydney;

(b) would have met the requirements for admission to the Doctor of Medicine that were in place at the time the applicant was admitted to his or her previous course in medicine; and

(c) will complete at least 50 per cent of the Doctor of Medicine at the University of Sydney.

(8) Prior to admitting an applicant to the Doctor of Medicine in accordance with subclause 3(7), the Dean will consider:

(a) the circumstances leading to the applicant’s request for admission;

(b) whether the curriculum undertaken by the applicant in his or her previous course in medicine is comparable to the Doctor of Medicine;

(c) the academic performance of the applicant in his or her previous course in medicine; and

(d) the availability of places in the Doctor of Medicine in the relevant year.
Candidates in Stage 3 who fail one unit of study will be required to show Good Cause in accordance with Part 15 of the University of Sydney Coursework Policy 2014.

(2) Applications for deferral of enrolment following the offer of a place in the Doctor of Medicine are permitted only on the following grounds:
(a) progression to honours, masters or a PhD; or
(b) under exceptional circumstances which could not be foreseen at the time of application; or
(c) for completion of "professional years" where awarding of a bachelor's degree is dependent upon such completion only.

(2) Deferral will only be granted one year at a time and will not be expected to last longer than two years.

5 Requirements for award
(1) The units of study that may be taken for the course are set out in the Table of Units of Study: Doctor of Medicine
(2) To qualify for the award of the pass degree, a candidate must successfully complete 192 credit points of core units of study in the order prescribed by the faculty.

6 Progression rules
(1) Candidates in Stage 1 must pass all units of study designated for that year before proceeding to Stage 2. Candidates in Stage 2 must pass all units of study designated for that year before proceeding to Stage 3. Failure in any single unit of study in Stages 1 or 2 will result in a failure of the year and will require the candidate to re-enrol and successfully complete the units designated for the entire year, without credit or exemption for work previously completed.

(2) Candidates in Stage 2 who fail one unit of study, may be permitted to proceed to units designated for the subsequent year of study providing that the failed unit of study is repeated before commencement of the Pre-Internship (PRINT) Term. Candidates who fail more than one unit of study and/or their barrier (summative) examination will be required to repeat the whole year, without credit or exemption for work previously completed.

(1) Satisfactory progress
(a) Continued enrolment in the Doctor of Medicine is based upon compliance with all applicable University and Faculty policies including the SMP (Sydney Medical Program) Statement of Expectations.
(b) Significant or repeated unprofessional behaviour may trigger a Show Good Cause process which may lead to exclusion from the SMP.
(c) Students deemed Not Satisfactory in a Summative Barrier Assessment may be offered further assessment.
(d) The responsible Examination Committee will determine eligibility for further assessment, considering all relevant information including attendance, performance in current and previous Barrier Assessments, and adherence to the SMP Statement of Expectations.
(e) Students may normally only repeat each year once, as per section 8. Time Limits.
(f) Students who fail a repeat year will be required to show Good Cause in accordance with Part 15 of the University of Sydney Coursework Policy 2014.

(2) Stage 1
(a) Successful completion of Stage 1 and eligibility to progress to Stage 2 requires successful completion of all four Themes and successful completion of the MD Project Development unit of study.
(b) Students who fail two or more Themes will be required to repeat Stage 1 in its entirety.
(c) Students who fail one Theme may be offered further assessment in the scheduled reassessment period.
(d) Students who do not satisfactorily complete the requirements for the MD Project Development unit of study are not normally eligible to progress to Stage 2. The MD Project Sub-Deans will determine whether a student has satisfied the requirements of this unit of study, and any remediation required.
(e) The decision of the Stage 1 Examination Committee in relation to eligibility for further assessment is final subject to the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006. In making that decision, the Examination Committee will consider all relevant information including attendance, completion of required formative assessments, performance in current and previous Barrier assessments, and adherence to the SMP Statement of Expectations.
(f) Students who are offered further assessment must complete that further assessment in the scheduled reassessment period. No further opportunity for reassessment will be provided.
(g) Students who cannot complete the reassessment in the scheduled period and who have an approved application for special consideration will be permitted to repeat Stage 1 without academic penalty.
(h) Students who repeat Stage 1 must attend Stage 1 Orientation, and must repeat all Themes, the MD Project Development unit of study and all assessments in the repeat year.
(i) Students who cannot complete both semester 1 and semester 2 of Stage 1 in one academic year will normally be required to repeat Stage 1 in its entirety when they return to the SMP.
(j) Students who are deemed not satisfactory in the Stage 1 RSA1 and Stage 1 RSA2 Summative Examinations will be required to withdraw from semester 2, Stage 1 without academic penalty and may be permitted to repeat the entirety of Stage 1 the following academic year.
(k) Students whose results in the Stage 1 RSA1 and Stage 1 RSA2 Summative Examinations represent a significant failure (greater than or equal to two standard errors of measurement less than the pass mark) may be required to show Good Cause in accordance with Part 15 of the University of Sydney Coursework Policy 2014.
(l) Students who are not satisfactory in either the Stage 1 RSA1 or the Stage 1 RSA2 and who have not met the attendance requirements as set out in the SMP Attendance Provisions 2016 will usually be required to withdraw from semester 2, Stage 1 and return to repeat the entirety of Stage 1 the following academic year or may be required to show Good Cause as to why they should be permitted to continue their enrolment in the SMP.

(3) Stage 2
(a) Successful completion of Stage 2 and eligibility to progress to Stage 3. Year 3 requires successful completion of all four Themes and the MD Project Development unit of study.
(b) Students who fail two or more Themes will be required to repeat Stage 2 in its entirety.

c) Students who fail one Theme may be offered further assessment in the scheduled reassessment period.

d) Students who do not satisfactorily complete the requirements for the MD Project Development unit of study are not normally eligible to progress to Stage 3. The MD Project Sub-Deans will determine whether a student has satisfied the requirements of this unit of study, and any remediation required.

(e) The decision of the Stage 2 Examination Committee in relation to eligibility for further assessment is final subject to the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006. In making that decision, the Examination Committee will consider all relevant information including attendance, completion of required formative assessments, performance in current and previous Barrier Assessments, and adherence to the SMP Statement of Expectations.

(f) Students who are offered further assessment must complete that further assessment in the scheduled reassessment period. No further opportunity for reassessment will be provided.

(g) Students who complete the reassessment in the scheduled period and who have an approved application for special consideration will be permitted to repeat Stage 2 without academic penalty.

(h) Students who repeat Stage 2 must repeat all Themes, the MD Project Development unit of study and all assessments in the repeat year.

(i) Students who repeat Stage 2 will have their eligibility to continue with their existing MD project determined by the MD Sub Deans on a case-by-case basis.

(j) Students who cannot complete both semester 1 and semester 2 of Stage 2 in one academic year will normally be required to repeat Stage 2 in its entirety when they return to the SMP.

(k) Students who are deemed not satisfactory with a significant failure (greater than or equal to two standard errors of measurement less than the pass mark) in the Stage 2 RSA1 Summative Examinations will be required to withdraw from semester 2 Stage 2 without academic penalty and may be permitted to repeat the entirety of Stage 2 the following academic year.

(l) Students whose results in the Stage 2 RSA1 Summative Examinations represent a significant failure (greater than or equal to two standard errors of measurement less than the pass mark) and who have not met the attendance requirements as set out in the SMP Attendance Provisions 2016 will be required to withdraw from semester 2, Stage 2 and may be required to Show Good Cause in accordance with Part 15 of the University of Sydney Coursework Policy 2014.

Stage 3, Year 3

(a) Successful completion of Stage 3, Year 3 and eligibility to progress to Stage 3, Year 4 requires passing the Written Barrier Examination, successful completion of four blocks (Core and Specialty Blocks as determined by Stream allocation) and all four Themes.

(b) Students should normally have completed two Core Blocks successfully to be eligible to take the scheduled Stage 3, Year 3 Written Barrier Examination (unless exceptional circumstances as agreed by the Director of the Sydney Medical Program apply).

(c) Students who have failed a Core Block will be required to complete the Core Block in the same academic year if possible. The student will normally be expected to repeat the Core Block in Term E and will not be permitted to complete a Specialty Block in Term E. The Specialty Block will be completed in Term J. The student will be permitted to sit the written Barrier Examination that will cover all other blocks in Year 3 other than the failed Core Block. The assessment of the failed block will be taken after remediation at the end of Term E, only if the student achieves at or above the passing standard in the Barrier Examination covering the other Year 3 Blocks. If the passing standard is not reached, the student will normally have to repeat Year 3 in its entirety.

(d) Students who fail a Specialty Block will be permitted to repeat that Specialty Block in Term J of Stage 3 Year 4 and will complete a delayed PRINT (pre-internship term).

(e) Students who fail the Written Barrier Examination may be offered remediation and reassessment. If they fail reassessment or are not offered remediation and reassessment, they may be required to repeat Stage 3, Year 3 in its entirety.

(f) Students who fail any two or more of the following in any combination: Block(s) (Core or Specialty) and the four Themes will be required to repeat Stage 3, Year 3 in its entirety and may be required to Show Good Cause in accordance with Part 15 of the University of Sydney Coursework Policy 2014.

(g) Students who fail the Written Barrier Examination and one Theme will be required to repeat Stage 3, Year 3 in its entirety.

(h) A repeat Year 3 consists of 40 weeks of clinical placement – 5 x 8 week Core and/or Specialty Blocks.

(i) The decision of the Stage 3 Examination Committee in relation to eligibility for further assessment is final subject to the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006. In making that decision, the Examination Committee will consider all relevant information including attendance, completion of required formative assessments, performance in current and previous Barrier Assessments, and adherence to the SMP Statement of Expectations.

(j) Students who are offered further assessment will be offered remediation after Term E has finished. If they fail reassessment they will be required to complete Stage 3, Year 3 in its entirety.

(k) Students must complete that further assessment in the scheduled reassessment period. No further opportunity for reassessment will be provided.

(l) Students who cannot complete the reassessment in the scheduled period and who have an approved application for special consideration will be permitted to repeat Stage 3, Year 3 without academic penalty.

(m) Students who have not met all the academic progression requirements of Stage 3, Year 3 are not eligible to undertake the Elective Term.

(n) Students who have required remediation to complete Stage 3, Year 3 will not normally be considered eligible for an overseas Elective Term placement.

Stage 3, Year 4

(a) Successful completion of Stage 3, Year 4 and eligibility to graduate requires passing the Written Barrier Examination, successful completion of all Core and Specialty Blocks, the Long Case, all four Themes, successful completion of the MD Project unit of study and completion of the Elective Term unit of study and PRINT (pre-internship term).

(b) Students who have failed a Block in Year 4 or are carrying a Block from Year 3, will be expected to complete their remaining Core or Specialty Block in Term J, and if successful in passing the Block and associated Barrier Examination, will progress to P3, PRINT term.

(c) Students who fail two or more Themes will be required to repeat Stage 3, Year 4 in its entirety.

(d) Students who fail two (Core or Specialty) Blocks will be required to repeat Stage 3, Year 4 in its entirety and will not be permitted to continue any Block or to take any Barrier Examination in the current academic year.

(e) Students who fail any (Core and/or Specialty) Block in Year 4 or the Written Barrier Examination or one or more of the Themes, AND who are carrying a Block from Stage 3, will be required to repeat Year 4 in the following academic year in its entirety and will not be permitted to complete any additional Core or Specialty Block in the current academic year.

(f) Students who fail the Stage 3 Year 4 Written Barrier Examination may be offered further reassessment in the scheduled reassessment period. Students who pass the Written Barrier reassessment will progress to P2 PRINT Term. Students who fail further written reassessment will be required to repeat Stage 3, Year 4.

(g) Students who fail the Written Barrier Examination and one Theme will be required to repeat Stage 3, Year 4 in its entirety.

(h) Students who fail a Core Block and one Theme will be required to repeat Stage 3, Year 4 in its entirety.
Students who fail two attempts at the Long Case Examination may be offered remediation during the first four weeks of Term J, then may be offered a further Long Case Examination. If students fail the Long Case, they will be required to repeat Stage 3, Year 4 in its entirety.

Students who fail the Elective Term may be offered remediation and further assessment. A repeat directed domestic Elective in Term J may be required, and if successfully completed, students may progress to P3 PRINT.

Students who do not successfully complete the Elective Term and who are delayed by previous failure or leave of absence, must repeat Stage 3, Year 4 in its entirety.

A repeat Year 4 consists of 36 weeks of clinical placement – four 8 week Core and/or Specialty Blocks and a 4 week PRINT. Repeating Year 4 students will not normally be required to repeat their Elective Term if they have previously satisfied the academic requirements.

The decision of the Stage 3 Examination Committee in relation to eligibility for further assessment is final subject to the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006. In making that decision, the Examination Committee will consider all relevant information including attendance, completion of required formative assessments, performance in current and previous Barrier assessments, and adherence to the SMP Statement of Expectations.

Students must complete that further assessment in the scheduled reassessment period. No further opportunity for reassessment will be provided.

Students who cannot complete the reassessment in the scheduled period and who have an approved application for special consideration will be permitted to repeat Stage 3, Year 4 without academic penalty.

Students who do not satisfactorily complete the requirements for the Research Project/MD Project unit of study are not eligible to progress to PRINT and will normally be required to remEDIATE in Term J. The MD Project Sub Deans will determine whether a student has satisfied the requirements of this unit of study and any remediation required.

Students who have not met in full the academic progression requirements of Stage 3, Year 4 at the end of Term I will be required to complete a delayed PRINT after they remEDIATE in Term J and are successful in that remEDIATE.

Students who fail PRINT will be required to repeat the 4-week PRINT in P2 or P3. Students who fail PRINT requirements will be required to repeat Stage 3, Year 4 in its entirety.

**7 Medicine weighted average mark (MWAM)**

(1) The MWAM is calculated using the following formula:

\[
\text{MWAM} = \frac{\sum(Wc \times Mc)}{\sum(Wc)}
\]

Where Wc is the unit of study credit points x the unit weighting and Mc is the mark achieved for the unit. The mark used for units with a grade AF is zero. Only Stage 3 units are used for the purpose of the calculation.

(2) All Stage 3 units are weighted 1.

**8 Time Limits**

(1) Subject to sub-clause 8(2), a candidate for the Doctor of Medicine must complete the requirements for the degree within five calendar years.

(2) The Dean may, in exceptional circumstances, extend the time limit for completing the requirements for the Doctor of Medicine to a maximum of 10 years.

**9 Credit for previous study**

Advanced standing and credit for previous study is not available in this degree, except where approved by the Dean for the purposes of subclause 3(7).
Non-Confidential

<table>
<thead>
<tr>
<th>Author</th>
<th>Matthew Charet (Executive Officer to Academic Board)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviewer/Approver</td>
<td>Associate Professor Tony Masters, Chair of Academic Board</td>
</tr>
<tr>
<td>Paper title</td>
<td>2017 Academic Board Meeting Schedule</td>
</tr>
<tr>
<td>Purpose</td>
<td>To ask the Academic Board to approve the Academic Board Meeting Schedule for 2017</td>
</tr>
</tbody>
</table>

RECOMMENDATION

That the Academic Board approve the 2017 meeting schedule, as presented.

1. MEETING SCHEDULE

To better facilitate scheduling of the University’s senior governance and management committees and minimise potential overlap between meetings of the Academic Board, Senate and University Executive and their committees, it is proposed that all meetings of the Academic Board and its Standing Committees in 2017 take place on Tuesdays. At its meeting of 4 July, Senate approved the 2017 meeting schedule for Senate and its committees and agreed that all Senate meetings will take place on Wednesdays and Fridays. University Executive meetings will be scheduled for Mondays and Thursdays.

The 2017 Academic Board meeting schedule has been established on the following general principles:

- The Academic Board meets three weeks before Senate
- The Admissions Committee and Academic Standards and Policy Committee meet two weeks before Academic Board
- Undergraduate Studies Committee and Graduate Studies Committee meet three weeks before Academic Board

This schedule allows sufficient time to complete any necessary follow-up action to finalise any items for approval at the next meeting of the body to which reporting is directed (committees to the Academic Board; Academic Board to Senate).

2. MEETING TIMING

It is proposed to bring forward the commencement time of the meetings of the Board by one hour, with meetings to be scheduled from 1:00pm to 3:00pm. Standing Committee meetings will continue to take place from 10:00am to 2:00pm and 2:00pm to 4:00pm, as at present, unless the Committee agrees otherwise.

ATTACHMENTS

<table>
<thead>
<tr>
<th>Attachment</th>
<th>Description</th>
<th>Page</th>
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</thead>
<tbody>
<tr>
<td>Attachment 1</td>
<td>2017 Academic Board meeting schedule</td>
<td>page 2</td>
</tr>
<tr>
<td>Attachment 2</td>
<td>2017 Undergraduate Studies Committee meeting schedule</td>
<td>page 3</td>
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<td>Attachment 3</td>
<td>2017 Graduate Studies Committee meeting schedule</td>
<td>page 4</td>
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<td>Attachment 4</td>
<td>2017 Admissions Committee meeting schedule</td>
<td>page 5</td>
</tr>
<tr>
<td>Attachment 5</td>
<td>2017 Academic Standards and Policy Committee meeting schedule</td>
<td>page 6</td>
</tr>
</tbody>
</table>
## 2017 Academic Board meeting schedule

The 2017 meeting dates for the Academic Board are set out below. Also included in the schedule are the dates by which material must be presented to the Executive Officer in order for it to be included in the agenda for the next meeting and the dates when it is expected that the agenda will be distributed and available online.

<table>
<thead>
<tr>
<th>Close-off for receipt of reports (2 weeks prior to meeting)</th>
<th>Agenda distributed (1 week prior to meeting)</th>
<th>Academic Board meeting date</th>
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<td>Tuesday 14 February</td>
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<td>Tuesday 14 March</td>
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<td>Tuesday 6 June</td>
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<td>Tuesday 15 August</td>
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<td>Tuesday 26 September</td>
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**Easter**
- Friday 14 April to Monday 17 April inclusive

**Anzac Day Public Holiday**
- Tuesday 25 April

**Queen’s Birthday**
- Monday 12 June

**Labour Day**
- Monday 2 October

**Non-teaching periods**
- Friday 14 April to Saturday 22 April inclusive;
- Monday 3 to Friday 7 July inclusive;
- Monday 25 to Friday 29 September inclusive.

*Updated 12/08/2016 by MC*
## 2017 Undergraduate Studies Committee meeting schedule

The 2017 meeting dates of the Undergraduate Studies Committee, and the schedule for the production and distribution of the agenda, are set out below.

**Venue:** Senate Room  
**Time:** Tuesdays, 10:00 am – 12 noon

<table>
<thead>
<tr>
<th>Close-off</th>
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### Non-teaching periods
- **Easter**  
  Friday 14 April to Monday 17 April inclusive
- **Anzac Day Public Holiday**  
  Tuesday 25 April
- **Queen’s Birthday**  
  Monday 12 June
- **Labour Day**  
  Monday 2 October
- **Non-teaching periods**  
  Friday 14 April to Saturday 22 April inclusive;  
  Monday 3 to Friday 7 July inclusive;  
  Monday 25 to Friday 29 September inclusive.

Updated 12/08/2016 by MC
# 2017 Graduate Studies Committee meeting schedule

The 2017 meeting dates of the Graduate Studies Committee, and the schedule for the production and distribution of the agenda, are set out below.

**Venue:** Senate Room  
**Time:** Tuesdays, 2:00 pm – 4:00 pm

<table>
<thead>
<tr>
<th>Close-off (2 weeks prior to meeting)</th>
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**Easter**
Friday 14 April to Monday 17 April inclusive

**Anzac Day Public Holiday**
Tuesday 25 April

**Queen’s Birthday**
Monday 12 June

**Labour Day**
Monday 2 October

**Non-teaching periods**
Friday 14 April to Saturday 22 April inclusive; Monday 3 to Friday 7 July inclusive; Monday 25 to Friday 29 September inclusive.
### 2017 Admissions Committee meeting schedule

The 2017 meeting dates of the Admissions Committee, and the schedule for the production and distribution of the agenda, are set out below.

**Venue:** Western Tower Room  
**Time:** Tuesdays, 10:00 am – 12 noon

<table>
<thead>
<tr>
<th>Close-off (2 weeks prior to meeting)</th>
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**Queen’s Birthday**  
Monday 12 June

**Labour Day**  
Monday 2 October

**Non-teaching periods**  
Friday 14 April to Saturday 22 April inclusive;  
Monday 3 to Friday 7 July inclusive;  
Monday 25 to Friday 29 September inclusive.

Updated 12/08/2016 by MC
2017 Academic Standards and Policy Committee meeting schedule

The 2017 meeting dates of the Academic Standards and Policy Committee, and the schedule for the production and distribution of the agenda, are set out below.

Venue: Senate Room
Time: Tuesdays, 2:00 pm – 4:00 pm

<table>
<thead>
<tr>
<th>Close-off (2 weeks prior to meeting)</th>
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Updated 12/08/2016 by MC
Non-Confidential

Author: Matthew Charet (Acting Executive Officer to Academic Board)
Reviewer/Approver: Associate Professor Tony Masters, Chair of Academic Board
Paper title: Changes to Committee Membership
Purpose: To ask the Academic Board to approve the appointment or co-option of members to the Academic Board and its standing committees

RECOMMENDATION

That the Academic Board approve the appointment or co-option of academic staff and student members to the Academic Board, the Academic Standards and Policy Committee, Admissions Committee, Graduate Studies Committee and Undergraduate Studies Committee.

PROPOSAL

A number of membership changes to the Academic Board, Academic Standards and Policy Committee, Admissions Committee, Graduate Studies Committee and Undergraduate Studies Committee have been advised, as presented. Note that the term of membership will be until 31 December 2016 for student members and until 31 December 2017 for staff members, except for the two student representatives to the Academic Board appointed by SUPRA, whose term of office will be from 17 August 2016 to 30 June 2017.

ATTACHMENTS

Attachment 1 – Membership of the Academic Board
Attachment 2 – Membership of the Academic Standards and Policy Committee
Attachment 3 – Membership of the Admissions Committee
Attachment 4 – Membership of the Graduate Studies Committee
Attachment 5 – Membership of the Undergraduate Studies Committee
MEMBERSHIP OF THE ACADEMIC BOARD: As at 17 August 2016

5. Constitution
5.1 Members

The Board consists of:

5.1.1 the Chair;
   Associate Professor Tony Masters

5.1.2 the Vice-Chancellor;
   Dr Michael Spence

5.1.3 the following members ex officio:

<table>
<thead>
<tr>
<th>5.1.3.1 the Deputy Vice-Chancellors:</th>
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</thead>
<tbody>
<tr>
<td>Provost &amp; Deputy Vice-Chancellor</td>
<td>Professor Stephen Garton</td>
</tr>
<tr>
<td>Deputy Vice-Chancellor (Education)</td>
<td>Professor Philippa Pattison</td>
</tr>
<tr>
<td>Deputy Vice-Chancellor (Indigenous Strategy and Services)</td>
<td>Professor Shane Houston</td>
</tr>
<tr>
<td>Deputy Vice-Chancellor (Registrar)</td>
<td>Professor Tyrone Carlin</td>
</tr>
<tr>
<td>Deputy Vice-Chancellor (Research)</td>
<td>Professor Duncan Ivison</td>
</tr>
</tbody>
</table>

5.1.3.2 the Pro Vice-Chancellors

<table>
<thead>
<tr>
<th>Pro Vice-Chancellor (Global Engagement)</th>
<th>Professor Kathy Belov</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pro Vice-Chancellor (Strategic Collaborations and Partnerships)</td>
<td>Professor Laurent Rivory</td>
</tr>
</tbody>
</table>

5.1.3.3 the Deans:

<table>
<thead>
<tr>
<th>Faculty of Agriculture and Environment</th>
<th>Professor Alex McBratney</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty of Architecture, Design and Planning</td>
<td>Professor John Redmond</td>
</tr>
<tr>
<td>Faculty of Arts and Social Sciences</td>
<td>Professor Barbara Caine (Acting)</td>
</tr>
<tr>
<td>University of Sydney Business School</td>
<td>Professor Greg Whitwell</td>
</tr>
<tr>
<td>Faculty of Dentistry</td>
<td>Professor Chris Peck</td>
</tr>
<tr>
<td>Faculty of Education and Social Work</td>
<td>Professor Diane Mayer</td>
</tr>
<tr>
<td>Faculty of Engineering and Information Technologies</td>
<td>Professor Archie Johnston</td>
</tr>
<tr>
<td>Faculty of Health Sciences</td>
<td>Professor Kathryn Refshauge</td>
</tr>
<tr>
<td>Faculty of Law</td>
<td>Professor Joellen Riley</td>
</tr>
<tr>
<td>Faculty of Medicine</td>
<td>Professor Arthur Conigrave (Acting)</td>
</tr>
<tr>
<td>Faculty of Nursing and Midwifery</td>
<td>Professor Donna Waters</td>
</tr>
<tr>
<td>Faculty of Pharmacy</td>
<td>Professor Iqbal Ramzan</td>
</tr>
<tr>
<td>Faculty of Science</td>
<td>Professor Trevor Hambley</td>
</tr>
<tr>
<td>Sydney College of the Arts</td>
<td>Professor Colin Rhodes</td>
</tr>
<tr>
<td>Sydney Conservatorium of Music</td>
<td>Professor Anna Reid (Acting)</td>
</tr>
<tr>
<td>Faculty of Veterinary Science</td>
<td>Professor Rosanne Taylor</td>
</tr>
</tbody>
</table>
5.1.3.4 the Director of University Libraries; Anne Bell

5.1.3.5 the Director, Teaching and Learning;

5.1.3.6 the Director, Student Centre;

5.1.3.7 the President of the Students’ Representative Council; and Chloe Smith

5.1.3.8 two other undergraduate students nominated by the executive of the Students’ Representative Council; Luciano Carment Subeta Vimalarajah

5.1.3.9 the President of the Sydney University Postgraduate Representative Association; Thomas Greenwell

5.1.3.10 two other postgraduate students nominated by the executive of the Sydney University Postgraduate Representative Association; Lily Matchett (co-Vice President, SUPRA) Alexandra Nixon (co-Vice President, SUPRA)

5.1.4 the following elected academic staff members, who do not already hold office as members under Rule 5.1.1, 5.1.2 or 5.1.3 elected:

5.1.4.1 by a group of voters defined by each relevant Faculty and approved by the Academic Board; and

5.1.4.2 according to guidelines approved from time to time by the Academic Board and the Senate:

5.1.4.2.1 three academic staff members for each faculty with 40 or fewer full-time academic staff:

| Architecture, Design and Planning | Associate Professor Wendy Davis  
|                                  | Professor Nicole Gurran  
|                                  | Dr Sandra Loschke  
| Dentistry                       | Dr Jinlong Gao  
|                                  | Associate Professor Tania Gerzina  
|                                  | Lucy Michaelewska  
| Nursing and Midwifery           | Dr Jacqueline Bloomfield  
|                                  | Dr Tom Buckley  
|                                  | Professor Robyn Gallagher  
| Sydney College of the Arts       | Associate Professor Ann Elias  
|                                  | Oliver Smith  
|                                  | Justin Trendall

5.1.4.2.2 four academic staff members for each faculty with more than 40 but fewer than 100 full-time academic staff:

| Agriculture and Environment | Dr Tina Bell  
|                             | Associate Professor Tom Bishop  
|                             | Professor Robyn McConchie  
|                             | Professor Balwant Singh  
<p>| Education and Social Work   | Associate Professor Tim Allender |</p>
<table>
<thead>
<tr>
<th>Faculty</th>
<th>Members</th>
</tr>
</thead>
</table>
| Law                           | • Dr Emily Crawford  
• Penelope Crossley  
• Associate Professor James Glister  
• Professor Greg Tolhurst |
| Pharmacy                      | • Dr Thomas Balle  
• Associate Professor Thomas Grewal  
• Professor Jane Hanrahan  
• Dr Carl Schneider |
| Sydney Conservatorium of Music | • Dr Jeannell Carrigan  
• Dr Alan Maddox  
• Associate Professor Neal Peres da Costa  
• Dr Jennifer Rowley |
| Veterinary Science            | • Associate Professor Alexandre Chaves  
• Professor David Emery  
• Professor Claire Wade  
• Dr Peter White |

5.1.4.2.3 **five academic staff members for each faculty with more than 100 full-time academic staff:**

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Members</th>
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</table>
| Arts and Social Sciences      | • Dr Frances Di Lauro  
• Dr Nerida Jarkey  
• Associate Professor Susan Park  
• Dr Rebecca Suter  
• Associate Professor Graham White |
| University of Sydney Business School | • Patty Kamvounias  
• Dr Eric Knight  
• Associate Professor Susan McGrath-Champ  
• Associate Professor Maurice Peat  
• Associate Professor Catherine Sutton-Brady |
| Engineering and Information Technologies | • Dr Douglass Auld  
• Professor Alan Fekete  
• Associate Professor Chengwang Lei  
• Professor David Lowe  
• Associate Professor Marjorie Valix |
| Health Sciences               | • Professor Patrick Brennan  
• Dr Anne Honey  
• Associate Professor Mark McEntee  
• Dr Rhonda Orr  
• Professor Roger Stancliffe |
| Medicine                      | • Associate Professor Rachel Codd  
• Professor Manuel Graeber  
• Professor Inam Haq  
• Dr Lenka Munoz  
• Professor Henry Woo |
5.1.4.3 for each group of academic staff members elected from a faculty at least one should be appointed at professorial level and at least one should be appointed at a non-professorial level;

5.1.5 the following elected student members:

| Faculty of Agriculture and Environment | Isobella Revell | UG |
| Faculty of Architecture, Design & Planning | Vacancy |
| Faculty of Arts and Social Sciences | Max Hall | UG |
| University of Sydney Business School | Lillian So | PG |
| Faculty of Dentistry | Benjamin Ross | PG |
| Faculty of Education & Social Work | Angela Rose | PG |
| Faculty of Engineering & Information Technologies | Jaime Painter | UG |
| Faculty of Health Sciences | Andrew Fayad | UG |
| Faculty of Law | Michael Butler | PG |
| Faculty of Medicine | Leyla Fouani | PG |
| Faculty of Nursing & Midwifery | Alexandra Catterson | UG |
| Faculty of Pharmacy | Raz Badiyan | UG |
| Faculty of Science | Philippa Specker | UG |
| Faculty of Veterinary Science | Dana Kolsky | UG |
| Sydney College of the Arts | Dean Cross | UG |
| Sydney Conservatorium of Music | Rachael Kwa | UG |

5.1.6 up to four members, who do not already hold office as members under Rules 5.1.1 to 5.1.5 inclusive, appointed by resolution of the Academic Board at an ordinary meeting of the Academic Board on the recommendation of the Chair;

Associate Professor Kirsten McKenzie (Faculty of Arts and Social Sciences)
Associate Professor Tim Wilkinson (Faculty of Engineering and Information Technologies)

5.1.7 up to four members, who do not already hold office as members under Rules 5.1.1 to 5.1.6 inclusive, co-opted by resolution at an ordinary meeting of the Academic Board on the recommendation of the Chair (Note: co-opted members are defined as short-term appointees who are identified to assist the Academic Board with a specific issue or project, and their term of office will normally reflect the time-span of that issue or project).

Professor Adam Bridgeman (Director, Educational Innovation)
Associate Professor Ross Coleman (Director, Graduate Research)

Secretary: The Secretary to Senate, or the Secretary’s nominee, is to act as secretary of the Academic Board

Matthew Charet (nominee)
# ACADEMIC STANDARDS & POLICY COMMITTEE - MEMBERSHIP

## 2016 Membership

### Members ex officio

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair of the Committee</td>
<td>Professor Jane Hanrahan</td>
</tr>
<tr>
<td>Chair of the Academic Board or nominee</td>
<td>Associate Professor Tony Masters</td>
</tr>
<tr>
<td>Deputy Vice-Chancellor (Education) or nominee</td>
<td>Professor Pip Pattison</td>
</tr>
<tr>
<td>Director, Educational Innovation or nominee</td>
<td>Professor Adam Bridgeman</td>
</tr>
<tr>
<td>President, SRC or nominee</td>
<td>Ms Chloe Smith</td>
</tr>
<tr>
<td>President, SUPRA or nominee</td>
<td>Mr Thomas Greenwell</td>
</tr>
</tbody>
</table>

### Members appointed by the Academic Board

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture and Environment</td>
<td>Associate Professor Thomas Bishop</td>
</tr>
<tr>
<td>Architecture, Design and Planning</td>
<td>Associate Professor Glen Hill</td>
</tr>
<tr>
<td>Arts and Social Sciences</td>
<td>Associate Professor Mark Melatos</td>
</tr>
<tr>
<td>Business</td>
<td>Associate Professor Geoff Frost</td>
</tr>
<tr>
<td>Dentistry</td>
<td>Associate Professor Tania Gerzina</td>
</tr>
<tr>
<td>Education and Social Work</td>
<td>Associate Professor Robyn Gibson</td>
</tr>
<tr>
<td>Engineering and Information Technologies</td>
<td>Associate Professor Peter Gibbens</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>Dr Debra Shirley</td>
</tr>
<tr>
<td>Law</td>
<td>Professor Greg Tolhurst</td>
</tr>
<tr>
<td>Medicine</td>
<td>Dr Peter Knight</td>
</tr>
<tr>
<td>Nursing and Midwifery</td>
<td>Associate Professor Veyesl Kayser</td>
</tr>
<tr>
<td>Pharmacy</td>
<td>Mrs Helen Agus</td>
</tr>
<tr>
<td>Science</td>
<td>Associate Professor Ann Elias</td>
</tr>
<tr>
<td>Sydney College of the Arts</td>
<td>Associate Professor Jennifer Rowley</td>
</tr>
<tr>
<td>Sydney Conservatorium of Music</td>
<td></td>
</tr>
<tr>
<td>Veterinary Science</td>
<td>Associate Professor Alex Chaves</td>
</tr>
<tr>
<td>Students (for 2016)</td>
<td>Ms Kylee Hartman-Warren (Postgraduate)</td>
</tr>
<tr>
<td></td>
<td>Ms Subeta Vimalarajah (Undergraduate)</td>
</tr>
</tbody>
</table>

### Deputy Chair of the Committee appointed by the Committee

TBA

### Members co-opted by the Academic Board

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Tim Allender</td>
<td>Faculty of Education and Social Work</td>
</tr>
<tr>
<td>Dr Frances Di Lauro</td>
<td>Faculty of Arts and Social Sciences</td>
</tr>
<tr>
<td>Professor Manuel Graeber</td>
<td>Faculty of Medicine</td>
</tr>
<tr>
<td>Ms Kerrie Henderson</td>
<td>Office of General Counsel</td>
</tr>
<tr>
<td>Associate Professor Maurice Peat</td>
<td>University of Sydney Business School</td>
</tr>
</tbody>
</table>

### Invitees

For information:

- President, SUPRA (if sending a nominee)
- Ms Francine Seeto, SUPRA
- TBA (for Associate Professor Masters)
- Ms Belinda Yeldham (for Professor Pattison)
ADMISSIONS COMMITTEE - MEMBERSHIP

Committee Officer: Matthew Charet
University Secretariat | Office of the Vice-Chancellor
Quadrangle (A14)
http://sydney.edu.au/ab/committees/admissions/admissions_index.shtml

Membership List 2016

Ex officio members
Chair of the Committee: Associate Professor Tim Wilkinson
Chair of the Academic Board: Associate Professor Tony Masters
Chair of the Undergraduate Studies Committee: Associate Professor Wendy Davis
Chair of the Graduate Studies Committee: Associate Professor Kirsten McKenzie
Deputy Vice-Chancellor (Registrar): Professor Tyrone Carlin
Director, Student Recruitment, or nominee: Peter Finneran (nominee)
Director, Admissions, or nominee: Wencong Chai
Head, Widening Participation, or nominee: Mary Teague
Director, Planning and Information Office, or nominee: Kubra Chambers
President of the SRC, or nominee: Chloe Smith
President of SUPRA, or nominee: Tom Greenwell

Academic Board appointees
• Undergraduate student member: Maxwell Hall
• Postgraduate student member: TBC
• 3 decanal members
  o Business: Professor Greg Whitwell’s nominee, Associate Professor Rae Cooper
  o Engineering and Information Technologies: Professor Archie Johnston
  o Science: Professor Trevor Hambley’s nominee, Ms Jasmine Chambers

Up to 4 members co-opted by the Committee (to 31.12.2017)
Professor Barbara Caine (Faculty of Arts and Social Sciences)
Emma Tseris (Faculty of Education and Social Work)
Professor Michelle Lincoln (Faculty of Health Sciences)
Professor Greg Tolhurst (Faculty of Law)

Copies of agenda papers sent for information to:
Mr Brendon Nelson, Deputy Registrar
Ms Linda Carmichael, Information Management Officer
Ms Felicity Kiernan, Head of Admissions (Development)
Ms Sylvia Tropiano (for Professor Carlin)
Kate Calhau (for Associate Professor Masters)

Updated 4 March 2016 MC
GRADUATE STUDIES COMMITTEE - MEMBERSHIP

Committee Secretary: Matthew Charet
Secretariat
Quadrangle (A14)

Constitution

Ex Officio Members
1. the Chair of the Committee, appointed bi-annually by the Academic Board
   Associate Professor Kirsten McKenzie

2. the Deputy Chair of the Committee
   Associate Professor Michael Kertesz

3. the Chair of the Academic Board, or nominee
   Associate Professor Tony Masters

4. the Chair of the PhD Award Sub-Committee
   Associate Professor Kathleen Nelson

5. the Chair of the Postgraduate Awards Sub-Committee
   Associate Professor Shae McCrystal

6. the Director, Graduate Research (or nominee)
   Associate Professor Ross Coleman

7. the President of the Sydney University Postgraduate Representative Association, or nominee
   Mr Tom Greenwell (President)

Appointed Members

8. The Academic Board shall appoint one member from each faculty and at one postgraduate coursework and one postgraduate research student member nominated by members of the Board:

<table>
<thead>
<tr>
<th>Faculty/Large Group</th>
<th>Member Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture, Food and Natural Resources</td>
<td>Associate Professor Michael Kertesz</td>
</tr>
<tr>
<td>Architecture, Design and Planning</td>
<td>Dr Lian Loke</td>
</tr>
<tr>
<td>Arts and Social Sciences</td>
<td>Associate Professor Gaby Ramia</td>
</tr>
<tr>
<td>Business</td>
<td>Associate Professor Geoff Frost</td>
</tr>
<tr>
<td>Dentistry</td>
<td>Dr Munira Xaymardan</td>
</tr>
<tr>
<td>Education and Social Work</td>
<td>Associate Professor Nigel Bagnall</td>
</tr>
<tr>
<td>Engineering and Information Technologies</td>
<td>Associate Professor Marjorie Valix</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>Associate Professor Lynette MacKenzie</td>
</tr>
<tr>
<td>Law</td>
<td>Associate Professor David Hamer</td>
</tr>
<tr>
<td>Medicine</td>
<td>Associate Professor Patrick Kelly</td>
</tr>
<tr>
<td>Nursing and Midwifery</td>
<td>Dr Andrea McCloughen</td>
</tr>
<tr>
<td>Pharmacy</td>
<td>Professor Jo-Anne Brien</td>
</tr>
<tr>
<td>Science</td>
<td>Dr Tim Newsome</td>
</tr>
<tr>
<td>Sydney College of the Arts</td>
<td>Mr Justin Trendall</td>
</tr>
<tr>
<td>Sydney Conservatorium of Music</td>
<td>Associate Professor Kathleen Nelson</td>
</tr>
<tr>
<td>Veterinary Science</td>
<td>Dr Roslyn Bathgate</td>
</tr>
<tr>
<td>Student</td>
<td>Ahmed Suhaib</td>
</tr>
</tbody>
</table>

Co-opted Members

9. the Committee may co-opt up to four members.
   Dr Rachel Codd (Medicine)
   Associate Professor Susan Park (Arts and Social Sciences)
UNDERGRADUATE STUDIES COMMITTEE - MEMBERSHIP

2016 Membership List

**Members ex officio**

Chair of the Committee: Associate Professor Wendy Davis
Chair of the Academic Board or nominee: Associate Professor Tony Masters
Chair of the Admissions Committee: Associate Professor Tim Wilkinson
the Director, Educational Innovation, or nominee: Professor Adam Bridgeman
the Deputy Registrar, or nominee: Anne Fernandez (nominee)
President of the SRC or nominee: Chloe Smith

**Members appointed by the Academic Board** (Faculty members appointed to 31.12.2017)

- Agriculture and Environment: Associate Professor Tina Bell
- Architecture, Design and Planning: Dr Dagmar Reinhardt
- Arts and Social Sciences: Dr Anne Rogerson
- Business: Associate Professor Rae Cooper
- Dentistry: Dr Kimberly Mathieu Coulton
- Education and Social Work: Dr Wayne Cotton
- Engineering and Information Technologies: Professor Alan Fekete
- Health Sciences: Dr Mark Halaki
- Law: Associate Professor Jamie Glister
- Nursing and Midwifery: Dr Jennifer Green
- Pharmacy: Dr Stephen Carter
- Science: Dr Jenny Saleeba
- Sydney College of the Arts: Andrew Lavery
- Sydney Conservatorium of Music: Dr James Humberstone
- Veterinary Science: Dr Gary Muscatello

Student (appointed for 2016): Vacant

**Deputy Chair**

- Dr Eric Knight (Business)

**Assessors and Reviewers**

The Committee may invite and appoint assessors and reviewers to assist it with its functions, including, as appropriate, persons from outside the University:

- TBA

Updated: 21 July 2016, NZ
RECOMMENDATION

That the Academic Board note the report from the Chair of the Academic Board on matters considered by Senate at its 4 July 2016 meeting.

EXECUTIVE SUMMARY

This report provides the Academic Board with items that were approved by the Senate at its meeting on 4 July 2016.

COMMENTS

At the 4 July 2016 meeting Senate:

- approved the amendment of the Resolutions of Senate related to the Constitution of the Board of Interdisciplinary Studies;
- approved the amendment of the Resolutions of Senate related to the Constitution of the Faculty of Arts and Social Science;
- approved the scope, Terms of Reference and timeline to conduct an external review of the Academic Board; and
- approved the proposed amendments to the Resolutions of Senate related to the Constitution of the Faculty of Arts and Social Sciences.

Senate endorsed the Academic Board’s approval of a range of proposals from the Faculty of Arts and Social Sciences and the Sydney Medical School, as well as a number of minor amendments to existing courses, with effect from various dates as set out in the report presented to Senate.

OTHER MATTERS

Senate noted other information provided by the Chair of the Academic Board which included:

- the Board’s lengthy discussion regarding the proposal for the SCA, in particular the need for continuity in PhD supervision and studio-based practice;
- the increase in the number of teachers providing high school maths tuition;
- the Board’s Equity and Diversity working group recommending that all new buildings contain appropriate facilities including gender neutral toilets and parents room;
- that the Board would be undertaking a review during 2016; and
- with the implementation of the new organisational structure, transitional provisions for the membership of the Academic Board would be forwarded to Senate at a future meeting for approval.
RECOMMENDATION

That the Academic Board note the General Report of the Chair.

1. TASKFORCE ON PREPARING MORE INDIGENOUS TEACHERS AT THE UNIVERSITY OF SYDNEY

As agreed at the 16 September 2015 meeting of the Academic Board, the Board agreed to the establishment of a task force “to create an institution-wide discussion on optimal ways of delivering teacher education for Indigenous students, taking full advantage of the expertise across the institution and providing advice to those developing the new degree in the Faculty of Education and Social Work.” This task force has been chaired by the Dean of Education and the Chair of the Academic Board and has worked closely with the Indigenous Strategy and Services portfolio. A project officer has been appointed and the task of gathering effective examples both nationally and internationally has begun.

2. SCHOLARSHIPS AND PRIZES WORKING GROUP

The Academic Board is asked to note the formation of a Scholarships and Prizes Working Group, of which the Chair is a member and Chair. The group is charged with developing a standardised approach to the management of scholarships and prizes at the University of Sydney with the objective of consolidating current policies into a single policy with associated procedures.

3. SIMPLIFICATION OF EXAMINATIONS WORKING GROUP

As presaged at the 18 May 2016 meeting of the Board, a working group was assembled to provide feedback from members to the Registrar on the proposal to simplify examinations, chaired by Associate Professor Susan McGrath-Champ, with membership as advised at the previous meeting.

The group discussed the proposal and provided feedback to the Registrar. It is now providing feedback to the Registrar on additional questions regarding the conduct of written examinations in the formal examination period.

4. REVIEW OF THE ACADEMIC BOARD

The Chair is please to advise that the review panel has been determined and the review timeline has been refined. The Review Panel is Ms Jill Baker, of Baker and Baker, and A/Prof Paul Wormell, the Chair of the Academic Senate at Western Sydney University and the Chair of the NSW Committee of Chairs of Academic Boards and Senates. The panel will be seeking feedback via a confidential questionnaire, which includes comments, as well as a selection of interviews.
Non-Confidential

5. ACADEMIC BOARD INVOLVEMENT IN STRATEGIC PLAN IMPLEMENTATION

The Chair advises members that he is a member of the Organisational Design Implementation Program Control Board and Professor Jane Hanrahan (Chair, Academic Standards and Policy Committee) participated in the Agenda Governance Steering Group to discuss changes to the Delegations of Authority.

6. REVIEW OF EDUCATION

The SEG/Academic Board Review of the Faculty of Education and Social Work has reviewed the Faculty’s self-evaluation report and compiled its report.

7. 2018 TEQSA RE-REGISTRATION

At its meeting of August 4, 2016, SEG approved the establishment of a project team to finalise the draft framework for compliance with the Higher Education Standards Framework and identifying potential risks to compliance in anticipation of the University’s TEQSA / CRICOS re-registration for 2018. The project team, which can be expanded as needed, is:

- Professor Pip Pattison, DVC (Education) (Academic Lead)
- A/Professor Tony Masters, Chair, Academic Board
- Professor Tyrone Carlin, DVC (Registrar) or nominee, TBC
- Tim Payne, Director, Higher Education Policy & Projects
- Kubra Chambers, Director, Planning and Information Office
- Kerrie Henderson, University Policy Manager, Office of General Counsel
- Alex Maitland, Group Secretary, Office of General Counsel
- Nisha Graham, Director, Audit and Risk Management
- Matthew Charet, Executive Officer, Academic Board
- Aislinn Batstone, Executive Officer, Higher Education Policy

8. UNIVERSITY LEADERSHIP FORUM

The Chair will provide a verbal report on the Leadership Forum, held on 20 and 21 July 2016.

9. LECTURE RECORDINGS

The SRC has provided a list of instances of non-availability of lecture recordings. This has been forwarded to the DVC Education.

10. ACADEMIC BOARD REPRESENTATION

The Board is asked to note the following activities at which the Chair has represented the Board:

- **Tuesday 12 July**: Meeting with Graham Allen MA (Oxford) MA, Vice-President of Wolfson College Cambridge and former Academic Secretary of the University of Cambridge, and Duncan McCallum, Deputy Academic Secretary, University of Cambridge
- **Friday 15 July**: Meeting with Professor Sally Mapstone, outgoing Pro-Vice- Chancellor (Education) at the University of Oxford, and incoming Principal and Vice-Chancellor of the University of St Andrews
- **Monday 18 July**: Presented the ‘Welcome to the University of Sydney’ Speech at the Sydney Abroad Welcome
Non-Confidential

<table>
<thead>
<tr>
<th>Date</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 19 July</td>
<td>• Presented the ‘Welcome to the University of Sydney’ Speech at the International Full-Degree Combined Student Welcome</td>
</tr>
<tr>
<td>Wednesday 20 July – Thursday 21 July</td>
<td>• Leadership Forum</td>
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<tr>
<td>Friday 22 July</td>
<td>• Cultural Competence at Sydney Launch</td>
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<tr>
<td></td>
<td>• Interview for a research study on collegiality (conducted by Dr Tai Peseta and Ms Giedre Kligyte [PhD Candidate] from The University of Sydney)</td>
</tr>
<tr>
<td>Monday 25 July</td>
<td>• Presented the ‘Academic Policies and Intellectual Property’ speech at the Semester 2 Postgraduate Welcome</td>
</tr>
<tr>
<td>Tuesday 9 August</td>
<td>• Attended lecture: Sydney Ideas - Educating and Enabling Girls: the most powerful force for change on the planet</td>
</tr>
</tbody>
</table>
RECOMMENDATION

That the Academic Board note the report of the student members of the Academic Board on:

1. SYDNEY COLLEGE OF THE ARTS

The ‘Let SCA Stay’ movement has continued to fight the University’s proposal to close Sydney College of the Arts at Callan Park. The recent news that a merger with UNSW will not be going ahead was pleasing, but concerns remain that the Callan Park lease is still being handed back to the NSW Government, the Bachelor of Visual Arts is still being abolished and students are still uncertain about what facilities would be available to them on the Camperdown/Darlington campus if the move goes ahead.

More high profile figures and SCA alumni have come out in opposition to the closure of SCA. Over 130 students have also joined a class action organised by the SRC solicitor alleging breach under the Australian Consumer Law. SUPRA and the SRC continue to the supportive of and involved in the Let SCA Stay movement and urge the University to re-consider the closure.

2. ACADEMIC HONESTY PROCEDURES

New Academic Honesty Procedures are to be discussed in this meeting of the Academic Board. They have already been taken to SEG (Education Committee) and Academic Standards and Policy Committee where some concerns were raised, particularly with regard to the editing and proofreading sections.

We are pleased that significant amendments were made after a representative from SUPRA raised concerns about the feasibility of the policy at SEG Ed; particularly those provisions that required students to speak with unit co-ordinators about using editors and requiring all editors to be equipped with a copy of the Australian Standards for Editing Practice. Even with the amended policy, caseworkers at the SRC have expressed concern that given how widespread proof-reading and editing is amongst students in some disciplines, that the result of the policy will be that more students do not comply with the procedure and put themselves at risk.

At the heart of these concerns is also a belief that overly onerous academic dishonesty procedures undermine the spirit of a university environment in which students should be encouraged to work collaboratively.

The University has also indicated that there will be a trial of new anti-plagiarism software, ‘Cadmus’ in a Psychology unit, with a possible view to widespread introduction of this software. Cadmus has been trialed at the University of Melbourne, where many student representatives were concerned about the implications for student privacy and the difficulties many students faced using the software.

Respect is a core value of the Academic Board
3. SPECIAL CONSIDERATION

There have been widespread student concerns about the new centralised special consideration system, with reports that students who had cancer, and whose parents had died, were unable to get extensions. We understand that the University is responding to this promptly and we look forward to improvements in the functionality of the system over this semester.

4. BLACKBOARD: PREFERRED NAMES

We’d like to congratulate Dr Saleeba and the Equity and Diversity working group for the recent addition of preferred names to Blackboard. We understand further changes are being made to provide more gender options for students.
RECOMMENDATION

That the Academic Board note the report of the Chair of the Academic Board on the honours and distinctions and congratulate the recipients.

LIST OF HONOURS AND DISTINCTIONS

The Sydney Astrophotonic Instrumentation Laboratory (SAIL), Faculty of Science
Awarded the inaugural Peter McGregor prize by the Astronomical Society of Australia for their development of pioneering astronomical technology.

Dr Jen Scott Curwood, Faculty of Education and Social Work
Nationally recognised for her leadership work with teachers, being awarded the Teacher Educator of the Year Award by Teachers Mutual Bank (TMB), in partnership with the Australian Teacher Education Association (ATEA).
Respect is a core value of the Academic Board

Report to the Academic Board

Date: 17 August 2016

Item No: 5.1

Author: MARK SMITH, EXECUTIVE OFFICER TO SENATE
Reviewer/Approver: VICE-CHANCELLOR
Paper title: REPORT TO THE ACADEMIC BOARD
Purpose: This paper advises the Board of outcomes from the meeting of Senate held on 4 July 2016.

RECOMMENDATION

That the Academic Board note the report from the Vice-Chancellor and Principal on matters considered by Senate at its 4 July 2016 meeting.

EXECUTIVE SUMMARY

This report provides the Academic Board with items that were approved by the Senate at its meeting on 4 July 2016. This includes strategic items of business such as the higher education policy, the Alumni Council and support services for international students.

SENATE DECISIONS

At the 4 July 2016 meeting, Senate:

- approved the appointment of Mr Joshua Preece as the Postgraduate Fellow of Senate for a term of office from 5 July 2016 to 30 November 2016;
- approved the University of Sydney (Delegations of Authority – Administrative Functions) Rule 2010 (as amended);
- approved the naming proposal for the ground floor of the IXL Garage occupied by the Sydney University Regiment;
- approved the appointment of Professor Chris Murphy to the Building and Estates Committee;
- approved the appointment of Mrs Dorothy Hoddinott AO to the Finance and Audit Committee; and
- approved the process and timetable for the election and appointment of Senate Fellows.

[Members wishing to receive further information regarding the approval made by Senate should contact the Executive Officer to Senate via email mark.j.smith@sydney.edu.au]

OTHER MATTERS

Senate at its July 2016 meeting also noted and held an in-depth discussion on the following matters:

- **Higher Education Policy** – Ms Kirsten Andrews (Head of Media and Government Relations) and Mr Tim Payne (Director of Higher Education Policy and Projects) provided Senate with a presentation on the outcome of the federal election and the policy priorities for the University.

- **Alumni Council** – Mrs Annie Corlett AM (President, Alumni Council), Ms Rossie Ogilvie (Director, Advancement) and Mr Jimmy Buck (Director, Alumni Relations) provided Senate with a presentation on the progress of the reconstituted Alumni Council, that was approved by Senate in December 2014. The presentation from Mrs Corlett, included how the Council was supporting the University in its endeavours to increase alumni engagement and to provide alumni the opportunity to develop a lifelong connection to the University.
Confidential

- **Support services for international students** – Professor Tyrone Carlin (Deputy Vice-Chancellor, Registrar) and Professor Greg Whitwell (Dean, University of Sydney Business School) provided Senate with a presentation on the support provided by the University and the Business School to international students, this included the University's airport arrival welcome desk, accessing student accommodation, the peer assisted study sessions and the special orientation session during O-Week within the Business School.
**Non-Confidential**

<table>
<thead>
<tr>
<th>Author</th>
<th>Kristian Adamson, Manager, Curriculum Support and Scholarships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviewer/Approver</td>
<td>Professor Barbara Caine, Dean, Faculty of Arts and Social Sciences</td>
</tr>
<tr>
<td>Paper title</td>
<td>Minor Course Amendment Proposal: Graduate Certificate in Economic Analysis</td>
</tr>
<tr>
<td>Purpose</td>
<td>To bring the English Language requirements of the Graduate Certificate in Economic Analysis into line with the Graduate Diploma and Masters of the same programme</td>
</tr>
</tbody>
</table>

**RECOMMENDATION**

That the Academic Board approve the amendment of English language requirements for admission to the Graduate Certificate in Economic Analysis, as presented.

**EXECUTIVE SUMMARY**

This proposal seeks to align the English language requirements for admission to the Graduate Certificate in Economic Analysis with the Graduate Diploma in Economic Analysis and Master of Economic Analysis.
Minor Course Amendment Proposal

Faculty: Arts and Social Sciences

Contact person: Kristian Adamson

1. Name of award course

Graduate Certificate in Economic Analysis

2. Purpose of proposal

To bring the English Language requirements of the Graduate Certificate in Economic Analysis into line with the Graduate Diploma and Masters of the same programme.

3. Details of amendment

ELTS: A minimum result of 6.5-7.0 overall and a minimum result of 6.0-6.5 in each band
TOEFL paper-based: A minimum result of 565 overall including a minimum result of 4.5 in Writing TOEFL IBT: A minimum result of 85 overall including a minimum result of 17 in Reading, Listening and Speaking and 19 in Writing

IELTS: A minimum result of 7.0 overall and a minimum result of 6.5 in each band TOEFL paper-based: A minimum result of 592 overall including a minimum result of 4.5 in Writing TOEFL IBT: A minimum result of 96 overall including a minimum result of 20 in Reading, Listening and Speaking and 22 in Writing

4. Transitional arrangements

This change will have no impact on currently enrolled students.

5. Other relevant information

6. Signature of Dean
Non-Confidential

<table>
<thead>
<tr>
<th>Author</th>
<th>Matthew Charet, Committee Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviewer/Approver</td>
<td>Associate Professor Tim Wilkinson, Chair, Admissions Committee</td>
</tr>
<tr>
<td>Paper title</td>
<td>Report of the Admissions Committee meeting, held by circulation on 20 July and 28 July 2016</td>
</tr>
<tr>
<td>Purpose</td>
<td>To advise the Academic Board of the outcomes of the Admissions Committee's meeting held by circulation on 20 July and 28 July 2016</td>
</tr>
</tbody>
</table>

RECOMMENDATION

That the Academic Board:

1) note the report of the Admissions Committee meeting held by circulation on 20 July and 28 July 2016;

2) approve the proposal from the Faculty of Science to amend the English language requirements for admission to the Bachelor of Science (Advanced) / Doctor of Dental Medicine; and approve the amendment of the schedule of Undergraduate English Language Requirements arising from this proposal, with immediate effect, as set out in the report presented;

3) approve the proposal from the Faculty of Architecture, Design and Planning to amend the Master of Urban and Regional Planning; and approve the amendment to the course resolutions arising from the proposal, with effect from 1 January 2017;

4) approve the proposal from the Sydney Medical School to amend the Master of Science in Medicine; Master of Science in Medicine (Advanced); the Graduate Diploma in Science in Medicine; and the Graduate Certificate in Science in Medicine; and approve the amendment to the Course Resolutions regarding Admission of Candidature arising from this proposal, with effect from 1 January 2017; and

5) approve the proposal from the Faculty of Nursing and Midwifery to amend the Master of Primary Health Care Nursing, Master of Nursing (Nurse Practitioner), Master of Advanced Nursing Practice, Master of Cancer and Haematology Nursing, Master of Emergency Nursing, Master of Intensive Care Nursing and Master of Mental Health Nursing, and embedded programs; approve the amendment to the Course Resolutions arising from the proposal; approve the amendment to the Faculty Resolutions arising from the proposal; and approve the amendment of the Schedule of English language requirements, with effect from 1 January 2017.

ITEMS FOR DECISION

8.1 Minor Course Amendment: Faculty of Science – Bachelor of Science (Advanced) / Doctor of Dental Medicine

The Faculty of Science proposes to amend the English language requirements for admission to the Bachelor of Science (Advanced) / Doctor of Dental Medicine to align with the graduate-admission Doctor of Dental Medicine requirements.

The proposal was supported by the Committee.

8.2 Minor Course Amendment: Faculty of Architecture, Design and Planning – Master of Urban and Regional Planning

The Faculty of Architecture, Design and Planning requests an amendment to the admission requirements within the course resolutions for the Master of Urban and Regional planning to make the requirements consistent with those of the Master of Urbanism.

The proposal was supported by the Committee.
Non-Confidential

8.3 Minor Course Amendment: Sydney Medical School – Master of Science in Medicine and related programs

It is proposed to amend the Course Resolutions regarding Admission of Candidature to the Master of Science in Medicine and related programs.

The proposal was supported by the Committee.

8.4 Minor Course Amendment Proposal: Faculty of Nursing and Midwifery – Postgraduate Coursework Degrees

The Faculty of Nursing and Midwifery is seeking approval to amend the course resolutions relating to admission and English language proficiency requirements to the Master of Primary Health Care Nursing, Master of Nursing (Nurse Practitioner), Master of Advanced Nursing Practice, Master of Cancer and Haematology Nursing, Master of Emergency Nursing, Master of Intensive Care Nursing and Master of Mental Health Nursing, and embedded programs.

The proposal was supported by the Committee.

ITEMS FOR NOTING

8.5 Stronger HSC Standards

The Chair drew the attention of members to the 19 July 2016 launch of “Stronger HSC Standards” by the NSW Education Minister. Details are available at www.boardofstudies.nsw.edu.au/stronger-hsc-standards/.

As an institution we should maintain awareness of these changes, and how this will impact on our commencing local students from 2020 and beyond.

OTHER BUSINESS

The Admissions Committee also:

- noted the report of the Academic Board meeting held on 29 June 2016.

NOTE: Full course proposals are available from the Admissions Committee website, at http://sydney.edu.au/ab/committees/admissions/admissions_agendas.shtml

Associate Professor Tim Wilkinson
Chair, Admissions Committee
Minor Course Amendment Proposal

Faculty: Dentistry and Science

Contact person: Dr Delyse Leadbeatter (Dentistry)

1. Name of award course
   Bachelor of Science (Advanced) and Doctor of Dental Medicine

2. Purpose of proposal
   To align the English language requirements for admission into the undergraduate double degree Bachelor of Science (Advanced) and Doctor of Dental Medicine with the English language requirements for graduate entry Doctor of Dental Medicine.

3. Details of amendment
   Faculty-Specific English Language Requirements (as referenced in clause 21(3) of the Coursework Policy 2014)

<table>
<thead>
<tr>
<th>Faculty of Dentistry</th>
<th>IELTS</th>
<th>Overall band score of 7.0 or better with a minimum score of 6.0 7.0 in each of the components</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Science (Advanced) / Doctor of Dental Medicine</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. Transitional arrangements
   The proposed amendment does not impact currently enrolled students. It is proposed that the new English language requirements will apply to applicants seeking entry into the Double Degree Dentistry Program from 2017-intake onwards.

5. Other relevant information
   None

6. Signature of Dean

   [Signature]

   ACTING DEAN

   [Signature]

   Crosby Clark
   4-7-16

   [Signature]

   5/7/16

   Prof. Trevor Hambley
   Dean, Faculty of Science

Minor Course Amendment Proposal

Version 03.09.2012
Minor Course Amendment Proposal

Faculty: Architecture, Design and Planning

Contact person: A/Prof Paul Jones

1. Name of award course

Master of Urban and Regional Planning

2. Purpose of proposal

To amend the course resolutions; admission to candidature rules for the postgraduate Urban and Regional Planning degree.

The objective of this amendment is to make the degree entry requirements of the Master of Urban and Regional Planning (MURP) consistent with those of the Master of Urbanism (MU), as introduced in 2015. During the preparatory phase of the MU in 2014, it was agreed that (i) due to the need for increased spatial and design skills in our urban degrees, and (ii) recognising that other 1.5 year planning Master degrees in Australia required cognate or related degrees for entry (as well as some other Masters in the FADP), that entry to the MU and MURP should be based on having a degree in design, human geography or related field. This change also accords with the education policy for professional accreditation of the MU and MURP as required by the Planning Institute of Australia.

3. Details of amendment

6. Admission to candidature
(1) Available places will be offered to qualified applicants based on merit, according to the following admission criteria.
(2) Admission to the Graduate Certificate in Urban and Regional Planning requires a bachelor's degree from the University of Sydney or an equivalent qualification.
(3) Admission to the Graduate Diploma in Urban and Regional Planning requires:
    (a) a bachelor's degree from the University of Sydney or and equivalent qualification; or
    (b) Completion of the requirements of the embedded graduate certificate with a WAM of at least 70.
(4) Admission to the Master of Urban and Regional Planning requires:
    (a) a bachelor's degree in design, human geography or related field from the University of Sydney or an equivalent qualification with a credit average mark across all units; or
    (b) completion of the requirements of the embedded graduate diploma with a WAM of at least 70.
    (c) completion of the requirements of the embedded graduate certificate with a WAM of at least 70.

4. Transitional arrangements

9 Transitional Provisions
(1) These resolutions apply to students who commence their candidature after 1 January 2017 and students who commenced their candidature prior to 1 January 2017 who elect to proceed under these resolutions.
(2) Candidates who commenced prior to 1 January 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January 2019. The Faculty may specify a later date for completion or specify alterative requirements for completion of candidatures that extend beyond this time.

5. Other relevant information

6. Signature of Dean

Wendy Davis
Acting Dean
<table>
<thead>
<tr>
<th>1. Name of award course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Science in Medicine (Advanced)</td>
</tr>
<tr>
<td>Master of Science in Medicine</td>
</tr>
<tr>
<td>Graduate Diploma in Science in Medicine</td>
</tr>
<tr>
<td>Graduate Certificate in Science in Medicine</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Purpose of proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>The purpose of this proposal is to simplify the resolutions regarding admission to the Science in Medicine degrees for 2017 intake.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Details of amendment</th>
</tr>
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<tbody>
<tr>
<td>See below</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>4. Transitional arrangements</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Other relevant information</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
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<table>
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<tr>
<th>6. Signature of Dean</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Board</td>
</tr>
<tr>
<td>17 August 2016</td>
</tr>
</tbody>
</table>

Minor Course Amendment Proposal

Faculty: Sydney Medical School

Contact person: Associate Professor Annette Katelaris

1. Name of award course

2. Purpose of proposal

3. Details of amendment

4. Transitional arrangements

5. Other relevant information

6. Signature of Dean
Graduate Certificate in Medicine  
Graduate Diploma in Medicine  
Master of Medicine  
Master of Medicine (Advanced)  

Graduate Certificate in Science in Medicine  
Graduate Diploma in Science in Medicine  
Master of Science in Medicine  
Master of Science in Medicine (Advanced)

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2010 (the 'Coursework Rule'), the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism.

Course Resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GCMEDICI-02</td>
<td>Graduate Certificate in Medicine</td>
</tr>
<tr>
<td>GNMEDICI-02</td>
<td>Graduate Diploma in Medicine</td>
</tr>
<tr>
<td>MAMEDICI-04</td>
<td>Master of Medicine</td>
</tr>
<tr>
<td>MAMEDADV-01</td>
<td>Master of Medicine (Advanced)</td>
</tr>
</tbody>
</table>

2 Attendance pattern
The attendance pattern for this course is full time or part time according to candidate choice.

3 Master's type
The master’s degree in these resolutions is a professional master's course, as defined by the Coursework Policy.

4 Embedded courses in this sequence
(1) The embedded courses in this sequence are:
   (a) Graduate Certificate  
   (b) Graduate Diploma  
   (c) Master  
   (d) Master (Advanced)
(2) Providing candidates satisfy the admission requirements for each stage, a candidate may progress to the award of any of the courses in this sequence. Only the highest award completed will be conferred.

5 Streams
(1) Courses are available in the following streams:
   For medical graduates:
   (a) Clinical Neurophysiology  
   (b) Critical Care Medicine  
   (c) HIV, STIs and Sexual health  
   (d) Internal Medicine  
   (e) Maternal Foetal and Reproductive Medicine  
   (f) Metabolic Health  
   (g) Paediatric Medicine  
   (h) Pharmaceutical & Medical Device Development  
   (i) Psychiatry  
   (j) Sleep Medicine
   
   For non-medical graduates:
   (a) Clinical Neurophysiology  
   (b) Critical Care Medicine  
   (c) HIV, STIs and Sexual health  
   (d) Maternal Fetal and Reproductive Medicine
(2) Candidates may transfer between streams with approval from stream Head of Discipline.
(3) All of the degrees within this course shall be awarded in the stream in which the candidate enrolls. The testamur for the degree shall specify the stream.

6 Admission to candidature
(1) Available places will be offered to qualified applicants based on merit, according to the following admissions criteria. In exceptional circumstances the Dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.
(2) Admission to the Graduate Certificate in Medicine requires:
(a) a medical degree from the University of Sydney or equivalent qualification;
(3) Admission to the Graduate Diploma in Medicine requires:
(a) a medical degree from the University of Sydney or equivalent qualification.
(4) Admission to the Master of Medicine requires:
(a) a medical degree from the University of Sydney or an equivalent qualification.
(5) Admission to the Psychiatry stream requires:
(a) a medical degree from the University of Sydney or an equivalent qualification; and
(b) employment in an accredited psychiatry training position or equivalent experience.
(6) Admission to the Internal Medicine stream requires current medical registration in an Australian or New Zealand jurisdiction and current or prior employment in a clinical setting in an Australian or New Zealand jurisdiction.
(7) Admission to the Graduate Certificate in Science in Medicine requires:
(a) a bachelor’s or postgraduate degree in a health or science-related discipline from the University of Sydney or equivalent qualification; or
(b) for admission to HIV, STIs and Sexual Health and Sleep Medicine only, a minimum of 5 years professional work experience in a health related field or pass a preliminary examination(s) as prescribed by the Faculty.
(8) Admission to the Graduate Diploma in Science in Medicine will require:
(a) successful completion of the embedded Graduate Certificate in Science in Medicine; or
(b) a bachelor’s or postgraduate degree in a health or science-related discipline from the University of Sydney or equivalent qualification; or
(c) for admission to HIV, STIs and Sexual Health and Sleep Medicine only, a minimum of 5 years professional work experience in a health related field or pass a preliminary examination(s) as prescribed by the Faculty.
(9) Admission to the Master of Science in Medicine requires:
(a) successful completion of the requirements of the embedded Graduate Certificate in Science in Medicine or Graduate Diploma in Science in Medicine or equivalent qualification; or
(b) a bachelor’s or postgraduate degree in a health or science-related discipline with first or second class honours from the University of Sydney or an equivalent qualification; or
(c) A pass bachelor’s degree in a health discipline or an equivalent qualification. Applicants must have completed work equivalent to a first or second class honours bachelor’s degree or pass a preliminary examination(s) as prescribed by the Faculty.
and
(d) for admission to the Clinical Neurophysiology and Sleep Medicine streams, evidence of at least 12 months relevant work experience is also required.
(10) Admission to the Pharmaceutical & Medical Device Development stream requires:
(a) a bachelor’s or postgraduate degree in a health or science-related discipline.
(11) Admission to the Master of Medicine (Advanced) or the Master of Science in Medicine (Advanced) requires:
(a) The candidate to be enrolled in the Master of Medicine or the Master of Science in Medicine, as applicable;
(b) The candidate to have an average mark of at least 75 per cent in 24 credit points of compulsory and/or stream specific units of study; and
(c) Any other requirements as stated by the Faculty at the time of application.
7 Requirements for award
(1) The units of study that may be taken for the courses are set out in stream specific Table of Units of Study.
(2) To qualify for the award of the Graduate Certificate a candidate must complete 24 credit points, including:
   (a) 24 credit points of stream specific units of study;
(3) To qualify for the award of the Graduate Diploma in Medicine or the Graduate Diploma in Science in Medicine a candidate must complete 36 credit points, including:
   (a) 6 credit points of compulsory units of study, and
   (b) 24 credit points of stream specific units of study, and
   (c) 6 credit points of stream specific or general elective units of study;
(4) To qualify for the award of the Master of Medicine or the Master of Science in Medicine a candidate must complete 48 credit points, including:
   (a) 12 credit points of compulsory units of study, and
   (b) 24 credit points of stream specific units of study, and
   (c) 12 credit points of stream specific or general elective units of study.
(5) To qualify for the award of the Master of Medicine (Advanced) or Master of Science in Medicine (Advanced) a candidate must complete 60 credit points, including:
   (a) 48 credit points of study as required for the Master of Medicine or the Master of Science in Medicine, and
   (b) 12 credit points of project, dissertation or stream specific units of study.

8 Transitional Provisions
(1) These resolutions apply to persons who commenced their candidature after 1 January, 2017 and persons who commenced their candidature prior to 1 January, 2017 who formally elect to proceed under these resolutions.
(2) Candidates who commenced prior to 1 January, 2017 will complete the requirements for their candidature in accordance with the resolutions and course rules in force at the time of their commencement, provided that those requirements are completed by 1 January 2017. The Faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Minor Course Amendment Proposal

Faculty: Faculty of Nursing & Midwifery

Contact person: Ms Sarah Brown, Learning & Teaching Operations Manager

1. **Name of award course**

<table>
<thead>
<tr>
<th>Award Code</th>
<th>Award Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>GCCLINUR</td>
<td>Graduate Certificate in Clinical Nursing</td>
</tr>
<tr>
<td>GCCAHANU</td>
<td>Graduate Certificate in Cancer and Haematology Nursing</td>
</tr>
<tr>
<td>GCEMENUR</td>
<td>Graduate Certificate in Emergency Nursing</td>
</tr>
<tr>
<td>GCINCNUR</td>
<td>Graduate Certificate in Intensive Care Nursing</td>
</tr>
<tr>
<td>GCMENHUR</td>
<td>Graduate Certificate in Mental Health Nursing</td>
</tr>
<tr>
<td>GCPRHCA</td>
<td>Graduate Certificate in Primary Health Nursing</td>
</tr>
<tr>
<td>GNADNUPR</td>
<td>Graduate Diploma in Advanced Nursing Practice</td>
</tr>
<tr>
<td>GNCAHANU</td>
<td>Graduate Diploma in Cancer and Haematology Nursing</td>
</tr>
<tr>
<td>GNEMENUR</td>
<td>Graduate Diploma in Emergency Nursing</td>
</tr>
<tr>
<td>GNINCNUR</td>
<td>Graduate Diploma in Intensive Care Nursing</td>
</tr>
<tr>
<td>GNMEHNU</td>
<td>Graduate Diploma in Mental Health Nursing</td>
</tr>
<tr>
<td>GNPBHCA</td>
<td>Graduate Diploma in Primary Health Care Nursing</td>
</tr>
<tr>
<td>MAADNUPR</td>
<td>Master of Advanced Nursing Practice</td>
</tr>
<tr>
<td>MACAHANU</td>
<td>Master of Cancer and Haematology Nursing</td>
</tr>
<tr>
<td>MAEMENUR</td>
<td>Master of Emergency Nursing</td>
</tr>
<tr>
<td>MAINCNUR</td>
<td>Master of Intensive Care Nursing</td>
</tr>
<tr>
<td>MAEMHNU</td>
<td>Master of Mental Health Nursing</td>
</tr>
<tr>
<td>MAPRHCA</td>
<td>Master of Primary Health Care Nursing</td>
</tr>
<tr>
<td>MANUNUPR</td>
<td>Master of Nursing (Nurse Practitioner)</td>
</tr>
</tbody>
</table>

2. **Purpose of proposal**

   The Faculty of Nursing and Midwifery is seeking approval to amend the resolutions for several postgraduate degrees as outlined below. These amendments seek to provide clarity on admissions criteria for each speciality area as specified as well as English language requirements.

3. **Details of amendment**

   The Faculty of Nursing and Midwifery is seeking approval to amend the course resolutions as follows for the following postgraduate degrees:

   1. **Primary Health Care Nursing**
      - Graduate Certificate in Primary Health Nursing
      - Graduate Diploma in Primary Health Care Nursing
      - Master of Primary Health Care Nursing

   In clauses 5 (4) (c)-(d) and 5 (5) (c): Admission to candidature. These amendments are not material rather, seek to clarify entry requirements for applications that are completing the embedded program within the same discipline (as above for other speciality degrees).

   2. **Nurse Practitioner**
      - Master of Nursing (Nurse Practitioner)
In clause 4 (4): Admission to candidature. These amendments seek to clarify that qualifications other than the pre-registration nursing degree (or equivalent qualification) are required to have been completed within ten years prior to application.

3. Other specialty programs (as listed below)

Advanced Nursing Practice
- Graduate Certificate in Clinical Nursing
- Graduate Diploma in Advanced Nursing Practice
- Master of Advanced Nursing Practice

Cancer and Haematology Nursing
- Graduate Certificate in Cancer and Haematology Nursing
- Graduate Diploma in Cancer and Haematology Nursing
- Master of Cancer and Haematology Nursing

Emergency Nursing
- Graduate Certificate in Emergency Nursing
- Graduate Diploma in Emergency Nursing
- Master of Emergency Nursing

Intensive Care Nursing
- Graduate Certificate in Intensive Care Nursing
- Graduate Diploma in Intensive Care Nursing
- Master of Intensive Care Nursing

Mental Health Nursing
- Graduate Certificate in Mental Health Nursing
- Graduate Diploma in Mental Health Nursing
- Master of Mental Health Nursing

In clause 5 (2): Admission to candidature of each set of resolutions listed above. These amendments seek to clarify the degree of experience that applicants are required to demonstrate in order to gain admission to these degrees, including professional experience arrangements for international students (Cancer and Haematology Nursing, Emergency Nursing and Intensive Care Nursing).

In clauses 5 (4) (c)-(d) and 5(5) (c): Admission to candidature of each set of resolutions listed above. These amendments are not material rather; seek to clarify entry requirements for applicants that are completing the embedded program within the same discipline.

4. Faculty Resolutions

Part 1 (1): English language proficiency requirements (2) and (3): these amendments apply to all postgraduate courses at the Faculty of Nursing and Midwifery including the specialty programs listed above and the Master of Nursing (Graduate Entry).

These changes are not material in nature; they simply seek to reflect the requirements specified in the Coursework policy 2014 which state that applicants using IELTS as proof of English proficiency or, successful completion of an appropriate course at the University’s Centre for English Teaching must have completed either within two years prior to their application.

These amendments have been endorsed by the Faculty Curriculum Sub-Committee at its meeting on 13 July, 2016.
4. Transitional arrangements  
   N/A

5. Other relevant information  
   N/A

6. Signature of Dean  
Degree resolutions

Graduate Certificate in Primary Health Care Nursing

Graduate Diploma in Primary Health Care Nursing

Master of Primary Health Care Nursing

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GCPRHECA-01</td>
<td>Graduate Certificate in Primary Health Care Nursing</td>
</tr>
<tr>
<td>GNPRHECA-01</td>
<td>Graduate Diploma in Primary Health Care Nursing</td>
</tr>
<tr>
<td>MAPRHECA-01</td>
<td>Master of Clinical Primary Health Care Nursing</td>
</tr>
</tbody>
</table>

2 Attendance pattern

The attendance pattern for this course is full time or part time according to candidate choice, except for the Graduate Certificate which is part time only.

3 Master's type

The master's degree in these resolutions is an advanced learning master's course, as defined by the Coursework Rule.

4 Embedded courses in this sequence

(1) The embedded courses in this sequence are:
   (a) the Graduate Certificate in Primary Health Care Nursing
   (b) the Graduate Diploma in Primary Health Care Nursing
   (c) the Master of Primary Health Care Nursing

(2) Providing candidates satisfy the admission requirements for each stage, a candidate may progress to the award of any of the courses in this sequence. Only the longest award completed will be conferred.

5 Admission to candidature

(1) Available places will be offered to qualified applicants in the order in which complete applications are received, according to the following admissions criteria.

(2) Admission to each course requires the applicant to be registered to practise nursing in an Australian state or territory or the country in which they reside, and satisfy the English language proficiency requirements detailed in the faculty resolutions. Specific admission criteria for each course are below.

(3) Admission to the Graduate Certificate in Primary Health Care Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
   (b) a minimum of five years experience in nursing.
   (c) In exceptional circumstances the dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

(4) Admission to the Graduate Diploma in Primary Health Care Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
   (b) a minimum of five years experience in nursing; or
   (c) completion of the requirements of the embedded graduate certificate in this discipline from the University of Sydney, or equivalent qualification.
   (d) if the applicant does not satisfy paragraphs (a)-(c) they are required to have completed the requirements for an award course (without graduating) leading to an embedded graduate certificate in this discipline at the University of Sydney or equivalent qualification.
   (e) In exceptional circumstances the dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

(5) Admission to the Master of Primary Health Care Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification with a credit average; or
   (b) a graduate certificate or diploma in a nursing discipline from the University of Sydney or equivalent qualification; or
   (c) if the applicant does not satisfy paragraphs (a)-(b) they are required to have completed completion of the requirements for an award course (without graduating) leading to an embedded graduate certificate or graduate diploma in this discipline from the University of Sydney, or equivalent qualification.
   (d) In exceptional circumstances the dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

(6) Qualifications older than ten years will be considered subject to the applicant providing further information substantiating appropriate continuing education and development. In these cases, admission will be at the discretion of the Dean.
6 Requirements for award
(1) The units of study that may be taken for the courses are set out in the units of study table for Primary Health Care Nursing.
(2) To qualify for the award of the Graduate Certificate in Primary Health Care Nursing a candidate must complete 24 credit points of core units of study.
(3) To qualify for the award of the Graduate Diploma in Primary Health Care Nursing a candidate must complete 48 credit points of core units of study, including:
   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study.
(4) To qualify for the award of the Master of Primary Health Care Nursing a candidate must complete 60 credit points, including:
   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study; and
   (c) a 12 credit point capstone core unit of study.

7 Time limits
(1) A candidate must complete all the requirements for the Graduate Certificate in Primary Health Care Nursing within three calendar years of first enrolment, excluding periods of suspension.
(2) A candidate must complete all the requirements for the Graduate Diploma in Primary Health Care Nursing within four calendar years of first enrolment, excluding periods of suspension.
(3) A candidate must complete all the requirements for the Master of Primary Health Care Nursing within six calendar years of first enrolment, excluding periods of suspension.

8 Course transfer
A candidate for the master’s degree may elect to discontinue study and graduate with a shorter award from this embedded sequence, with the approval of the dean, and provided the requirements of the shorter award have been met.

9 Transitional Provisions
(1) These resolutions apply to students who commenced their candidature after 1 January, 2017 and students who commenced their candidature prior to 1 January, 2017 who elect to proceed under these resolutions.
(2) Candidates who commenced prior to 1 January, 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2022. The faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Master of Nursing (Nurse Practitioner)

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course resolutions

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<tbody>
<tr>
<td>MANUNJPR-02</td>
<td>Master of Nursing (Nurse Practitioner)</td>
</tr>
</tbody>
</table>

2 Attendance pattern

The attendance pattern for this course is full time or part time according to candidate choice.

3 Master’s type

This master’s degree is an advanced learning master’s course, as defined by the Coursework Rule.

4 Admission to candidature

(1) Available places will be offered to qualified applicants in the order in which complete applications are received, according to the following admission criteria.

(2) Admission to this course requires applicants to be registered to practise nursing in an Australian state or territory and satisfy the English language proficiency requirements detailed in the faculty resolutions. In addition, applicants are required to nominate a Primary Clinical Supervisor for the purpose of undertaking clinical components of this course.

(3) Admission to the Master of Nursing (Nurse Practitioner) requires:

(a) a pre-registration nursing degree from the University of Sydney or equivalent qualification with a credit average; or

(b) a graduate diploma with a credit average in a nursing discipline from the University of Sydney or equivalent qualification; and

(c) a minimum of a graduate certificate in:

(I) the area of clinical practice relevant to the Nurse Practitioner application; or

(II) another area, and be able to demonstrate advanced skills in the area of clinical practice relevant to the Nurse Practitioner application by portfolio and referee reports; and

(d) a minimum of five years full-time equivalent experience as a registered nurse, including three years full time experience as a registered nurse in a specialty area and one year full-time equivalent at an advanced level in the relevant specialty area of practice.

(4) Qualifications other than the pre-registration nursing degree or equivalent used as the basis of admission must have been completed less than ten years prior to application. Qualifications older than ten years will be considered subject to the applicant providing further information substantiating appropriate continuing education and development. In these cases, admission will be at the discretion of the Dean.

5 Requirements for award

(1) The units of study that may be taken for the course are set out in the Units of Study table for the Master of Nursing (Nurse Practitioner).

(2) To qualify for the award of the Master of Nursing (Nurse Practitioner) a candidate must complete 72 credit points, including:

(a) 54 credit points of core units of study; and

(b) six credit points of elective units of study; and

(c) a 12 credit point capstone experience unit of study.

(3) Candidates are required to attend clinical simulation and fieldwork as prescribed. Where appropriate, the faculty may require individual candidates to undertake further or remedial theoretical, clinical or practical study in addition to the above requirements.

6 Time limits

A candidate must complete all the requirements for the course within seven and a half calendar years of first enrolment, excluding periods of suspension.

7 Transitional provisions

(1) These resolutions apply to students who commenced their candidature after 1 January, 2017 and students who commenced their candidature prior to 1 January, 2017 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2022. The faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Clinical Nursing and Advanced Nursing Practice

Graduate Certificate in Clinical Nursing
Graduate Diploma in Advanced Nursing Practice
Master of Advanced Nursing Practice

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course resolutions

1 Course codes

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<thead>
<tr>
<th>Code</th>
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<tr>
<td>GCCLINUR-02</td>
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<tr>
<td>GNADNUPR-01</td>
<td>Graduate Diploma in Advanced Nursing Practice</td>
</tr>
<tr>
<td>MAADNUPR-01</td>
<td>Master of Advanced Nursing Practice</td>
</tr>
</tbody>
</table>

2 Attendance pattern
The attendance pattern for this course is full time or part time according to candidate choice, except for the Graduate Certificate which is part time only.

3 Master's type
The master's degree in these resolutions is an advanced learning master's course, as defined by the Coursework Rule.

4 Embedded courses in this sequence
(1) The embedded courses in this sequence are:
   (a) the Graduate Certificate in Clinical Nursing
   (b) the Graduate Diploma in Advanced Nursing Practice
   (c) the Master of Advanced Nursing Practice
(2) Providing candidates satisfy the admission requirements for each stage, a candidate may progress to the award of any of the courses in this sequence. Only the longest award completed will be conferred.

5 Admission to candidature
(1) Available places will be offered to qualified applicants in the order in which complete applications are received, according to the following admissions criteria.
(2) Admission to each course requires the applicant to be registered to practise nursing in an Australian state or territory or the country in which they reside, and satisfy the English language proficiency requirements detailed in the faculty resolutions.
(3) Admission to the Graduate Certificate in Clinical Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
   (b) a minimum of five years experience as a registered nurse.
   (c) In exceptional circumstances the Dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.
(4) Admission to the Graduate Diploma in Advanced Nursing Practice requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
   (b) a minimum of five years experience as a registered nurse; or
   (c) completion of the requirements of the embedded graduate certificate or graduate diploma in this discipline from the University of Sydney, or equivalent qualification; or
   (d) if the applicant does not satisfy paragraphs (a)-(c) they are required to have completed the requirements for an award course (without graduating) leading to an embedded graduate certificate in this discipline at the University of Sydney or equivalent qualification.
   (e) In exceptional circumstances the Dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.
(5) Admission to the Master of Advanced Nursing Practice requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification with a credit average; or
   (b) a graduate diploma or graduate certificate in a nursing discipline from the University of Sydney or equivalent qualification; or
   (c) if the applicant does not satisfy paragraphs (a)-(b) they are required to have completed completion of the requirements for an award course (without graduating) leading to an embedded graduate certificate or graduate diploma from the University of Sydney, or equivalent qualification.
(6) Qualifications used as the basis of admission must have been completed less than ten years prior to application. Qualifications older than ten years will be considered subject to the applicant providing further information substantiating appropriate continuing education and development. In these cases, admission will be at the discretion of the Dean.

6 Requirements for award
(1) The units of study that may be taken for the courses are set out in the Units of Study table for Advanced Nursing Practice.
(2) To qualify for the award of the Graduate Certificate in Clinical Nursing a candidate must complete 24 credit points of core units of study.
To qualify for the award of the Graduate Diploma in Advanced Nursing Practice a candidate must complete 48 credit points, including:
(a) 36 credit points of core units of study; and
(b) 12 credit points of elective units of study.
To qualify for the award of the Master of Advanced Nursing Practice a candidate must complete 60 credit points, including:
(a) 36 credit points of core units of study; and
(b) 12 credit points of elective units of study; and
(c) a 12 credit point capstone core unit of study.
Candidates are required to attend clinical simulation and fieldwork as prescribed. Where appropriate, the faculty may require individual candidates to undertake further or remedial theoretical, clinical or practical study in addition to the above requirements.

7 Time limits
(1) A candidate must complete all the requirements for the Graduate Certificate within three calendar years of first enrolment, excluding periods of suspension.
(2) A candidate must complete all the requirements for the Graduate Diploma within four calendar years of first enrolment, excluding periods of suspension.
(3) A candidate must complete all the requirements for the Master's degree within six calendar years of first enrolment, excluding periods of suspension.

8 Course transfer
A candidate for the master's degree or graduate diploma may elect to discontinue study and graduate with a shorter award from this embedded sequence, with the approval of the Dean, and provided the requirements of the shorter award have been met.

9 Transitional provisions
(1) These resolutions apply to students who commenced their candidature after 1 January, 2017 and students who commenced their candidature prior to 1 January, 2017 who elect to proceed under these resolutions.
(2) Candidates who commenced prior to 1 January, 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2022. The faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Graduate Certificate in Cancer and Haematology Nursing

Graduate Diploma in Cancer and Haematology Nursing

Master of Cancer and Haematology Nursing

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course resolutions

1 Course codes

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<td>GCCAHANU-01</td>
<td>Graduate Certificate in Cancer and Haematology Nursing</td>
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<tr>
<td>GNCAHANU-01</td>
<td>Graduate Diploma in Cancer and Haematology Nursing</td>
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<tr>
<td>MACAHANU-01</td>
<td>Master of Cancer and Haematology Nursing</td>
</tr>
</tbody>
</table>

2 Attendance pattern

The attendance pattern for this course is full time or part time according to candidate choice, except for the Graduate Certificate which is part time only.

3 Master's type

The master's degree in these resolutions is an advanced learning master's course, as defined by the Coursework Rule.

4 Embedded courses in this sequence

(1) The embedded courses in this sequence are:
   (a) the Graduate Certificate in Cancer and Haematology Nursing
   (b) the Graduate Diploma in Cancer and Haematology Nursing
   (c) the Master of Cancer and Haematology Nursing

(2) Providing candidates satisfy the admission requirements for each stage, a candidate may progress to the award of any of the courses in this sequence. Only the longest award completed will be conferred.

5 Admission to candidature

(1) Available places will be offered to qualified applicants in the order in which complete applications are received, according to the following admission criteria.

   (2) Admission to each course requires the applicant to be registered to practise nursing in an Australian state or territory, or country in which they reside, and satisfy the English language proficiency requirements detailed in the faculty resolutions. In addition to these requirements, domestic applicants are required to have a minimum of one years experience working as a Registered Nurse and be working in cancer and haematology. International applicants are required to have a minimum of one years experience in cancer and haematology nursing.

(3) Admission to the Graduate Certificate in Cancer and Haematology Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
   (b) a minimum of five years experience as a registered nurse.

   (c) In exceptional circumstances the Dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

(4) Admission to the Graduate Diploma in Cancer and Haematology Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
   (b) a minimum of five years experience as a registered nurse; or
   (c) completion of the requirements of the embedded graduate certificate in this discipline from the University of Sydney, or equivalent qualification;
   (d) a graduate certificate in this discipline from the University of Sydney or equivalent qualification; or
   (e) if the applicant does not satisfy paragraphs (a)-(c), they are required to have completed the requirements for an award course (without graduating) leading to an embedded graduate certificate in this discipline at the University of Sydney or equivalent qualification.
   (f) In exceptional circumstances the Dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

(5) Admission to the Master of Cancer and Haematology Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification with a credit average; or
   (b) a graduate diploma or graduate certificate in this discipline from the University of Sydney or equivalent qualification; or
   (c) if the applicant does not satisfy paragraphs (a)-(b) they are required to have completed the requirements for an award course (without graduating) leading to completion of the requirements of the embedded graduate certificate or graduate diploma without graduating in this discipline from the University of Sydney, or equivalent qualification.

(6) Qualifications used as the basis of admission must have been completed less than ten years prior to application. Qualifications older than ten years will be considered subject to the applicant providing further information substantiating appropriate continuing education and development. In these cases, admission will be at the discretion of the Dean.
6 Requirements for award

(1) The units of study that may be taken for the courses are set out in the Units of Study table for Cancer and Haematology Nursing.

(2) To qualify for the award of the Graduate Certificate in Cancer and Haematology Nursing a candidate must complete 24 credit points of core units of study.

(3) To qualify for the award of the Graduate Diploma in Cancer and Haematology Nursing a candidate must complete 48 credit points, including:

   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study.

(4) To qualify for the award of the Master of Cancer and Haematology Nursing a candidate must complete 60 credit points, including:

   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study; and
   (c) a 12 credit point capstone core unit of study.

7 Time limits

(1) A candidate must complete all the requirements for the Graduate Certificate within three calendar years of first enrolment, excluding periods of suspension.

(2) A candidate must complete all the requirements for the Graduate Diploma within four calendar years of first enrolment, excluding periods of suspension.

(3) A candidate must complete all the requirements for the Master's degree within six calendar years of first enrolment, excluding periods of suspension.

8 Course transfer

A candidate for the master's degree or graduate diploma may elect to discontinue study and graduate with a shorter award from this embedded sequence, with the approval of the Dean, and provided the requirements of the shorter award have been met.

9 Transitional provisions

(1) These resolutions apply to students who commenced their candidature after 1 January, 2016 and students who commenced their candidature prior to 1 January, 2016 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 2016 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2022. The faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Graduate Certificate in Emergency Nursing

Graduate Diploma in Emergency Nursing

Master of Emergency Nursing

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

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<td>GCEMENUR-02</td>
<td>Graduate Certificate in Emergency Nursing</td>
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<tr>
<td>GNEMENUR-02</td>
<td>Graduate Diploma in Emergency Nursing</td>
</tr>
<tr>
<td>MAEMENUR-02</td>
<td>Master of Emergency Nursing</td>
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</table>

2 Attendance pattern

The attendance pattern for this course is full time or part time according to candidate choice, except for the Graduate Certificate which is part time only.

3 Master's type

The master's degree in these resolutions is an advanced learning master's course, as defined by the Coursework Rule.

4 Embedded courses in this sequence

1. The embedded courses in this sequence are:
   (a) the Graduate Certificate in Emergency Nursing
   (b) the Graduate Diploma in Emergency Nursing
   (c) the Master of Emergency Nursing

2. Providing candidates satisfy the admission requirements for each stage, a candidate may progress to the award of any of the courses in this sequence. Only the longest award completed will be conferred.

5 Admission to candidature

1. Available places will be offered to qualified applicants in the order in which complete applications are received, according to the following admission criteria.

2. Admission to each course requires the applicant to be registered to practice nursing in an Australian state or territory, or country in which they reside, and satisfy the English language proficiency requirements detailed in the faculty resolutions. In addition to these requirements, domestic applicants are required to have at least 1 year of experience as a registered nurse and be working in emergency nursing.

3. Admission to the Graduate Diploma in Emergency Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
   (b) a minimum of five years experience as a registered nurse.

4. Admission to the Graduate Certificate in Emergency Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
   (b) a minimum of five years experience as a registered nurse; or
   (c) In exceptional circumstances the dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

5. Admission to the Master of Emergency Nursing requires:
   (a) a pre-registration nursing degree from the University of Sydney or equivalent qualification with a credit average; or
   (b) a graduate diploma or graduate certificate in a nursing discipline from the University of Sydney or equivalent qualification; or
(c) if the applicant does not satisfy paragraphs (a)-(b) they are required to have completed the requirements for an award course (without graduating) leading to an completion of the requirements of the embedded graduate certificate or graduate diploma without graduating in this discipline from the University of Sydney, or equivalent qualification.

(6) Qualifications used as the basis of admission must have been completed less than ten years prior to application. Qualifications older than ten years will be considered subject to the applicant providing further information substantiating appropriate continuing education and development. In these cases, admission will be at the discretion of the Dean.

6 Requirements for award

(1) The units of study that may be taken for the courses are set out in the Units of Study table for Emergency Nursing.

(2) To qualify for the award of the Graduate Certificate in Emergency Nursing a candidate must complete 24 credit points of core units of study.

(3) To qualify for the award of the Graduate Diploma in Emergency Nursing a candidate must complete 48 credit points including:

   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study.

(4) To qualify for the award of the Master of Emergency Nursing a candidate must complete 60 credit points, including:

   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study; and
   (c) a 12 credit point capstone core unit of study.

(5) Candidates are required to complete clinical assessments as prescribed in order to successfully meet the requirements for passing the unit of study. Where appropriate, the faculty may require individual candidates to undertake further or remedial theoretical, clinical or practical study in addition to the above requirements.

7 Time limits

(1) A candidate must complete all the requirements for the graduate certificate within three calendar years of first enrolment, excluding periods of suspension.

(2) A candidate must complete all the requirements for the graduate diploma within four calendar years of first enrolment, excluding periods of suspension.

(3) A candidate must complete all the requirements for the master's degree within six calendar years of first enrolment, excluding periods of suspension.

8 Course transfer

A candidate for the master's degree or graduate diploma may elect to discontinue study and graduate with a shorter award from this embedded sequence, with the approval of the Dean, and provided the requirements of the shorter award have been met.

9 Transitional provisions

(1) These resolutions apply to students who commenced their candidature after 1 January, 2017 and students who commenced their candidature prior to 1 January, 2017 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2022. The faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Specific admission criteria for each course are below.

(a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
(b) the Graduate Diploma in Intensive Care Nursing
(c) In exceptional circumstances the dean may admit applicants without these qualifications who, in the opinion of the faculty, have

Attendance pattern
The attendance pattern for this course is full time or part time according to candidate choice, except for the Graduate Certificate which is part time only.

Master's type
The master's degree in these resolutions is an advanced learning master's course, as defined by the Coursework Rule.

Embedded courses in this sequence
(1) The embedded courses in this sequence are:
(a) the Graduate Certificate in Intensive Care Nursing
(b) the Graduate Diploma in Intensive Care Nursing
(c) the Master of Intensive Care Nursing
(2) Providing candidates satisfy the admission requirements for each stage, a candidate may progress to the award of any of the courses in this sequence. Only the longest award completed will be conferred.

Admission to candidature
(1) Available places will be offered to qualified applicants in the order in which complete applications are received, according to the following admission criteria.
(2) Admission to each course requires the applicant to be registered to practise nursing in an Australian state or territory, or country in which they reside, and satisfy the English language proficiency requirements detailed in the faculty resolutions. In addition to these requirements, domestic applicants are required to have at least 1 year of experience as a registered nurse and be working in an intensive care unit. Domestic applicants are required to have completed the requirements of the embedded graduate certificate in this discipline from the University of Sydney or equivalent qualification, or have working in an intensive care unit, and provide a statement of support from their supervisor or Nursing Unit Manager in order to undertake the required clinical assessments. International applicants are required to have a minimum of one year's experience in Intensive Care Nursing. International students who wish to return to their home country at the end of their first full-time year to complete their intensive care clinical assessment tasks should provide a statement of support from their workplace in their home country in order to undertake the required clinical assessments with their application. It is also possible for international students to apply without a statement of support form if they prefer to complete the clinical assessments under simulated conditions in the faculty. Specific admission criteria for each course are below.
(3) Admission to the Graduate Certificate in Intensive Care Nursing requires:
(a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
(b) a minimum of five years experience as a registered nurse.
(c) In exceptional circumstances the dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.
(4) Admission to the Graduate Diploma in Intensive Care Nursing requires:
(a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
(b) a minimum of five years experience as a registered nurse; or
(c) completion of the requirements of the embedded graduate certificate in this discipline from the University of Sydney or equivalent qualification; or
(d) if the applicant does not satisfy paragraphs (a)-(c) they are required to have completed the requirements for an award course (without graduating) leading to an embedded graduate certificate in this discipline at the University of Sydney or equivalent qualification.
(e) In exceptional circumstances the dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.
(5) Admission to the Master of Intensive Care Nursing requires:
(a) a pre-registration nursing degree from the University of Sydney or equivalent qualification with a credit average; or
(b) a graduate diploma or graduate certificate in this discipline from the University of Sydney or equivalent qualification; or
(c) completion of the requirements of the embedded graduate certificate or graduate diploma without graduating in this discipline from the University of Sydney, or equivalent qualification. If the applicant does not satisfy paragraphs (a)-(b) they are required to have completed the requirements for an award course (without graduating) leading to an embedded graduate certificate or graduate diploma in this discipline at the University of Sydney or equivalent qualification.

(6) Qualifications used as the basis of admission must have been completed less than ten years prior to application. Qualifications older than ten years will be considered subject to the applicant providing further information substantiating appropriate continuing education and development. In these cases, admission will be at the discretion of the dean.

6 Requirements for award

(1) The units of study that may be taken for the courses are set out in the Units of Study table for Intensive Care Nursing.

(2) To qualify for the award of the Graduate Certificate in Intensive Care Nursing a candidate must complete 24 credit points of core units of study.

(3) To qualify for the award of the Graduate Diploma in Intensive Care Nursing a candidate must complete 48 credit points of core units of study, including:
   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study.

(4) To qualify for the award of the Master of Intensive Care Nursing a candidate must complete 60 credit points, including:
   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study; and
   (c) a 12 credit point capstone core unit of study.

(5) Candidates are required to complete clinical assessments as prescribed in order to successfully meet the requirements for passing the unit of study. Where appropriate, the faculty may require individual candidates to undertake further or remedial theoretical, clinical or practical study in addition to the above requirements.

7 Time limits

(1) A candidate must complete all the requirements for the Graduate Certificate within three calendar years of first enrolment, excluding periods of suspension.

(2) A candidate must complete all the requirements for the Graduate Diploma within four calendar years of first enrolment, excluding periods of suspension.

(3) A candidate must complete all the requirements for the Master’s degree within six calendar years of first enrolment, excluding periods of suspension.

8 Course transfer

A candidate for the master’s degree or graduate diploma may elect to discontinue study and graduate with a shorter award from this embedded sequence, with the approval of the Dean, and provided the requirements of the shorter award have been met.

9 Transitional provisions

(1) These resolutions apply to students who commenced their candidature after 1 January, 2017 and students who commenced their candidature prior to 1 January, 2017 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2022. The faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Graduate Certificate in Mental Health Nursing

Graduate Diploma in Mental Health Nursing

Master of Mental Health Nursing

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the University policy on Academic Dishonesty and Plagiarism.

Course resolutions

1 Course codes

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<td>GNHNNUR-02</td>
<td>Graduate Diploma in Mental Health Nursing</td>
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<td>NAMEHNNUR-02</td>
<td>Master of Mental Health Nursing</td>
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2 Attendance pattern

The attendance pattern for this course is full time or part time according to candidate choice, except for the Graduate Certificate which is part time only.

3 Master's type

The master's degree in these resolutions is an advanced learning master's course, as defined by the Coursework Rule.

4 Embedded courses in this sequence

(1) The embedded courses in this sequence are:

(a) the Graduate Certificate in Mental Health Nursing
(b) the Graduate Diploma in Mental Health Nursing
(c) the Master of Mental Health Nursing

(2) Providing candidates satisfy the admission requirements for each stage, a candidate may progress to the award of any of the courses in this sequence. Only the longest award completed will be conferred.

5 Admission to candidature

(1) Available places will be offered to qualified applicants in the order in which complete applications are received, according to the following admissions criteria.

(2) Admission to each course requires the applicant to be registered to practise nursing in an Australian state or territory, or country in which they reside, and satisfy the English language proficiency requirements detailed in the faculty resolutions. In addition to these requirements, domestic applicants are required to have a minimum of one year's experience working as a registered nurse, and be working primarily in the provision of care to people with mental health problems. International applicants are required to have a minimum of one year's experience in Mental Health Nursing. Specific admission criteria for each course are below.

(3) Admission to the Graduate Certificate in Mental Health Nursing requires:

(a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
(b) a minimum of five years experience as a registered nurse.

(c) In exceptional circumstances the dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

(4) Admission to the Graduate Diploma in Mental Health Nursing requires:

(a) a pre-registration nursing degree from the University of Sydney or equivalent qualification; or
(b) a minimum of five years experience as a registered nurse; or
(c) completion of the requirements of the embedded graduate certificate in this discipline from the University of Sydney, or equivalent qualification.

(d) if the applicant does not satisfy paragraphs (a)-(c), they are required to have completed the requirements for an award course (without graduating) leading to an embedded graduate certificate in this discipline at the University of Sydney or equivalent qualification.

(e) In exceptional circumstances the dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

(5) Admission to the Master of Mental Health Nursing requires:

(a) a pre-registration nursing degree from the University of Sydney or equivalent qualification with a credit average; or
(b) a graduate diploma or graduate certificate in a nursing discipline from the University of Sydney or equivalent qualification; or
(c) if the applicant does not satisfy paragraphs (a)-(b), they are required to have completed completion of the requirements for an award course (without graduating) leading to an embedded graduate certificate or graduate diploma in this discipline from the University of Sydney, or equivalent qualification.

(6) Qualifications used as the basis of admission must have been completed less than ten years prior to application. Qualifications older than ten years will be considered subject to the applicant providing further information substantiating appropriate continuing education and development. In these cases, admission will be at the discretion of the Dean.
6 Requirements for award
(1) The units of study that may be taken for the courses are set out in the Units of Study table for Mental Health Nursing.
(2) To qualify for the award of the Graduate Certificate in Mental Health Nursing a candidate must complete 24 credit points of core units of study.
(3) To qualify for the award of the Graduate Diploma in Mental Health Nursing a candidate must complete 48 credit points of core units of study, including:
   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study.
(4) To qualify for the award of the Master of Mental Health Nursing a candidate must complete 60 credit points, including:
   (a) 36 credit points of core units of study; and
   (b) 12 credit points of elective units of study; and
   (c) a 12 credit point capstone unit of study.
(5) Candidates are required to complete clinical assessments as prescribed in order to successfully meet the requirements for passing the unit of study. Where appropriate, the faculty may require individual candidates to undertake further or remedial theoretical, clinical or practical study in addition to the above requirements.

7 Time limits
(1) A candidate must complete all the requirements for the Graduate Certificate within two and a half calendar years of first enrolment, excluding periods of suspension.
(2) A candidate must complete all the requirements for the Graduate Diploma within four calendar years of first enrolment, excluding periods of suspension.
(3) A candidate must complete all the requirements for the Master's degree within five calendar years of first enrolment, excluding periods of suspension.

8 Course transfer
A candidate for the master's degree or graduate diploma may elect to discontinue study and graduate with a shorter award from this embedded sequence, with the approval of the Dean, and provided the requirements of the shorter award have been met.

9 Transitional provisions
(1) These resolutions apply to students who commenced their candidature after 1 January, 2017 and students who commenced their candidature prior to 1 January, 2017 who elect to proceed under these resolutions.
(2) Candidates who commenced prior to 1 January, 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2022. The faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Resolutions of the Faculty of Nursing and Midwifery for coursework awards

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2000 (the ‘Coursework Rule’), the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended), the University policy on Academic Dishonesty and Plagiarism and the Sydney Nursing School Clinical Policy.

Part 1: Course enrolment

1 English language proficiency requirements

(1) Applicants who have completed an undergraduate course: an Australian Educational qualification equivalent to a completed NSW HSC or at least one year of full-time tertiary studies where the language of instruction and assessment is in English are deemed to have met English language requirements. Where an applicant does not meet this requirement, proof of English language proficiency will need to include:
   (a) an IELTS overall band score of 7.0 with a minimum of 7.0 in each band, or equivalent score in another recognised test completed in the two years prior to their application; or
   (b) satisfactory completion of an appropriate course at the University’s Centre for English Teaching in the past two years at the time of enrolment; or
   (c) a record of satisfactory achievement in secondary/tertiary studies in an English speaking country, or in a secondary/tertiary institution where the language of instruction was in English (i.e. where the applicant has completed senior secondary study or at least one year of full-time university study), within the past two years at the time of enrolment.
   (d) In addition, for pre-registration courses, external bodies such as the Australian Health Practitioner Regulation Agency may specify additional English language proficiency requirements for professional registration.

The Academic Board Postgraduate English Language Requirements policy outlines English language requirements for admission to Postgraduate courses.

(2) Applicants The faculty requires an IELTS overall band score of 7.0 with a minimum of 7.0 in each band, or equivalent score in another recognised test completed in the two years prior to their application; or

(3) successful completion of an appropriate course at the University’s Centre for English Teaching in the two years prior to their application.

(3) For admission to postgraduate courses, proof of English language proficiency may also be provided through a record of satisfactory achievement in tertiary studies in which the language of the institution was English and the language of instruction, examination and assessment was English. The faculty defines satisfactory achievement as:
   (a) a three year degree, completed no more than five years prior to commencement; or
   (b) a degree of two or more years duration, completed no more than three years prior to commencement.

(4) For admission to post-registration postgraduate courses, proof of English Language proficiency may also be provided by a record of current registration with the Australian Health Practitioner Regulation Agency (AHPRA) as a (Division 1) Registered Nurse and proof of current employment in this capacity at an appropriate health facility.

2 Clinical Requirements

(1) Students may be required to complete professional experience (clinical placements) and laboratory sessions as prescribed by the Faculty.

(2) New South Wales Ministry of Health, and other government agencies require students to comply with relevant policies prior to being given access to their facilities for clinical placements.

(3) At the time of enrolment students will also need to sign a statement agreeing not to disclose personal information obtained during clinical placements relating to patients and staff employed by NSW Ministry of Health or other government and non-government services/agencies.
   (a) Students will be notified at the point of enrolment, of the policies with which they will be required to comply.
   (b) Students must demonstrate compliance with those policies by the Census Date. The Dean may grant an extension of time in exceptional circumstances.
   (c) Policies may be introduced or varied from time to time, and students will be notified of any new or varied obligations that result from policy changes, and will be required to comply with such changes as they occur.

3 Enrolment restrictions

(1) Except as with the permission of the delegated academic a student may not enrol in units of study with a total value of more than:
   (a) 24 credit points in either semester one or two; or
   (b) 18 credit points in the summer session; or
   (c) 12 credit points in the winter session.

(2) Except as with the permission of the delegated academic a student may not enrol in units of study with a total value of less than 12 credit points in either semester one or two.

4 Suspension, discontinuation and lapse of candidature

The Coursework Rule specifies the conditions for suspending or discontinuing candidature, and return to candidature after these events. The Rule also defines the circumstances when candidature is deemed to have lapsed. Students should pay careful attention to the significant dates in these processes and their effect on results and financial liability.

5 Credit for previous study

(1) The award of credit for previous study toward courses in the Faculty of Nursing and Midwifery will be consistent with the Coursework Rule. In addition:
   (a) Credit toward nursing units in the professional master's course will not be granted for recognised prior learning older than five years at the time of first enrolment.
(a) A student who has conditions imposed on their registration as a student under this Law may be unable to make satisfactory progress
(1) Students must continue to comply with required NSW Ministry of Health and other relevant policies throughout their candidature.
Clinical Requirements
(2) In addition, students must meet all requirements of off-campus clinical placement components of any unit of study undertaken. Performance
Part 4: Progression, Results and Graduation
(1) The faculty will monitor students for satisfactory progress towards the completion of their award course. In addition to the common
Part 2: Unit of study enrolment
(2) Students who have successfully requested Special Consideration may be allowed to sit an exam or submit required work on an alternative
Cross-institutional study
(1) The Dean may permit a student to complete a unit of study at another institution and have that unit credited to the student's course
(2) Any variations from the above rules on credit for previous study are specified in the course resolutions.
Part 3: Studying and Assessment
Satisfactory progress
(1) The faculty will monitor students for satisfactory progress towards the completion of their award course. In addition to the common
Clinical Requirements
(1) Students must continue to comply with required NSW Ministry of Health and other relevant policies throughout their candidature.
(2) Preregistration students must maintain Student Registration with the National Nurses and Midwives Board of Australia as outlined in the

Cross-institutional study
(1) The Dean may permit a student to complete a unit of study at another institution and have that unit credited to the student's course
requirements, provided that:
(a) the resolotions of the student's course of enrolment do not specifically exclude cross-institutional study; and
(b) the unit of study content is not taught in any corresponding unit of study at the University; or
(c) the student is unable, for good reason, to attend a corresponding unit of study at the University.
(2) Cross-institutional study is another form of credit and this will be taken into consideration when considering eligibility.

Satisfactory progress
(1) The faculty will monitor students for satisfactory progress towards the completion of their award course. In addition to the common
triggers used to identify students not meeting academic progression requirements (as defined by the Progression requirements of the

Part 3: Studying and Assessment
Attendance
(1) Students are required to be in attendance at the correct time and place of any formal or informal examinations. Non attendance on any
grounds insufficient to claim Special Consideration will result in the forfeiture of marks associated with the assessment and may result in an
Absent Fail for the unit of study. Participation in a minimum number of assessment items may be included in the requirements specified for a unit of study.
(2) Students are expected to attend 100% of clinical placement activities and a minimum of 90% of timetabled activities for a unit of study,
unless granted exemption by the Dean. The Dean may determine that a student fails a unit of study because of inadequate attendance. Alternatively, at their discretion, they may set additional assessment items where attendance is lower than 90%.
Late submission policy
(1) It is expected that unless Special Consideration or an extension has been granted, students will submit all assessment for a unit of study on the specified due date. If the assessment is completed or submitted within the period of extension, no academic penalty will be applied to that piece of assessment.
(2) If an extension is either not sought, not granted or is granted but work is submitted after the extended due date, the late submission of assessment will result in an academic penalty as follows:
(a) For work submitted after the deadline but up to seven calendar days late, a penalty of 2 per cent per day of the maximum mark awardable for the assignment will apply.
(b) For work submitted after seven calendar days and less than two weeks after the deadline, a penalty of 5 per cent per day of the maximum mark awardable for the assignment will apply.
(c) Work submitted more than two weeks after deadline will be awarded a zero mark.

Special Consideration for illness, injury or misadventure
(1) Special Consideration is a process that affords equal opportunity to students who have experienced circumstances that adversely impact their ability to adequately complete an assessment task in a unit of study. The Coursework Rule provides full details of the University policy. The procedures for applying for Special Consideration are described in each unit of study outline.
(2) Where students are unable to complete a clinical placement due to illness, injury or misadventure and Special Consideration has been granted, they will be required to make up for all the missed time.
Re-assessment
(1) The faculty does not offer opportunities for re-assessment other than on the grounds of approved Special Consideration.
(2) Students who have successfully requested Special Consideration may be allowed to sit an exam or submit required work on an alternative date determined by the faculty. In normal circumstances, further sittings of end of semester examinations will be scheduled during the two weeks following the University's formal examination period. Students should be given at least three days notice of the timing of a test. Marks will be awarded at full value for re-assessment where Special Consideration is approved. Non-submission of work or non-attendance at exams by the agreed time will be considered a failure of the assessment item.

Clinical Requirements
(1) Students must continue to comply with required NSW Ministry of Health and other relevant policies throughout their candidature.
(2) Preregistration students must maintain Student Registration with the National Nurses and Midwives Board of Australia as outlined in the Health Practitioner Regulation National Law.
(a) A student who has conditions imposed on their registration as a student under this Law may be unable to make satisfactory progress in the award course and may be required to attend a Professional Standards Sub-Committee hearing. In cases where conditions imposed on registration prohibit the student from completing professional clinical placements, the student may be unable to make
satisfactory progress in the award course and may need to show good cause as to why they should be permitted to continue with the degree.

(b) A student who has their Student Registration removed by the National Nurses and Midwives Board of Australia may be unable to make satisfactory progress in the award course and may be required to discontinute their enrolment in the award course.

(3) A student whose conduct is deemed to be unsatisfactory at any time during a clinical placement may have that placement terminated, may be failed in that unit of study by the Faculty, and may be required to attend a Professional Standards Sub-Committee hearing.

(4) A student whose behaviour, performance or character is considered to be incompatible with the safe and professional practice of nurses and midwives, or commits any serious breach of the ethical standards required for the professional practice of nursing, or is convicted of an indictable offence, may be required to attend a Faculty Professional Standards Subcommittee hearing.

(5) Where students are required to appear before the Professional Standards Sub-Committee, the committee may:

(a) require the student to undertake units of study or clinical practice or other requirements in addition to the minimum credit point value for the degree; and/or

(b) ask the student to show good cause as to why they should be allowed to continue in the degree.

14 Weighted average mark (WAM)

The University has a formula for calculating a Weighted Average Mark and this is defined in the University Glossary. WAMs are used by the University as one indicator of performance. For example, WAMs can be used in assessing admission to and award of honours, eligibility for prizes and scholarships, or assessing progression through a course.

Part 5: Other

15 Transitional provisions

(1) These resolutions apply to students who commenced their candidature after 1 January, 2016 and students who commenced their candidature prior to 1 January, 2016 who elect to proceed under these resolutions.

(2) Students who commenced prior to 1 January, 2016 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2021. The faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
RECOMMENDATION

The Academic Board to note the report from meeting of the Undergraduate Studies Committee held on 27th July 2016, and:

1. approve the proposal from the Sydney Conservatorium of Music to amend the Bachelor of Music Studies/Doctor of Medicine; and approve the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017.

2. approve 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); 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.

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

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

5. approve the proposal from the Faculty of Architecture, Design and Planning to amend the Bachelor of Design in Architecture; and approve the amendment of the table of Units of Study arising from this proposal, with effect from 1 January 2017.

6. approve the proposal from the Faculty of Architecture, Design and Planning to amend the Bachelor of Design Computing; and approve the amendment of the table of Units of Study arising from this proposal, with effect from 1 January 2017.

7. approve the proposal from the Faculty of Nursing and Midwifery to amend the Bachelor of Nursing (Honours); and approve the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017.

8. approve the proposal from the Faculty of Engineering and Information Technologies to amend the Bachelor of Project Management; and approve the amendment of the table of Units of Study, with effect from 1 January 2017.

9. approve the proposal from the Faculty of Engineering and Information Technologies to amend the Bachelor of Engineering Honours (and combined courses); approve the amendment of the Faculty Resolutions arising from the proposal, approve the amendment of the Course Resolutions arising from the proposal; and recommend that Senate endorse the Academic Board’s approval of the amendments to the Resolutions of Senate, with effect from 1 January 2017.
ITEMS FOR DECISION

9.1 **Sydney Conservatorium of Music: Bachelor of Music Studies/Doctor of Medicine**
Sydney Conservatorium of Music proposes to amend the Bachelor of Music Studies/Doctor of Medicine course resolutions in light of changes to junior Biology units of study.

9.2 **Faculty of Pharmacy: Bachelor of Pharmacy, Bachelor of Pharmacy and Management**
The Faculty of Pharmacy proposes to make amendments to the Bachelor of Pharmacy and the Bachelor of Pharmacy and Management including: amendment of the Course Resolutions to remove the Rural Students Entry Scheme, that is discontinued as of 2017 intake; amendment of the Course Resolutions to align the resolutions for the Bachelor of Pharmacy and the Bachelor of Pharmacy and Management; amendment of the Course Resolutions to clarify progression rules for students who only fail one subject in either year 1 or year 3; amendment of the Course Resolutions to clarify admission requirements for the Honours degree; amendment of the Resolutions of the Faculty of Pharmacy for coursework awards and amendment of the Unit of Study Table to remove and replace units of study.

9.3 **University of Sydney Business School: Bachelor of Commerce**
The Business School proposes 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.

9.4 **Faculty of Architecture, Design and Planning: Bachelor of Architecture and Environments**
The Faculty of Architecture, Design and Planning proposes an amendment to the Bachelor of Architecture and Environments to rest elective units DESP2001 Planning for the Public Domain and DESA3006 Architectural Models: Theory and Practice. The Faculty proposes to add a new elective, DESA3XXX Architecture’s Other: Radical Practices.

9.5 **Faculty of Architecture, Design and Planning: Bachelor of Design in Architecture**

9.6 **Faculty of Architecture, Design and Planning: Bachelor of Design Computing**
The Faculty of Architecture, Design and Planning proposes an amendment to the Bachelor of Design Computing to move INFO2120 Database Systems 1 from the core of the degree to the elective offerings, replacing it with DECO210 Designing Social Media in the core.

9.7 **Faculty of Nursing and Midwifery: Bachelor of Nursing Honours**
The Faculty of Nursing and Midwifery proposes an amendment to 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.

9.8 **Faculty of Engineering and IT: Bachelor of Project Management**
The Faculty of Engineering and Information Technologies proposes an amendment to 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.

9.9 **Faculty of Engineering and IT: Bachelor of Engineering Honours and Combined Degrees**
The Faculty of Engineering and Information Technologies propose an amendment to honours grading in the Bachelor of Engineering Honours and combined degrees.
Non-Confidential

The 15 June Undergraduate Studies Committee meeting endorsed, in principle, the proposal from the Faculty of Engineering and IT to change honours grading in the Bachelor of Engineering Honours and combined degrees and the related proposal to delete the Bachelor of Engineering and combined degrees.

This endorsement was subject to:

i) further discussion with the Director, Education Strategy to ensure that changes to the Coursework Policy 2014 were consistent with the most current version endorsed by the Academic Standards and Policy Committee on 8 June and;

ii) endorsement from the Academic Standards and Policy Committee regarding the proposed Coursework Policy 2014 changes.

Following the meeting, the faculty submitted a revised version of the Coursework Policy 2014 to the Academic Standards and Policy Committee, which was endorsed at its 20 July meeting.

The Undergraduate Studies Committee recommends Academic Board approval of the remaining elements of the proposal:

i) Proposed changes to Faculty Resolutions

ii) Proposed changes to Course Resolutions

and recommends that Senate endorse the Academic Board’s approval of the amendments to:

iii) Proposed changes to the Resolutions of Senate

ITEMS FOR NOTING

The Committee also:

- noted the report of the Academic Board meeting held on 29 June 2016; and
- noted updates from Associate Professor Peter McCallum, Director, Education Strategy, Deputy Vice-Chancellor (Education) on the Academic Honesty Procedures and consequent policy amendments and the Undergraduate Degree Profile 2018 and beyond.

Associate Professor Wendy Davis
Chair, Undergraduate Studies Committee
Minor Course Amendment Proposal

Faculty: Sydney Conservatorium of Music

Contact person: Ivy Chu

1. Name of award course
   Bachelor of Music Studies / Doctor of Medicine

2. Purpose of proposal
   To advise the Undergraduate Studies Committee of the changes required to degree resolutions in light of changes to Junior Biology units of study.

   Three units of study (and their streams) have been approved to be removed in 2017: BIOL1XX1, BIOL1XX2, and MBLG1XXX. Reference to "Molecular Biology and Genetics" within resolutions and course information is now irrelevant for 2017 commencing students, as MBLG1XXX will no longer be offered.

   The degree information page within the Sydney Conservatorium of Music Handbook needs to be updated to include the new Biology units of study and remove deleted units.

3. Details of amendment
   Bachelor of Music Studies / Doctor of Medicine
   Requirements for award - subclauses 5(a), (b), (c), and (d):
   "6 junior credit points of Biology or Molecular Biology and Genetics"

   Subclause 13(1)
   "These resolutions apply to students who commenced their candidature after 1 January 20176."

4. Transitional arrangements
   Nil. Credit transfer is not allowed for this degree (see Clause 11 of degree resolutions), and therefore students commencing in 2017 only have the option of taking BIOL1XXX units of study to fulfill the Junior Biology requirement; removing MBLG1XXX will not cause any transitional issues.

5. Other relevant information

6. Signature of Dean
   [Signature]
   [Date] 6.7.16
Bachelor of Music Studies/Doctor of Medicine

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: sydney.edu.au/policies.

Course resolutions
1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BPMSTMED-01</td>
<td>Bachelor of Music Studies / Doctor of Medicine</td>
</tr>
</tbody>
</table>

2 Attendance pattern
The attendance pattern for this course is normally full time. Part time study may be permitted upon successful application.

3 Cross faculty management
(1) Candidates in this double degree program will be under the general supervision of the Sydney Conservatorium of Music until the end of the semester in which they complete the requirements for the Bachelor of Music Studies. They will then be under the supervision of the Faculty of Medicine (Sydney Medical School).
(2) The Deans of the Sydney Conservatorium of Music and the Faculty of Medicine shall jointly exercise authority in any matter concerned with the double degree course not otherwise dealt with in these resolutions.

4 Admission to candidature
(1) Admission to undergraduate courses at the University of Sydney is either on the basis of completion of secondary study via the NSW Higher School Certificate, leading to the award of an Australian Tertiary Admission Ranking (ATAR) or equivalent. Applicants are ranked by merit and offers for available places are issued according to the ranking.
(2) In addition, admission to this course requires the applicant:
   (a) to participate in a semi structured interview at the Faculty of Medicine; and
   (b) to complete a music skills test or jazz aptitude test and depending on the applicant's proposed Principal Study:
      (i) Principal Study in Composition, submit three compositions in different performance media which should represent their present level of achievement as composers and attend an interview;
      (ii) Principal Study in Musicology, present an example of recent written work and attend an interview;
      (iii) Principal Study in Performance, undertake a practical audition in the nominated instrument or in voice.
   (iv) Principal Study in Contemporary Music Practice, present a portfolio of work and attend an interview.
(3) The results of this process will form part of the ranking of applicants.
(4) The Dean may also admit to the Bachelor of Music Studies/Doctor of Medicine students who:
   (a) are candidates for the Bachelor of Music Studies/Bachelor of Medicine and Bachelor of Surgery;
   (b) did not commence the Bachelor of Medicine and Bachelor of Surgery prior to 1 January 2014; and
   (c) have formally elected to proceed under these resolutions.

5 Requirements for award
(1) The units of study that may be taken for the Bachelor of Music Studies are set out in the Table of units of study for Undergraduate Degrees from the Sydney Conservatorium of Music.
   (2) The units of study that may be undertaken for the Doctor of Medicine are set out in the Table of units for the Doctor of Medicine from the Faculty of Medicine.
   (3) To qualify for the award of both degrees, a candidate must successfully complete 336 credit points, comprising:
      (a) 144 credit points as required for the award of the Bachelor of Music Studies and reach the minimum levels of achievement as set out in the table below; and
      (b) 192 credit points specified in the resolutions for the Doctor of Medicine from the Faculty of Medicine; and
      (c) one zero credit point Medicine unit of study in the first three years of the program.

### Performance

<table>
<thead>
<tr>
<th>Area of Study</th>
<th>Credit Points</th>
<th>Minimum level of achievement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Study</td>
<td>36</td>
<td>Principal Study 1-6</td>
</tr>
<tr>
<td>Performance</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Music Skills</td>
<td>24</td>
<td>Harmony and Analysis 1-4 and Aural Perception 1-4; Jazz Music Skills 1-4</td>
</tr>
<tr>
<td>Analysis, History and Culture Studies</td>
<td>30</td>
<td>At least 12 credit points from Foundation units</td>
</tr>
<tr>
<td>Teaching Music</td>
<td>3</td>
<td>Can be taken in studio pedagogy or music education units of study</td>
</tr>
<tr>
<td>Science</td>
<td>18</td>
<td>6 junior credit points of Chemistry; and 6 junior credit points of Physics; and 6 junior credit points of Biology or Molecular Biology and Genetics</td>
</tr>
<tr>
<td>Medicine</td>
<td>0</td>
<td>At least one zero credit point unit from Medicine</td>
</tr>
</tbody>
</table>
### Area of Study Credit Points Minimum level of achievement

| Electives | 21 |

#### (b) Composition

<table>
<thead>
<tr>
<th>Area of Study</th>
<th>Credit Points</th>
<th>Minimum level of achievement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Study</td>
<td>36</td>
<td>Composition 1-6</td>
</tr>
<tr>
<td>Composition</td>
<td>36</td>
<td>Instrumentation &amp; Orchestration; New Music, New Thinking; Electroacoustic Music 1 &amp; 2; Composer Performer Workshop 1; plus a further 9 cps in Composition units</td>
</tr>
<tr>
<td>Performance</td>
<td>6</td>
<td>6 cps Ensemble or 6 cps Composition Through Improvisation</td>
</tr>
<tr>
<td>Music Skills</td>
<td>24</td>
<td>18 cps of music theory and aural skills; <em>Creative Music Technology; Sound Recording Fundamentals</em></td>
</tr>
<tr>
<td>Analysis, History and Culture Studies</td>
<td>24</td>
<td>At least 12 credit points from Foundation units; Comp Techniques: Number &amp; Process; Comp Techniques: Textuality &amp; Process</td>
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<tr>
<td>Science</td>
<td>18</td>
<td>6 junior credit points of Chemistry; and 6 junior credit points of Biology or Molecular Biology and Genetics</td>
</tr>
<tr>
<td>Medicine</td>
<td>0</td>
<td>At least one zero credit point unit from Medicine</td>
</tr>
</tbody>
</table>

*A list of music theory and aural skills units can be found under the "Music Skills" section of the handbook.

#### (c) Contemporary Music Practice

<table>
<thead>
<tr>
<th>Area of Study</th>
<th>Credit Points</th>
<th>Minimum level of achievement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Study</td>
<td>36</td>
<td>Contemporary Music Practice 1-6</td>
</tr>
<tr>
<td>Performance</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Contemporary Music Studies</td>
<td>24</td>
<td>12cps in Popular Music units</td>
</tr>
<tr>
<td>Music Skills &amp; Technology</td>
<td>24</td>
<td>Fundamentals of Music 1-3; or 18cps in Harmony and Analysis, Aural Perception, or Jazz Music Skills units; 6cps in Music Technology</td>
</tr>
<tr>
<td>Analysis, History &amp; Culture Studies</td>
<td>24</td>
<td>Sounds, Screens, Speakers; New Music, New Thinking</td>
</tr>
<tr>
<td>Science</td>
<td>18</td>
<td>6 junior credit points of Chemistry; and 6 junior credit points of Physics; and 6 junior credit points of Biology or Molecular Biology and Genetics</td>
</tr>
<tr>
<td>Medicine</td>
<td>0</td>
<td>At least one zero credit point unit from Medicine</td>
</tr>
<tr>
<td>Electives</td>
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<td></td>
</tr>
</tbody>
</table>

#### (d) Musicology

<table>
<thead>
<tr>
<th>Area of Study</th>
<th>Credit Points</th>
<th>Minimum level of achievement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Study</td>
<td>36</td>
<td>6 credit points of Historical Studies; 6 credit points of Ethnographical Studies; 6 credit points in Analytical Studies, 18 credit points in senior Musicology Studies</td>
</tr>
<tr>
<td>Performance</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Music Skills</td>
<td>24</td>
<td>Harmony and Analysis 1-4; Aural Perception 1-4;</td>
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<tr>
<td>Analysis, History &amp; Culture Studies</td>
<td>24</td>
<td>24 credit points from Foundation units</td>
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<tr>
<td>Science</td>
<td>18</td>
<td>6 junior credit points of Chemistry; and 6 junior credit points of Physics; and 6 junior credit points of Biology or Molecular Biology and Genetics</td>
</tr>
<tr>
<td>Medicine</td>
<td>0</td>
<td>At least one zero credit point unit from Medicine</td>
</tr>
<tr>
<td>Electives</td>
<td>30</td>
<td></td>
</tr>
</tbody>
</table>

### 6 Principal Studies

Principal Studies available for the Bachelor of Music Studies are listed under the course resolution for the Bachelor of Music Studies.

### 7 Progression rules

1. Candidates must complete all requirements for the Bachelor of Music Studies, including the designated Science units of study, in minimum time and must maintain a credit average in each year of the Bachelor of Music Studies, this being the minimum achievement required for admission to candidature for the Doctor of Medicine.

2. Failure to maintain required progression and minimum result requirements will result in candidates being transferred from the double degree program to the Bachelor of Music Studies with full credit for the units of study completed.

### 8 Requirements for the Honours degree

1. Honours is available to candidates in the Bachelor of Music Studies.

2. Honours in the Bachelor of Music Studies requires completion of one additional full time year of study. Candidates who enrol in the honours year at the completion of the Bachelor of Music Studies will suspend enrolment in the double degree and transfer to the Bachelor of Music Studies (Honours) candidature and enrol in fourth year units of study, before returning to complete the double award. Honours can also be attempted at the completion of the double pass program.

3. Admission and award requirements for honours in the Bachelor of Music Studies are listed in the resolution for the Bachelor of Music Studies degree.

### 9 Award of the degree

1. The Bachelor of Music Studies is awarded in the grades of either Pass or Honours. The honours degree is awarded in classes ranging from First Class to Third Class according to the conditions specified in the resolutions of the Sydney Conservatorium of Music.
(2) Candidates for the award of an Honours degree who do not meet the requirements, and who have not already graduated, will be awarded the relevant pass degree.

(3) The Doctor of Medicine is awarded as a Pass grade.

10 Cross-institutional study

Cross-institutional study is not available in this course.

11 Credit Transfer

It is not possible for candidates enrolled in the Bachelor of Music Studies/Doctor of Medicine to obtain credit for previous studies, except where approved by the Dean of Medicine for the purposes of subclause 4(4).

12 Course Transfer

A candidate may abandon the double degree program and elect to complete the Bachelor of Music Studies in accordance with the resolutions governing that degree. Completion of the Doctor of Medicine in the future will require a new application for admission to candidature for that course and completion in accordance with the resolutions governing that degree.

13 Transitional provisions

(1) These resolutions apply to students who commenced their candidature after 1 January 2016.

(2) These resolutions also apply to students who have been admitted to the degree in accordance with subclause 4(4).
Minor Course Amendment Proposal

Faculty: Pharmacy

Contact person: Associate Professor Lorraine Smith, Associate Dean, Learning and Teaching

1. Name of award course

<table>
<thead>
<tr>
<th>Bachelor of Pharmacy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Pharmacy (Honours)</td>
</tr>
<tr>
<td>Bachelor of Pharmacy and Management</td>
</tr>
<tr>
<td>Bachelor of Pharmacy and Management (Honours)</td>
</tr>
</tbody>
</table>

2. Purpose of proposal

1) To remove the Rural Students Entry Scheme that is discontinued as of 2017 intake due to advice from Student Recruitment.

2) To clarify Progression Rules for students who only fail one subject in a year and the process of applying for a prerequisite waiver.

3) To clarify Admission requirements for the Honours degree and ensure that only students with a confirmed academic supervisor will be admitted.

4) To replace the Biology Unit of Study in Year 1 that has been changed by the Faculty of Science.

5) To accommodate existing clinical placements in Years 3 and 4 with new units of study. These will allow for clinical placements to be better managed through Sydney Student and will facilitate a number of administrative tasks such as enrolment, assessment and special consideration.

6) To align both course resolutions with each other and with the Resolutions of the Faculty of Pharmacy.

3. Details of amendment

1) Remove the Rural Students Entry Scheme from the Admission to Candidature section of the Course Resolutions.

2) Amend the Progression Rules to clarify that students who only fail one subject in a year may apply for a prerequisite waiver.

3) Amend the Requirements for the Honours degree to indicate that students need to have agreement from an academic staff member to supervise their honours project in order to be admitted to the program.

4) Replace MBLG1001 with BIOL1007 and change prerequisites to match the new Units of Study being offered by the Faculty of Science.

5) Clinical placements are currently incorporated into the other Units of Study in Years 3 (BPharm) and Year 4 (BPharm and Management). The new units of study will be zero credit point and so will not impact the other units of study in the course, except to remove reference to clinical (experiential) placements.

6) Clauses in both degree course resolutions reviewed and amended for greater consistency. Some clauses now removed and moved to the Resolutions of the Faculty of Pharmacy (University Medal and Award of the Bachelor Degree with Honours), which also brings the resolutions more in line with those of other faculties.

Course Resolutions and Units of Study table to be amended as attached.

The AQF learning outcomes for this degree are unchanged.
4. **Transitional arrangements**

This will apply to all students in the Bachelor of Pharmacy and Bachelor of Pharmacy and Management from 2017.

5. **Other relevant information**

The introduction of zero credit point Units of Study for the Clinical Placement component is intended as an interim measure for 2017 only, pending review of the whole year’s complement of Units of Study.

The Bachelor of Pharmacy and Management will have its first intake of students in 2017.

The amended Resolutions of the Faculty of Pharmacy are also included for approval.

6. **Signature of Dean**

Professor Iqbal Ramzan
Bachelor of Pharmacy

Bachelor of Pharmacy (Honours)

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUPHARMA</td>
<td>Bachelor of Pharmacy</td>
</tr>
</tbody>
</table>

2 Attendance pattern

The attendance pattern for this course is full time only.

3 Admission to candidature

Admission to undergraduate courses at the University of Sydney is either on the basis of completion of secondary study via the NSW Higher School Certificate, leading to the award of an Australian Tertiary Admission Ranking (ATAR) or equivalent (and subject to special admissions provisions as set out in the Coursework Rule) or on the basis of Flexible Entry Admission as set out in Admissions section of the Coursework Rule.

(2) Rural Students Entry Scheme

Students who completed an Australian Year 12 examination in either of the two preceding years, have no tertiary record, and have completed at least the last four years of secondary education at a rural school, may be eligible for admission under the Faculty of Pharmacy Rural Students Entry Scheme for study in the Bachelor of Pharmacy. Under this scheme, a limited number of places will be available to applicants whose ATAR is not more than five points below the Main Round ATAR cut-off.

4 Requirements for award

(1) The units of study that may be taken for the course are set out in the Units of Study table for the Bachelor of Pharmacy.

(a) 144 core credit points in the first three years; and

(b) an additional 48 credit points consisting of:

(i) 48 credit points of core units of study; or

(ii) 24 credit points of core units of study plus 24 credit points of major units of study.

5 Additional requirements prior to commencing clinical placements

(1) Information about the procedures for gaining clearance for clinical placements will be provided after enrolment.

(2) Student clearance for clinical placements

The New South Wales Department of Health requires that all students obtain clearance in order to undertake clinical placements. This involves a criminal record check according to NSW Health policy.

(3) Prohibited employment declaration

All students should complete a prohibited employment declaration as required by the NSW Commission for Children and Young People.

(4) Immunisation

All students must have evidence of vaccinations and immunisation against certain infectious diseases prior to undertaking clinical placements. The requirements are consistent with Australian public health policy and NSW Health guidelines.

6 Progression rules

(1) Candidates may not take a second year unit of study until they have:

(a) gained credit for at least 24 credit points in first year units of study; and

(b) successfully completed the first year units of study, prescribed by the Faculty as qualifying or prerequisite units of study for the second year, as set out in the Units of Study table.

(2) Candidates who fail only one first year unit of study in the first year and have no previous record of failure in the degree, who have an annual average mark (AAM) of >50 for first year, may apply to the Dean for a prerequisite waiver which would allow enrolment in the full complement of second year units of study, together with the failed unit of study.

(3) Candidates may not take a third year unit of study until they have successfully completed all the first year units of study, and all the second year units of study prescribed as qualifying or prerequisite units of study for the third year, as set out in the Units of Study table.

(4) Candidates may not take a fourth year unit of study until they have successfully completed all the third year units of study prescribed by the Faculty as qualifying or prerequisite units of study for the fourth year, as set out in the Units of Study table except as permitted by 6(5).

(5) Candidates who fail only one third year unit of study in the third year, who have an annual average mark (AAM) of >60 for third year, and who have no previous record of failure in the degree, may apply to the Dean for a prerequisite waiver which would allow enrolment in the full complement of subsequent year units of study, together with the failed unit of study. This condition applies only to a fail in a single unit of study, not to the OSCE (Objective Structures Clinical Examination), which is a barrier examination and a component of all units of study (except Pharmaceutical Skills and Dispensing A and B). Candidates who fail the OSCE will not be entitled to apply for a
Admission requires:

- HW
- The Bachelor of Pharmacy is a three-year degree.
- The honours degree is a one-year program.
- The medal is awarded on the basis of the student's academic record.
- A WAM of at least 65 in year-two and three second and third year units of study.
- A student is of no more than three years standing.
- Candidates for the award of the honours degree who do not meet the requirements, but who have otherwise satisfied the course requirements, will be awarded the Pass degree.

8 Requirements for the Honours degree

(1) Honours is available to meritorious candidates who complete an alternative set of units of study in the final year of the program. Admission to the honours program is by permission of the program coordinator after the completion of third year.

(2) Admission requires:

(a) The Dean may admit a student to the integrated Honours program if:
- Candidates to normally be of a student is of no more than three years standing, and normally have no fail or absent fail results; and
- Has a WAM of at least 65 in year-two and three second and third year units of study; and
- An academic staff member has agreed to supervise the student's Honours research project.

(b) Honours students can progress to second semester Honours only if they obtain a credit average in their first semester marks. Students who fail this requirement will go back to the Pass stream, fourth year second semester.

(c) To qualify for the award of the honours degree a candidate must:
- Complete the requirements for the pass degree but include the alternative 30 credit point honours pathway described in the table of units for the degree; and
- Normally be of no more than four years standing in the degree.

(d) Normally have no fail or absent fail results.

(e) The grade of honours will be determined by HWAM and is awarded with the following grades:

<table>
<thead>
<tr>
<th>Level of honours</th>
<th>Honours-mark</th>
<th>HWAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Class</td>
<td>mark &gt; 85</td>
<td>HWAM &gt; 80</td>
</tr>
<tr>
<td>Second Class, Division 1</td>
<td>mark &gt; 80</td>
<td>70 &lt;= HWAM &lt; 80</td>
</tr>
<tr>
<td>Second Class, Division 2</td>
<td>mark &gt; 75</td>
<td>65 &lt;= HWAM &lt; 70</td>
</tr>
<tr>
<td>Honours not awarded</td>
<td>mark &gt; 70</td>
<td>HWAM &lt; 65</td>
</tr>
</tbody>
</table>

Candidates not meeting these criteria will be awarded the pass degree.

(5) HWAM means the Honours Weighted Average Mark calculated from results for all 2000, 3000 and 4000 level units attempted for the degree, weighted 2, 3 and 4 for the respective levels. The Honours units of study are given a weighting of 3 in this calculation.

\[
\text{WAM} = \frac{\sum(M \times C \times L)}{\sum(C + L)}
\]

Where M is the mark, C is the credit point value, and L is the level or weighting or level of the unit of study.

9 University Medal

A student must obtain a WAM of 85 or greater over the entire degree, and must achieve minimum final honours mark of 90 or greater in two honours units of study. Research Methods and Honours. The medal is awarded at the discretion of the Faculty to the highest achieving students who in the opinion of the Faculty have an outstanding academic record, in accordance with the Coursework Rule.

9.1 Award of the degree

(1) The Bachelor of Pharmacy is awarded in the grades of either Pass or Honours. The honours degree is awarded in classes according to the conditions specified in the Resolutions for the Faculty of Pharmacy.

(2) Candidates for the award of the Honours degree who do not meet the requirements, but who have otherwise satisfied the course requirements, will be awarded the Pass degree.

10 Transitional provisions

(1) These resolutions apply to all students enrolled in all years of the Bachelor of Pharmacy from 1 January 2014/2017.

---

2
Bachelor of Pharmacy and Management
Bachelor of Pharmacy and Management (Honours)

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://sydney.edu.au/policies.

Course resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUPHAMGT1000</td>
<td>Bachelor of Pharmacy and Management</td>
</tr>
</tbody>
</table>

2 Attendance pattern

The attendance pattern for this course is full time only.

3 Admission to candidature

(1) Admission to this course is on the basis of a secondary school leaving qualification such as the NSW Higher School Certificate (including national and international equivalents), tertiary study or an approved preparation program. English language requirements must be met where these are not demonstrated by sufficient qualifications taught in English. Special admission pathways are open for educationally disadvantaged applicants and for Aboriginal and Torres Strait Islander people. Applicants are ranked by merit and offers for available places are issued according to the ranking. Details of admission policies are found in the Coursework Rule.

(2) Rural Students Entry Scheme

Students who completed an Australian Year 12 examination in either of the two preceding years, have no tertiary record, and have completed at least the last four years of secondary education at a rural school, may be eligible for admission under the Faculty of Pharmacy Rural Students Entry Scheme for study in the Bachelor of Pharmacy and Management. Under this scheme, a limited number of places will be available to applicants whose ATAR is not more than five points below the Main Round ATAR cut-off.

4 Requirements for award

(1) The units of study that may be taken for the course are set out in the Units of Study table for the Bachelor of Pharmacy and Management.

(2) To qualify for the award of the pass degree, a candidate must complete 240 credit points, comprising:

(a) 192 credit points of core units of study in the first four years; and
(b) an additional 48 credit points consisting of:

(I) 48 credit points of core units of study; or
(II) 24 credit points of core units of study plus 24 credit points of elective units of study.

5 Additional requirements prior to commencing clinical placements

(1) Information about the procedures for gaining clearance for clinical placements will be provided after enrolment.

(2) Student clearance for clinical placements

The New South Wales Department of Health requires that all students obtain clearance in order to undertake clinical placements. This involves a criminal record check according to NSW Health policy.

(3) Prohibited employment declaration

All students should complete a prohibited employment declaration as required by the NSW Commission for Children and Young People.

(4) Immunisation

All students must have evidence of vaccinations and immunisation against certain infectious diseases prior to undertaking clinical placements. The requirements are consistent with Australian public health policy and NSW Health guidelines.

6 Progression rules

(1) Candidates may not take a second or third year unit of study until they have:

(a) gained credit for at least 24 credit points in units of study of the previous year; and
(b) successfully completed the year units of study, prescribed by the Faculty as qualifying or prerequisite units of study, as set out in the Units of Study table.

(2) Candidates who fail one unit of study in the first or second year only one first year unit of study and have no previous record of failure in the degree, who have an annual average mark of (AAM) of >60 for that year, may apply to the Dean for a prerequisite waiver which would allow enrolment in the full complement of units of study in the following year, together with the failed unit of study.

(3) Candidates may not take a fourth year unit of study until they have successfully completed all first, second and third year units of study in first, second and third year prescribed as qualifying or prerequisite units of study for the fourth year, as set out in the Units of Study table.
Candidates may not take a fifth year unit of study until they have successfully completed all the fourth year units of study prescribed by the Faculty as qualifying or prerequisite units of study for the fifth year, as set out in the Units of Study table except as permitted in 6(5).

Candidates who fail one unit of study in the fourth year or only one fourth year unit of study, who have an annual average mark (AAM) of >60 for fourth year, and who have no previous record of failure in the degree, may apply to the Dean for a prerequisite waiver which would allow enrolment in the full complement of subsequent year units of study, together with the failed unit of study. This condition applies only to a fail in a single unit of study, not to the OSCE (Objective Structures Clinical Examination), which is a barrier examination and a component of all units of study (except Pharmaceutical Skills and Dispensing A and B). Candidates who fail the OSCE will not be entitled to apply for a prerequisite waiver and will be required to satisfactorily repeat ALL fourth year units of study (with the exception of Pharmaceutical Skills and Dispensing A and B if these Units of Study have already been passed.)

7 Requirements for the Honours degree

(1) Honours, involving a research project, is available to meritorious students who complete an alternative set of units of study in the final year of the program.

(a) The Dean may admit a student to the integrated Honours program if:

(i) a student is of no more than four years standing, and has no fail or absent fail results; and

(ii) have the permission of the relevant Head of Department/Discipline/Program Coordinator, and

(iii) have a WAM of at least 65 in years two, three and four; second, third and fourth year units of study; and

(iv) an academic staff member has agreed to supervise the student’s Honours research project.

(2) Honours students can progress to second semester Honours only if they obtain a credit average in their first semester marks. Students who fail this requirement will go back to the Pass stream, fifth year second semester.

(3) To qualify for the award of the Honours degree a candidate must:

(a) complete the requirements for the pass degree but include the alternative 30 credit point honours pathway described in the table of units for the degree; and

(b) normally be of no more than five years standing in the degree; and

(c) normally have no fail or absent fail results.

8 Award of the degree

(1) The Bachelor of Pharmacy and Management is awarded in the grades of either Pass or Honours. The honours degree is awarded in classes according to the conditions specified in the Resolutions for the Faculty of Pharmacy.

(2) Candidates for the award of the Honours degree who do not meet the requirements, but who have otherwise satisfied the course requirements, will be awarded the pass degree.

9 Cross-institutional study

Cross-institutional study is not available in this course for Faculty of Pharmacy units of study.

10 Course transfer

A candidate may elect to complete the Bachelor of Pharmacy in accordance with the resolutions governing that degree, instead of the Bachelor of Pharmacy and Management. Completion of the Bachelor of Pharmacy and Management in the future will require a new application for admission to candidature for that course and completion in accordance with the resolutions governing that degree.

11 Credit for previous study

For units of study offered by the Faculty of Pharmacy, credit will usually not be granted for recognised prior learning older than five years at the time of first enrolment in the unit or course for which credit is sought. For other units of study credit transfer is subject to the provisions of the Coursework Rule.

12 Transitional provisions

These resolutions apply to students who commenced their candidature after 1 January, 2016.
Resolutions of the Faculty of Pharmacy for coursework awards

These resolutions apply to all undergraduate and postgraduate coursework award courses in the Faculty, unless specifically indicated otherwise. Students enrolled in postgraduate research awards should consult the resolutions for their course. These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the resolutions for the course of enrolment, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism.

Part 1: Course enrolment
1 Enrolment restrictions
   Except with the permission of the Dean, a student may not enrol in units of study with a total value of more than 24 credit points in either semester one or two, 12 credit points in the summer session and 6 credit points in the winter session.

2 Time Limits
   (1) A student must complete all the requirements for a master's degree within four calendar years of first enrolment.
   (2) A student must complete all the requirements for a graduate diploma within four calendar years of first enrolment or six calendar years if enrolled part time.
   (3) A student must complete all the requirements for a graduate certificate within two calendar years of first enrolment (except the Graduate Certificate in Pharmacy Practice which must be completed within five calendar years of first enrolment).
   (4) A student must complete all the requirements for a bachelor's degree or undergraduate advanced diploma within ten calendar years of first enrolment.

3 Suspension, discontinuation and lapse of candidature
   (1) A candidate who wishes to suspend their candidature must apply to the Faculty. The application must be received by the Faculty prior to the census date of the relevant semester.
   (2) A candidate may apply for a period of suspension for up to two semesters. Should a candidate wish to suspend their candidature for more than the approved period another application must be made to the Faculty prior to the census date of the relevant semester. If the candidate has previously had two semesters of suspension, or if an application is submitted after the census date for that period, the application will be considered by the Faculty.
   (3) Where a candidate has previously enrolled for the relevant semester, a suspension of enrolment may be recorded as Withdrawn (WD), Discontinued - Not to count as failure (DC) or Discontinued with failure (DF).

4 Credit for previous study
   For units of study offered by the Faculty of Pharmacy credit will not usually be granted for recognised prior learning older than five years at the time of first enrolment in the unit or course for which credit is sought. For other units of study credit transfer is subject to the provisions of the Coursework Rule.

Part 2: Unit of study enrolment
5 Cross institutional study
   (1) Provided permission has been obtained in advance, the Dean may permit a student to complete a unit of study at another institution and have that unit credited to the student's course requirements, provided that:
      (a) The unit of study content is not taught in any corresponding unit of study at the University; or
      (b) The student is unable, for good reason, to attend a corresponding unit of study at the University.
   (2) Cross institutional study is regarded as another form of credit and will be counted as such when considering eligibility.

6 International Exchange
   Exchange for pharmacy students is not straightforward due to the strict requirements of the pharmacy courses. For students enrolled in the international major of the Bachelor of Pharmacy or the Bachelor of Pharmacy and Management, international exchange is permitted in semester 2 of the final year year 4.

Part 3: Studying and Assessment
7 Attendance
   (1) Students are required to be in attendance at the correct time and place of any formal or informal examinations. Non attendance on any grounds insufficient to claim special consideration will result in the forfeiture of marks associated with the assessment. Participation in a minimum number of assessment items may be included in the requirements specified for a unit of study.
   (2) Students are expected to attend a minimum of 85% of compulsory activities for a unit of study, unless granted exemption by the Dean, Associate Dean or coordinator. The Dean, Associate Dean or coordinator most concerned may determine that a student fails a unit of study because of inadequate attendance. Alternatively, at their discretion, they may set additional assessment items where attendance is lower than 90%.

8 Late submission policy
   (1) It is expected that unless an application for special consideration has been approved, students will submit all assessment for a unit of study on the due date specified. If the assessment is completed or submitted within an approved period of extension, no academic penalty will be applied to that piece of assessment.
   (2) If an extension is either not sought, not granted or is granted but work is submitted after the extended due date, the late submission of assessment will result in an academic penalty as follows:
(a) For work submitted after the deadline but up to three calendar days late, a penalty of 15 per cent of the maximum mark awardable for the assignment will apply.

(b) For work submitted after 3 days and less than one week after the deadline, a penalty of 30 per cent of the maximum mark awardable for the assignment will apply.

(c) For work submitted more than one week late but less than two weeks after the deadline, a penalty of 50 per cent of the maximum mark awardable for the assignment will apply.

(d) Work submitted more than two weeks after deadline will not be assessed (zero mark).

9 Special consideration for illness, injury or misadventure

Special consideration is a process that affords equal opportunity to students who have experienced circumstances that adversely impact their ability to adequately complete an assessment task in a unit of study. The Coursework Rule provides full details of the University policy. The procedures for applying for special consideration are described in each unit of study outline.

10 Concessional pass

In this Faculty the grade PCON is not awarded.

11 Re-assessment

(1) In this Faculty re-assessment is offered to students whose performance is in the prescribed range and circumstances.

(2) Re-assessment may be permitted if students in their final year fail a single compulsory assessment resulting in a grade of fail in only that unit of study, preventing them from completing the degree that year. A grade of 50 pass is the maximum grade a student can achieve if they pass the final year rule in the assessment.

(3) Students who have successfully requested special consideration may be allowed to sit the exam or submit the required work at a negotiated date that should not be longer than the period of incapacitation, and in any case normally not longer than 3 months after the original examination or submission date. After this time the student will be considered to have discontinued with permission. Marks will be awarded at full value for re-assessment where special consideration is approved.

Part 4: Progression, Results and Graduation

12 Satisfactory Progress

The Faculty will monitor students for satisfactory progress towards the completion of their award course. In addition to the common triggers used to identify students not meeting academic progression requirements, (as defined by the Progression requirements of the Coursework Rule), students must pass any unit of study identified in the course resolutions as being critical to progression through the course.

13 Award of the bachelor degree with honours

(1) To qualify for the award of the honours degree a candidate must:

   (a) complete the requirements for the pass degree but include the alternative 30 credit point honours pathway described in the Units of Study table for the degree;

   (b) normally be of no more than four years (Bachelor of Pharmacy) or five years (Bachelor of Pharmacy and Management) standing in the degree; and

   (c) normally have no fail or absent fail results.

(2) The level of honours will be determined by both the honours mark and the HWAM as indicated in the table below. If the honours mark and HWAM indicate a different level of honours, the lesser level will be awarded.

<table>
<thead>
<tr>
<th>Level of honours</th>
<th>Honours mark</th>
<th>HWAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Class</td>
<td>mark &gt;= 75</td>
<td>mark &gt;= 85</td>
</tr>
<tr>
<td>Second Class, Division 1</td>
<td>mark &gt;= 80</td>
<td>mark &gt;= 70</td>
</tr>
<tr>
<td>Second Class, Division 2</td>
<td>mark &gt;= 75</td>
<td>mark &gt;= 65</td>
</tr>
<tr>
<td>Honours not awarded</td>
<td>mark &lt; 75</td>
<td>mark &lt; 65</td>
</tr>
</tbody>
</table>

A candidate for the honours program who does not meet the requirements for the award of honours shall be awarded the pass degree.

14 Weighted Average Mark (WAM)

(1) The University WAM is calculated using the following formula:

$$ WAM = \frac{\sum(Wc \times Mc)}{\sum(Wc)} $$

Where Wc is the unit of study credit points x the unit weighting and Mc is the mark achieved for the unit. The mark used for units with a grade AF is zero. Pass/ fail units and credited units from other institutions are not counted.

(2) The weight of a unit of study is assigned by the owning faculty. In the Faculty of Pharmacy, 1000, 2000, 3000 and 4000 level units attempted for the degree, weighted 1, 2, 3, 4 for the respective levels. Units with a result of SR (satisfied requirement) are not counted.

15 University Medal

A student who is awarded Honours Class I and achieves a minimum final honours mark of 90 or greater in both honours units of study may be awarded a University Medal. The medal is awarded at the discretion of the Faculty to the highest achieving students who in the opinion of the Faculty have an outstanding academic record, in accordance with the Coursework Rule.
Minor Course Amendment Proposal

Faculty: Business School

Contact person: Kate Munro (#65019)

1. Name of award course
   Bachelor of Commerce
   Bachelor of Commerce (Liberal Studies)
   Bachelor of Commerce/Bachelor of Arts
   Bachelor of Commerce/Bachelor of Science
   Bachelor of Engineering (Honours)/Bachelor of Commerce
   Bachelor of Information Technology/Bachelor of Commerce
   Bachelor of Commerce/Bachelor of Laws
   Bachelor of Commerce/Doctor of Medicine

2. Purpose of proposal
   To delete existing Bachelor of Commerce capstone unit, BUSS3500 Integrated Business Applications. BUSS3500 will not be offered under the proposed 2018 curriculum and as discontinuing the unit will not disadvantage existing students (or those who commence in 2017), the Business School will remove this unit from offerings, effective from Semester 1, 2017.

3. Details of amendment
   COURSE RULES AND RESOLUTIONS

   Bachelor of Commerce
   Bachelor of Commerce (Honours)

   4 Requirements for award
   (1) The units of study that may be taken for the course are set out in Tables A, B and C of the University of Sydney Business School.
   (2) To qualify for the award of the pass degree, a candidate must successfully complete 144 credit points, including:
       (a) 36 30 credit points of core units of study (24 junior credit points and six senior credit points and a six credit point capstone); and
       (b) a major from Table A or B; and
       (c) a maximum of 60 credit points in junior units of study; and
       (d) a maximum of 48 credit points in units of study from Table C.

   6 Progression rules
   (1) Full time students must enrol in all junior core units of study within the first year of enrolment.
   (2) Part time students must enrol in all junior core units of study within the first two years of enrolment.
   (3) Students must enrol in the capstone unit of study in the final semester of enrolment.

   Bachelor of Commerce (Liberal Studies)
   Bachelor of Commerce (Liberal Studies) (Honours)

   4 Requirements for award
   (1) The units of study that may be taken for the course are set out in Tables A, B and C of the University of Sydney Business School, Table A of the Faculty of Arts and Social Sciences and Table 1 of the Faculty of Science.
   (2) To qualify for the award of the pass degree, a candidate must successfully complete 192 credit points, comprising:
       (a) 48 12 credit points of core units of study (six junior credit points and six senior credit points and a six credit point capstone); and
       (b) a minimum of 24 credit points of units of study from Table A of the Faculty of Arts and Social Sciences; and
       (c) a minimum of 12 credit points of units of study from Table 1 of the Faculty of Science; and
       (d) one major from Major I subject areas listed below; and
       (e) one major from Major II subject areas listed below; and
       (f) a maximum of 96 credit points of junior units of study; and
(g) a minimum of 108 credit points of units of study from Table A of the University of Sydney Business School; and
(h) any additional units of study required to make 192 credit points in total.

6 Progression rules
(1) Candidates must enrol in the six credit point junior core unit of study within the first year of enrolment.
(2) The six credit point capstone unit of study must be completed in the final semester of a candidate's enrolment.

Bachelor of Commerce and Bachelor of Arts

5 Requirements for award
(1) The units of study that may be taken for the combined degree program are set out in Tables A, B and C of the University of Sydney Business School and Tables A and B of the Faculty of Arts and Social Sciences.
(2) To qualify for the award of the Bachelor of Commerce and Bachelor of Arts, a candidate must successfully complete 240 credit points, comprising:
(a) a minimum of 96 credit points in units of study from Tables A and B of the University of Sydney Business School, including:
(i) 36 30 credit points of Bachelor of Commerce core units of study (24 junior credit points, and six senior credit points and a six credit point capstone); and
(ii) a major from the Commerce subject areas listed in Tables A and B;
(b) a minimum of 72 credit points of senior units of study from Table A of the Faculty of Arts and Social Sciences, including a major from Arts and Social Sciences subject areas listed in Table A;
(c) any additional units of study required to make 240 credit points in total;
and
(d) ensuring the completion of no more than 96 credit points in junior units of study.

7 Progression rules
(1) Full time students must enrol in all junior core units of study for the Bachelor of Commerce within the first two years of enrolment.
(2) Part time students must enrol in all junior core units of study for the Bachelor of Commerce within the first four years of enrolment.
(3) All students must enrol in the capstone unit of study for the Bachelor of Commerce in the final semester of the Commerce degree.

Bachelor of Commerce and Bachelor of Science

6 Requirements for award
(1) The units of study that may be taken for the combined degree program are set out in Tables A, B and C of the University of Sydney Business School and Table 1 of the Faculty of Science. The Faculty of Science may permit a candidate of exceptional merit who is admitted to the Faculty of Science Talented Student Program to undertake a unit or units of study within the Faculty of Science other than those specified in Table 1.
(2) To qualify for the award of the pass degrees a candidate must successfully complete 240 credit points.
(3) Requirements for the Bachelor of Commerce
To qualify for the award of the Bachelor of Commerce a candidate must successfully complete a minimum of 96 credit points of units of study from Tables A and B of the University of Sydney Business School including:
(a) 36 30 credit points of core units of study (24 junior credit points, and six senior credit points and a six credit point capstone); and;
(b) a major from Table A or B.
(4) Requirements for the Bachelor of Science
To qualify for the award of the Bachelor of Science a candidate must successfully complete a minimum of 96 credit points of units of study from Science subject areas including:
(a) a major from Science subject areas in Table 1;
(b) a minimum of 12 credit points from the Science subject areas of Mathematics and Statistics; and
(c) a minimum of 24 credit points of junior units of study from at least two Science subject areas other than Mathematics and Statistics.
(d) a minimum of 60 credit points of intermediate and senior units of study from the Science subject areas in Table 1.
(5) Requirements for the Bachelor of Science (Advanced) stream
Candidates completing the Advanced stream of the Bachelor of Science must include as part of the above requirements:
(a) maximum 48 credit points from junior Science units of study;
(b) a minimum of 12 credit points of intermediate Science units of study at either the Advanced level or as TSP units; and
(c) a minimum of 48 credit points of senior Science units of study of which at least 24 credit points are units of study in a single Science subject area, taken at the Advanced level or as TSP units.

(6) Requirements for the Bachelor of Science (Advanced Mathematics) stream
Candidates completing the Advanced Mathematics stream of the Bachelor of Science must include as part of the above requirements:
(a) maximum 48 credit points from junior Science units of study;
(b) minimum 12 credit points of intermediate Mathematics and Statistics units of study at either the Advanced level or as TSP units;
(c) a major in Mathematics, Statistics or Financial Mathematics and Statistics; and
(d) a minimum of 48 credit points of senior Science units of study of which at least 24 credit points are completed at the Advanced level or as TSP units in Mathematics and Statistics.

8 Progression rules
(1) A candidate may proceed concurrently to the degrees of Bachelor of Commerce and Bachelor of Science.
(2) In the Bachelor of Science (Advanced) or Bachelor of Science (Advanced Mathematics), students must maintain in intermediate and senior units of study in Science subject areas an average mark of 65 or greater in each year of enrolment.
(3) Students in the Bachelor of Science (Advanced) or Bachelor of Science (Advanced Mathematics) streams who fail to maintain a Credit average will be transferred to the Bachelor of Science in the next year of enrolment with full credit for units completed in the Advanced or Advanced Mathematics stream.
(4) Students in the Bachelor of Science (Advanced) or Bachelor of Science (Advanced Mathematics) streams who fail to achieve a credit average across all units attempted in their final year of the degree will be awarded the Bachelor of Science pass degree.
(5) To transfer from the Bachelor of Science to the Advanced or Advanced Mathematics stream, a student must satisfy the following:
   (a) completion of at least 48 credit points;
   (b) an average of 75 or greater over all attempted units of study; and
   (c) be able to enrol in the required number of advanced level or TSP units.
(6) Full time students must enrol in all junior core units of study for the Bachelor of Commerce within the first two years of enrolment.
(7) Part time students must enrol in all junior core units of study for the Bachelor of Commerce within the first four years of enrolment.
(8) Students must enrol in the capstone unit of study for the Bachelor of Commerce in the final semester of the Commerce degree.

Bachelor of Commerce and Bachelor of Laws

5 Requirements for the degrees in the combined course
(1) The units of study that may be taken for the degrees in the combined program are set out in Tables A and B of the University of Sydney Business School and the Faculty of Law Undergraduate Table.
(2) To qualify for the award of the pass degrees, a candidate must successfully complete 240 credit points, comprising:
   (a) 96 credit points of units of study from Tables A and B of the University of Sydney Business School; and
   (b) 144 credit points of Law units of study, of which 48 credit points are Combined Law compulsory units of study for Years 1, 2 and 3 and are credited towards the requirements for both the Bachelor of Commerce and the Bachelor of Laws degrees.
(3) Requirements for the Bachelor of Commerce
To qualify for the award of the Bachelor of Commerce, candidates must complete 144 credit points, including:
   (a) 48 credit points of the Combined Law compulsory units of study for Years 1, 2 and 3;
   (b) 36 credit points of core units of study (24 junior credit points, and six senior credit points and a six credit point capstone);
   (c) a major from Table A or B; and
   (d) a maximum 48 credit points in junior units of study from Tables A and/or B.
(4) Requirements for the Bachelor of Laws
To qualify for the award of the Bachelor of Laws candidates must complete 144 credit points taken from the Faculty of Law Undergraduate Table, comprising:
   (a) 102 credit points of compulsory units of study; and
(b) 42 credit points of elective units of study, of which a maximum of 36 credit points are taken from Part 1 and a minimum of 6 credit points are taken from Part 2.

7 Progression rules
(1) Candidates in a Combined Law program must successfully complete LAWS1006 Foundations of Law before enrolling in any other Bachelor of Laws units of study.
(2) Candidates are required to complete the Bachelor of Laws units of study in the order listed in the Faculty of Law Undergraduate Table.
(3) Except with the permission of the Dean of the Faculty of Law, candidates must complete the requirements for the Bachelor of Commerce before proceeding to Year Four of the Bachelor of Laws.
(4) Students must enrol in all compulsory junior Commerce credit points within the first year of enrolment.
(5) Students must enrol in the capstone Commerce unit in the final semester of the Commerce degree.

Bachelor of Engineering and Bachelor of Commerce
Bachelor of Engineering Honours and Bachelor of Commerce

6 Requirements for Award
(1) To qualify for the award of the combined degree:
(a) For all Bachelor of Engineering combined degrees except the Bachelor of Engineering and Bachelor of Laws, a candidate must complete 240 credit points and satisfy any additional requirements specified in the following clauses.
(b) For the Bachelor of Engineering and Bachelor of Laws combined degree, a candidate must complete 288 credit points and any additional requirements specified in the following clauses.
(c) Where the requirements specified in the following clauses account for less than the total required credit, candidates must complete additional units of study (not including general electives) from the relevant Bachelor of Engineering specialist stream table subject to any conditions specified in that table as may be necessary to satisfy the requirements of the degree.
(2) For the Bachelor of Engineering component of a combined degree:
(a) The units of study that may be taken for the Bachelor of Engineering component of the combined degree are set out in the tables of units of study for the Bachelor of Engineering single degree.
(b) Except where varied by other clauses of these resolutions, all candidates must complete a minimum of 144 credit points comprising:
   (i) 36cp from the Engineering Core Table, including all required units;
   (ii) 108cp from the Engineering Stream Core Table pertaining to the specialist stream being undertaken, including all required units;
(c) The Faculty Board may approve, based on appropriate academic justification, a list of approved unit alternatives. These alternatives specify, for particular Engineering stream / combined degree combinations, units within the normal requirements for the Bachelor of Engineering component of the combined degree that can be replaced by specified alternative units that would form part of the normal program for single degree students in that stream.
(3) For the Bachelor of Arts component of a combined degree:
(a) The units of study that may be taken are set out in Table A from the Faculty of Arts and Social Sciences Tables of units of study.
(b) Candidates must complete a total of 84 credit points from Table A, including:
   (i) a major from Table A
   (ii) a minimum of 54 credit points of 2000/3000 level units of study.
(4) For the Bachelor of Commerce component of a combined degree:
(a) The units of study that may be taken are set out in Tables A and B of the University of Sydney Business School.
(b) Candidates must complete 96 credit points of units of study selected from Tables A and B including:
   (i) 36 24 credit points of core units of study (24 18 junior credit points, and six senior credit points and a six credit point capstone);
   (ii) a major.

Bachelor of Information Technology and Bachelor of Commerce

6 Requirements for award
(1) The units of study that may be taken for the Bachelor of Information Technology are set out in the Bachelor of Information Technology units of study table.
(2) The units of study that may be taken for the Bachelor of Commerce are set out in Tables A and B of the University of Sydney Business School.

(3) To qualify for the award of the combined degree, a candidate must successfully complete 240 credit points.

(4) For the Bachelor of Information Technology a candidate must
(a) complete 144 credit points of core units selected from the table of units for the Bachelor of Information Technology stream the candidate is pursuing;
(b) complete at least 78 credits of 3000-level or above IT units of study.

(5) For the Bachelor of Commerce a candidate must complete 96 credit points selected from Tables A and B of the University of Sydney Business School including:
(a) 36 3Q crédit points of core units of study (24 junior credit points, and six senior credit points, and a six credit point capstone)*; and
(b) a major.

* A candidate who undertakes equivalent junior Mathematics units as part of the Bachelor of Information Technology degree will be exempted from Bachelor of Commerce core unit, BUSSI1020.

Bachelor of Commerce/Doctor of Medicine

5 Requirements for award
(1) The units of study that may be taken for the course are set out in
(a) Tables A, B and C of the University of Sydney Business School; and
(b) the table of units for the Doctor of Medicine from the Faculty of Medicine.
(2) To qualify for the award of both degrees a candidate must successfully complete 336 credit points, comprising:
(a) 144 credit points to qualify for the award of the Bachelor of Commerce as specified in resolutions for the Bachelor of Commerce, including 6 credit points of Junior units of study from each of the Science subject areas of Chemistry, Physics, and either Biology or Molecular Biology and Genetics (18 credit points in total); 
(b) 192 credit points specified by the resolutions for the Doctor of Medicine from the Faculty of Medicine; and 
(c) one zero credit point Medicine unit of study in the first three years of the program.

7 Progression rules
(1) Candidates must complete all requirements for the degree of Bachelor of Commerce, including the designated Science units of study, in minimum time and must maintain a credit average in each year of the Bachelor of Commerce, this being the minimum achievement required for admission to candidature for the Doctor of Medicine.
(2) Failure to maintain the required progression and minimum result requirements will result in candidates being transferred from the double degree program to a Bachelor of Commerce degree with full credit for all units of study successfully completed.
(3) Students must enrol in all junior core units of study for the Bachelor of Commerce within the first year of enrolment.
(4) Students must enrol in the capstone unit of study for the Bachelor of Commerce in the final semester of the Commerce degree.

4. Transitional arrangements
Students continuing in 2017 will be able to replace this unit with an elective unit of their choice (subject to course resolutions). Students expected to complete in Semester 2, 2016 who may fail this unit in their final semester will be able to undertake the unit for the final time over the summer period (2017), should they wish to do so.

5. Other relevant information
Attachment 1 details consultation with partner faculties impacted by the proposed changes.

6. Signature of Dean

Minor Course Amendment Proposal
Version 03.09.2012
Core units of study for the Bachelor of Commerce and related combined degrees

These core units are completed by all students enrolled in the Bachelor of Commerce and the related Bachelor of Commerce combined degrees.

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Junior units of study</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSS1001 Understanding Business</td>
<td>6</td>
<td>N ECOF1003</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>This unit of study is a compulsory part of the Bachelor of Commerce, combined Bachelor of Commerce degrees and the Bachelor of Commerce (Liberal Studies).</td>
<td>Semester 2</td>
</tr>
<tr>
<td>BUSS1002 The Business Environment</td>
<td>6</td>
<td>P ECOF1003 or BUSS1001 N CISS2001 or ECOF1004</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>This unit of study is a compulsory part of the Bachelor of Commerce, combined Bachelor of Commerce degrees and the Bachelor of Commerce (Liberal Studies).</td>
<td>Semester 2</td>
</tr>
<tr>
<td>BUSS1000 Future of Business</td>
<td>6</td>
<td>N BUSS1001</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>This unit of study is a compulsory part of the Bachelor of Commerce, combined Bachelor of Commerce degrees.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>BUSS1020 Quantitative Business</td>
<td>6</td>
<td>N ECOF1010 or ECMT1010 or MATH1005 or MATH1905 or MATH1015 or STAT1021 or ENVX1001</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Analysis</td>
<td></td>
<td>This unit of study is a compulsory part of the Bachelor of Commerce, combined Bachelor of Commerce degrees.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>BUSS1030 Accounting, Business and</td>
<td>6</td>
<td>N ACCT1001 or ACCT1002 or ACCT1003 or ACCT1004 or ACCT1005</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Society</td>
<td></td>
<td>This unit of study is a compulsory part of the Bachelor of Commerce and combined Bachelor of Commerce degrees.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>BUSS1040 Economics for Business</td>
<td>6</td>
<td>N ECOF1005</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Decision Making</td>
<td></td>
<td>This unit of study is a compulsory part of the Bachelor of Commerce and combined Bachelor of Commerce degrees.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>Intermediate unit of study</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSS2000 Leading and Influencing in</td>
<td>6</td>
<td>P Completion of 48 credit points including BUSS1000 or BUSS1001</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Business</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Senior unit of study (Capstone)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSS3500 Integrated</td>
<td>6</td>
<td>P For the Bachelor of Commerce: Completed a minimum of 120 credit points including the following units of study:</td>
<td>Intensive February</td>
</tr>
<tr>
<td><strong>Business Applications</strong></td>
<td>(BUSS1001 or ECOF1003), (BUSS1002 or ECOF1004), (BUSS1030 or ACCT1005), (BUSS1040 or ECON1001) and (BUSS1020 or ECMT1010 or equivalent); For the Bachelor of Commerce (Liberal Studies): Completed a minimum of 168 credit points including the following units of study: (BUSS1001 or ECOF1003) and (BUSS1002 or ECOF1004). Note: Department permission required for enrolment. This unit of study is a compulsory part of the Bachelor of Commerce, combined Bachelor of Commerce degrees and the Bachelor of Commerce (Liberal Studies).</td>
<td>Intensive July Semester 1. Semester 2</td>
<td></td>
</tr>
</tbody>
</table>
Minor Course Amendment Proposal

Faculty: Architecture, Design and Planning
Contact person: Dr Adrienne F Keane

1. **Name of award course**
   Bachelor of Architecture and Environments

2. **Purpose of proposal**
   The Urban and Regional Planning & Policy Discipline is proposing to “rest” DESP1001, DESP2001 and DESP2002 with the strategic objective to replace these with “DAAE1001 Living Cities” and “BADP2002 City Form and Development” as elective offerings to degrees within and beyond FADP. The longer term strategy is to reduce the number of undergraduate offerings while positioning DAAE1001 and BADP2002 as the more suitable units for “universal” urban planning and design units. The impact upon the Bachelor of Architecture and Environments (BAE) will be the deletion of DESP2002 in the “Architecture Electives” as referred to the Faculty handbook. DAAE1001 and BADP2002 are existing cores in the BAE. The BAE Program Director has been consulted with this proposal. To also advise the committee of the cancellation of the elective DESA3006 Architectural Models: Theory and Practice, introduction of elective DESA3XXX Architecture’s Other: Radical Practices and unit of study name changes.

3. **Details of amendment**
   Please see course table below.

4. **Transitional arrangements**
   No transitional arrangements are required for BAE students. It is noted that Bachelor of Project Management, a program of the Faculty of Engineering, has DESP1001 as a second year “Built Environment Stream”. The Faculty of Engineering’s relevant subdean will be consulted and advised that their students be offered DAAE1001 in lieu of DESP1001.

5. **Other relevant information**

6. **Signature of Dean**
   [Signature]
   [Wendy Davis]
   Acting Dean

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Version 03.09.2012
2017 Bachelor of Architecture and Environments

**CORE UNITS**

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>DECO1006</td>
<td>Design Thinking Process and Methods</td>
<td>6</td>
<td>Y1, S1</td>
</tr>
<tr>
<td>BDES1011</td>
<td>Architectural History and Theory 1</td>
<td>6</td>
<td>Y1, S1</td>
</tr>
<tr>
<td>BDES1012</td>
<td>Architectural Communications 1</td>
<td>6</td>
<td>Y1, S1</td>
</tr>
<tr>
<td>AWS51001</td>
<td>Architectural Sketching and Drawing</td>
<td>6</td>
<td>Y1, S1</td>
</tr>
<tr>
<td>BADP1001</td>
<td>Empirical Thinking</td>
<td>6</td>
<td>Y1, S2</td>
</tr>
<tr>
<td>BDES1023</td>
<td>Architectural Technologies 1</td>
<td>6</td>
<td>Y1, S2</td>
</tr>
<tr>
<td>DAAE1001</td>
<td>Living Cities</td>
<td>6</td>
<td>Y1, S2</td>
</tr>
<tr>
<td>BAEN1001</td>
<td>Design in Architecture</td>
<td>6</td>
<td>Y1, S2</td>
</tr>
<tr>
<td>BAEN2001</td>
<td>Design Integration Lab: Materials</td>
<td>6</td>
<td>Y2, S1</td>
</tr>
<tr>
<td>BADP2002</td>
<td>City Form and Development</td>
<td>6</td>
<td>Y2, S1</td>
</tr>
<tr>
<td>BADP2003</td>
<td>Light and Sound</td>
<td>6</td>
<td>Y2, S1</td>
</tr>
<tr>
<td>BAEN2002</td>
<td>Design Integration Lab: Energy</td>
<td>6</td>
<td>Y2, S2</td>
</tr>
<tr>
<td>BDES2013</td>
<td>Architectural Technologies 2</td>
<td>6</td>
<td>Y2, S2</td>
</tr>
<tr>
<td>BADP2001</td>
<td>Algorithmic Architecture</td>
<td>6</td>
<td>Y2, S2</td>
</tr>
<tr>
<td>BAEN3XXX</td>
<td>Design Integration Lab: Exploring Urban Environments</td>
<td>6</td>
<td>Y3, S1</td>
</tr>
<tr>
<td>BDES3023</td>
<td>Architectural Technologies 3</td>
<td>6</td>
<td>Y3, S1</td>
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<tr>
<td>BADP3XXX</td>
<td>Designing for Environment Quality</td>
<td>6</td>
<td>Y3, S1</td>
</tr>
<tr>
<td>BADP3XXX</td>
<td>Property and the Built Environment</td>
<td>6</td>
<td>Y3, S2</td>
</tr>
</tbody>
</table>

**CAPSTONE UNITS**

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAEN3XXX</td>
<td>Design Integrative Lab: Capstone Integrative Project</td>
<td>12</td>
<td>Y3, S2</td>
</tr>
</tbody>
</table>

**ELECTIVE UNITS**

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAAE2008</td>
<td>Innovative Building Structures</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DAAE3001</td>
<td>Sustainable Architectural Practice</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DESA1004</td>
<td>Designing with Surfaces and Light</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DAAE2005</td>
<td>Designing with Colour</td>
<td>6</td>
<td>S1, S2</td>
</tr>
<tr>
<td>DAAE2011</td>
<td>Intro to Visual Communication</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DECO1012</td>
<td>Design Programming</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DECO2021</td>
<td>Sound Design and Sonification</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DECO2101</td>
<td>Visual Communication</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DECO2101</td>
<td>Web Design and Technologies</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DECO2103</td>
<td>3D Modelling and Fabrication</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DECO3006</td>
<td>Animation and Motion Design</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>BDES3025</td>
<td>Architectural Professional Practice</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DAAE2001</td>
<td>20th Century Australian Architecture</td>
<td>6</td>
<td>S2</td>
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<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
<td>Semester</td>
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<tr>
<td>DESP2001</td>
<td>Planning for the Public Domain</td>
<td>6</td>
<td>S1</td>
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<tr>
<td>DESA3003</td>
<td>Architectural Detailing</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DESA3004</td>
<td>Architecture and Diagrams</td>
<td>6</td>
<td>S1</td>
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<tr>
<td>DESA3005</td>
<td>Architectural Drawing Through History</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DESA3006</td>
<td>Architectural Investigations: Models</td>
<td>6</td>
<td>S1,S2</td>
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<tr>
<td>DESA3007</td>
<td>Prefab Architecture</td>
<td>6</td>
<td>Int Feb</td>
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<tr>
<td>DESA3008</td>
<td>Architectural Models: Theory and Practice</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DESA3009</td>
<td>Advanced Fabrication</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DESA3010</td>
<td>Code to Production</td>
<td>6</td>
<td>S1,S2</td>
</tr>
<tr>
<td>DESA3XXX</td>
<td>Architecture's Other: Radical Practices</td>
<td>6</td>
<td>S2</td>
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# 2017 Bachelor of Architecture and Environments

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Minor Course Amendment Proposal

Faculty: Architecture, Design and Planning

Contact person: Dr Adrienne F Keane

1. Name of award course

Bachelor of Design in Architecture

2. Purpose of proposal

The Urban and Regional Planning & Policy Discipline is proposing to “rest” DESP1001, DESP2001 and DESP2002 with the strategic objective to replace these with “DAAE1001 Living Cities” and “BADP2002 City Form and Development” as elective offerings. The longer term strategy is to reduce the number of undergraduate offerings while positioning DAAE1001 and BADP2002 as “universal” urban planning and design units for FADP as well as other faculties. The impact upon the Bachelor of Design in Architecture (BDesArch) will be the deletion of DESP1001, DESP2001 and DESP2002 as junior and senior electives as referred to the Faculty handbook for that program and be replaced by DAAE1001 and BADP2002. The Head of Architecture and the BDesArch Program Director has been consulted with this proposal and they are in agreement. To also advise the committee of the cancellation of the elective DESA3006 Architectural Models: Theory and Practice, introduction of elective DESA3XXX Architecture’s Other: Radical Practices.

3. Details of amendment

Please see course table below.

4. Transitional arrangements

No transitional arrangements are required for BDesArch students. It is noted that Bachelor of Project Management, a program of the Faculty of Engineering, has DESP1001 as a second year “Built Environment Stream”. The Faculty of Engineering’s relevant subdean will be consulted and advised that their students be offered DAAE1001 in lieu of DESP1001

5. Other relevant information

6. Signature of Dean

Wendy Davis
Acting Dean
# 2017 Bachelor of Design in Architecture

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</tr>
<tr>
<td>DAAE2011</td>
<td>Intro to Visual Communication Design</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DECO2010</td>
<td>Designing Social Media</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DECO2101</td>
<td>Visual Communication</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DECO2102</td>
<td>Web Design and Technologies</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DECO2103</td>
<td>3D Modelling and Fabrication</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DECO3006</td>
<td>Animation and Motion Design</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DESA3XXX</td>
<td>Architecture's Other: Radical Practices</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DESP1001</td>
<td>Introductory Urban Design and Planning</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DAAE1001</td>
<td>Living Cities</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>DESP2001</td>
<td>Planning for Public Domain</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>DESP2002</td>
<td>Planning for the Built Environment</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>BADP 2002</td>
<td>City Form and Development</td>
<td>6</td>
<td>S1</td>
</tr>
</tbody>
</table>
Minor Course Amendment Proposal

Faculty: Architecture, Design and Planning

Contact person: A/Prof Martin Tomitsch

1. Name of award course

Bachelor of Design Computing
Bachelor of Design Computing (Honours)

2. Purpose of proposal

1) To apply the following changes to Table B (core units) in the resolutions of the Senate for the Bachelor of Design Computing and Bachelor of Design Computing (Honours) degrees:

   Remove INFO2120 Database Systems 1 from the section “Core units – Senior units of study” and move the unit to the section “Other electives”.

   Add DECO2010 Designing Social Media to the section “Core units – Senior units of study”.

   To amend the name of the core unit DECO1006 to “Design Process and Methods”.

   The same updates shall be applied to the “Bachelor of Design Computing enrolment planner” tables.

2) To advise the Undergraduate Studies Committee of the adoption of the following new units of study to be offered as cross-faculty electives:

   DECO2xxx Design Thinking
   DECO2xxx Design for Innovation
   DECO3xxx Innovation Design Studio

3. Details of amendment

In Table B, delete:

   INFO2120 Database Systems 1 6 P INFO1003 OR INFO1103 OR INFO1903 OR INFS1000 OR DECO1012. N INFO2905, COMP5138, INFO2820 Semester 1

In Table B, add to section “Core units – Senior units of study”:

   DECO2010 Designing Social Media 6 Semester 1

In Table B, add to section “Other electives – Senior units of study”:

   INFO2120 Database Systems 1 6 P INFO1003 OR INFO1103 OR INFO1903 OR INFS1000 OR DECO1012. N INFO2905, COMP5138, INFO2820 Semester 1

In Table B, amend in section “Core units – Junior units of study”:

   DECO1006 Design Thinking Design Process and Methods 6 N IDEA9106 Semester 1
4. **Transitional arrangements**

The proposed change will only affect students who are currently in their first year of Design Computing, as the proposed changes only concern the second year in the degree.

These students will be able to either transfer into the new resolutions, or to continue under the old resolutions as INFO2120 will remain to be offered and can therefore continued to be taken by students not wishing to transfer.

5. **Other relevant information**

The following staff members and students were consulted in preparation of this proposal:

- A/Prof Wendy Davis, Associate Dean Education (Faculty of Architecture, Design & Planning)
- Prof Alan Fekete (UGSC representative from Engineering & IT), A/Prof Tim Wilkinson (Sub Dean, Students), A/Prof Masa Takatsuka (Deputy Head, School of IT) and Dr Uwe Roehm (unit coordinator)
- B. Design Computing Students enrolled in the second year core unit DECO2014 User Experience Design Studio in Semester 1, 2016

6. **Signature of Dean**

Wendy Davis

Acting Dean
Table B: Bachelor of Design Computing - Core units of study

Candidates are required to complete all the core units of study listed in this table.

### Junior units of study

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>DECO1012 Design Programming</td>
<td>6</td>
<td></td>
<td>N DECO2011 or SOFT1001</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>DECO1006 Design Thinking Processes and Methods</td>
<td>6</td>
<td></td>
<td>N IDEA9106</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>DECO1008 3D Modelling and Fabrication</td>
<td>6</td>
<td></td>
<td>N DECO2103</td>
<td>This unit is for students enrolled in the Bachelor of Design Computing only. Students enrolled in other programs should enrol in DECO2103.</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>DECO1013 Physical Computing</td>
<td>6</td>
<td></td>
<td>P DECO1006</td>
<td>N DECO2012</td>
<td>This unit is for students enrolled in the Bachelor of Design Computing only. Students enrolled in other programs should enrol in DECO2012.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>DECO1014 Digital Media Production</td>
<td>6</td>
<td></td>
<td>N: DECO3100</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>DECO1015 Visual Communication</td>
<td>6</td>
<td></td>
<td>N DECO1100</td>
<td>This unit is for students enrolled in the Bachelor of Design Computing only. Students from other programs should enrol in DECO2101.</td>
<td></td>
<td>Semester 1</td>
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<tr>
<td>DECO1016 Web Design and Technologies</td>
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<td>N DECO2102</td>
<td>This unit is for students enrolled in the Bachelor of Design Computing only. Students enrolled in other programs should enrol in DECO2102.</td>
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<td>Semester 2</td>
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<tr>
<td>DECO1017 Principles of Animation</td>
<td>6</td>
<td></td>
<td>N DECO3006</td>
<td>This unit is for students enrolled in the Bachelor of Design Computing only. Students enrolled in other programs should enrol in DECO3006.</td>
<td></td>
<td>Semester 2</td>
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### Senior units of study

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>DECO2014 User Experience Design Studio</td>
<td>12</td>
<td></td>
<td>P DECO1006</td>
<td>N DECO2010 or DECO3005</td>
<td>Enrolment numbers are limited by teaching resources. If you attempt to enrol is unsuccessful, please seek permission from the Faculty of Architecture, Design and Planning Student Administration Centre (SAC). First preference is given to Bachelor of Design Computing students.</td>
<td>Semester 1</td>
</tr>
<tr>
<td>INFO2120 Database Systems 1</td>
<td>6</td>
<td></td>
<td>P INFO1803 OR INFO1103 OR INFO1301 OR INFO1000 OR DECO1012</td>
<td>N INFO2005, COMP5158, INFO2900</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>DECO2010 Designing Social Media</td>
<td>6</td>
<td></td>
<td>N DECO2005</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>DECO2200 Interaction Design Studio</td>
<td>12</td>
<td></td>
<td>P DECO1006</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>DECO3100 Information Visualisation Design Studio</td>
<td>12</td>
<td></td>
<td>P DECO1006 and DECO1012</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>DECO3200 Interactive Product Design Studio</td>
<td>12</td>
<td></td>
<td>P DECO1006 and DECO1012</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
</tbody>
</table>

### Electives

Candidates are required to complete a maximum of 42 credit points of electives from the following list. Students who have completed 96 credit points with a WAM of at least 70 may substitute, with the permission of the unit coordinator concerned, units from Table G, Graduate units of study.

### Design Computing electives

#### Senior units of study

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
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</thead>
<tbody>
<tr>
<td>DECO3441 Design Computing Independent Study A</td>
<td>6</td>
<td></td>
<td>P 48 credit points and WAM of at least 70. Note: Department permission required for enrolment</td>
<td>Departmental Permission will be required to enrol in this unit.</td>
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<td>Semester 1</td>
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<tr>
<td>DECO3442 Design Computing Independent Study B</td>
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<td>P 48 credit points and WAM of at least 70. Note: Department permission required for enrolment</td>
<td>Departmental Permission will be required to enrol in this unit.</td>
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<td>Semester 1</td>
</tr>
<tr>
<td>DECO3443 Design Computing Independent Study C</td>
<td>6</td>
<td></td>
<td>P 48 credit points and WAM of at least 70. Note: Department permission required for enrolment</td>
<td>Departmental Permission will be required to enrol in this unit.</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>DECO3444 Design Computing Independent Study D</td>
<td>6</td>
<td></td>
<td>P 48 credit points and WAM of at least 70. Note: Department permission required for enrolment</td>
<td>Departmental Permission will be required to enrol in this unit.</td>
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<td>Semester 1</td>
</tr>
<tr>
<td>DECO3665 Graduation Show</td>
<td>6</td>
<td></td>
<td>P 48 credit points</td>
<td>Note: Department permission required for enrolment</td>
<td></td>
<td>Semester 2</td>
</tr>
</tbody>
</table>
### Unit of study | Credit points | A: Assumed knowledge | P: Prerequisites | C: Corequisites | N: Prohibition | Session
---|---|---|---|---|---|---
DECO3666 Graduate Internship &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;6 &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;P 96 credit points &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Note: Department permission required for enrolment &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Intensive | February | Intensive July | Semester 1 | Semester 2 |  
DECO3551 Design Computing General Elective A &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;6 &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;P 48 credit points of units of study &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Note: Department permission required for enrolment &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Departmental Permission will be required to enrol in this unit. | Semester 1 | Semester 1a | Semester 1b | Semester 2 | Semester 2a | Semester 2b | Semester 2b |  
DECO3552 Design Computing General Elective B &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;6 &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;P 48 credit points of units of study &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Note: Department permission required for enrolment &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Departmental Permission will be required to enrol in this unit. | Semester 1 | Semester 1a | Semester 1b | Semester 2 | Semester 2a | Semester 2b | Semester 2b |  
DECO3553 Design Computing General Elective C &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;6 &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;P 48 credit points of units of study &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Note: Department permission required for enrolment &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Departmental Permission will be required to enrol in this unit. | Semester 1 | Semester 1a | Semester 1b | Semester 2 | Semester 2a | Semester 2b | Semester 2b |  
DECO3554 Design Computing General Elective D &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;6 &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;P 48 credit points of units of study &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Note: Department permission required for enrolment &nbsp;&nbsp;&nbsp;&nbsp;&nbsp;&nbsp;Departmental Permission will be required to enrol in this unit. | Semester 1 | Semester 1a | Semester 1b | Semester 2 | Semester 2a | Semester 2b | Semester 2b |  
  
### Faculty electives

#### Junior units of study

| AWSS1001 Architectural Sketching and Drawing | 6 | N DESA1601, DESA1602 | Students may incur costs for materials in some Art Workshops units. | Semester 1 |  
| DESA1064 Designing with Surfaces and Light | 6 | N DESA2612 | Semester 2 | Summer Main |  

#### Senior units of study

| AWSS2015 Generative Drawing | 6 | Note: Department permission required for enrolment | Semester 1 | Semester 1 |  
| AWSS2020 Object Design | 6 | C DESA1555 | N DESA2643 | Note: Department permission required for enrolment | Semester 1 | Semester 2 |  
| AWSS2023 Architectural Photography 1 | 6 | N DESA2629 | Note: Department permission required for enrolment | Semester 1 | Semester 2 |  
| AWSS2026 2D Print Processes in Design | 6 | N DESA2638 | Note: Department permission required for enrolment | Semester 1 | Semester 2 |  
| AWSS2027 Architecture and Design Material Processes | 6 | N DESA2636 | Note: Department permission required for enrolment | Semester 1 | Semester 2 |  
| DAAE2011 Intro to Visual Communication Design | 6 | P DAAE2009 | Semester 1 | Summer Main |  
| DESC9011 Audio Production | 6 | Note: Department permission required for enrolment | Departmental Permission will be required to enrol in this unit. | Semester 1 |  

### Other electives

#### Junior units of study

| ANTH1001 Cultural Difference: An Introduction | 6 | N ANTH1003 | Semester 1 | Summer Main |  
| ARHT1001 Style and Substance: Introducing Art History | 6 | Semester 1 |  
| ARHT1002 Modern Times: Art and Film | 6 | Semester 2 | Summer Main |  
| ENGL1011 Introduction to Film Studies | 6 | Semester 2 |  
| GCST1601 Introduction to Cultural Studies | 6 | Semester 1 |  
| LNGS1002 Language and Social Context | 6 | Semester 2 |  
| PHIL1101 Society, Knowledge and Self | 6 | N PHIL1010 | Semester 2 |  
| PRFM1601 Performance: Process and Collaboration | 6 | Semester 1 |  
| SCLG1001 Introduction to Sociology 1 | 6 | Semester 1 |  

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
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</thead>
<tbody>
<tr>
<td>SCLG1002 Introduction to Sociology 2</td>
<td>6</td>
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<tr>
<td>WRIT1000 Writing: Style and Method</td>
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<tr>
<td>INF51000 Digital Business Innovation</td>
<td>6</td>
<td>N ISYS1003 or INFO1000</td>
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<td>Semester 1</td>
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<tr>
<td>MKTG1001 Marketing Principles</td>
<td>6</td>
<td>N MKTG2001</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>MKTG1001 Marketing Principles</td>
<td>6</td>
<td>N MKTG2001</td>
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<td>Semester 2</td>
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<tr>
<td>ELEC1103 Fundamentals of Elec and Electronic Eng</td>
<td>6</td>
<td>A Basic knowledge of differentiation &amp; integration, and HSC Physics</td>
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<tr>
<td>ELEC1601 Foundations of Computer Systems</td>
<td>6</td>
<td>A HSC Mathematics extension 1 or 2</td>
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<td>Semester 2</td>
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<tr>
<td>INFO1003 Foundations of Information Technology</td>
<td>6</td>
<td>N INFS1000, INFO1000, ISYS1003, INFO1903</td>
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<td>Semester 1</td>
</tr>
<tr>
<td>INFO1103 Introduction to Programming</td>
<td>6</td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>INFO1105 Data Structures</td>
<td>6</td>
<td>P INFO1003 or INFO1103 or INFO1903 or INFS1000</td>
<td></td>
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<td>Semester 2</td>
</tr>
<tr>
<td>INF1903 Informatics (Advanced)</td>
<td>6</td>
<td>P ATAR sufficient to enter BCST(Adv), BIT or BSc(Adv), or portfolio of work suitable for entry</td>
<td>Note: Department permission required for enrolment</td>
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<td>Semester 1</td>
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<tr>
<td>MTRX1702 Mechatronics 1</td>
<td>6</td>
<td>A MTRX1701</td>
<td>N ELEC2602, ELEC1101, COSC1002, COSC1902</td>
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<td>Semester 2</td>
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<tr>
<td>PSYC1001 Psychology 1001</td>
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<tr>
<td>PSYC1002 Psychology 1002</td>
<td>6</td>
<td>This unit is also offered in the Sydney Summer School. For more information consult the web site: <a href="http://sydney.edu.au/summer/">http://sydney.edu.au/summer/</a></td>
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<tr>
<td>MUSC1503 Fundamentals of Music 1</td>
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<td>N MUSC1000 or MUSC1001 or MUSC1002 or MUSC1003 or MUSC1004 or MUSC1005 or MUSC1501 or MUSC1502 or MUSC2699 or MCGY1008</td>
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<tr>
<td>MUED1002 Creative Music Technology</td>
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<td>Semester 1</td>
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<tr>
<td>MUSC1007 Sounds, Screens, Speakers: Music and Media</td>
<td>6</td>
<td>N MUSC1000 or MUSC1001 or MUSC1502</td>
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<td>Semester 2</td>
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<tr>
<td><strong>Other electives</strong></td>
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<tr>
<td><strong>Senior units of study</strong></td>
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<tr>
<td>ARIN2620 Cyberworlds</td>
<td>6</td>
<td>P 18 Junior credit points from (Anthropology, Art History, Computer Science, Design Computing, English, Gender and Culture Studies, History, Information Systems, Information Technology, Linguistics, Media and Communication, Philosophy, Psychology or Sociology)</td>
<td>N ARIN2200</td>
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<tr>
<td>ARIN2640 Games and Play</td>
<td>6</td>
<td>P 18 Junior credit points from (Anthropology, Art History, Computer Science, Design Computing, English, Gender and Culture Studies, History, Information Systems, Information Technology, Linguistics, Media and Communication, Philosophy, Psychology or Sociology)</td>
<td>N ARIN3640</td>
<td></td>
<td></td>
<td>Semester 2</td>
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<tr>
<td>ARIN3620 Researching Digital Cultures</td>
<td>6</td>
<td>P 12 Senior credit points from Digital Cultures</td>
<td>N ARIN2000</td>
<td></td>
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<td>Semester 2</td>
</tr>
<tr>
<td>JPN52660 Introduction to Japan</td>
<td>6</td>
<td>P JPN5121 or JPN51612</td>
<td>N JPN2622 or JPN3622 or JPN3632</td>
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<tr>
<td>PHIL2642 Critical Thinking</td>
<td>6</td>
<td>P 12 Junior credit points</td>
<td></td>
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<tr>
<td>PRFM2601 Being There: Theories of Performance</td>
<td>6</td>
<td>P 18 Junior credit points from subject areas listed in Table A</td>
<td>N PRFM2001</td>
<td></td>
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<td>Semester 1</td>
</tr>
<tr>
<td>PRFM2602 Performance: Production and Interpretation</td>
<td>6</td>
<td>P 18 Junior credit points from subject areas listed in Table A</td>
<td>N PRFM2002</td>
<td></td>
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<td>Semester 2</td>
</tr>
<tr>
<td>SCLG2600 Media in Contemporary Society</td>
<td>6</td>
<td>P 12 Junior credit points from Sociology</td>
<td>N SCLG2018 or SCLG20537</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>INFO2120 Database Systems 1</td>
<td>6</td>
<td>P INFO1003 OR INFO1103 OR INFO1903 OR INFS1000 OR DECO1012</td>
<td>N INFO2305, COMP5138, INFO2820</td>
<td></td>
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<td>Semester 1</td>
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<tr>
<td>INFS2010 People, Information and Knowledge</td>
<td>6</td>
<td>A INFS1000 or equivalent</td>
<td>N INFS3015</td>
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<td>Semester 2</td>
</tr>
<tr>
<td>INFS2020</td>
<td>6</td>
<td>A INFS1000</td>
<td></td>
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<tr>
<td>Unit of study</td>
<td>Credit points</td>
<td>A: Assumed knowledge</td>
<td>P: Prerequisites</td>
<td>C: Corequisites</td>
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<td>Session</td>
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<tr>
<td>INF2030 Digital Business Management</td>
<td>6</td>
<td>A INF1000</td>
<td>N ACCT3006 or INF3020</td>
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<tr>
<td>MKTG3110 Electronic Marketing</td>
<td>6</td>
<td>P MKTG1001 or MKTG2001</td>
<td>N MKTG3010</td>
<td></td>
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<td>Semester 1</td>
</tr>
<tr>
<td>MKTG3114 New Products Marketing</td>
<td>6</td>
<td>P MKTG1001 or MKTG2001</td>
<td>N MKTG3004</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>MKTG3121 Advertising: Creative Principles</td>
<td>6</td>
<td>P MKTG1001 or MKTG2001</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>COMP2007 Algorithms and Complexity</td>
<td>6</td>
<td>A MATH1004 or MATH1005</td>
<td></td>
<td>P INFO1105 or INFO1905</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>COMP2129 Operating Systems and Machine Principles</td>
<td>6</td>
<td>A INFO1105 or INFO1905</td>
<td>P INFO1103 or INFO1903</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>COMP3109 Programming Languages and Paradigms</td>
<td>6</td>
<td>P COMP2007 or COMP2907</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>COMP3308 Introduction to Artificial Intelligence</td>
<td>6</td>
<td>A COMP2007, Programing skills (e.g. Java, Python, C, C++, Matlab)</td>
<td>N COMP3808</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>COMP3419 Graphics and Multimedia</td>
<td>6</td>
<td>A INFO1105 or INFO1905</td>
<td>P INFO1103 or INFO1903</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>COMP3520 Operating Systems Internals</td>
<td>6</td>
<td>P COMP2129</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC2104 Electronic Devices and Circuits</td>
<td>6</td>
<td>A Knowledge: ELEC1103. Ohm's Law and Kirchoff's Laws; action of Current and Voltage sources; network analysis and the superposition theorem; Thevenin and Norton equivalent circuits; inductors and capacitors, transient response of RL, RC and RLC circuits; the ability to use power supplies, oscilloscopes, function generators, meters, etc.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC3506 Data Communications and the Internet</td>
<td>6</td>
<td>N NETS2150</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC3607 Embedded Systems</td>
<td>6</td>
<td>A ELEC1601 AND ELEC2602. Logic operations, theorems and Boolean algebra, data representation, number operations (binary, hex, integers and floating point), combinational logic analysis and synthesis, sequential logic, registers, counters, bus systems, state machines, simple CAD tools for logic design, basic computer organisation, the CPU, peripheral devices, software organisation, machine language, assembly language, operating systems, data communications and computer networks.</td>
<td>P ELEC1601 and ELEC2602</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC3610 E-Business Analysis and Design</td>
<td>6</td>
<td>N EBUS3003</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>INFO2110 Systems Analysis and Modelling</td>
<td>6</td>
<td>A Experience with a data model as in INFO1003 or INFO1103 or INF1000</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>INFO3315 Introduction to IT Security</td>
<td>6</td>
<td>A In order to enter this unit, students should have at least one semester of tertiary study of IT. In particular, we assume familiarity with the value of information, and with the varied uses of IT in business and personal activities. We also assume an introductory level of skill in using a computer (for example, creating and moving files and folders, downloading and installing files, etc.). The assumed background would be achieved by completing INFO1003 Foundations of IT. We also assume previous instruction in verbal presentations and teamwork.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>INFO3315 Human-Computer Interaction</td>
<td>6</td>
<td>A Background in programming and operating systems that is sufficient for the student to independently learn new programming tools from standard online technical manuals. Ability to conduct a literature search. Ability to write reports of work done.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>INFO3402 Management of IT Projects and Systems</td>
<td>6</td>
<td>A INFO2110 or INFO2810 or INFO2900</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>ISYS2140 Information Systems</td>
<td>6</td>
<td>P INFO1103 or INFO1903 or INF1000 or INFO1003</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PSYC2013 Cognitive and Social Psychology</td>
<td>6</td>
<td>P PSYC1001 and PSYC1002</td>
<td>N PSYC2113</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>CAEL2047 Animation</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>CAEL2052 Introduction to Digital Publishing</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>CAEL2070 Composite Worlds: Digital Video</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>CATE2007 The Art of Memory</td>
<td>6</td>
<td>P (THAP1201 and THAP1202) or (CATE1001 and CATE1002) or (12 senior credit points of Art History and Theory)</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>CATE2012 Animation: Theories and Histories</td>
<td>6</td>
<td>P (THAP1201 and THAP1202) or (CATE1001 and CATE1002) or (BDES1001) or (12 senior credit points from Art History and Theory)</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>COMP2925 Writing Music for the Moving Image</td>
<td>6</td>
<td>P MUED1002 or MUSC2653 or MUED4002</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>MUSC2653 Introduction to Digital Music Techniques</td>
<td>6</td>
<td>P 18 Junior credit points</td>
<td>N MUSC2053</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
</tbody>
</table>
Minor Course Amendment Proposal

Faculty: Faculty of Nursing & Midwifery

Contact person: Ms Sarah Brown, Learning & Teaching Operations Manager

1. Name of award course
   Bachelor of Nursing (Honours)

2. Purpose of proposal
   The Faculty of Nursing and Midwifery is seeking approval to amend the resolutions for the Bachelor of Nursing (Honours).

3. Details of amendment
   The Faculty of Nursing & Midwifery is seeking approval to amend the course resolutions for the Bachelor of Nursing (Honours).
   These amendments do not materially alter the resolutions rather; they seek to rectify the nomenclature used in clause 7: Award of the degree which was previously amended in error.
   These amendments have been endorsed by the Faculty Curriculum Sub-Committee at its meeting on 13 July, 2016.

4. Transitional arrangements
   N/A

5. Other relevant information
   N/A

6. Signature of Dean
   
   13.7.2016

Minor Course Amendment Proposal

Version 03.09.2012
Bachelor of Nursing (Honours)

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course resolutions

1. Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BHNURSIH</td>
<td>Bachelor of Nursing (Honours)</td>
</tr>
<tr>
<td>BHNURSIH</td>
<td>Bachelor of Nursing (Honours) (off-shore)</td>
</tr>
</tbody>
</table>

2. Admission to candidature

(1) Admission to candidature is dependent on appropriate supervision being available within the faculty. Places will be offered to qualified applicants in the order in which complete applications are received, according to the following admission criteria.

(2) Admission to the Bachelor of Nursing (Honours) requires:

(a) satisfaction of the English language proficiency requirements detailed in the faculty resolutions; and

(b) completion of a Bachelor of Nursing pass degree at the University of Sydney or equivalent qualification with a minimum WAM of 65; and

(c) current registration to practise nursing in Australia or another country.

(3) Qualifications used as the basis of admission must have been completed less than ten years prior to application. Qualifications older than ten years will be considered subject to the applicant providing further information substantiating appropriate continuing education and development. In these cases, admission will be at the discretion of the Dean.

3. Candidature

(1) Appointment of supervisor

(a) The Chair of the Honours Degrees Sub-Committee will appoint a research supervisor in consultation with the Associate Dean (Education, Learning and Teaching) and notification to the Associate Dean (Academic).

(2) Attendance pattern

(a) The attendance pattern for this course can be full time or part time according to candidate choice.

4. Requirements for award

(1) To qualify for the award of the Bachelor of Nursing (Honours) degree candidates must complete:

(a) 24 credit points of units of study as specified in the unit of study table; and

(b) a thesis of up to 15,000 words.

(2) The grade of honours and the honours mark are determined by performance in the degree, according to the table in clause 7(1).

5. Enrolment and progression

(1) Candidate progression will be reviewed every six (6) months with the supervisor, as per assessment schedule.

(2) Documentation of the candidate’s progression will be reviewed by the Honours Degrees Sub-Committee, and feedback will be provided to the candidate and supervisors about level of progress.

(3) Time limits:

(a) A full-time candidate must complete all the requirements for the course within two (2) calendar years of first enrolment.

(b) A part-time candidate must complete all the requirements for the course within three (3) years of first enrolment.

6. Examination of the thesis

(1) Two examiners internal to the University will be appointed by the Honours Degrees Sub-Committee in consultation with the supervisor.

(2) The Honours Degrees Sub-Committee determines the award mark taking into account the reports of the examiners. The Sub-Committee may appoint a third examiner (who may be external to the University) to assist in determining the award mark. The final estimation of the award mark is determined according to the table in 7(1).

7. Award of the degree

(1) The Bachelor of Nursing (Honours) is awarded in the following classes ranging from First Class to Third Class:

<table>
<thead>
<tr>
<th>A student who achieves an honours mark in the range</th>
<th>Will be awarded honours</th>
</tr>
</thead>
<tbody>
<tr>
<td>80 ≤ honours mark ≤ 100</td>
<td>First Class</td>
</tr>
<tr>
<td>75 ≤ honours mark &lt; 80</td>
<td>Second Class II / Division 1</td>
</tr>
<tr>
<td>70 ≤ honours mark &lt; 75</td>
<td>Second Class II / Division 2</td>
</tr>
<tr>
<td>65 ≤ honours mark &lt; 70</td>
<td>Third Class</td>
</tr>
</tbody>
</table>

(2) The class of Honours shall be determined by the marks achieved in the Honours year weighted according to units of study as follows: NURS4020 (10 percent) NURS4021 (10 percent), and NURS4022 and NURS4023 (80 percent).
University medal

A student who receives an honours mark of 90 or above may be awarded a university medal. The medal is awarded at the discretion of the faculty to the highest achieving students who in the opinion of the faculty have an outstanding academic record, in accordance with the Coursework Policy 2014.

Transitional provisions

(1) These resolutions apply to students who commenced their candidature after 1 January, 2016 and students who commenced their candidature prior to 1 January, 2016 who elect to proceed under these resolutions.

(2) Candidates who commenced their candidature prior to 1 January, 2016 may complete the requirements in accordance with the resolutions in force at the time, provided they complete requirements within the maximum period of candidature specified in those resolutions. The Faculty may specify a later date for completion or specify alternative requirements for completion for students whose candidatures extend beyond the maximum period of candidature specified in the resolutions under which they were enrolled.
Minor Course Amendment Proposal

Faculty: Faculty of Engineering and Information Technologies

Contact person: Ken Chung ext. 67517, Christine Lacey, ext. 40678

1. Name of award course

Bachelor of Project Management

2. Purpose of proposal

1) BPM core unit

It is proposed to substitute one core unit in the Bachelor of Project Management, replacing PSYCH1002 Psychology 1002 with a new unit PMGT1852 Communications and Stakeholder Management. An industry roundtable held March 2016 confirmed the importance of communications and stakeholder management in project management practice. These topics have been identified as required in all project management standards and in particular the accreditation standards for project management programs.

The most recent edition (2013) of the Project Management Body of Knowledge (PMBOK™) Guide from the Project Management Institute (PMI) included Project Stakeholder Management as its tenth knowledge area, signifying the specific need for this competence in the training and education of future project managers. Currently, there is no unit of study in the undergraduate curriculum that specifically covers communications, stakeholder engagement and leadership attributes required for managing projects. The closest unit of study that touches on aspects of this knowledge area is Psychology (PSYC1002) which is offered by the Science faculty. However, this is a generic unit of study that does not cater specifically to the context and domain of project management & project leadership training. A unit of this nature is required for accreditation of the program, which is being sought for 2017.

The assessment of this new unit of study is consistent with the assessment regime of the course

2) Civil Engineering Science stream

It is proposed to substitute core units of study for the Civil Engineering Science stream in the Bachelor of Project Management. This reflects changes to units of study offered in the Civil stream of the Bachelor of Engineering Honours.

BPM (Civil Engineering Science) will now undertake CIVL1810 in second year, and CIVL2700 Transport Systems in third year, with an additional option of CIVL3811 Engineering Design and Construction in third year.

3) Built Environment stream

Remove:
DAAE2001 20th Century Australian Architecture
DESC9014 Building Construction Technology
DESC9200 Introduction to Architectural Science
DESC9074 Project Management
DESP1001 Introductory Urban Design Planning

Replace with:
DAAE3001 Sustainable Architectural Practice
DESA3011 Introduction to Building Construction
DAAE1001 Living Cities
BADP2002 City Form and Development
BADP3002 Property and the Built Environment
To accommodate the Built Stream changes, the unit BUSS1040 Economics for Business Decision Making will move to Semester 1.

It is proposed to include two units of study in the Summer Session. ENGG3854 Negotiating and Contracting and ENGG2851 Data Analytics for Project Management.

3. Details of amendment

Please see Appendix A below for the amended unit table for BPM (all streams)

4. Transitional arrangements

These changes take effect from 1 January 2017.

5. Other relevant information

Faculty of Science has been consulted re changing PSYC1002 from a core to an elective unit.

Selection of most appropriate units to be undertaken by BPM students in the Civil Engineering Science stream has been made through consultation between Civil Engineering and Project Management.

The Built Environment Stream changes have been agreed upon in consultation with the Faculty of Architecture’s Associate Dean (Education) Professor Wendy Davis and their committee.

Addition of Summer school units has been decided on with advice from the student cohort, Tim Wilkinson and the BPM Director – Dr Ken Chung.

6. Signature of Dean or Delegate

[Signature]

14/8/16
### Appendix A

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bachelor of Project Management</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Candidates for the degree of Bachelor of Project Management are required to gain credit points for the core units of study set out below. Any additional credit necessary to satisfy the degree requirement of not less than 144 credit points shall be gained by completing additional elective units of study, as recommended by the School (as set out below). Students in BPM must complete the requirements of one of the three streams; Civil Engineering Science; Built Environment; Software. Requirements for each stream are shown below.</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>Core units of study</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>First year: all streams</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH1001 Differential Calculus</td>
<td>3</td>
<td>A HSC Mathematics Extension 1</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Summer Main</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N MATH111, MATH1901, MATH1906, MATH1111, ENVX1001</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH1002 Linear Algebra</td>
<td>3</td>
<td>A HSC Mathematics or MATH1111</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Summer Main</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N MATH1902, MATH1014</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH1003 Integral Calculus and Modelling</td>
<td>3</td>
<td>A HSC Mathematics Extension 1 or MATH1001 or MATH1011 or a credit or higher in MATH1111</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2 Summer Main</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N MATH1013, MATH1903, MATH1907</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH1005 Statistics</td>
<td>3</td>
<td>A HSC Mathematics</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2 Summer Main</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N MATH1015, MATH1905, STAT1021, STAT1022, ECMT1010, ENVX1001, BUSS1020</td>
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<td></td>
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</tr>
<tr>
<td>ENGG1850 Introduction to Project Management</td>
<td>6</td>
<td>N CIVL3805, QBUS2350</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENGG1801 Engineering Computing</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Summer Late</td>
</tr>
<tr>
<td>BUSS1040 Economics for Business Decision Making</td>
<td>6</td>
<td>N ECOF1005</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>PMGT1852 Communications and Stakeholder Management</td>
<td>6</td>
<td></td>
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<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PSYC1002 Psychology 1002</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 2 Summer Main</td>
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</tbody>
</table>

**First year: Civil Engineering Science stream**
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIVL1900</td>
<td>Introduction to Civil Engineering</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENGG1802</td>
<td>Engineering Mechanics</td>
<td>6</td>
<td>Semester 2 Summer Main Winter Main</td>
</tr>
</tbody>
</table>

**First Year: Built Environment stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAAE2001</td>
<td>20th-Century Australian Architecture</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>DAAE1001</td>
<td>Living Cities</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>DAAE2002</td>
<td>Architecture, Place and Society</td>
<td>6</td>
<td>Semester 1</td>
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</tbody>
</table>

**First Year: Software stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>INFO1103</td>
<td>Introduction to Programming</td>
<td>6</td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>INFO1105</td>
<td>Data Structures</td>
<td>6</td>
<td>Semester 1 Semester 2 Summer Late</td>
</tr>
</tbody>
</table>

**Second year: All streams**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG2850</td>
<td>Introduction to Project Finance</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENGG2851</td>
<td>Data Analytics for Project Management</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENGG2852</td>
<td>Project Based Organisational Behaviour</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ENGG2855</td>
<td>Project Quality Management</td>
<td>6</td>
<td>Semester 2</td>
</tr>
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</table>

**Second Year: Civil Engineering Science stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIVL2201</td>
<td>Structural Mechanics</td>
<td>6</td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

From ENGG1802 Engineering Mechanics, students should be competent in the following areas: 1. The concept of force and momentum equilibrium in two and
three dimensions. 2. Drawing free body diagrams. 3. Establishing and solving the equations of equilibrium from the FBD. 4. Setting out solutions logically, clearly and neatly. Students should be competent in certain mathematical skills. 1. Solving algebraic equations. 2. Differentiation and integration (including double integrals). 3. Drawing graphs of polynomials (especially) and other mathematical functions. 4. Trigonometry.

P ENGG1802 Engineering Mechanics
N AMME2301

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIVL2230</td>
<td>Intro to Structural Concepts and Design</td>
<td>Semester 2</td>
</tr>
<tr>
<td>CIVL1810</td>
<td>Engineering Construction and Surveying</td>
<td>Semester 2</td>
</tr>
</tbody>
</table>

**Second Year: Built Environment stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>DESP1001</td>
<td>Introductory Urban Design and Planning</td>
<td>Semester 2</td>
</tr>
<tr>
<td>DESC9014</td>
<td>Building Construction Technology</td>
<td>Semester 1</td>
</tr>
<tr>
<td>BADP2002</td>
<td>City Form and Development</td>
<td>Semester 1</td>
</tr>
<tr>
<td>DESA3011</td>
<td>Introduction to Building Construction</td>
<td>Semester 2</td>
</tr>
</tbody>
</table>

**Second Year: Software stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>INFO2120</td>
<td>Database Systems 1</td>
<td>Semester 1</td>
</tr>
<tr>
<td>INFO2110</td>
<td>Systems Analysis and Modelling</td>
<td>Semester 2</td>
</tr>
</tbody>
</table>

**Third year: All streams**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG3853</td>
<td>Project Risk Mgmt Tools &amp; Techniques</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENGG3854</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>-----------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>N CIVL3813</td>
<td>Negotiating and Contracting</td>
<td>6</td>
</tr>
<tr>
<td>PMGT3850</td>
<td>Project Management Capstone Project A</td>
<td>6</td>
</tr>
<tr>
<td>PMGT3851</td>
<td>Project Management Capstone Project B</td>
<td>6</td>
</tr>
<tr>
<td>PMGT3855</td>
<td>Project Variance and Analysis</td>
<td>6</td>
</tr>
<tr>
<td>PMGT3858</td>
<td>Complex Project Coordination</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIVL2810</td>
<td>Engineering Construction and Surveying</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIVL2700</td>
<td>Transport</td>
<td>6</td>
</tr>
</tbody>
</table>

Note: students undertaking a combined BE/BPM which includes an Honours Thesis are not required to complete PMGT3850 or PMGT3851 Project Management Capstone units.
<table>
<thead>
<tr>
<th>System</th>
<th>Code</th>
<th>Description</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIVL2410 Soil Mechanics</td>
<td>6</td>
<td>A Knowledge: CIVL2201 AND GEOL1501. An understanding of simple statics, equilibrium, forces and bending moments, and of stress and strain and the relationship between them. This is covered by University of Sydney courses ENGG 1802 Engineering Mechanics, CIVL2201 Structural Mechanics. Familiarity with the use of spreadsheets (Excel, Mathcad) to obtain solutions to engineering problems, and with the graphical presentation of this data. Familiarity with word processing packages for report presentation. Some of this is covered in the University of Sydney course ENGG1801 Engineering Computing. Familiarity with partial differential equations, and their analytical and numerical solution.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>CIVL2611 Introductory Fluid Mechanics</td>
<td>6</td>
<td>A CIVL2201 AND ENGG1802 AND MATH1001. Students are expected to have a strong understanding of fundamental physics, statics, equilibrium, forces, and dimensional analysis. Familiarity with simple calculus, partial differential equations, and the analytical and numerical solutions.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>CIVL3811 Engineering Design and Construction</td>
<td>6</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>DESC9074 Project Management</td>
<td>6</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>DESC9200 Introduction to Architectural Science</td>
<td>6</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>DAAE3001 Sustainable Architectural Practice</td>
<td>6</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>BADP3002 Property &amp; the Built Environment</td>
<td>6</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Third Year: Built Environment stream</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ELEC3609 Internet Software Platforms</td>
<td>6</td>
<td>P INFO1103, INFO2110, (INFO2120 or INFO2820) N EBUS4001</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC3610</td>
<td>6</td>
<td>N EBUS3003</td>
<td>Semester 1</td>
</tr>
</tbody>
</table>
## Project Management Honours

Students undertaking Honours in Project Management enrol in the following Honours Project units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT4850</td>
<td>Project Management Honours Project A</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>PMGT4851</td>
<td>Project Management Honours Project B</td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

**PMGT4850 Project Management Honours Project A**

- **Students are required to achieve a minimum 65% average mark in the Intermediate and Senior units of the normal BPM program to be eligible for entry to Honours.**

*Note: Department permission required for enrolment*

- It is expected that the Thesis will be conducted over two consecutive semesters and that the majority of students will start in Semester 1. Commencement in Semester 2 requires permission of Thesis coordinator (who may consult the Undergraduate or Program).

**PMGT4851 Project Management Honours Project B**

- **Note: Department permission required for enrolment**

- It is expected that the Thesis will be conducted over two consecutive semesters and that the majority of students will start in Semester 1. Commencement in Semester 2 requires permission of Thesis coordinator (who may consult the Undergraduate or Program).

Select 24 credit points from the following list of electives.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5875</td>
<td>Project Innovation Management</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>PMGT5876</td>
<td>Strategic Delivery of Change</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>PMGT5879</td>
<td>Strategic Portfolio &amp; Program Management</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>PMGT5886</td>
<td>System Dynamics Modelling for PM</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>PMGT6867</td>
<td>Quantitative Methods: Project Management</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

- **PMGT5875 Project Innovation Management**

- **PMGT5876 Strategic Delivery of Change**

- **PMGT5879 Strategic Portfolio & Program Management**

- **PMGT5886 System Dynamics Modelling for PM**

- **PMGT6867 Quantitative Methods: Project Management**

**Notes**

1. The Honours program is completed as an additional year. Students are required to achieve a minimum 65% average mark in the Intermediate and Senior units of the above program to be eligible for entry to Honours.
2. For core units of study offered by other than the Faculty of Engineering, any assumed knowledge, prerequisite and corequisite requirements will be as prescribed by the Faculty.

3. Candidates for the degree of Bachelor of Project Management are expected to complete all the core units of study listed above. They are also required to gain additional 12 credit points from a choice of free elective units offered by the University of Sydney.

4. Most Mathematics, Chemistry, Physics and Computer Science units of study offered by the Faculty of Science can be replaced by equivalent advanced level units of study subject to prerequisite conditions (as required by the Faculty of Science) being met. Students considering doing advanced options should seek advice from the relevant department before enrolling.

5. Students undertaking the Honours program may enrol in alternative postgraduate Project Management units with permission of the Program Director.

**Recommended Electives**

In addition to the core units in the above table students will need to complete electives to gain a total of 144 credit points as required for the degree. The following list are recommend units.

### Project Management Electives

Student enrolled in combined Project Management degrees must complete a minimum of 18 cp of Project Management Recommended Electives.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT2854</td>
<td>Implementing Concurrent Projects</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT3856</td>
<td>Sustainable Project Management</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT3857</td>
<td>International Project Management</td>
<td>6</td>
<td>Semester 2</td>
</tr>
</tbody>
</table>

### Other Recommended Electives

(Note, list of electives in diet but not previously included in handbook. To be included for 2017)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIVL2110</td>
<td>Materials</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>CIVL2511</td>
<td>Research Techniques</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>CIVL2611</td>
<td>Introductory Fluid Mechanics</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>COMP2007</td>
<td>Algorithms and Complexity</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>COMP2022</td>
<td>Formal Languages &amp;</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Semester</td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------------------------------------------------------------</td>
<td>----------</td>
<td></td>
</tr>
<tr>
<td>COMP2121</td>
<td>Principles of Distributed Systems and Networks</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>COMP2129</td>
<td>Operating Systems and Machine Principles</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>DAAE2002</td>
<td>Architecture, Place and Society</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>DAAE2008</td>
<td>Innovative Building Structures</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>DAAE2009</td>
<td>Designing Effective Visual Communication</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>DECO2103</td>
<td>3D Modelling</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>INFO2315</td>
<td>Introduction to IT Security</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>MATH2061</td>
<td>Linear Mathematics and Vector Calculus</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>MATH2065</td>
<td>Partial Differential Equations (Intro)</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>MATH2067</td>
<td>DEs and Vector Calculus for Engineers</td>
<td>Semester 1</td>
<td></td>
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<tr>
<td>MATH2068</td>
<td>Number Theory and Cryptography</td>
<td>Semester 2</td>
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</tr>
<tr>
<td>MATH2069</td>
<td>Discrete</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>Course</td>
<td>Credits</td>
<td>Semester</td>
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<td></td>
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<tr>
<td>Mathematics and Graph Theory</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
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<tr>
<td>MATH2070 Optimisation and Financial</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
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<tr>
<td>Mathematics</td>
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<td>PSYC1002 Psychology 1002</td>
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<tr>
<td>QBUS2320 Methods of Decision Analysis</td>
<td>6</td>
<td>Semester 1</td>
<td></td>
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<tr>
<td>QBUS2810 Statistical Modelling for Business</td>
<td>6</td>
<td>Semester 1</td>
<td></td>
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<tr>
<td>QBUS2820 Predictive Analytics</td>
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<td>Semester 2</td>
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<tr>
<td>WORK2201 Foundations of Management</td>
<td>6</td>
<td>Semester 1</td>
<td></td>
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<tr>
<td>WORK2209 Organisational Analysis &amp; Behaviour</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>WORK2210 Strategic Management</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>WORK2211 Human Resource Strategies</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>WORK2218 People and Organisations</td>
<td>6</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>WORK2221 Organisational Communication</td>
<td>6</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>WORK2222 Leadership in Organisations</td>
<td>6</td>
<td>Semester 1</td>
<td></td>
</tr>
</tbody>
</table>

Alternative elective units may be taken with approval of the Head of School.
Amendment Proposal

Faculty: Engineering and Information Technologies

Contact person: Prof David Lowe x15653, Christine Lacey x40678

1. Name of award course
   Bachelor of Engineering Honours
   Bachelor of Engineering

2. Purpose of proposal

This proposal modifies the honours grading within the (AQF8) Bachelor of Engineering Honours degree program (and associated combined degree programs), in order to bring them into alignment with all other undergraduate professional Engineering programs within Australia, and ensure that the programs can remain accredited by the relevant professional industry body: Engineers Australia.

Associated with this change are a number of ancillary changes: (1) An amendment to the University Coursework policy to allow the required change to the BEHons programs; (2) The removal of the associated (AQF7) Bachelor of Engineering (i.e. non-honours) programs, as these are no longer viable nor necessary.

3. Details of amendment

   Background

Australian Engineering courses are externally accredited by various professional engineering bodies, with the most significant body being Engineers Australia (EA). EA bases its accreditation of professional engineering programs (including all 4-year BE programs) on their Stage 1 Competency Standards.

Subsequent to the approval of the revisions to the AQF in 2011, EA wrote to all Australian Deans of Engineering. In this letter they indicated that their evaluation of the new AQF level descriptors resulted in the conclusion that the Stage 1 competency standards were consistent with the AQF Level 8 descriptors. They acknowledged in a subsequent letter that:

   *The Accreditation Board anticipates that a program designed to meet AQF Level 8 will also meet the EA Stage 1 Competency Standards for the Professional Engineer.*
   *It may be that a four year AQF Level 7 program will meet EA Stage 1 Competency if the program is structured to ensure that all the elements of the EA Stage 1 Competency Standards for Professional Engineers are met. Engineers Australia will therefore consider for accreditation a four year AQF Level 7 program at the level of Professional Engineer.*

Despite the comment regarding recognition of AQF7 programs a majority of Australian Universities moved to reclassify their 4-year BE degrees as AQF8, and hence changed the title of the degree awarded to all graduates from these programs to Bachelor of Engineering Honours.

During 2013 the Faculty of Engineering and IT investigated how it would respond to this situation. It became apparent that a proposal to bring our Engineering programs into alignment with those elsewhere – where all BE degree graduates were awarded an AQF8 Honours degree – would be unlikely to be approved by Academic Board. As an alternative, the Faculty proposed, and had approved, an approach based on introducing parallel BE programs – one a BEHons program with a requirement for completion consistent with the previous honours requirements, and the other a BE program, identical except for the absence of that requirement. Students are admitted into the BEHons degree, but if they do not achieve the required honours WAM then they graduate from the BE program. Whilst not ideal, this
approach provided an acceptable compromise position which has been in place since the 2014 commencing cohort.

In late 2015 EA again wrote to the Deans of Engineering. In this letter (see attachment 7) they indicated that they would no longer be accrediting, at the level of professional engineer, any AQF7 programs.

In order to help avoid potential confusion for all stakeholders in an already complex landscape, it is planned that from 2017 the Accreditation Board will no longer consider for accreditation, four year programs for Professional Engineer at AQF Level 7. Any Professional Engineer programs currently accredited at AQF Level 7 not planned for phasing out will be required to have a transition plan to AQF Level 8 or accreditation will be terminated.

This issue has been discussed at length with Engineers Australia. They have advised us that they will not be changing their position on this issue, and that all remaining Engineering departments within Australia have indicated that they have moved (or are in the processing of finalising a move) to have all 4-year Engineering programs to be Bachelor of Engineering Honours programs, with all graduates awarded an AQF8 Honours degree.

This would leave Sydney University as the only University in Australia with AQF7 Bachelor of Engineering programs, and would mean that a significant proportion of graduates from our 4-year Engineering degrees (and associated combined degrees) would graduate from non-accredited programs. Such a situation would be catastrophic to the Engineering programs offered by the University of Sydney.

Details of proposal

It is proposed to bring the University’s Bachelor of Engineering programs into alignment with the practice across the sector, where all graduates from 4-year Bachelor of Engineering programs (and the associated combined degrees) are awarded an AQF8 qualification.

Consideration has been given to the labelling of the Bachelor of Engineering Honours degree for those students who do not meet the requirements that exist within the current degree resolutions (i.e. who fall below the current threshold for 2nd class honours). Attachment 6 lists the current award levels for a representative sample of other Australian BEHons programs, with the two dominant patterns being:

- Remain silent: i.e.
  - Bachelor of Engineering Honours, Class 1
  - Bachelor of Engineering Honours, Class 2A
  - Bachelor of Engineering Honours, Class 2B
  - Bachelor of Engineering Honours

- Award 3rd class honours: i.e.
  - Bachelor of Engineering Honours, Class 1
  - Bachelor of Engineering Honours, Class 2A
  - Bachelor of Engineering Honours, Class 2B
  - Bachelor of Engineering Honours, Class 3

It is suggested that the former approach (i.e. remaining silent) is potentially open to misinterpretation regarding the level of award for students whose testamur does not list an honours level. The latter approach is more common, and appears to have been adopted by two third or more of institutions, and hence is the approach we are proposing to adopt at Sydney.

This will require the following changes (with detailed outlined in the attachments):

---

1 The proportion of students who currently graduate without honours varies from program to program but in 2015, taken across all BE programs, approximately 20% gained first class honours, 30% gained second class honours, and just over 50% were not awarded honours.
1. Proposed changes to Coursework policy (see Attachment 1)
   The proposed changes amend clauses 94 and 97. The change to clause 94 provides clarification regarding interpretation of the phrase “special proficiency” as it relates to honours degrees, and aims to ensure that it is consistent with the awarding of AQF8 honours degrees. The change to clause 97 allows the awarding of 3rd class honours to graduates from the AQF8 Bachelor of Engineering Honours programs who have a WAM below that currently required for 2nd class honours.

2. Proposed changes to Senate Resolutions (see Attachment 2)
   These changes remove the current AQF7 (non-Honours) Bachelor of Engineering program and associated combined degree programs.

3. Proposed changes to Faculty Resolutions (see Attachment 3)
   Removes references to the (non-Honours) Bachelor of Engineering programs and ensure that all references are to the Bachelor of Engineering Honours programs.

4. Proposed changes to BE Hons degree resolutions (see Attachment 4)
   Proposed changes to BE Combined degree resolutions (see Attachment 5)
   Removes references to the (non-Honours) Bachelor of Engineering programs and ensure that all references are to the Bachelor of Engineering Honours programs. Amends the requirements for Honours so that students who complete the degree with a WAM below the current threshold for 2nd class honours are awarded third class honours.

4. Transitional arrangements
   (as outlined in attachments)

5. Other relevant information

6. Signature of Dean

   [Signature]

   3/5/16
Attachment 1: Proposed changes to Coursework Policy 2014

Part 19 Awards with honours

93 Admission to an award course with honours

(1) On the recommendation of the relevant Head of Department, a Dean may admit a student to an appended honours course, if the student has:
   (a) met the requirements for a pass degree in the course;
   (b) achieved a weighted average of at least 65, calculated from at least 48 credit points of undergraduate study (excluding any 1000-level units if the course is available on a full-time basis to high school graduates); and
   (c) met any additional requirements set by the faculty resolutions or award course resolutions for admission to honours in the course.

(2) On the recommendation of the relevant Head of Department, a Dean may admit a student to an integrated honours course:
   (a) if the student has:
      (i) met the requirements for a pass degree in the course;
      (ii) achieved a weighted average of at least 65, calculated from at least 48 credit points of undergraduate units of study (excluding any 1000-level units if the course is available on a full-time basis to high school graduates); and
      (iii) met any additional requirements set out by the faculty resolutions or award course resolutions; or
   (b) from the commencement of the award course if:
      (i) the Academic Board has approved the award course as one that meets the learning outcomes of an AQF Level 8 honours qualification; and
      (ii) the award course resolutions incorporate explicit requirements for completion of the award course that are consistent with the awarding of honours as prescribed in this Policy.

(3) On the recommendation of the relevant Heads of Departments that offer and administer the proposed honours courses, a Dean may admit a student to honours or double honours in a combined degree with the Bachelor of Advanced Studies if the student has:
   (a) completed:
      (i) 144 credit points in the combined degree program;
      (ii) a Liberal Studies undergraduate degree program at the University; or
      (iii) a program of study deemed by the relevant Heads of Departments to be the equivalent of such study;
   (b) achieved a weighted average mark of at least 65, as specified in the award course resolutions, in the first three years (144 credit points) of the combined degree;
   (c) completed:
      (i) requirements for a major in the intended area of honours specialisations; or
      (ii) study of equivalent depth in the intended area as set out in the award course resolutions; and
   (d) met any additional requirements for admission to the honours courses set by the faculty or school and approved by the Academic Board.

(4) A student who is enrolled in an appended honours course:
   (a) may not graduate with the pass degree; and
(b) may not enrol part-time except in accordance with the award course resolutions.

(5) A student who fails or discontinues an appended honours year may not re-enrol in it, except with the approval of the Dean.

94 Principles for the award of honours

The principles for the University's offering degrees with honours are:

(a) the award of honours is reserved to indicate special proficiency;
(b) the University offers courses leading to a degree with honours to provide research training opportunities to students who demonstrate special proficiency and the ability to undertake further study and research within a discipline;
(c) a course leading to a degree with honours is intended to attract and stimulate students of high ability;
(d) honours awards are in classes, to recognise and reward outstanding academic ability;
(e) an honours course:
   (i) will provide the foundations of research training within the relevant discipline; and
   (ii) will have an identifiable, discipline-specific individual research, scholarly or creative component that is allocated at least 12 credit points; and
(f) the assessment tasks for research units of study will comprise, at least in part, a dissertation.

95 Qualifying for an award with honours

(1) To qualify for an award with honours, a student must meet the requirements set out in the faculty resolutions and award course resolutions.

(2) The award of a degree with honours, and the grade of honours awarded, will be assessed and calculated according to two mechanisms:
   (a) for appended honours and for honours taken as an embedded component in a combined degree with the Bachelor of Advanced Studies - by an honours mark; or
   (b) for integrated honours - by a grade average calculated across at least 48 credit points of study.

(3) Each faculty will publish the grading systems and criteria for the award of honours in that faculty.

96 Determining honours awards for appended honours and integrated honours (using a 48+ credit point average)

(1) This clause applies to:
   (a) an appended honours course; and
   (b) an integrated honours course where, under the award course resolutions, the conferral of the degree with honours, and the class of honours, is determined using a mark calculated across units of study attracting at least 48 credit points but less than 96 credit points.

(2) A student who achieves a mark within a range set out in the following table is to be awarded honours in the class set out in the table for that range.
(3) A student who achieves a mark of less than 65 is not awarded honours.

97 Determining honours awards for appended honours and integrated honours (using a 96+ credit point average)

(1) This clause applies to an integrated honours course where, under the award course resolutions, the conferral of the degree with honours, and the class of honours, is determined using an honours mark calculated across units of study that together have at least 96 credit points.

(2) A student who achieves an honours mark within a range set out in the following table is to be awarded honours in the class set out in the table for that range.

<table>
<thead>
<tr>
<th>Item</th>
<th>A student who achieves an honours mark in the range …</th>
<th>will be awarded honours …</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>80 ≤ honours mark ≤ 100</td>
<td>First Class</td>
</tr>
<tr>
<td>2</td>
<td>75 ≤ honours mark &lt; 80</td>
<td>Second Class / Division 1</td>
</tr>
<tr>
<td>3</td>
<td>70 ≤ honours mark &lt; 75</td>
<td>Second Class / Division 2</td>
</tr>
<tr>
<td>4</td>
<td>65 ≤ honours mark &lt; 70</td>
<td>Third Class</td>
</tr>
</tbody>
</table>

(3) The award course resolutions for a course may require a student to achieve higher honours marks for particular classes of honours.

(4) A student who achieves a mark of less than 65 is not awarded honours may be awarded Third Class honours where this has been specified as available under the course resolutions.

97A Determining honours awards on the basis of an embedded honours component in a combined degree with the Bachelor of Advanced Studies

(1) This clause applies to honours taken as an embedded component in a combined degree with the Bachelor of Advanced Studies.

(2) Where a student is undertaking a combined degree with the Bachelor of Advanced Studies, the student may be awarded the combined degree with honours on the basis of completion of an honours component embedded within the combined degree.

(3) The requirements for embedded honours in a combined degree with the Bachelor of Advanced Studies will be specified in the combined award course resolutions, and will require the completion of an honours component comprising:

(a) 36-48 credit points of 4000-level work at honours level, including an honours research project of 12–36 credit points included in the 4000-level work; and

(b) honours coursework of 12-36 credit points.

(4) A student may be awarded double honours in a combined degree with the Bachelor of Advanced Studies on completion of a second honours component.

(5) The requirements for double honours in a combined degree with the Bachelor of Advanced Studies will be the completion of:
(a) 36-48 credit points as set out in subclause 97A(3); and
(b) the requirements for the combined degree as set out in the award course resolutions.

(6) The honours mark will be:
   (a) calculated according to a method specified in the faculty or school resolutions of the faculty or school offering the honours course; and
   (b) based on results from 36-48 credit points of work as specified in subclause 97A(3).

(7) A student who achieves an honours mark within a range set out in the following table is to be awarded honours in the class set out in the table for that range.

<table>
<thead>
<tr>
<th>Item</th>
<th>A student who achieves an honours mark in the range …</th>
<th>will be awarded honours …</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>80 ≤ honours mark ≤ 100</td>
<td>First Class</td>
</tr>
<tr>
<td>2</td>
<td>75 ≤ honours mark &lt; 80</td>
<td>Second Class / Division 1</td>
</tr>
<tr>
<td>3</td>
<td>70 ≤ honours mark &lt; 75</td>
<td>Second Class / Division 2</td>
</tr>
<tr>
<td>4</td>
<td>65 ≤ honours mark &lt; 70</td>
<td>Third Class</td>
</tr>
</tbody>
</table>

(8) A student who achieves a mark of less than 65 is not awarded honours.

(9) The honours mark for a student in a combined degree with the Bachelor of Advanced Studies will be determined by the faculty that administers the honours course in the discipline in which it is taken. The faculty administering the student’s candidature will award honours on the basis of the mark determined by the faculty administering the honours course.

(10) Where a student enrolled in a combined degree with the Bachelor of Advanced Studies is admitted to and completes honours requirements, the name of the honours component would replace the major indicated in brackets next to the appropriate degree in the nomenclature for the combined degree.

(a) Where the completed honours component is normally available in the partner degree to the Bachelor of Advanced Studies the nomenclature for the combined award should indicate the honours component in brackets attached to the partner degree as in the following example: Bachelor of Science (Mathematics Honours)/Bachelor of Advanced Studies (Philosophy).

(b) Where the completed honours component is not normally available in the partner degree to the Bachelor of Advanced Studies, the nomenclature for the combined award should indicate the honours component in brackets attached to the Bachelor of Advanced Studies as in the following example: Bachelor of Science (Mathematics)/Bachelor of Advanced Studies (Philosophy Honours).

(c) Where double honours is completed, the nomenclature for the combined award should indicate the honours component in brackets attached to both awards as in the following example: Bachelor of Science (Mathematics Honours)/Bachelor of Advanced Studies (Philosophy Honours).
Attachment 2: Proposed changes to Senate resolutions

Refer to CMS-generated PDF
Attachment 3: Proposed changes to Faculty resolutions

Refer to CMS-generated PDF
Attachment 4: Proposed changes to BE Hons degree resolutions

Refer to CMS-generated PDF
Attachment 5: Proposed changes to BE combined degree resolutions

Refer to CMS-generated PDF
**Attachment 6: Engineering Honours calculations at other institutions**

The following table describes the level of honours awarded for Engineering Honours programs at other Australian Universities. Note that “silent” means that the testamur does not indicate an honours level.

<table>
<thead>
<tr>
<th>University</th>
<th>Class 1</th>
<th>Class 2A</th>
<th>Class 2B</th>
<th>Class 3</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Newcastle</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Silent</td>
<td></td>
</tr>
<tr>
<td>Wollongong</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Silent</td>
<td></td>
</tr>
<tr>
<td>ANU</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Class 3</td>
<td></td>
</tr>
<tr>
<td>Monash</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Pass</td>
<td></td>
</tr>
<tr>
<td>UNSW (#1)</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Silent</td>
<td></td>
</tr>
<tr>
<td>Curtin</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Class 3</td>
<td></td>
</tr>
<tr>
<td>RMIT</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Class 3</td>
<td></td>
</tr>
<tr>
<td>Federation</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Class 3</td>
<td></td>
</tr>
<tr>
<td>Edith Cowan</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Class 3</td>
<td>Pass</td>
</tr>
<tr>
<td>UQ</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Class 3A</td>
<td>Class 3B</td>
</tr>
<tr>
<td>UTasmania</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Class 3</td>
<td></td>
</tr>
<tr>
<td>SCU</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Silent</td>
<td></td>
</tr>
<tr>
<td>CQU (#2)</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Silent</td>
<td></td>
</tr>
<tr>
<td>USQ</td>
<td>Class 1</td>
<td>Class 2A</td>
<td>Class 2B</td>
<td>Class 3</td>
<td></td>
</tr>
</tbody>
</table>

Notes:

#1: For UNSW, honours class 1, 2A, 2B require a thesis mark of >=65.0
#2: For CQU, level of honours based only on final year courses only
24 August 2015

Australian Council of Engineering Deans
Attention: Professor Doug Hargreaves, Executive Officer

Dear ACED Member

Re: Professional Engineer programs at AQF Level 7

Consequent to the implementation of the Australian Qualifications Framework (AQF) in 2015, the Accreditation Board of Engineers Australia (EA) has been considering its accreditation policy for the long term in relation to Professional Engineer and Engineering Technologist levels.

To assist education providers move to the new AQF, and in the context of its implementation phase, the Accreditation Board provided a letter (11 September 2013, attached) outlining its approach to accreditation of programs at the level of Professional Engineer at AQF Levels 7 and 8. In that letter, it was stated that:

"Analysis of the AQF requirements has demonstrated that there is alignment between the AQF Level 5 Bachelor Honours Degree requirements and the EA Stage 1 Competency Standards for Professional Engineer, AQF Level 7 for Engineering Technologist and AQF Level 6 for Engineering Associate. The Accreditation Board anticipates that a program designed to meet AQF Level 8 will also meet the EA Stage 1 Competency Standards for the Professional Engineer. It may be that a four year AQF Level 7 program will meet EA Stage 1 Competency if the program is structured to ensure that all the elements of the EA Stage 1 Competency Standards for Professional Engineers are met. Engineers Australia will therefore consider for accreditation a four year AQF Level 7 program at the level of Professional Engineer."

Now that almost all universities have settled their implementation approach and are transitioning their four year engineering programs to AQF Level 8, the Accreditation Board advises its longer term position regarding four year programs at AQF Level 7. In order to help avoid potential confusion for all stakeholders in an already complex landscape, it is planned that from 2017 the Accreditation Board will no longer consider for accreditation, four year programs for Professional Engineer at AQF Level 7. Any Professional Engineer programs currently accredited at AQF Level 7 not planned for phasing out will be required to have a transition plan to AQF Level 8 or accreditation will be terminated.

Please do not hesitate to contact me if you have any questions in relation to this matter.

Yours sincerely,

Lincoln A Wood PhD FIEAust CPEng
National Manager Accreditation

cc Chair, Accreditation Board
25 February 2016

Professor David Lowe  
Associate Dean (Education)  
Faculty of Engineering and Information Technologies  
The University of Sydney NSW 2006

Ref. Letter to ACED dated 24 August 2015, regarding accreditation of AQF Level 7 courses at the level of Professional Engineer

Dear David,

Thank you for taking the time to meet with the Chair of the Engineers Australia Accreditation Board (Emeritus Professor Elizabeth Taylor) and myself recently to discuss the referenced letter (above).

Engineers Australia recognises that The University of Sydney has the authority to organise and name its education programs according to its policies and mission, consistent with its responsibility to TEQSA and to the community.

Similarly, Engineers Australia, in maintaining a well-ordered profession, has a responsibility to assure the community that the profession of engineering achieves appropriate professional competency standards, the foundation elements of which are provided by 'entry to practice' professional education programs. In the terminology of Engineers Australia, these standards are described as 'Stage 1 Competency Standards', representing the competencies required for entry to professional practice. Professional accreditation of engineering education programs is based on these competency standards. Standards are defined at three levels: Professional Engineer, Engineering Technologist and Engineering Associate.

The higher education environment has evolved significantly in recent years, one of the drivers of change being the introduction of the Australian Qualifications Framework (AQF). The AQF has resulted in a period of transition for both universities and the professions. Each university has responded by aligning its education offerings with the AQF in ways that reflect the policies and mission of the organisation. Engineers Australia has also responded by aligning its three professional levels with the AQF levels, doing so in order to maintain the orderliness of the profession. Of particular relevance in the current discussion is the alignment of Professional Engineer Stage 1 Competency Standards with AQF Levels 8 and 9, and the Engineering Technologist Stage 1 Competency Standards with AQF Level 7.
In the engineering business community, AQF Level 7 has settled as the education level for Engineering Technologists, characterised by three year Bachelor education programs. Consequently, in order to avoid potential confusion between the Professional Engineer and Engineering Technologist standards, Engineers Australia has decided to consider all programs offered at AQF Level 7, whether three years or four years, for accreditation at the level of Engineering Technologist. This serves to not only protect the standing of the profession in the eyes of the community, but it also provides clarity and brand protection for all accredited engineering programs in Australia. It is for this reason that, although it is possible that some programs at AQF Level 7 might meet the Professional Engineer Stage 1 Competency Standards, Engineers Australia will only consider them at the level of Engineering Technologist.

I trust that this expanded explanation of our letter of August 2015 is helpful to the university in understanding the position of Engineers Australia in relation to accreditation of programs at AQF Level 7. If you have any further questions, please do not hesitate to contact me.

Best regards,

Lincoln A Wood
National Manager Accreditation, Engineers Australia
Course management template

Use this template to:

- propose a new course of study following approval of an EOI
- propose an amendment to an existing course of study
- request the deletion of a course of study

Complete the relevant sections as indicated.

Please save and submit your complete document to the Curriculum and Course Planning Committee at: pio.ccpc@sydney.edu.au

The annual calendar of relevant committee meetings is located online at: http://sydney.edu.au/staff/planning/ccpc/index.php#meetschd

For all purposes, please complete these key details:

- This submission relates to the following:
  - [ ] New course
  - [ ] Amended course
  - [x] Deletion of a course

- Name of course:
  - Bachelor of Engineering
  - Bachelor of Engineering / Bachelor of Arts
  - Bachelor of Engineering / Bachelor of Commerce
  - Bachelor of Engineering / Bachelor of Design in Architecture
  - Bachelor of Engineering / Bachelor of Medical Science
  - Bachelor of Engineering / Bachelor of Science
  - Bachelor of Engineering / Bachelor of Project Management

- School/department:
  - Managing faculty: Faculty of Engineering and Information Technologies
  - Name of proponent: Professor David Lowe
  - Telephone: 9351 5653
  - Email: David.lowe@sydney.edu.au

- Version date:
  - Undergraduate:
  - Postgraduate coursework:
  - Postgraduate research:

- Signature:

- Dean:

- Faculty Manager:

- Deputy Vice-Chancellor (Education):

- Divisional Finance Director:
  - Part 2

- Head of Recruitment:
  - Section 1.5

- Library Director:
  - Appendix 4

Approved by the Academic Board, 3 December 2014
PART 1: Strategy and marketing analysis

1.1 Strategic purpose (use this space, to a maximum one page)

This course deletion proposal is submitted in conjunction with proposed changes to the grading scheme of the Bachelor of Engineering Honours.

The Faculty of Engineering and Information Technologies proposes to bring the University’s Bachelor of Engineering programs into alignment with the practice across the sector, where all graduates from 4-year Bachelor of Engineering programs (and the associated combined degrees) are awarded an AQF8 qualification. As part of this change, the Bachelor of Engineering degree (awarded without Honours) would be deleted.

1.2 Summary of internal consultation with other faculties and business services units

<table>
<thead>
<tr>
<th>Date</th>
<th>Consultees</th>
<th>Method of consultation</th>
<th>Evidence of consultation*</th>
</tr>
</thead>
<tbody>
<tr>
<td>No impact on other Faculties</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1.7 Course(s) to be closed as a consequence of this proposal (use this space, to a maximum one page)

Bachelor of Engineering
Bachelor of Engineering / Bachelor of Arts
Bachelor of Engineering / Bachelor of Commerce
Bachelor of Engineering / Bachelor of Design in Architecture
Bachelor of Engineering / Bachelor of Laws
Bachelor of Engineering / Bachelor of Medical Science
Bachelor of Engineering / Bachelor of Science
Bachelor of Engineering / Bachelor of Project Management

PART 2: Financial viability analysis

No impact on finance, as the Bachelor of Engineering and associated combined degrees have already been replaced by the Bachelor of Engineering (Honours) for applicants.

PART 3: Course details

3.1 Course name:
- Bachelor of Engineering
- Bachelor of Engineering / Bachelor of Arts
- Bachelor of Engineering / Bachelor of Commerce
- Bachelor of Engineering / Bachelor of Design in Architecture
- Bachelor of Engineering / Bachelor of Laws
- Bachelor of Engineering / Bachelor of Medical Science
- Bachelor of Engineering / Bachelor of Science
- Bachelor of Engineering / Bachelor of Project Management

3.2 Course abbreviation:
- BE
- BE/BA
- BE/BCom
- BE/BDesArch
- BE/LLB
- BE/BMedSci
- BE/BSc
- BE/BPM

3.3 Start year: 2017
Start semester: Semester 1

3.4 Name of award:
- Bachelor of Engineering
- Bachelor of Engineering / Bachelor of Arts
- Bachelor of Engineering / Bachelor of Commerce
- Bachelor of Engineering / Bachelor of Design in Architecture
- Bachelor of Engineering / Bachelor of Laws
- Bachelor of Engineering / Bachelor of Medical Science
- Bachelor of Engineering / Bachelor of Science
- Bachelor of Engineering / Bachelor of Project Management

3.5 Combined degree? ☑ Yes ☐ No
3.6 Combined type: (if applicable)  
☐ Combined means a single program with a single set of course Resolutions leading to the award of two degrees unless otherwise specified in the Resolutions  
☐ Double means a program where students are permitted by participating faculties (and/or by specific Resolutions within a single award) to transfer between courses in order to complete two awards  
☐ Combined Level means a single program with a single set of course Resolutions leading to the award of two degrees at two different levels unless otherwise specified in the Resolutions

3.7 Honours offered?  ☒ Yes  ☐ No

3.8 Honours type: (if applicable)  
☐ Appended  Students satisfy requirements for the award of a Bachelor (Pass) degree and on this basis qualify for admission to an additional Honours year  
☐ Integrated  Students undertake Honours components in Year 2, Year 3 etc. of the Bachelor course

3.9 Course group:  ☒ Undergraduate  ☐ Postgraduate coursework  ☐ Postgraduate research

3.25 Articulation pathway (if applicable): N/A

<table>
<thead>
<tr>
<th>Code</th>
<th>Course name</th>
<th>Credit given</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3.29 Course deletions may impact or be perceived to impact continuing (enrolled) students. If this proposal relates to a change to an existing course please complete sections 7.12.5 to 7.12.9 of this template which addresses transitional arrangements. Describe the proposed communication with continuing students about the deletion of the course.

Students admitted to the Bachelor of Engineering (2014 and prior) will continue their candidature under the rules in place at the time of entry. Additional communications not required.

3.30 Course deletions may impact commencing students or applicants. If this proposal relates to or involves a course deletion please complete sections 7.12.5 to 7.12.9 of this template. Has consultation been undertaken with Student Recruitment and Admissions regarding the numbers of applications or offers in train?

No impact on commencing students or applicants. SRA confirm there are no outstanding applications for the Bachelor of Engineering, as all offers were converted to Bachelor of Engineering (Honours) by end of 2014. Email confirmation at Appendix 4

PART 4: Admission details

The following information will be used for internal and external publication and marketing purposes.

4.1 Admission pathway:  ☒ UAC  ☒ Direct  ☒ Flexible Entry (UG only)  (provide details of new or amended flexible entry requirements)

4.8 Second semester admission  ☒ Yes  ☐ No

If yes, please indicate whether subject choice will be restricted and whether the duration of the course will necessarily increase

4.9 International student admission:  ☒ Yes  ☐ No

Will the minimum English language requirement for the proposed course differ from the usual requirements (i.e. overall IELTS score of 6.5 with a minimum of 6.0 in each band)?  ☐ Yes ☒ No

If yes, please indicate IELTS equivalent:

Other international student entry requirements:

PART 5: External registration codes

Codes will be sought following final approval of the course proposal. For course deletions, please include existing details.

5.1 CRICOS Code: 000718F 025100A 025102K 064106E 032885D 037177C 025101M 074382B  ☐ Application pending  ☐ Not applicable

International Services will apply for a Commonwealth Register of International Courses for Overseas Students code on behalf of the University. Courses that are not offered to international students do not require a CRICOS code. Courses offered by distance or online only cannot be registered.

Approved by the Academic Board, 3 December 2014
The Student Centre will apply for a Universities Admissions Centre code on behalf of the University.

PART 7. Learning and teaching

7.12 Resolutions

Senate, Faculty and Course Resolutions

The faculty manager or nominee must provide any new Resolutions or proposed amendments to existing Resolutions with this proposal, using the attached templates as a strict guide. (Refer to Appendix 1 Resolutions of the Senate, Appendix 2 for Faculty Resolutions and Appendix 3 for Course Resolutions). Please also indicate below if changes to the Resolutions apply. New and amended resolutions are to be submitted as pdfs generated from the relevant CMS file. Advice and assistance can be obtained from the Committee Officer to the Undergraduate Studies or Graduate Studies Committee of the Academic Board, as applicable.

7.12.1 Are there changes to the list of Degrees, Diplomas and Certificates conferred by your faculty, as listed in the Resolutions of the Senate available in the University Calendar? If Yes, complete Appendix 1

7.12.2 Will there be new Resolutions or changes to existing Faculty Resolutions for the proposed course or amended course? If Yes, complete Appendix 2

7.12.3 Will there be new Resolutions or changes to existing Course Resolutions for the proposed course or amended course? If Yes, complete Appendix 3a or 3b (there are separate Appendices for undergraduate and postgraduate courses)

Academic dress

Resolutions of the Senate prescribe the academic dress for graduates including doctors of philosophy and recipients of higher doctorates or professional doctorates, and holders of masters and bachelors degrees and diplomas and certificates. There are general protocols about colours. Under delegated authority from Senate the Registrar approves all aspects of academic dress and proposals must be made in accordance with the Resolutions of the Senate relating to Academic Dress. The Dean of the faculty submits a proposal for academic dress to the Deputy Vice-Chancellor (Registrar) for approval.

7.12.4 Will there be changes to the academic dress due to the introduction of the proposed new award course? If Yes, contact the office of the Deputy Vice-Chancellor (Registrar)

Transitional arrangements

If this proposal replaces or amends an existing award course, what transitional arrangements have been made? (e.g. identification of last year of student intake; provision for enrolled students to continue under existing Resolutions etc.). Please include evidence of consultation with currently enrolled students who will be affected by any changes to, or withdrawal of the course.

7.12.5 Last semester intake under existing Resolutions

<table>
<thead>
<tr>
<th>Domestic</th>
<th>International</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sem 2 2014</td>
<td>Sem 2 2014</td>
</tr>
</tbody>
</table>

7.12.6 Are there international students who are currently undertaking foundation or English language studies and planning to take this course? e.g., students who received a package offer. If yes, what provisions are in place for such students?

No students are affected.

7.12.7 For course deletions, advise the last date for enrolments into the existing course

All students entering from Sem 1 2015 have entered the Bachelor of Engineering (Honours) rather than the Bachelor of Engineering.

7.12.8 For course deletions, attach proof of consultation with Student Recruitment and Admissions to determine whether any student applications are currently being processed, and outlined any provisions to be put in place for such students

No outstanding applications. Email confirmation from SRA at Appendix 4

7.12.9 For course deletions, outline the provisions in place for students enrolled under existing Resolutions

Students who commenced the course prior to semester 1 2015 will complete the requirements in

Approved by the Academic Board, 3 December 2014
In accordance with the resolutions in force at the time of their commencement. Students admitted to the Bachelor of Engineering (Honours) (2015 onwards) would continue in the BE(Hons) and would have the option to be awarded Honours according to the new provisions. It is anticipated that all students would take up that option.
Faculty of Engineering and Information Technologies

Resolutions of the Senate

Degrees, diplomas and certificates of the Faculty of Engineering and Information Technologies

(1) With the exception of the Doctor of Engineering and the Doctor of Philosophy, The Senate, by authority of the University of Sydney Act 1989 (as amended), provides and confers the following degrees, diplomas and certificates, according to the rules specified by the Faculty of Engineering and Information Technologies. The Doctor of Engineering and the Doctor of Philosophy are provided and conferred according to the rules specified by the Senate and the Academic Board.

(2) This list is amended with effect from 1 January, 2016. Degrees, diplomas and certificates no longer open for admission will be conferred by the Senate according to the rules previously specified by the Faculty.

2 Degrees

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>RHENGINE</td>
<td>Doctor of Engineering</td>
<td>DEng</td>
<td>Published work</td>
</tr>
<tr>
<td>RPPHDENG</td>
<td>Doctor of Philosophy</td>
<td>PhD</td>
<td>Research</td>
</tr>
<tr>
<td>RMPHLENG</td>
<td>Master of Philosophy</td>
<td>MPhil</td>
<td>Research</td>
</tr>
<tr>
<td>MAENGINE</td>
<td>Master of Engineering</td>
<td>ME</td>
<td>72</td>
</tr>
<tr>
<td>MAINFOGEC</td>
<td>Master of Information Technology</td>
<td>MIT</td>
<td>72</td>
</tr>
<tr>
<td>MAINFOGEC</td>
<td>Master of Information Technology Management</td>
<td>MTM</td>
<td>72</td>
</tr>
<tr>
<td>MAHMENTS</td>
<td>Master of Health Technology Innovation</td>
<td>MHTI</td>
<td>96</td>
</tr>
<tr>
<td>MADATASC</td>
<td>Master of Data Science</td>
<td>MDS</td>
<td>48</td>
</tr>
<tr>
<td>MAPROFEN</td>
<td>Master of Professional Engineering</td>
<td>MPE</td>
<td>144</td>
</tr>
<tr>
<td>Aerospace Engineering</td>
<td>MPE(Aerospace)</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Biomedical Engineering</td>
<td>MPE(Biomedical)</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Chemical and Biomolecular Engineering</td>
<td>MPE(Chemical &amp; Biomolecular)</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Civil Engineering</td>
<td>MPE(Civil)</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Electrical Engineering</td>
<td>MPE(Electrical)</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Fluids Engineering</td>
<td>MPE(Fluids)</td>
<td>144</td>
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</tr>
<tr>
<td>Geomechanical Engineering</td>
<td>MPE(Geo)</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>MPE(Mechanical)</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Power Engineering</td>
<td>MPE(Power)</td>
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<tr>
<td>Software Engineering</td>
<td>MPE(Software)</td>
<td>144</td>
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<tr>
<td>Structural Engineering</td>
<td>MPE(Structural)</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>Telecommunications Engineering</td>
<td>MPE(Telecoms)</td>
<td>144</td>
<td></td>
</tr>
<tr>
<td>MAPRJMTG</td>
<td>Master of Project Management</td>
<td>MPM</td>
<td>48</td>
</tr>
<tr>
<td>BPCSTECN</td>
<td>Bachelor of Computer Science and Technology</td>
<td>BCST</td>
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<tr>
<td>Computer Science</td>
<td>BCST(ComputerScience)</td>
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<td>Information Systems</td>
<td>BCST(informationSystems)</td>
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<tr>
<td>BPCSTECN</td>
<td>Bachelor of Computer Science and Technology (Advanced)</td>
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<tr>
<td>BHEENGINE</td>
<td>Bachelor of Engineering^4</td>
<td>BC(Engineering)</td>
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<tr>
<td>Aeronautical Engineering</td>
<td>BC(Engineering)</td>
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<tr>
<td>Biomedical Engineering</td>
<td>BC(Engineering)</td>
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<tr>
<td>Chemical and Biomolecular Engineering</td>
<td>BC(Engineering)</td>
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<td>Civil Engineering</td>
<td>BC(Engineering)</td>
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<td>Electrical Engineering</td>
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<td>Mechanical Engineering</td>
<td>BC(Engineering)</td>
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<td>Mechatronic Engineering</td>
<td>BC(Engineering)</td>
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<tr>
<td>Software Engineering</td>
<td>BC(Engineering)</td>
<td>400</td>
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</tr>
<tr>
<td>BHENGINE</td>
<td>Bachelor of Engineering Honours</td>
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</tbody>
</table>
## Faculty of Engineering and Information Technologies

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>192</td>
<td>Aeronautical Engineering</td>
<td>BEHons(Aeronautical)</td>
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<td>192</td>
<td>Biomedical Engineering</td>
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<td>192</td>
<td>Chemical and Biomolecular Engineering</td>
<td>BEHons(Chemical and Biomolecular)</td>
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<tr>
<td>192</td>
<td>Civil Engineering</td>
<td>BEHons(Civil)</td>
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<td>192</td>
<td>Electrical Engineering</td>
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<td>Mechanical Engineering</td>
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<td>Mechatronic Engineering</td>
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<tr>
<td>192</td>
<td>Software Engineering</td>
<td>BEHons(Software)</td>
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<table>
<thead>
<tr>
<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>BPENCHBM</td>
<td>Bachelor of Project Management</td>
<td>BPM</td>
<td>144</td>
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<tr>
<td>BPPRMCES</td>
<td>Bachelor of Project Management (Civil Engineering Science)</td>
<td>BPM(Civil Engineering Science)</td>
<td>144</td>
</tr>
<tr>
<td>BPPRMSES</td>
<td>Bachelor of Project Management (Software)</td>
<td>BPM(Software)</td>
<td>144</td>
</tr>
<tr>
<td>BPPRMBEN</td>
<td>Bachelor of Project Management (Built Environment)</td>
<td>BPM(Built Environment)</td>
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<tr>
<td>BPINFTEC</td>
<td>Bachelor of Information Technology*</td>
<td>BIT(ComputerScience)</td>
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<td></td>
<td>Information Systems</td>
<td>BIT(InformationSystems)</td>
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*may be awarded with honours following a further year of study

### Combined degrees

<table>
<thead>
<tr>
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<th>Abbreviation</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAINFITM</td>
<td>Master of Information Technology/Master of Information Technology Management</td>
<td>MIT/MITM</td>
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<tr>
<td>BPENGARR</td>
<td>Bachelor of Engineering + Bachelor of Arts*</td>
<td>BE/BA</td>
<td>240</td>
</tr>
<tr>
<td>BPENGSCOM</td>
<td>Bachelor of Engineering + Bachelor of Commerce</td>
<td>BE/BCom</td>
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</tr>
<tr>
<td>BPENGDAR</td>
<td>Bachelor of Engineering + Bachelor of Design in Architecture</td>
<td>BE/BDesArch</td>
<td>240</td>
</tr>
<tr>
<td>BPENGCLAW</td>
<td>Bachelor of Engineering + Bachelor of Laws*</td>
<td>BE/LLB</td>
<td>288</td>
</tr>
<tr>
<td>BPENGGMSC</td>
<td>Bachelor of Engineering + Bachelor of Medical Science</td>
<td>BE/BMedSci</td>
<td>240</td>
</tr>
<tr>
<td>BPENGSGH</td>
<td>Bachelor of Engineering + Bachelor of Science</td>
<td>BE/BSc</td>
<td>240</td>
</tr>
<tr>
<td>BHENGART</td>
<td>Bachelor of Engineering Honours/Bachelor of Arts</td>
<td>BEHons/BA</td>
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<td>BHENGCOM</td>
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<td>BEHons/BDesArch</td>
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<tr>
<td>BHENGCLAW</td>
<td>Bachelor of Engineering Honours/Bachelor of Laws</td>
<td>BEHons/LLB</td>
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<tr>
<td>BHENGGMSC</td>
<td>Bachelor of Engineering Honours/Bachelor of Medical Science</td>
<td>BEHons/BMedSci</td>
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<tr>
<td>BHENGSCI</td>
<td>Bachelor of Engineering Honours/Bachelor of Science</td>
<td>BEHons/BSc</td>
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<tr>
<td>BPITCART</td>
<td>Bachelor of Information Technology + Bachelor of Arts*</td>
<td>BIT/BA</td>
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<td>BPITCCOM</td>
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<td>BPITCMSC</td>
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<tr>
<td>BPITCSCI</td>
<td>Bachelor of Information Technology + Bachelor of Science*</td>
<td>BIT/BSc</td>
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</tr>
<tr>
<td>BPENGPRM</td>
<td>Bachelor of Engineering Honours/Bachelor of Project Management*</td>
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</table>

*may be awarded with honours following a further year of study

^may be awarded with honours in an integrated program
## 4 Graduate diplomas

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
<th>Abbreviation</th>
<th>Credit points</th>
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<tbody>
<tr>
<td>GNCOMPUT</td>
<td>Graduate Diploma in Computing</td>
<td>GradDipComp</td>
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<tr>
<td>GNENGINE</td>
<td>Graduate Diploma in Engineering</td>
<td>GradDipEng</td>
<td>36</td>
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<tr>
<td>GNEPROF</td>
<td>Graduate Diploma in Engineering (Professional Engineering) (Last intake 2013)</td>
<td>GradDipEng(ProfEng)</td>
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<td>GNINFTEC</td>
<td>Graduate Diploma in Information Technology</td>
<td>GradDipIT</td>
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<td>GNINFTMG</td>
<td>Graduate Diploma in Information Technology Management</td>
<td>GradDipITM</td>
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<td>GNPRJMG</td>
<td>Graduate Diploma in Project Management</td>
<td>GradDipPM</td>
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<td>GNPRJLEA</td>
<td>Graduate Diploma in Project Leadership</td>
<td>GradDipPL</td>
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<td>GNHLTCIN</td>
<td>Graduate Diploma in Health Technology Innovation</td>
<td>GradDipH</td>
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<td></td>
<td>Graduate Diploma in Complex Systems</td>
<td>GradDipCXS</td>
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## 5 Graduate certificates

<table>
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<tr>
<th>Code</th>
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<th>Abbreviation</th>
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<td>GradCertIT</td>
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<td>GCINFTMG</td>
<td>Graduate Certificate in Information Technology Management</td>
<td>GradCertITM</td>
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</tr>
<tr>
<td>GCDATASC</td>
<td>Graduate Certificate in Data Science</td>
<td>GradCertDS</td>
<td>24</td>
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<tr>
<td>GCPRMGMT</td>
<td>Graduate Certificate in Project Management</td>
<td>GradCertPM</td>
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<tr>
<td>GCPRJLEA</td>
<td>Graduate Certificate in Project Leadership</td>
<td>GradCertPL</td>
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</tbody>
</table>
Resolutions of the Faculty of Engineering and Information Technologies for coursework awards

These resolutions apply to all undergraduate and postgraduate coursework award courses in the Faculty, unless specifically indicated otherwise. Students enrolled in postgraduate research awards should consult the resolutions for their course. These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014 (the ‘Coursework Policy’), the resolutions for the course of enrolment, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism.

Part 1: Course Enrolment

**Terminology:** In the following resolutions, all reference to the Bachelor of Engineering degree applies to both the Bachelor of Engineering and Bachelor of Engineering Honours, except where otherwise indicated.

1 **Enrolment Restrictions**

   (1) Except where explicitly listed in a Faculty recommended program of enrolment, or with the permission of the Dean or delegate, an undergraduate student shall satisfy the following enrolment requirements.
   (a) No more than 26 credit points in either semester one or two;
   (b) No more than 12 credit points in the summer session and 6 credit points in the winter session;
   (c) A student may enrol only:
      (i) in level 1000 units of study during their first year;
      (ii) in level 1000 or 2000 units of study during their second year;
   (d) A student shall enrol in lower year level core units of study as a priority above any higher year level units of study irrespective of meeting any prerequisite requirements of the higher year units.

2 **Transferring Between Streams or Degrees**

   (1) Students admitted to specific postgraduate degrees or streams wishing to transfer between degrees or streams managed by the Faculty need to apply to the Faculty and obtain the approval of the Dean (or delegate). Students will be assessed based on their progress in their current degree or stream and must be able to show that they meet the criteria that apply to commencing students.

3 **Time Limits**

   (1) Except where specific course resolutions specify alternative requirements, the following conditions must be met:
   (a) A student must complete all the requirements for a coursework degree, within ten calendar years of first enrolment;
   (b) A student must complete all the requirements for a combined BEHons, single or combined BIT, and BCST within ten calendar years of first enrolment;
   (c) A student must complete all the requirements for a single (non combined) BEHons or BPM within the lesser of 16 enrolled semesters or ten calendar years of first enrolment;
   (d) A student must complete all the requirements for a graduate certificate within two calendar years of first enrolment; completing in a minimum of 1 semester and a maximum of 4 semesters
   (e) A student must complete all the requirements for a graduate diploma within four calendar years of first enrolment; completing in a minimum of 2 semesters and a maximum of 6 semesters
   (f) A student must complete all the requirements for a master’s degree within six calendar years of first enrolment; completing in a minimum of 2 semesters and a maximum of 8 semesters.
   (2) Periods of suspension, exclusion or lapsed candidature will be added to maximum completion times except that no completion time may exceed 10 years from first enrolment.
   (3) Credit will not be granted for prior learning older than 10 years at the time of first enrolment.

4 **Suspension, Discontinuation and Lapse of Candidature**

   The Coursework Rule and Coursework Policy specify the conditions for suspending or discontinuing candidature, and return to candidature after these events. The Rule and Policy also define the circumstances when candidature is deemed to have lapsed. Students seeking to suspend, discontinue or apply for a return to candidature after a lapse must apply to the Dean of Engineering and Information Technologies or their delegate for permission, supplying detailed reasons and evidence to support the request.

5 **Credit for Previous Study**

   (1) Conditions for the granting of credit for previous study are in accordance with the Coursework Rule and Policy, except:
   (a) the maximum credit that may be granted to the Bachelor of Engineering Honours degree, Bachelor of Engineering Honours combined degrees, Bachelor of Information Technology degree or Bachelor of Information Technology combined degrees is 96 credit points;
   (b) the maximum credit that may be granted to the Bachelor of Computer Science and Technology or Bachelor of Science and Technology/Advanced or Bachelor of Project Management is 48 credit points; and
   (c) credit for prior learning at the University of Sydney at postgraduate level may be given subject to the approval of the Faculty and to the following conditions:
      (i) no award has been conferred, credit may be transferred in full to the Graduate Diploma and Master degree;
      (ii) if an award has been conferred credit to a limit of 12 credit points may be transferred.
   (d) credit for prior learning at postgraduate level at an external institution recognised by the University of Sydney may be granted as follows:
      (i) no award has been conferred credit to a maximum of 50 percent of the degree may be approved, provided units of study have been completed at credit average and are equivalent to units of study offered under the degree being taken;
      (ii) where an award has been conferred credit to a maximum of 12 credit points may be approved provided units of study have been completed at credit average and are equivalent to units of study offered under the degree being taken;
Resolutions of the Faculty of Engineering and Information Technologies for coursework awards

(iii) credit will not be granted for recognised prior learning older than 10 years at the time of first enrolment.
(e) where Course resolutions make other specifications.
(f) that credit must not be awarded where it would result in less than 50% of the course being undertaken at the University of Sydney.

Part 2: Unit of Study Enrolment

6 Cross-institutional Study

(1) Provided permission has been obtained in advance, the Dean (or delegate) may permit a student to complete a unit of study at another institution and have that unit credited to the student’s course requirements, provided that:
(a) the resolutions of the student’s course of enrolment do not specifically exclude cross-institutional study; and either
(b) the unit of study content is not taught in any corresponding unit of study at the University; or
(c) the student is unable, for good reason, to attend a corresponding unit of study at the University.

7 International Exchange

The Faculty encourages students to participate in international exchange programs, except where specified otherwise in the resolutions for a particular course. Students must apply to the Head of the relevant School of Engineering and Information Technologies to obtain approval for their planned enrolment while on exchange. This guarantees that the units completed externally will be correctly matched to the core requirements of their Course. International exchange must not exceed 12 months / 48cp and must not be approved where it would result in less than 50% of the normal course requirements being completed at the University of Sydney.

Part 3: Studying and Assessment

8 Attendance

(1) Students are required to be in attendance at the correct time and place of any formal or informal examinations. Non attendance on any grounds insufficient to claim special consideration will result in the forfeiture of marks associated with the assessment. Participation in a minimum number of assessment items may be a requirement of any unit of study.
(2) Students are expected to attend a minimum of 90 percent of timetabled activities for a unit of study, unless granted exemption by the Dean or Head of School most concerned. The Dean or Head of School most concerned may determine that a student fails a unit of study because of inadequate attendance. Alternatively, at their discretion, they may set additional assessment items where attendance is lower than 90 percent.

9 Special Consideration for Illness, Injury or Misadventure

Special consideration is a process that affords equal opportunity to students who have experienced circumstances that adversely impact their ability to adequately complete an assessment task in a unit of study. The Coursework Rule Policy provides full details of the University policy and procedures.

10 Concessional Pass

In this Faculty the grade PCON (Concessional Pass) is not awarded.

11 Re-assessment

The Faculty does not offer opportunities for re-assessment other than on the grounds of approved special consideration.

Part 4: Progression, Results and Graduation

12 Satisfactory Progress

The Faculty will monitor students for satisfactory progress towards the completion of their award course. In addition to the common triggers used to identify students not meeting academic progression requirements (as defined by the Progression requirements of the Coursework Rule and Coursework Policy), students must pass any unit of study identified in the course resolutions as being critical to progression through the course.

13 Award of the Bachelor’s Degree with Honours

Honours is available to students as either appended honours or integrated honours. Admission, requirements and award for the honours courses are in accordance with the relevant course resolutions.

14 Faculty of Engineering and Information Technologies Specific Weighted Average Mark Indicators.

(1) The Weighted Average Mark (WAM) is calculated by the formula:

\[
WAM = \frac{(CPi \times Mi)}{(CPi)}
\]

where

(a) \( CPi \) is the number of credit points for the unit of study.
(b) \( Mi \) is the mark achieved for the unit of study.

(2) The Engineering Integrated Honours Weighted Average Mark (EIH\(WAM\)) is calculated by the formula:

\[
EIHWAM = \frac{(Wi \times CPi \times Mi)}{(Wi \times CPi)}
\]

where

(a) \( Wi \) is the weighting given by 0 for 1000 level units of study, 2 for 2000 level units, 3 for 3000 level units and 4 for 4000 level or above units. \( Wi \) is double weighted for thesis units of study identified as critical to progression through the course.
(b) \( CPi \) is the number of credit points for the unit of study.
(c) \( Mi \) is the mark achieved for the unit of study.

All attempts at units of study are included except for: units of study assessed on a pass/fail basis; units of study with a grade of \( DNF \); \( DC \); and credited units of study from other institutions. The mark used for units of study with a grade of \( AF \) or \( DF \) is zero. For combined degree programs, only units of study within the Bachelor of Engineering tables are included.

(2) The Engineering Integrated Honours Weighted Average Mark (EIH\(WAM\)) is calculated using the same formula as the EWHAM in Clause 14.1 with the additional condition that thesis units of study are given a double weighting of 8.

15 University Medal

A student who has qualified for the award with first class honours and has an EIH\(WAM\) of 85 or above, and who has demonstrated excellence in their honours thesis will be considered for the award of a University Medal. The Medal is awarded at the discretion of the Dean or relevant
Associate Dean, after the recommendation of the relevant Head of School, to the highest achieving students who in the opinion of the Faculty have an outstanding academic record, in accordance with the Coursework Rule and Coursework Policy.

Part 5: Other

16 Transitional Provisions

(1) These resolutions apply to students who commenced their candidature on or after 1 January, 2016. Students who commenced prior to 1 January, 2016 may:
   (a) complete the requirements in accordance with the resolutions governing their candidature immediately prior to these changes; or
   (b) where approved by the Faculty, elect to proceed under these resolutions provided appropriate programs of study can be identified.
Bachelor of Engineering Honours

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney Coursework Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014 (the 'Coursework Policy'), the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism.

Course resolutions

**Terminology:** In the following resolutions, all references to the Bachelor of Engineering degree apply to both the Bachelor of Engineering and Bachelor of Engineering Honours degrees, except where otherwise indicated. The Bachelor of Engineering Honours provides students with advanced knowledge and special proficiency in the professional work of engineering.

1. **Course codes**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BHENGINE</td>
<td>Bachelor of Engineering Honours</td>
</tr>
<tr>
<td>UENGINE</td>
<td>Bachelor of Engineering</td>
</tr>
</tbody>
</table>

2. **Attendance Pattern**

   The attendance pattern for this course is full-time or part-time. Part-time students must still satisfy appropriate enrolment progression and are subject to the same degree time limits as full-time students. International students are required to follow the enrolment pattern as specified by their visa. The Faculty strongly recommends full-time enrolment as the preferred option for all undergraduate students unless exceptional circumstances exist.

3. **Streams**

   (1) The Bachelor of Engineering Honours is available in the following streams:
   (a) School of Aerospace, Mechanical and Mechatronic Engineering
   (i) Aeronautical Engineering
   (ii) Mechanical Engineering
   (iii) Mechatronic Engineering
   (iv) Biomedical Engineering
   (b) School of Chemical and Biomolecular Engineering
   (i) Chemical and Biomolecular Engineering
   (c) School of Civil Engineering
   (i) Civil Engineering
   (d) School of Electrical and Information Engineering
   (i) Electrical Engineering
   (v) Software Engineering

   (2) Completion of a stream is a requirement of the course.

   (3) Students may apply to change streams by direct application to the Faculty Office. Approval is required from the relevant Associate Dean (or his/her delegate) for any case. Students will be assessed based on the Flexible First Year average mark criteria but will also be required to show that they have met progression requirements in their current degree or stream as specified by the school and that they will be able to complete the new stream in the normal time period.

   (4) Flexible First Year

   (a) Undergraduate students entering first year of the Engineering courses in Semester 1 may apply to undertake the Flexible First Year program, instead of choosing a particular stream.

   (b) The Flexible First Year Program is listed in the Flexible First Year Table. At the end of Semester 1 Students may transfer into approved streams as defined in the following clause, or may choose to continue in the Flexible First Year Program for Semester 2, though Semester 2 units may or may not count towards their course, depending on the final choice of stream.

   (c) Those students who have met the requirements for first year entry (ATAR cut-off or equivalent) into a particular Engineering program, instead of choosing a particular stream. The transfer requirements will be approved by the Dean or nominee. These conditions will also apply for combined degree candidates.

4. **Admission to Candidature**

   (1) Admission to this course is on the basis of a secondary school leaving qualification such as the NSW Higher School Certificate (including national and international equivalents), tertiary study or an approved preparation program. English language requirements must be met where these are not demonstrated by sufficient qualifications taught in English. Special admission pathways are open for mature aged applicants who do not possess a school leaving qualification, for educationally disadvantaged applicants and for Aboriginal and Torres Strait Islander people. Applicants are ranked by merit and offers for available places are issued according to the ranking. Details of admission policies are found in the Coursework Rule and Coursework Policy.

5. **Requirements for Award**

   (1) The units of study that may be taken for the course are set out in the Bachelor of Engineering Honours Flexible First Year Table of units of study, the Bachelor of Engineering Honours Core Table, the Bachelor of Engineering Honours Stream Core Tables, and the Bachelor of Engineering Honours Stream Specialist Tables of units of study for the specialised stream in the degree.
(2) To qualify for the award of the Bachelor of Engineering Honours degree, a candidate must:

(a) successfully complete 192 credit points comprising:

(i) A minimum of 36 credit points from the Engineering Core Table, including all required units;

(ii) A minimum of 108 credit points from the Engineering Stream Table pertaining to the specialist stream being undertaken, including all required units;

(iii) A minimum of 48 credit points of additional units from the Engineering Stream Specialist Table pertaining to the specialist stream being undertaken, including satisfying any additional requirements specified for the Specialist Table;

(b) have an EWAM of at least 65 immediately prior to the semester in which a thesis unit of study is first attempted; and

(c) complete the requirements within a time limit of 5 years for a single Bachelor of Engineering Honours degree or complete the requirements within a time limit of 6 years for a Bachelor of Engineering Honours combined degree.

(3) Candidates who satisfy Clause 5.2(a), but who have not satisfied all of clauses 5.2(b), 5.2(c) and 5.2(d), will qualify for the award of the Bachelor of Engineering degree (i.e. the pass degree, awarded without honours).

(4) The class of Honours will be determined by the EIHWAM.

6 Level of Honours Awarded

(1) The Bachelor of Engineering Honours degree is awarded in classes ranging from First Class to Second Class, Division Two Third Class. The various classes of Honours are awarded on the basis of a candidate's EIHWAM.

<table>
<thead>
<tr>
<th>Description</th>
<th>HWAM Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Honours Class I</td>
<td>75 &lt;= EIHWAM</td>
</tr>
<tr>
<td>Honours Class II</td>
<td>70 &lt;= EIHWAM &lt; 75</td>
</tr>
<tr>
<td>Honours Class III</td>
<td>65 &lt;= EIHWAM &lt; 70</td>
</tr>
<tr>
<td>Honours Class IV</td>
<td>EIHWAM &lt; 65</td>
</tr>
</tbody>
</table>

7 Majors

(1) There is no requirement to complete a major.

(2) Availability of Majors:

(a) There are no restrictions on students attempting majors other than the Space Engineering and Humanitarian Engineering majors.

(b) Except where otherwise specified in the details of a specific major, a major will be available to all students who satisfy the requirements of that major. The availability of the major does not however mean that the units of study listed in the table for the major (or required prerequisite units of study) will be available to all students, or that students in all streams will have sufficient free electives to complete the required units.

(c) Students can be awarded multiple majors where those majors are available without the limits specified in clause (2)(b) and where they satisfy the requirements for those majors. When completing multiple majors, no unit may be counted towards satisfying the requirements of more than one major.

(d) Students cannot be awarded a major that has a title directly associated with the name of their stream.

(e) Students are eligible to attempt the Space Engineering major based on either a separate and specific admission pathway or on application at the end of any calendar year having achieved an AAM approved by the Dean or nominee. There are no restrictions on students attempting majors other than the Space Engineering major.

(f) Entry to the Humanitarian major may be on a competitive basis, subject to demand. Any required application process and selection criteria will be approved by the Dean or nominee.

(3) A major requires:

(a) the completion of 24 credit points chosen from units of study listed in the table for that major;

(b) satisfying any additional requirements specified for the major, and listed with the table of units for the major;

(c) the completion of a thesis project that has been approved by the Head of School (or delegate) as relevant to the topic of the major.

(4) The majors available are:

(a) Chemical Engineering

(b) Computer Engineering

(c) Construction Management

(d) Electrical Engineering

(e) Environmental Engineering

(f) Geotechnical Engineering

(g) Humanitarian Engineering*

(h) Information Technology

(i) Internet of Things*

(j) Materials

(k) Mechanical Engineering

(l) Mechatronic Engineering

(m) Power Engineering

(n) Space Engineering

(o) Structures

(p) Telecommunications Engineering

(q) Transport Engineering

* available from 2017

8 Transitional Provisions

(1) These resolutions apply to students who commenced their candidature after 1 January 2016 and students who commenced their candidature prior to 1 January 2016 who elect to proceed under these resolutions will take effect from 1 January 2017.

(2) Candidates who commenced prior to 1 January, 2016 may:

(a) complete the requirements in accordance with the resolutions governing their candidature immediately prior to these changes; or

(b) where approved by the Faculty, elect to proceed under these resolution provided appropriate programs of study can be identified.
Bachelor of Engineering Honours combined degrees

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney Coursework Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014 (the ‘Coursework Policy’), the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course Resolutions

Terminology

In the following resolutions, all reference to the Bachelor of Engineering degree apply to both the Bachelor of Engineering and Bachelor of Engineering Honours degrees, except where otherwise indicated.

Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BHENGART</td>
<td>Bachelor of Engineering Honours and Bachelor of Arts</td>
</tr>
<tr>
<td>BENGART</td>
<td>Bachelor of Engineering and Bachelor of Arts</td>
</tr>
<tr>
<td>BHENGCOM</td>
<td>Bachelor of Engineering Honours and Bachelor of Commerce</td>
</tr>
<tr>
<td>BENGCOM</td>
<td>Bachelor of Engineering and Bachelor of Commerce</td>
</tr>
<tr>
<td>BHENGDAI</td>
<td>Bachelor of Engineering Honours and Bachelor of Design in Architecture</td>
</tr>
<tr>
<td>BENGDAI</td>
<td>Bachelor of Engineering and Bachelor of Design in Architecture</td>
</tr>
<tr>
<td>BHENGDAI</td>
<td>Bachelor of Engineering Honours and Bachelor of Design in Architecture</td>
</tr>
<tr>
<td>BENGDAI</td>
<td>Bachelor of Engineering and Bachelor of Design in Architecture</td>
</tr>
<tr>
<td>BHENGMAI</td>
<td>Bachelor of Engineering Honours and Bachelor of Medical Science</td>
</tr>
<tr>
<td>BENGMAI</td>
<td>Bachelor of Engineering and Bachelor of Medical Science</td>
</tr>
</tbody>
</table>
2 Attendance Pattern

(1) The attendance pattern for the following programs is full-time only. The attendance pattern for all other Bachelor of Engineering Honours combined courses is full time or part time.
   (a) Bachelor of Engineering and Bachelor of Design in Architecture
   (b) Bachelor of Engineering Honours and Bachelor of Design in Architecture
   (c) Bachelor of Engineering Honours and Bachelor of Laws
   (d) Bachelor of Engineering Honours and Bachelor of Law

(2) Part time students must still satisfy appropriate enrolment progression and are subject to the same degree time limits as full time students. International students are required to follow the enrolment pattern as specified by their visa. The Faculty strongly recommends full time enrolment as the preferred option for all undergraduate students unless exceptional circumstances exist.

3 Streams

(1) Completion of a stream is a requirement of the Bachelor of Engineering Honours and students in combined degrees are subject to the stream requirements in the Bachelor of Engineering Honours course resolutions.
(2) Students in the Bachelor of Engineering Honours combined degrees can change the stream of the BEHons portion of their combined degree in accordance with the same requirements specified in the Bachelor of Engineering Honours resolutions.
(3) Flexible First Year
   (a) Students gaining entry to any of the Bachelor of Engineering Honours combined degrees may also choose to undertake the Flexible First Year program under the same requirements as specified in the Bachelor of Engineering Honours resolutions.
(4) Within the Bachelor of Engineering Honours and Bachelor of Design in Architecture and the Bachelor of Engineering Honours and Bachelor of Design in Architecture, the Bachelor of Engineering Honours is available only in the Civil Engineering stream. For all other Bachelor of Engineering Honours combined degrees, the streams available for the Bachelor of Engineering Honours are listed under the course resolution for the Bachelor of Engineering Honours.

(5) The Bachelor of Science degree is available in the following streams:
   (a) Advanced Mathematics
   (b) Advanced Mathematics
   (c) Science Honours
   (d) Science Honours

(6) The Bachelor of Music Studies is available in the following streams:
   (a) Composition
   (b) Contemporary Music Practice
   (c) Musicology
   (d) Performance

Completion of a stream is a requirement of the Bachelor of Music Studies.

4 Cross-Faculty Management

(1) Candidates in the combined Engineering and Law courses will be under the general supervision of the Faculty of Engineering and Information Technologies until the end of the semester in which they complete the requirements for the Bachelor of Engineering Honours. They will then be under the supervision of the Faculty of Law. Candidates in all other combined degree programs will be under the general supervision of the Faculty of Engineering and Information Technologies for the duration of the combined program.
(2) The Dean of the Faculty of Engineering and Information Technologies and the Dean of the Faculty hosting the associated combined degree shall jointly exercise authority in any matter concerned with the combined course not otherwise dealt with in these resolutions.

5 Admission to Candidature

Admission to these degrees is on the basis of a secondary school leaving qualification such as the NSW Higher School Certificate (including national and international equivalents), tertiary study or an approved preparation program. English language requirements must be met where these are not demonstrated by sufficient qualifications taught in English. Special admission pathways are open for mature aged applicants who do not possess a school leaving qualification, educationally disadvantaged applicants and for Aboriginal and Torres Strait Islander people. Applicants are ranked by merit and offers for available places are issued according to the ranking. Details of admission policies are found in the Coursework Rule and Coursework Policy.

(2) Admission to the Bachelor of Engineering Honours and Bachelor of Music Studies will, in addition to the above, require the applicant to complete a music skills test or jazz aptitude test and:
   (a) Principal Study in Composition, to submit three compositions in different performance media which should represent their present level of achievement as composers, and to attend an interview;
   (b) Principal Study in Contemporary Music Practice, to submit a portfolio with original work; song(s) or composition(s) in any genre that demonstrates a high level of creative potential and technical ability, and to attend an interview;
   (c) Principal Study in Musicology, to present an example of recent work and to attend an interview;
   (d) Principal Study in Performance, to undertake a practical audition in their nominated instrument or in voice.

The results of this process will form part of the ranking of applicants.

6 Requirements for Award

(1) To qualify for the award of the combined degree:
   (a) For all Bachelor of Engineering Honours combined degrees except the Bachelor of Engineering Honours and Bachelor of Laws, a candidate must complete 240 credit points and satisfy any additional requirements specified in the following clauses.
   (b) For the Bachelor of Engineering Honours and Bachelor of Laws combined degree, a candidate must complete 288 credit points and any additional requirements specified in the following clauses.
   (c) Where the requirements specified in the following clauses account for less than the total required credit, candidates must complete additional units of study (not including general electives) from the relevant Bachelor of Engineering Honours specialist stream table subject to any conditions specified in that table as may be necessary to satisfy the requirements of the degree.

(2) For the Bachelor of Engineering Honours component of a combined degree:
The units of study that may be taken for the Bachelor of Engineering Honours component of the combined degree are set out in the tables of units of study for the Bachelor of Engineering Honours single degree.

Except where varied by other clauses of these resolutions, all candidates must complete a minimum of 144 credit points comprising:

(i) 36cp from the Engineering Core Table, including all required units;
(ii) 108cp from the Engineering Stream Core Table pertaining to the specialist stream being undertaken, including all required units;
(c) The Faculty Board may approve, based on appropriate academic justification, a list of approved unit alternatives. These alternatives specify, for particular Engineering stream / combined degree combinations, units within the normal requirements for the Bachelor of Engineering Honours component of the combined degree that can be replaced by specified alternative units that would form part of the normal program for single degree students in that stream.

For the Bachelor of Arts component of a combined degree:
(a) The units of study that may be taken are set out in Table A from the Faculty of Arts and Social Sciences Tables of units of study.
(b) Candidates must complete a total of 84 credit points from Table A, including:
(i) a major from Table A
(ii) a minimum of 54 credit points of 2000/3000 level units of study.
(c) Candidates completing the Bachelor of Science in the Advanced or the Advanced Mathematics stream must include as part of the above requirements:
(i) a minimum of 54 credit points of intermediate or senior Science units of study, of which at least 36 credit points shall be completed at either the Advanced level or as TSP units of study; and
(ii) a minimum of 24 credit points of senior Science units of study at either the Advanced level or as TSP units in a single Science subject area.

For the Bachelor of Design in Architecture component of a combined degree:
(a) Candidates must complete 96 credit points of units of study from the Bachelor of Engineering Honours (Civil) and Bachelor of Design in Architecture - Architecture Table.
(b) Candidates must complete 96 credit points of units of study selected from the Table of Undergraduate Units of Study from The University of Sydney Business School.
(c) Candidates must complete 96 credit points of units of study from the Table of Undergraduate Units of Study from The University of Sydney Business School including:
(i) 36 credit points of core units of study (30 junior credit points and six senior credit points); and
(ii) at least 48 credit points of 2000 and/or 3000 level units of study.

For the Bachelor of Science component of a combined degree:
(a) The units of study that may be taken are listed in Table 1 from the Faculty of Science.
(b) Candidates must complete 96 credit points of Science units of study, including at least one major in a Science subject area.
(c) Candidates completing the Bachelor of Science in the Advanced or the Advanced Mathematics stream must include as part of the above requirements:
(i) a minimum of 54 credit points of intermediate or senior Science units of study, of which at least 36 credit points shall be completed at either the Advanced level or as TSP units of study; and
(ii) a minimum of 24 credit points of senior Science units of study at either the Advanced level or as TSP units in a single Science subject area.

For the Bachelor of Design in Architecture component of a combined degree:
(a) Candidates must complete 96 credit points of units of study from the Bachelor of Engineering Honours (Civil) and Bachelor of Design in Architecture - Architecture Table.
(b) Candidates must complete 96 credit points of units of study selected from the Table of Undergraduate Units of Study from The University of Sydney Business School.
(c) Candidates must complete 96 credit points of units of study, including:
(i) A minimum of 24 credit points from junior Science units of study, including:
12 credit points from Chemistry; and
MBLG1001/1901/1991 Introductory Molecular Biology and Genetics; and
6 credit points of Junior Biology;
(ii) 48 credit points from intermediate Science units of study, comprising:
36 credit points of BMED240X units from Table IV(B) for the Bachelor of Medical Science; and
MBLG2071/2971 Molecular Biology and Genomics; and
MBLG2072/2972 Genetics and Genomics.
(iii) A minimum of 24 credit points of senior Science units of study selected from the Bachelor of Medical Science Table IV (C).

For the Bachelor of Project Management component of a combined degree:
(a) Candidates must complete the core and elective units of study as set out in the Bachelor of Project Management Unit of Study Table.
(b) Candidates must complete 96 credit points of units from the Conservatorium of Music, and reach the minimum levels of achievement as set out in the table below:
(i) Performance

<table>
<thead>
<tr>
<th>Area of Study</th>
<th>Credit Points</th>
<th>Minimum Level of Achievement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Study</td>
<td>36</td>
<td>Principal Study 1-6</td>
</tr>
<tr>
<td>Performance</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Music Skills</td>
<td>24</td>
<td>Harmony and analysis 1-4 and Aural Perception 1-4; or Jazz Music Skills 1-4; or Music Fundamentals 1-2.</td>
</tr>
<tr>
<td>Analysis, history, and culture studies</td>
<td>18</td>
<td>At least 12 credit points from Foundation units.</td>
</tr>
</tbody>
</table>

(ii) Composition

<table>
<thead>
<tr>
<th>Area of Study</th>
<th>Credit Points</th>
<th>Minimum Level of Achievement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Study</td>
<td>36</td>
<td>Principal Study 1-6</td>
</tr>
<tr>
<td>Composition</td>
<td>18</td>
<td>Instrumentation &amp; Orchestration; New Music, New Thinking; or Electroacoustic Music 1&amp;2; Composer Performer Workshop 1.</td>
</tr>
<tr>
<td>Performance</td>
<td>6</td>
<td>6 credit points Ensemble or 6 credit points Composition Through Improvisation</td>
</tr>
</tbody>
</table>
### 7 Majors and Principal Studies

(1) For the Bachelor of Engineering Honours component of a combined degree:

(a) The conditions for awarding of a major, and the majors available, are the same as for the Bachelor of Engineering Honours degree.

(b) Where a candidate wishes to complete a major, and that major requires completion of additional credit points beyond the standard requirements, then such enrolment will be allowed for the first major to be completed, up to 24cp in total, provided the candidate utilises all allowed elective components in satisfying the requirements of the major.

(2) For the Bachelor of Arts component of a combined degree:

(a) completion of a Table A major is a requirement. The list of Table A majors is specified in the resolutions of the Faculty of Arts and Social Sciences.

(3) For the Bachelor of Science component of a combined degree:

(a) completion of at least one major is a requirement. The list of majors available in the Bachelor of Science is specified in the course resolutions for the Bachelor of Science.

(4) For the Bachelor of Medical Science component of a combined degree:

(a) If the senior Science units of study completed by a candidate form a Science Table 1 major, the candidate shall have that major recorded on the Bachelor of Medical Science testamur at the completion of the degree.

(5) For the Bachelor of Commerce component of a combined degree:

(a) completion of a major is a requirement. The majors available and requirements are outlined in the resolutions for the Bachelor of Commerce.

### 8 Requirements for Honours

(1) Honours is available to candidates and is as defined for the constituent single degrees.

(2) Requirements for awarding of Honours is as defined in the course resolutions for the constituent single degrees.

### 9 Award of the Degrees

(1) Candidates will be awarded a separate testamur for each degree completed.

(2) The award grades, and the criteria for the grades, are as defined in the resolutions for the constituent degrees.

(3) Candidates who do not meet the requirements for the award of the Bachelor of Engineering Honours but who have otherwise satisfied the requirements of the Bachelor of Engineering shall graduate with the Bachelor of Engineering pass degree.

(4) Candidates for the award of the Bachelor of Arts (Honours) who do not meet the requirements, and who have not already graduated, will be awarded the Bachelor of Arts pass degree.

(5) Candidates for the award of the Bachelor of Design in Architecture (Honours) who do not meet the requirements, and who have not already graduated, will be awarded the Bachelor of Design in Architecture pass degree.

(6) The Bachelor of Laws can be awarded in the grades of either Pass or Honours. Honours in the Bachelor of Laws is awarded in First Class or Second Class in accordance with the resolutions of the Bachelor of Laws.

(7) Candidates for the award of the Bachelor of Medical Science (Honours) who do not meet the requirements, and who have not already graduated, will be awarded the Bachelor of Medical Science pass degree.

(8) Candidates for the award of the Bachelor of Science (Honours) who do not meet the requirements, and who have not already graduated, will be awarded Bachelor of Science pass degree.

### 10 Course Transfer

(1) For the Bachelor of Engineering Honours combined with Bachelor of Arts, Bachelor of Science, Bachelor of Design in Architecture, Bachelor of Project Management, and Bachelor of Medical Science, a candidate may abandon the combined program and elect to complete either the Bachelor of Engineering Honours or the associated combined degree in accordance with the resolutions governing that degree.

(2) For the Bachelor of Engineering Honours combined with Bachelor of Laws, a candidate may withdraw from the combined degree program and elect to transfer to the Bachelor of Engineering, by written application to the Faculty of Engineering and Information Technologies, and complete the requirements in accordance with the resolutions governing that degree at the time of transfer. Candidature in the Bachelor of Laws will cease in these circumstances.
(3) For the Bachelor of Engineering Honours combined with Bachelor of Commerce a candidate may abandon the combined program and elect to complete either the Bachelor of Engineering Honours or the Bachelor of Commerce in accordance with the resolutions governing that degree. Transfer from a combined degree to the Bachelor of Commerce is also conditional on the student having met the entry requirements of the Bachelor of Commerce in force at the time of their enrolment in the combined degree.

(4) Completion of the abandoned degree in the future will require a new application for admission to that course and completion in accordance with the resolutions governing that degree.

11 Progression Rules

(1) General progression rules for the combined degrees are covered by the resolutions of the Faculty of Engineering and Information Technologies.

(2) Candidates in a combined Science program with a stream in either Science (Advanced) or Science (Advanced Mathematics):

(a) are required to maintain a minimum average mark of 65 in all intermediate and senior units of study in Science subject areas in each year of enrolment. Failure to maintain the required average will result in candidates being transferred to the Bachelor of Engineering Honours and Bachelor of Science without stream in their next year of enrolment with full credit for the units of study completed.

(b) who fail to achieve an average mark of 65 across all Science units of study attempted in their final year but have otherwise completed all the requirements of the degree will be awarded the Bachelor of Science.

(3) Candidates in a combined law program:

(a) must successfully complete LAWS1006 Foundations of Law before enrolling in any other Bachelor of Laws units of study;

(b) who fail to achieve an average mark of 65 across all Science units of study attempted in their final year but have otherwise completed all the requirements of the degree will be awarded the Bachelor of Science.

(c) except with permission of the Dean of the Faculty of Law, candidates must complete the requirements for the Bachelor of Engineering Honours before proceeding to Year Five of the Bachelor of Laws.

12 Transitional Provisions

(1) These resolutions apply to students who commenced their candidature on or after 1 January, 2016.

(2) Students who commenced their candidature prior to 1 January, 2016 may:

(a) complete the requirements in accordance with the resolutions governing their candidature immediately prior to these changes; or

(b) where approved by the Faculty, elect to proceed under these resolutions provided appropriate programs of study can be identified.

(3) Notwithstanding sub-rule (2), the admission and award requirement for Honours in the Bachelor of Laws will be determined according to the transitional provisions in rule 11 of the Resolutions for the Bachelor of Laws.
HI Christine

My apologies for the delayed response regarding this matter.

Roseanne Du is my admissions manager who managing the Engineering’s admissions. Roseanne confirmed that we do not have outstanding B. Engineering offers and the project was completed at the end of 2014. A further data clean-up was also conducted by admissions system team before March 2015.

I hope this helps and please talk to Roseanne directly if needed.
Regards,
Wen
As part of the course deletion process, we need to check with Admissions and Recruitment about any potential ramifications and how these might be handled. Would there be any students still with an outstanding offer from 2014, or would these have all been converted to BE(Hons) offers?

Are there any other issues we should consider? Very happy to meet with you if further discussion required.

Best regards,
Christine

**

CHRISTINE LACEY
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That the Academic Board to note the report from meeting of the Graduate Studies Committee held on 27 July 2016, and

1) endorse the Australian Postgraduate Awards / University of Sydney Postgraduate Awards Ranking Guidelines as amended;

2) approve the proposal from the Sydney Conservatorium of Music to delete the Master of Music (Applied Research in Music); recommend that Senate endorse the Academic Board’s approval of the proposal and approve amendments to the Resolutions of Senate related to the Degrees, Diplomas and Certificates in the Sydney Conservatorium of Music; and approve the deletion of Course Resolutions arising from this proposal, with immediate effect;

3) approve the proposal from the Faculty of Architecture, Design and Planning to amend the Graduate Certificate in Heritage Conservation, Graduate Diploma in Heritage Conservation and Master of Heritage Conservation as proposed; approve the amendment to the Course Resolutions arising from the proposal; and approve the amendment to the table of Units of Study arising from the proposal, with effect from 1 January 2017;

4) approve the proposal from the Faculty of Architecture, Design and Planning to amend the Master of Urbanism and Master of Urban and Regional Planning; and approve the amendment to the unit of study table arising from the proposal, with effect from 1 January 2017;

5) approve the proposal from the University of Sydney Business School to amend the Graduate Certificate in Transport Management; approve the amendment to the Course Resolutions arising from the proposal; and approve the amendment to the table of Units of Study arising from the proposal, with effect from 1 January 2017;

6) approve the proposal from the University of Sydney Business School to amend the Master of Commerce and Graduate Diploma in Commerce; approve the amendment to the Course Resolutions arising from the proposal; and approve the amendment to the table of Units of Study arising from the proposal, with effect from 1 January 2017;

7) approve the proposal from the University of Sydney Business School to amend the Master of Management; approve the amendment of the Course Resolutions arising from the proposal; and approve the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017;

8) approve the proposal from the Faculty of Engineering and Information Technologies to amend the Master of Data Science; and approve the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017;

9) approve the proposal from the Faculty of Engineering and Information Technologies to amend the Master of Professional Engineering (Biomedical); and approve the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017;

10) approve the proposal from the Faculty of Engineering and Information Technologies to amend the Master of Project Leadership and Master of Project Management; and approve the amendment of the
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1) table of Units of Study arising from the proposal, with effect from 1 January 2017;
2) approve the proposal from the Faculty of Health Sciences to amend the Master of Applied Science; and approve the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017;
3) approve the proposal from the Sydney Medical School to amend the Doctor of Medicine; and approve the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017;
4) approve the proposal from the Sydney Medical School to amend the Master of Medicine (HIV, STIs and Sexual Health); Graduate Diploma in Medicine (HIV, STIs and Sexual Health); Graduate Diploma of Science in Medicine (HIV, STIs and Sexual Health); Master of Medicine (Advanced) (HIV, STIs and Sexual Health); Master of Science in Medicine (HIV, STIs and Sexual Health); Master of Science in Medicine (Advanced) (HIV, STIs and Sexual Health); Master of Medicine (HIV, STIs and Sexual Health) and Master of Philosophy; Master of Science in Medicine (HIV, STIs and Sexual Health) and Master of Philosophy; and approve the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017;
5) approve the proposal from the Sydney Medical School to amend the Master of Medicine (Pain Management), Master of Science in Medicine (Pain Management), Graduate Diploma in Pain Management and the Graduate Certificate in Pain Management; and approve the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017;
6) approve the proposal from the Sydney Medical School to amend the Graduate Certificate in Advanced Clinical Skills (Surgical Anatomy); and approve the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017;
7) approve the proposal from the Sydney Medical School to amend the Master of Surgery; and degrees the amendment of the table of units of study arising from the proposal, with effect from 1 January 2017;
8) approve the proposal from the Faculty of Pharmacy to amend the Graduate Certificate in Pharmacy Practice; approve the amendment of the Course Resolutions arising from the proposal; and approve the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017;
9) approve the proposal from the Faculty of Pharmacy to amend the Master of Pharmacy; approve the amendment of the Course Resolutions arising from the proposal; and approve the amendment of the table of Units of Study arising from the proposal, with effect from 1 January 2017;
10) approve the proposal from the Sydney Conservatorium of Music to amend the Doctor of Musical Arts; and approve the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017;
11) approve the proposal from the Sydney Conservatorium of Music to amend the Master of Music; and approve the amendment of the Course Resolutions arising from the proposal, with effect from 1 January 2017; and
12) endorse the proposal to amend the Essential Resources for Postgraduate Research Students Policy 2012 and recommend the amendments to the Deputy Vice-Chancellor (Education).

ITEMS FOR DECISION

10.1 Australian Postgraduate Awards / University of Sydney Postgraduate Awards Ranking Guidelines – Amendments

It is proposed to amend the ranking guidelines used to award Australian Postgraduate Award / University of Sydney Postgraduate Award HDR scholarships.

10.2 Sydney Conservatorium of Music: Master of Music (Applied Research in Music) – course deletion

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It is proposed to delete the Master of Music (Applied Research in Music), which is no longer needed as other streams provide the same opportunities.

10.3 **Architecture, Design and Planning**: Master of Heritage Conservation – Amended Units of Study

The Faculty of Architecture, Design and Planning requests an amendment to the structure of the Graduate Certificate in Heritage Conservation, Graduate Diploma in Heritage Conservation and Master of Heritage Conservation to remove the optional collection of units.

10.4 **Architecture, Design and Planning**: Master of Urban and Regional Planning and Master of Urbanism – Amended Units of Study

The Faculty of Architecture, Design and Planning requests an amendment to the Unit of Study table to include GOVT6163 Critical Challenges of Governing Cities as an elective for the Master of Urbanism and Master of Urban and Regional Planning.

10.5 **Business School**: Graduate Certificate in Transport Management – Amended Units of Study

It is proposed to increase elective options for the Graduate Certificate in Transport Management to provide more flexibility to students who may wish to complete a short program to enhance their existing skills.

10.6 **Business School**: Master of Commerce, Graduate Diploma in Commerce – Amended Units of Study

It is proposed to delay implementation of new core unit, BUSS5xxx Professional Development and Practice until 2018 (originally approved for introduction in 2017).

10.7 **Business School**: Master of Management – Amended Units of Study

It is proposed to: amend the capstone experience for the degree, replacing MGMT6100 Advanced Management Applications with the 12 credit point Business Project (MMGT6101); Replace current core unit, MGMT6011 Teamwork and Innovation with new unit, MGMT6688 The Future of Business; delete MGMT6100 Advanced Management Applications from the core of the program and replace with MGMT6015 Managing Digital Innovation; and remove clause in resolutions pertaining to RVL.

10.8 **Engineering and IT**: Master of Data Science – Amended Units of Study

It is proposed to amend the list of elective units of study available in this program.

10.9 **Engineering and IT**: Master of Professional Engineering (Biomedical) – Amended Units of Study

It is proposed to introduce two new Biomedical units of study in the Master of Professional Engineering and amend three additional units.

10.10 **Engineering and IT**: Master of Project Leadership – Amended Units of Study

It is proposed to change the units of study available in the Master of Project Leadership.

10.11 **Health Sciences**: Master of Applied Science – Amended Course Resolutions

It is proposed to amend the Course Resolutions for the Master of Applied Science to incorporate the intent of recently introduced and amended University policies and procedures relating to higher degree by research candidature, including the introduction of University and Faculty milestones and progress plans.

10.12 **Medical School**: Doctor of Medicine (MD) – Amended Units of Study

A suite of changes to units of study is proposed following a review of the Doctor of Medicine degree.

10.13 **Medical School**: Master of Medicine (HIV, STIs and Sexual Health) – Amended Units of Study
Non-Confidential

It is proposed to amend the Units of Study available in the Master of Medicine (HIV, STIs and Sexual Health) and related programs.

10.14 Medical School: Master of Medicine (Pain Management) – Amended Units of Study

It is proposed to amend the Units of Study available in the Master of Medicine (Pain Management) and related programs.

10.15 Medical School: Graduate Certificate in Advanced Clinical Skills (Surgical Anatomy) – Amended Units of Study

It is proposed to amend the Units of Study available in the Graduate Certificate in Advanced Clinical Skills (Surgical Anatomy).

10.16 Medical School: Master of Surgery – Amended Units of Study

It is proposed to amend the Units of Study available in the Master of Surgery.

10.17 Pharmacy: Graduate Certificate in Pharmacy Practice – Amended Course Resolutions

It is proposed to amend the Course Resolutions for the Graduate Certificate in Pharmacy Practice to align the period of time a student must obtain and retain provisional pharmacist registration to participate in the Intern Training Program component of the course. This is necessary because the external registering body have brought forward their English language assessment registration requirement such that an applicant who has not met these requirements prior to commencement of the course would no longer be able to meet those requirements and obtain registration within a reasonable time frame. It is also proposed to amend two units of study.

10.18 Pharmacy: Master of Pharmacy – Amended Course Resolutions

To amend the Course Resolutions for the Master of Pharmacy to clarify Progression Rules for students who only fail one subject and the process of applying for a prerequisite waiver. It is also proposed to amend the unit of study table.

10.19 Sydney Conservatorium of Music: Doctor of Musical Arts – Amended Course Resolutions

It is proposed to update the Course Resolutions for the Doctor of Musical Arts degree. This update aligns the Resolutions with current University policies and procedures, especially in relation to the definition of a thesis included in the recent policies.

10.20 Sydney Conservatorium of Music: Master of Music – Amended Course Resolutions

It is proposed to update to the Course Resolutions for the Master of Music degree, especially, but not only, in relation to the Performance and Composition streams. This update aligns the Resolutions with current University policies and procedures, and allows for better streamlining of examination processes, as well as greater clarity for students and staff.

10.21 Essential Resources for Postgraduate Research Students Policy 2012 – Amendments

It is proposed to update the Essential Resources for Postgraduate Research Students Policy 2012 to include more information about access to resources for HDR students, especially software availability and access to the Library while under examination. This review has also enabled updating of nomenclature, subsequent changes to other policies, and some other clarifications. The proposed policies have either already been implemented, or do not affect the obligations of faculties to provide resources.

ITEMS FOR NOTING

The Committee also:
• noted the report of the Academic Board meeting held on 29 June 2016;
• noted the report of the PhD Award Sub-Committee meeting on 21 June 2016;
Non-Confidential

- noted the reports from the Postgraduate Awards Sub-Committee (PGASC) meetings on 9 June 2016, 16 June 2016, and 11 July 2016;
- approved a change of name of the Postgraduate Awards Sub-Committee (PGASC) to the Higher Degree by Research (HDR) Scholarships Sub-Committee (HDRSSC), as reflected in amended Terms of Reference for the Sub-Committee; and
- noted a proposal to adopt the Academic Honesty Procedures and amend the Academic Honesty in Coursework Policy 2015, the Thesis and Examination of Higher Degree by Research Policy 2015, the Research Code of Conduct 2013 and the Progress Planning and Review for Higher Degree by Research Students Policy 2015, noting that these changes have been presented to the Academic Standards and Policy Committee meeting of 20 July 2016.

NOTE: Full course proposals are available from the Graduate Studies Committee website, at sydney.edu.au/ab/committees/grad_studies/grad_studies_agendas.

Associate Professor Kirsten McKenzie
Chair, Graduate Studies Committee
Resolutions of the Senate

1. Degrees, diplomas and certificates of the Conservatorium of Music

(1) With the exception of the Doctor of Music and the Doctor of Philosophy, the Senate, by authority of the University of Sydney Act 1989 (as amended), provides and confers the following degrees, diplomas and certificates, according to the rules specified by the Conservatorium of Music. The Doctor of Music and the Doctor of Philosophy are provided and conferred according to the rules specified by Senate and the Academic Board.

(2) This list is amended with effect from 1 January, 2017. Degrees, diplomas and certificates no longer open for admission will be conferred by the Senate according to the rules previously specified by the Faculty.

2. Degrees

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>RHMUSICM-01</td>
<td>Doctor of Musical Arts</td>
<td>DMA</td>
<td>Research</td>
</tr>
<tr>
<td>RPHHDCON-01</td>
<td>Doctor of Philosophy</td>
<td>PhD</td>
<td>Research</td>
</tr>
<tr>
<td>RMMUARMP-01</td>
<td>Master of Music</td>
<td>MMus(AppResMusPerf)</td>
<td>Research</td>
</tr>
<tr>
<td>RMMUCOMP-02</td>
<td>Composition</td>
<td>MMus(Composition)</td>
<td>Research</td>
</tr>
<tr>
<td>RMUMUDEU-02</td>
<td>Music Education</td>
<td>MMus(MusEd)</td>
<td>Research</td>
</tr>
<tr>
<td>RMUMUSI-02</td>
<td>Musicology</td>
<td>MMus(Musicology)</td>
<td>Research</td>
</tr>
<tr>
<td>RMUPERF-02</td>
<td>Performance</td>
<td>MMus(Performance)</td>
<td>Research</td>
</tr>
<tr>
<td>MAMUSCPT-01</td>
<td>Composition</td>
<td>MMusStud(Comp)</td>
<td>72</td>
</tr>
<tr>
<td>MAMUSCPT-02</td>
<td>Composition Internship*</td>
<td>MMusStud(Comp)</td>
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<tr>
<td>MAMUSCND-01</td>
<td>Conducting</td>
<td>MMusStud(Cond)</td>
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</tr>
<tr>
<td>MAMUSOPP-01</td>
<td>Opera Performance</td>
<td>MMusStud(OperaPerf)</td>
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<tr>
<td>MAMUSPER-02</td>
<td>Performance</td>
<td>MMusStud(Perf)</td>
<td>72</td>
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<td>BPMUCOMP-01</td>
<td>Composition</td>
<td>BMus(Comp)</td>
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<td>BPMUMUDE-01</td>
<td>Music Education</td>
<td>BMus(MusEd)</td>
<td>192</td>
</tr>
<tr>
<td>BPMUMUSI-01</td>
<td>Musicology (Admission suspended 2016)</td>
<td>BMus(Musicology)</td>
<td>192</td>
</tr>
<tr>
<td>BPMUPERF-01</td>
<td>Performance</td>
<td>BMus(Perf)</td>
<td>192</td>
</tr>
<tr>
<td>BPMUSSTD-01</td>
<td>Bachelor of Music Studies*</td>
<td>BMusStudies</td>
<td>144</td>
</tr>
</tbody>
</table>

*may be awarded with honours following a further year of study

3. Combined degrees

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>BPMSTART-01</td>
<td>Bachelor of Music Studies and Bachelor of Arts</td>
<td>BMusStudies, BA</td>
<td>240</td>
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<tr>
<td>BHENGSTM100</td>
<td>Bachelor of Engineering (Honours)/ Bachelor of Music Studies</td>
<td>BE (Hons)/BMusStudies</td>
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<tr>
<td>QH022</td>
<td>Bachelor of Music Studies and Bachelor of Medicine and Bachelor of Surgery</td>
<td>BMusStudies, MB.BS.</td>
<td>336</td>
</tr>
</tbody>
</table>

4. Double Degrees

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>BPMSTMES-01</td>
<td>Bachelor of Music Studies and Bachelor of Medicine and Bachelor of Surgery (Admission suspended 2014)</td>
<td>BMusStudies, MB.BS.</td>
<td>336</td>
</tr>
<tr>
<td>BPMSTMED-01</td>
<td>Bachelor of Music Studies and Doctor of Medicine</td>
<td>BMusStudies/MD</td>
<td>336</td>
</tr>
</tbody>
</table>

5. Graduate Diplomas

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>GNMUSOPP-01</td>
<td>Opera Performance</td>
<td>GradDipMus(Perf)</td>
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</tr>
<tr>
<td>GNMUPERF-03</td>
<td>Performance</td>
<td>GradDipMus(Perf)</td>
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6. Undergraduate diplomas

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<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAOPERAO-01</td>
<td>Advanced Diploma of Opera (admission suspended 2013)</td>
<td>AdvDipOp</td>
<td>144</td>
</tr>
<tr>
<td>DLMUSICM-04</td>
<td>Diploma of Music</td>
<td>DipMus</td>
<td>96</td>
</tr>
</tbody>
</table>
Master of Music

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2010 (the 'Coursework Rule'), the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism.

Course Resolutions

1. Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course and stream title</th>
</tr>
</thead>
<tbody>
<tr>
<td>RMMUARMP-04</td>
<td>Master of Music (Applied Research in Music Performance)</td>
</tr>
<tr>
<td>RMMUCOMP-02</td>
<td>Master of Music (Composition)</td>
</tr>
<tr>
<td>RMMUMEDU-02</td>
<td>Master of Music (Music Education)</td>
</tr>
<tr>
<td>RMMUMUSI-02</td>
<td>Master of Music (Musicology)</td>
</tr>
<tr>
<td>RMMUPERF-02</td>
<td>Master of Music (Performance)</td>
</tr>
</tbody>
</table>

Part 2: Admission requirements

Eligibility for admission to candidature

1. Master of Music (Applied Research in Music Performance)
   (a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:
      (i) the degree of Bachelor of Music from the University of Sydney; or
      (ii) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).
   (b) Applicants must
      (i) present a 1500-2000 word summary of their proposed area of research; and
      (ii) attend an interview.
   (c) In exceptional circumstances the Dean may admit to candidature an applicant who does not meet the requirements of paragraph (a), provided that the applicant has exceptional qualifications and presents evidence of having the aptitude required for undertaking the course.

12. Master of Music (Composition)
   (a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:
      (i) the degree of Bachelor of Music (Composition) from the University of Sydney; or
      (ii) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).
   (b) Applicants must
      (i) present a folio of original compositions; and
      (ii) present a 1500-2000 word summary of their proposed area of research/creative work; and
      (iii) attend an interview.
   (c) In exceptional circumstances the Dean may admit to candidature an applicant who does not meet the requirements of paragraph (a), provided that the applicant has exceptional qualifications and presents evidence of having the aptitude required for undertaking the course.

23. Master of Music (Music Education)
   (a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:
      (i) the degree of Bachelor of Music (Music Education) from the University of Sydney; or
      (ii) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).
   (b) Applicants must
(i) present a 1500-2000 word summary of their proposed area of research work; and
(ii) attend an interview.
(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not
meet the requirements of paragraph (a), provided that the applicant has exceptional
qualifications and presents evidence of having the aptitude required for undertaking the course.

(34) Master of Music (Musicology)
(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant
must hold or have completed the requirements for:
(i) the degree of Bachelor of Music from the University of Sydney; or
(ii) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are
equivalent to that prescribed in sub-paragraph (i).
(b) Applicants must
(i) provide a statement of research interest and intent; and
(ii) present a folio of academic writing; and
(iii) attend an interview.
(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not
meet the requirements of paragraph (a), provided that the applicant has exceptional
qualifications and presents evidence of having the aptitude required for undertaking the course.

(45) Master of Music (Performance)
(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant
must hold or have completed the requirements for:
(i) the degree of Bachelor of Music (Performance) from the University of Sydney; or
(ii) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are
equivalent to that prescribed in sub-paragraph (i).
(b) Applicants must
(i) present a program on their principal instrument in audition at graduating undergraduate
standard;
(ii) present a 1500-2000 word summary of their proposed area of research/creative work
performance research; and
(iii) attend an interview.
(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not
meet the requirements of paragraph (a), provided that the applicant has exceptional
qualifications and presents evidence of having the aptitude required for undertaking the course.

3 Application for admission to candidature
(1) An applicant for admission to candidature must submit to the Faculty:
(a) satisfactory evidence of the applicant's eligibility for admission;
(b) a proposed course of research and advanced study, approved by the Associate Dean in
which the work is to be undertaken; and
(c) a statement certifying the applicant's understanding that, subject to the HDR Rule, if the
candidate is successful, his or her thesis will be lodged with the University Librarian and made
available for immediate public use.
(2) In addition, an applicant for admission to part-time candidature must submit a statement that
he or she will have sufficient time available to complete the requirements of the degree in
accordance with these resolutions.

4 Credit transfer
The HDR Rule specifies the conditions for the granting of credit for previous studies, including
the effect on completion times.

Part 3: Candidature
5 Appointment of supervisor
The Associate Dean will appoint a suitably qualified supervisors and associate supervisor for
each candidate in accordance with the HDR Rule and Academic Board policies for postgraduate research higher degree supervision.

6 Control of candidature
The HDR Rule specifies the conditions for the control of candidature by the University.

7 Location of candidature and attendance
The HDR Rule specifies the conditions for the location of candidature and attendance by candidates at the University.

Part 4: Requirements
8 Streams

(1) The degree is offered in the following streams:

(a) Applied Research in Music Performance;
(ab) Composition;
(bc) Music Education;
(cd) Musicology; and
(de) Performance.

(2) The testamur will include the stream completed.

9 Degree requirements

(1) Master of Music (Applied Research in Music Performance)

(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) carry out research on the approved topic; and
(iv) submit a thesis of approximately 40,000 words embodying the results of the research.

(b) The portfolio submitted in partial fulfilment of the requirements for the Master of Music (Composition) must:
(i) be submitted in a form prescribed by the Faculty Research Committee; and
(ii) be accompanied by a statement from the candidate's supervisor certifying that the form of presentation of the portfolio is satisfactory.

(3) Master of Music (Music Education)

(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) carry out research on the approved topic; and
(iv) submit a thesis of 25,000 to 40,000 words embodying the results of the research.

(4) Master of Music (Musicology)

(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) carry out research as approved for the thesis; and
(iv) submit a thesis, which may be in the form of a portfolio of research of 25,000 to 40,000 words embodying the results of the research.
words embodying the results of the research;
(b) The thesis submitted in partial fulfilment of the requirements for the Master of Music (Musicology) must:
(i) be submitted in a form prescribed by the Faculty Research Committee; and
(ii) be accompanied by a statement from the candidate’s supervisor certifying that the form of presentation of the thesis is satisfactory.

(45) Master of Music (Performance)
(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) prepare performances and/or recordings and give performances on their principal instrument, as required by the Associate Dean;
(iv) carry out performance research on the approved topic; and
(v) submit a thesis embodying the results of the research and comprising a final 50-80 minute performance and a written dissertation of 10,000 to 20,000 words.
(vi) submit a thesis of 15,000 to 20,000 words embodying the results of the research and/or recordings.

10 The thesis
A candidate shall produce a thesis that meets the requirements specified in the HDR Rule.

Part 5: Enrolment and progression

11 Probation
(1) A candidate is normally accepted for candidature on a probationary basis for a period not exceeding one year according to the provisions of the HDR Rule.
(2) In the probationary period each candidate must:
(a) complete a specified research methods unit of study;
(b) develop and present a refined research proposal to the satisfaction of the Supervisor and Associate Dean; and
(c) demonstrate adequate English language competency for the completion of the degree.

12 Time limits, earliest and latest submission dates
The HDR Rule specifies the allowable completion times and submission dates available for full- and part-time candidates in this course.

13 Mode of attendance
The attendance pattern for this course is full-time or part-time according to candidate choice. Visa requirements commonly restrict international students to full-time study only.

14 Discontinuation of candidature
A candidate may discontinue enrolment in a unit of study or the degree subject to the conditions specified by the HDR Rule.

15 Suspension of candidature
A candidate may suspend enrolment from the degree subject to the conditions specified by the HDR Rule.

16 Leave of absence
A candidate may take leave of absence from the degree subject to the conditions specified by the HDR Rule.

17 Progress
A candidate is required to maintain satisfactory progress towards the timely completion of the degree. Progress will be reviewed annually according to the provisions of the HDR Rule.

Approved by the Academic Board, 3 December 2014
Part 6: Examination

18 Examination of the thesis and other degree components

(1) The thesis,
(a) Examination of the thesis will be conducted in general accordance with standards policy and procedures prescribed by Academic Board for the Doctor of Philosophy masters degrees by research, except that:
(1) Examination of the thesis, including theses containing composition or performance components, will be conducted in general accordance with policy and procedures prescribed by Academic Board for masters degrees by research.
(i) three copies of the thesis shall be submitted by the candidate;
(ii) Two examiners will be appointed by the Faculty, at least one of whom shall be external to the University; and
(a) in the case of theses containing composition or performance components, the same two examiners will examine all components of the thesis; and,
(b) for the Master of Music (Performance), the final performance will be recorded and sent to the examiners together with the dissertation; and
(i) the examiners for Master of Music (Performance) may choose to attend the final performance but will not participate in any internal assessment of readiness for examination.
(3) The Faculty Research Committee will act in place of the PhD Award Sub-Committee.
(b) The thesis will be graded by the examiners and a 'Thesis grade' will be recorded on the academic transcript.

(2) Other examinable components
(a) Master of Music (Composition)
(i) The examiners appointed by the Faculty to examine the thesis will also examine and report on the portfolio.
(b) Master of Music (Performance)
(i) For the final public recital, given as part of the degree requirements, the Faculty will appoint an examination panel to assess the candidate's performance and/or recording.
(ii) At least one of the examiners on the panel shall not be a member of Faculty staff.

19 Award of the degree
The degree is awarded at the pass level only.

Part 7: Other

20 Transitional provisions
(1) These course resolutions apply to students who commenced their candidature after 1 January, 20167.
(2) Candidates who commenced prior to 1 January, 20167 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
PROPOSAL FOR CHANGES TO RESOLUTIONS FOR M.MUS.
Including minor amendments to all current streams, and removal of unused stream in applied research.

SUMMARY OF CHANGES TO RESOLUTIONS
1. Updating Comp and Perf streams to take into account the definition of ‘thesis’ in University policies to include artistic/creative work components. (See sections on Degree Requirements and Examination)
2. Correcting of M Mus (Perf) requirements to make clear that performance is included in the research output. Also modification of Perf examination description to allow for examination of full 'thesis' by the same examiners. Process will be similar to that of DMA where recorded performance and dissertation are sent together to the same two examiners. Internal panel should assess for suitability for examination on the occasion of the performance.
4. General updating in response to policy changes of recent years.
5. Removal of mentions of Applied Research stream. This was previously agreed but not applied to resolutions. Stream is no longer needed. Other streams provide the same opportunities.

DOCUMENTS PROVIDED BELOW
1. Resolutions with amendments showing – for discussion by the meeting
2. Draft handbook changes for information – comments invited

TIMELINE
23 May: Discussion of resolutions changes by SCM Research Committee, followed by any further comment
2 June: Proposal for minor changes to the resolutions to agenda of Ac Board Graduate Studies Committee
15 June: Graduate Studies Committee meeting
End July: Finalise Handbook descriptions
2017 implementation

Master of Music

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: sydney.edu.au/policies.

Course resolutions

Part 1: Preliminary

1 Course codes
<table>
<thead>
<tr>
<th>Code</th>
<th>Course and stream title</th>
</tr>
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<tbody>
<tr>
<td>RMMUARMP-04</td>
<td>Master of Music (Applied Research in Music Performance)</td>
</tr>
<tr>
<td>RMMUARMP-04</td>
<td>Master of Music (Composition)</td>
</tr>
<tr>
<td>RMMUARMP-04</td>
<td>Master of Music (Music Education)</td>
</tr>
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<td>RMMUARMP-04</td>
<td>Master of Music (Musicology)</td>
</tr>
<tr>
<td>RMMUARMP-04</td>
<td>Master of Music (Performance)</td>
</tr>
</tbody>
</table>

**Part 2: Admission requirements**

(1) *Master of Music (Applied Research in Music Performance)*

(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:

(i) the degree of Bachelor of Music from the University of Sydney; or

(ii) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).

(b) Applicants must

(i) present a 1500-2000 word summary of their proposed area of research; and

(ii) attend an interview.

(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not meet the requirements of paragraph (a), provided that the applicant has exceptional qualifications and presents evidence of having the aptitude required for undertaking the course.

(2) *Master of Music (Composition)*

(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:

(i) the degree of Bachelor of Music (Composition) from the University of Sydney; or

(ii) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).

(b) Applicants must
(i) present a folio of original compositions; and

(ii) present a 1500-2000 word summary of their proposed area of research/creative work; and

(iii) attend an interview.

(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not meet the requirements of paragraph (a), provided that the applicant has exceptional qualifications and presents evidence of having the aptitude required for undertaking the course.

(23) Master of Music (Music Education)

(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:

(i) the degree of Bachelor of Music (Music Education) from the University of Sydney; or

(ii) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).

(b) Applicants must

(i) present a 1500-2000 word summary of their proposed area of research work; and

(ii) attend an interview.

(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not meet the requirements of paragraph (a), provided that the applicant has exceptional qualifications and presents evidence of having the aptitude required for undertaking the course.

(34) Master of Music (Musicology)

(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:

(i) the degree of Bachelor of Music from the University of Sydney; or

(ii) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).

(b) Applicants must
(i) provide a statement of research interest and intent; and

(ii) present a folio of academic writing; and

(iii) attend an interview.

(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not meet the requirements of paragraph (a), provided that the applicant has exceptional qualifications and presents evidence of having the aptitude required for undertaking the course.

3 Application for admission to candidature

(1) An applicant for admission to candidature must submit to the Faculty:

(a) satisfactory evidence of the applicant's eligibility for admission;

(b) a proposed course of research and advanced study, approved by the Associate Dean in which the work is to be undertaken; and

(c)
a statement certifying the applicant's understanding that, subject to the HDR Rule, if the
candidature is successful, his or her thesis will be lodged with the University Librarian
and made available for immediate public use.
(2)
In addition, an applicant for admission to part-time candidature must submit a statement
that he or she will have sufficient time available to complete the requirements of the
degree in accordance with these resolutions.

4 Credit transfer
The HDR Rule specifies the conditions for the granting of credit for previous studies,
including the effect on completion times.

Part 3: Candidature
5 Appointment of supervisor
The Associate Dean will appoint a suitably qualified supervisors and associate
supervisor for each candidate in accordance with the HDR Rule and Academic Board
policies for postgraduate research higher degree supervision.

6 Control of candidature
The HDR Rule specifies the conditions for the control of candidature by the University.

7 Location of candidature and attendance
The HDR Rule specifies the conditions for the location of candidature and attendance by
candidates at the University.

Part 4: Requirements
8 Streams
(1) The degree is offered in the following streams:
(a) Applied Research in Music Performance;
(b) Composition;
(c) Music Education;
(d) Musicology; and
(e) Performance.
(2) The testamur will include the stream completed.

9 Degree requirements
(1)
Master of Music (Applied Research in Music Performance)
(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) carry out research on the approved topic; and
(iv) submit a thesis of approximately 40,000 words embodying the results of the research.

(12) Master of Music (Composition)
(a) To satisfy the requirements of the degree candidates must:
   (i) complete any specified probationary requirements;
   (ii) complete prescribed units of study, as set out in the Faculty Handbook;
   (iii) carry out composition and research on the approved topic; and
   (iv) submit a thesis comprising the portfolio of original compositions with accompanying recordings and the dissertation of 10,000 to 15,000 words associated with the candidate's composition portfolio embodying the results of the research; and
   (v) submit a substantial body of original compositions.

(b) The portfolio submitted in partial fulfilment of the requirements for the Master of Music (Composition) must:
   (i) be submitted in a form prescribed by the Faculty Research Committee; and
   (ii) be accompanied by a statement from the candidate's supervisor certifying that the form of presentation of the portfolio is satisfactory.

(23) Master of Music (Music Education)
(a) To satisfy the requirements of the degree candidates must:
   (i) complete any specified probationary requirements;
   (ii) complete prescribed units of study, as set out in the Faculty Handbook;
   (iii) carry out research on the approved topic; and
   (iv) submit a thesis of 25,000 to 40,000 words embodying the results of the research.

(34) Master of Music (Musicology)
(a) To satisfy the requirements of the degree candidates must:

(i) complete any specified probationary requirements;

(ii) complete prescribed units of study, as set out in the Faculty Handbook;

(iii) carry out research as approved for the thesis; and

(iv) submit a thesis, which may be in the form of a portfolio of research of 25,000 to 40,000 words embodying the results of the research;

(b) The thesis submitted in partial fulfillment of the requirements for the Master of Music (Musicology) must:

(i) be submitted in a form prescribed by the Faculty Research Committee; and

(ii) be accompanied by a statement from the candidate's supervisor certifying that the form of presentation of the thesis is satisfactory.

45 Master of Music (Performance)
(a) To satisfy the requirements of the degree candidates must:

(i) complete any specified probationary requirements;

(ii) complete prescribed units of study, as set out in the Faculty Handbook;

(iii) prepare performances and/or recordings and give performances on their principal instrument, as required by the Associate Dean;

(iv) carry out performance research on the approved topic; and

(v) submit a thesis embodying the results of the research and comprising a final 50-80 minute performance and a written dissertation of 15,000 to 20,000 words.

(vi) submit a thesis of 15,000 to 20,000 words embodying the results of the research and/or recordings.

10 The thesis
A candidate shall produce a thesis that meets the requirements specified in the HDR Rule.

Part 5: Enrolment and progression
11 Probation

(1) A candidate is normally accepted for candidature on a probationary basis for a period not exceeding one year according to the provisions of the HDR Rule.

(2)
In the probationary period each candidate must:
(a) complete a specified research methods unit of study;
(b) develop and present a refined research proposal to the satisfaction of the Supervisor and Associate Dean; and
(c) demonstrate adequate English language competency for the completion of the degree.

12 Time limits, earliest and latest submission dates
The HDR Rule specifies the allowable completion times and submission dates available for full- and part-time candidates in this course.

13 Mode of attendance
The attendance pattern for this course is full-time or part-time according to candidate choice. Visa requirements commonly restrict international students to full-time study only.

14 Discontinuation of candidature
A candidate may discontinue enrolment in a unit of study or the degree subject to the conditions specified by the HDR Rule.

15 Suspension of candidature
A candidate may suspend enrolment from the degree subject to the conditions specified by the HDR Rule.

16 Leave of absence
A candidate may take leave of absence from the degree subject to the conditions specified by the HDR Rule.

17 Progress
A candidate is required to maintain satisfactory progress towards the timely completion of the degree. Progress will be reviewed annually according to the provisions of the HDR Rule.

Part 6: Examination
18 Examination of the thesis and other degree components
(1) The thesis,
(a) Examination of the thesis, including theses containing composition or performance components, will be conducted in general accordance with standards, policy and procedures prescribed by Academic Board for the Doctor of Philosophy masters degrees by research, except that:
(i) three copies of the thesis shall be submitted by the candidate;
(ii) Two examiners will be appointed by the Faculty, at least one of whom shall be external to the University; and
(a) in the case of theses containing composition or performance components, the same two examiners will examine all components of the thesis; and.
(b) for the Master of Music (Performance), the final performance will be recorded and sent to the examiners together with the dissertation; and
(i) the examiners for Master of Music (Performance) may choose to attend the final performance but will not participate in any internal assessment of readiness for examination.

(3) The Faculty Research Committee will act in place of the PhD Award Subcommittee.

(4) The thesis will be graded by the examiners and a 'Thesis grade' will be recorded on the academic transcript.

19 Award of the degree
The degree is awarded at the pass level only.

Part 7: Other
20 Transitional provisions
(1) These course resolutions apply to students who commenced their candidature after 1 January, 2016.

(2) Candidates who commenced prior to 1 January, 2016 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Master of Music (Composition)

The Master of Music (Composition) offers candidates the opportunity to develop advanced compositional skills and to work on compositions of a length and complexity not possible during undergraduate award programs. Candidates are exposed to theoretical, philosophical and sociological aspects of composition. Candidates are encouraged to develop skills in, and an understanding of, all aspects in the successful completion of a composition project. Candidates are expected to research compositional approaches of other composers, practitioners and artists, and to create musical works based upon the results of this research. These musical outcomes may take place on the small and larger scales, and should demonstrate the development of a high-level creative approach, substantial composition technique and the initial establishment of a compositional voice within the national music sector.

Course structure

The Master of Music (Composition) can be completed either in four semesters of full-time study or eight semesters of part-time study. There is an expectation that work on all aspects of the thesis, including the composition portfolio and the research component, will be pursued concurrently and at an even rate across the duration of the candidature. Demands of candidates in terms of craft skills and imaginative writing are high.

Candidate for all candidates includes:

- enrolment in appropriate research methods units
- enrolment in nominated seminar topics
- supervised research on an approved topic
- presentation at the Composition Seminar towards the conclusion of the candidature
- submission of a thesis comprising the portfolio of original compositions with accompanying recordings and the 10,000-15,000 word dissertation associated with the candidate’s composition portfolio and the research behind its creation.

The following are benchmark examples of portfolio size, and should be referred to by intending students writing the 1500-2000 word research summary when applying for entry into the course.

(a) Candidates specialising in instrumental or music theatre composition

A portfolio of compositions of approximately 50 to 70 minutes, including one designated major work. The portfolio should reflect and respond to the area(s) of research undertaken during the candidature. At least half of the music should have been performed, workshopped or publicly presented. Recordings should accompany the folio where possible.

Examples of submissions could include:

- a set of solo saxophone etudes (15 minutes), a saxophone quartet (10 minutes), a piece for large chamber ensemble (10 minutes), a concerto for
saxophone and orchestra (25 minutes)
two chamber works of 12 minutes each for 8 players, an orchestral piece (10 minutes), a piano sonata (19 minutes)
a 15-minute work for woodwind quintet + CD, a music theatre work of 45 minutes
a string quartet with didjeridu and erhu (20 minutes), a chamber work for mixed sextet (5 minutes), a work for dancers and chamber ensemble (14 minutes), a sound installation (variable duration), four pieces for large ensemble with jazz quartet (total 12 minutes)
a music theatre work of 75 minutes
works created as part of the National Women Composers' Development Program

(b) Candidates specialising in electroacoustic composition
A number of electroacoustic compositions intended for various configurations such as stereo, surround and multi-channel or interactive works that have a collective duration of 12-15 minutes of music per each full-time semester of the candidature, that is 48-60 minutes for the entire candidature.

Examples of works to be included in the portfolio could include:
- a stereo acousmatic composition
- a surround work with a minimum four channels
- a work for 1-3 instruments and tape
- a performance for instrument and live electronics
- a sound installation
- an interactive multimedia piece for sound and video

(c) Candidates specialising in music technology
A written dissertation between 10,000 and 15,000 words investigating a research topic in music technology. Projects may involve computer programming for musical applications, exploration of advanced signal processing techniques, analysis of existing electroacoustic repertoire, sound recording, digital audio production for visual and interactive media.

Music compositions must demonstrate the aesthetic value of the theoretical investigation and must be included in the submitted portfolio. Where software creation is a significant component of the work then a balance between music composition and software creation shall be negotiated with the supervisor, but a minimum of two 12-15 minute works will be required under any circumstance.

Candidates specialising in jazz composition
A portfolio of compositions as outlined below:

It is expected that the works contain no more than 30 percent of improvisation with the work being at least 70 percent fully scored. If a candidate would like to include a greater percentage of improvisation than the 30 percent standard, this must be negotiated with and approved by the supervisor and Chair. The duration of such
works should be at the upper limits of the durations given below.
four small ensemble works of 6-8 minutes' duration for 8-10 instruments
two small ensemble works of 6-8 minutes' duration for 8-10 instruments +
string group
two big band works of 6-8 minutes’ duration
one third stream (confluent) work for 3-4 soloists + rhythm section and
chamber group of 8-10 minutes’ duration
one third stream (confluent) work for 3-4 soloists and full orchestra (no
rhythm) of 8-10 minutes’ duration

**Candidates normally complete the following units of study**

- CMPN5001 Principal Study (Composition) 1
- CMPN5002 Principal Study (Composition) 2
- CMPN6003 Principal Study (Composition) 3
- CMPN6004 Principal Study (Composition) 4
- PERF5600 Graduate Research Methods
- PERF5612 Graduate Seminar 2 Thinking Research

Two other units of study chosen from the list of postgraduate electives

**Typical progression pattern for M Mus (Comp)**

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 3</th>
<th>Semester 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPN5001 Principal Study (Composition) 1</td>
<td>With guidance from your supervisors, work on portfolio development and early stages of dissertation.</td>
<td>With guidance from your supervisors, work on portfolio development and early stages of dissertation.</td>
<td>With guidance from your supervisors, prepare to submit by end of semester, your full thesis for examination including composition portfolio and dissertation.</td>
</tr>
<tr>
<td>PERF5600 Graduate Research Methods</td>
<td>Choice of postgraduate elective</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Choice of postgraduate elective (or take in semester 2)</td>
<td>Confirmation presentation.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Examination of the final submission – the thesis**

At the end of your candidature you will submit your thesis for examination. The thesis you submit will include your portfolio of compositions and your dissertation. A preface can be used to introduce the components of the thesis. The thesis will be examined in accordance with University of Sydney policy by two approved examiners, one of whom must be external to the University of Sydney.
**Master of Music (Music Education)**

The Master of Music (Music Education) program consists of two streams of study. The first stream of study consists of two seminars selected from a range of fields relevant to music teaching and learning. A concurrently running research stream provides instruction in research methodology which underpins the writing of a thesis, the major component of the degree. The term thesis is interpreted loosely in this context, and refers to any form of research-based work approved by the Conservatorium.

**Course structure**

The Master of Music (Music Education) degree can be completed in either four semesters of full-time study or six to eight semesters of part-time study. The emphasis in the first year is primarily on the development of research skills. In the second year, it focuses on the writing of a thesis.

**Candidature includes**

- enrolment in the Music Education Research Method courses
- enrolment in two elective seminars
- supervised research on an approved topic, and
- submission of a thesis of 25,000-40,000 words embodying the results of the research

**Candidates normally complete the following units of study**

MUED5008 Music Education Research Methods 1

MUED5016 Music Education Research Methods 2

Two units of study chosen from the list of postgraduate electives

**Typical progression pattern for M Mus (MusEd)**

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 3</th>
<th>Semester 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUED5008 Music Education Research Methods 1</td>
<td>MUED5016 Music Education Research Methods 2</td>
<td>With guidance from your supervisor(s), work on development of your thesis</td>
<td>By end of semester, submit your thesis for examination</td>
</tr>
<tr>
<td>Choice of postgraduate elective</td>
<td>Choice of postgraduate elective</td>
<td>Confirmation presentation</td>
<td></td>
</tr>
</tbody>
</table>

**Examination of the thesis**

At the end of your candidature you will submit your thesis for examination. The thesis will be examined in accordance with University of Sydney policy by two approved examiners, one of whom must be external to the University of Sydney.
Master of Music (Musicology)

The Master of Music (Musicology) aims to train students to become independent scholars in the discipline of musicology and to communicate their findings in appropriate written and spoken forms. The program of study culminates in a thesis, chosen in consultation with faculty, and consisting of a monograph or a portfolio of papers on two or three distinct topics. Students in the course carry out research in a variety of fields supported by the faculty, including western historical musicology, music analysis, ethnomusicology, popular music studies, empirical musicology and more. This research degree may stand alone or serve as preliminary to PhD study in the discipline.

Course structure

The Master of Music (Musicology) is normally completed in four semesters of full-time study or up to eight semesters of part-time study. Through enrolment in required research training modules and coursework units of study, students develop knowledge of a variety of musicological research methods and understanding of different fields in the discipline. Throughout the candidature a student will work with the supervisor(s) on the development of the thesis.

Candidature includes

- Enrolment in four research training modules;
- Enrolment in three elective courses;
- Presentation of research at the Musicology Graduate Symposium two or more times during candidature;
- Supervised research in preparation of the thesis, and
- Submission of a thesis of between 25,000 and 40,000 words embodying the results of the research and which may be in the form of a portfolio of research or a thesis on a single topic.

Note: Students pursuing a monograph thesis may petition for waiver of one or more elective courses.

Research training modules

Candidates normally complete the following units of study

- Critical Discourses in Music
- Music through Ethnography
- Methods of Music Analysis
- Music as Social Science

Two modules are offered each year in 1st semester.

Elective courses

Elective courses on offer at the Conservatorium vary from year to year. For these refer to the Master of Music elective unit of study table in this Handbook. With approval, one or more elective courses may be pursued in another faculty.

Typical progression pattern for M Mus (Musicol), portfolio thesis

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 3</th>
<th>Semester 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work with supervisor on thesis development</td>
<td>Work with supervisor on thesis development</td>
<td>Work with supervisor on thesis development</td>
<td>Work with supervisor on thesis completion</td>
</tr>
</tbody>
</table>

Kathleen Nelson 19/5/2016 6:15 AM

Formatted Table
<table>
<thead>
<tr>
<th>MCGY5600 Critical Discourses in Music</th>
<th>PERF5031 Methods of Music Analysis</th>
<th>By end of semester, submit your thesis for examination</th>
</tr>
</thead>
<tbody>
<tr>
<td>MCGY5601 Music through Ethnography</td>
<td>MCGY Music as Social Science</td>
<td></td>
</tr>
<tr>
<td>Choice of postgraduate elective</td>
<td>Choice of postgraduate elective</td>
<td></td>
</tr>
<tr>
<td>Confirmation presentation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Examination of the thesis**

At the end of your candidature you will submit your thesis for examination. Theses presenting a portfolio of research must include a preface introducing the thesis as a coherent whole. The thesis will be examined in accordance with University of Sydney policy by two approved examiners, one of whom must be external to the University of Sydney.
Master of Music (Performance)

On successful completion of the Master of Music (Performance), candidates will be able to organise and present performances which demonstrate independence of thought, critical awareness and interpretative capacities, and high potential as a musician and scholar. Candidates will be able to articulate the contribution which their performance makes towards extending the boundaries of the discipline of performance through such means as expanded stylistic or interpretative horizons, investigation of historical performance practice, development of new performance modes, relationships and techniques, or through enhanced critical, historical or analytical perspectives.

Applicants should be prepared to present an audition comprising a 50-minute recital of works at an advanced level of difficulty to a high standard of excellence. The audition panel retains the right to curtail the performance and select excerpts of the works presented as it sees fit. At the interview, candidates should be prepared to discuss their proposed area of performance research and its relationship to their performance work.

The Master of Music (Performance) course is normally completed in two years of full-time study and includes research-led performance and scholarship. Research method and other elective units of study are normally completed as part of the first full-time year. During the second year, candidates will work towards completion of their final performance and written dissertation. Candidates should plan their candidature in consultation with their supervisory team, including planning when to present the final performance. Typical progression patterns are shown below.

Candidature includes

- Enrolment in appropriate coursework units of study to support the candidate's development as a researcher.
- Supervised performance research on the approved topic in preparation of a thesis which comprises both the final performance and the associated 15,000 to 20,000 word dissertation
- Final performance
  The final performance will be a 50 to 80 minute recital or performance project which demonstrates originality and makes a contribution to knowledge beyond its aesthetic merits.
  Critical notes will be prepared to accompany the performance. These will articulate the aim of the performance and its place in the area of the student's research enquiry. (Where necessary candidates can apply for up to 8 hours of rehearsal time plus the recital with a staff accompanist.)
- Dissertation
  The written component of the thesis will be a 15,000 to 20,000 word dissertation on the approved topic. The written component will investigate the subject of the thesis normally developing one or more hypotheses and placing the research within the relevant body of knowledge.

Candidates normally complete the following units of study

PERF5001 Principal Study (MMus) 1
### Typical progression patterns for M Mus (Perf)

#### Version 1

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 3</th>
<th>Semester 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>PERF5001 Principal Study (MMus) 1</td>
<td>PERF5002 Principal Study (MMus) 2</td>
<td>MCGY6602 Performance Thesis</td>
<td>PERF6000 Principal Study (MMus) 3</td>
</tr>
<tr>
<td><strong>With guidance from your supervisors,</strong> work on performance development and early stages of dissertation.</td>
<td><strong>With guidance from your supervisors,</strong> work on performance development and early stages of dissertation.</td>
<td>During this semester your main focus will be the completion of your dissertation with the guidance of your supervisors.</td>
<td>During this semester you will focus on your final performance with the guidance of your performance supervisor. By the end of semester, you will submit your full thesis for examination including the recording of your final performance and your dissertation.</td>
</tr>
</tbody>
</table>

**PERF5600 Graduate Research Methods**
Choice of postgraduate elective

Choice of postgraduate elective (or take in semester 2)
Confirmation presentation

#### Version 2

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 3</th>
<th>Semester 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>PERF5001 Principal Study (MMus) 1</td>
<td>PERF5002 Principal Study (MMus) 2</td>
<td>PERF6000 Principal Study (MMus) 3</td>
<td>MCGY6602 Performance Thesis</td>
</tr>
<tr>
<td><strong>With guidance from your supervisors,</strong> work on performance development and early stages of dissertation.</td>
<td><strong>With guidance from your supervisors,</strong> work on performance development and early stages of dissertation.</td>
<td>During this semester your main focus will be the preparation and presentation of your final performance with the guidance of your supervisors.</td>
<td><strong>By the end of semester, you will submit your full thesis</strong></td>
</tr>
</tbody>
</table>
**Preparation and examination of the final submission – the thesis**

At the end of your candidature you will submit your thesis for examination. The thesis you submit will include the video recording of your final performance and your dissertation. A preface can be used to introduce the two components of the thesis. The thesis will be examined in accordance with University of Sydney policy by two approved examiners, one of whom must be external to the University of Sydney.

An internal panel including your supervisors will normally attend your final performance and will assess the performance for suitability for inclusion in the final thesis and for examination. If the performance is found to not be ready, there is normally a second opportunity to present the performance.
Minor Course Amendment Proposal

Faculty: Architecture, Design and Planning

Contact person: Dr Cameron Logan

1. Name of award course
   MAHERICO-03 Master of Heritage Conservation
   GNHERICO-03 Graduate Diploma in Heritage Conservation
   GCHERICO-01 Graduate Certificate in Heritage Conservation

2. Purpose of proposal
   To simplify the course structure, while enabling greater flexibility and clarity in what is required of students to complete the degree successfully by removing the category of optional units and make all units either core or elective. This involves changes to the unit of study table and several changes to the "Requirements for Award".

3. Details of amendment
   6 Requirement for award
   2 - To qualify for the award of the Graduate Certificate in Heritage Conservation, a candidate must complete 24 credit points, including:
      (a) minimum 18 credit points of core units of study; and
      (b) minimum 6 credit points of optional units maximum 6 credit points of elective units of study
   3 - To qualify for the award of the Graduate Diploma in Heritage Conservation, a candidate must complete 48 credit points, including:
      (a) minimum 30 credit points of core units of study; and
      (b) minimum 6 credit points of optional units of study
      (b) maximum 18 credit points of elective units of study
   4 - To qualify for the award of the Master of Heritage Conservation, a candidate must complete 72 credit points, including:
      (a) minimum 42 48 credit points of core units of study; and
      (b) minimum 18 credit points of optional units of study; and
      (c) maximum 24 24 credit points of elective units of study.
   (5) Core units completed in excess of the minimum requirements may count as optional or electives units of study.
   (6) Optional units completed in excess of the minimum requirements may count as elective units of study.

4. Transitional arrangements
   N/A

5. Other relevant information

6. Signature of Dean
   [Signature]
   Wendy Davis
   Acting Dean

Minor Course Amendment Proposal
Version 03.09.2012
### FACULTY OF ARCHITECTURE, DESIGN AND PLANNING

#### Heritage

#### Conservation

## COURSE DETAILS

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credit Points</th>
<th>Duration (full time)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Heritage Conservation</td>
<td>72</td>
<td>1.5 years</td>
</tr>
<tr>
<td>Graduate Diploma in Heritage Conservation</td>
<td>48</td>
<td>1 year</td>
</tr>
<tr>
<td>Graduate Certificate in Heritage Conservation</td>
<td>24</td>
<td>0.5 year</td>
</tr>
</tbody>
</table>

## CORE UNITS

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9028</td>
<td>Conservation Methods and Practices</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>ARCH9075</td>
<td>New Design in Old Settings</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>ARCH9081</td>
<td>Heritage Law and Policy</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>ARCH9031</td>
<td>Research Report</td>
<td>12</td>
<td>1,2</td>
</tr>
<tr>
<td>ARCH9074</td>
<td>Principles of Heritage Conservation</td>
<td>6</td>
<td>1</td>
</tr>
</tbody>
</table>

*Students are only required to complete one of the below units.*

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9082</td>
<td>Conservation of Traditional Materials</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>ARCH9083</td>
<td>Conservation of Modern Materials</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>ARCH9082</td>
<td>(offered in even years) ARCH9083 (offered in odd years)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Optional

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARC4201</td>
<td>Modern Architectural History</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>ARCH9062</td>
<td>Conservation of Traditional Methods</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>ARCH9084</td>
<td>Conservation Design Studio</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>ARCH9083</td>
<td>Conservation of Modern-Materials</td>
<td>6</td>
<td>1</td>
</tr>
</tbody>
</table>

## Electives

*Electives may be taken from this list or across Table G.*

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9063</td>
<td>Urban Morphology</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>ARCH9080</td>
<td>Urban Ecology, Design and Planning</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>ARCH9084</td>
<td>Conservation Design Studio</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>ARCH9100</td>
<td>Introduction to Urban Design</td>
<td>6</td>
<td>1a,2a</td>
</tr>
<tr>
<td>ARCH9XXX</td>
<td>20th Century Australian Architecture</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>MARC4201</td>
<td>Modern Architectural History</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>PLAN9068</td>
<td>History and Theory of Planning and Design</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>PLAN9073</td>
<td>GIS Based Planning Policy and Analysis</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>MHST6901</td>
<td>Museum and Heritage: History and Theory</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>MHST6902</td>
<td>Museum and Heritage: Engaging Audiences</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>MHST6904</td>
<td>Museum and Heritage: Objects and Places</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>MHST6913</td>
<td>Indigenous Museums and Heritage</td>
<td>6</td>
<td>2b</td>
</tr>
<tr>
<td>MUSM7030</td>
<td>Exhibition Development</td>
<td>6</td>
<td>1a,2b</td>
</tr>
<tr>
<td>MUSM7035</td>
<td>Ethics of Cultural Property</td>
<td>6</td>
<td>1</td>
</tr>
</tbody>
</table>
Minor Course Amendment Proposal

Faculty: Architecture, Design and Planning

Contact person: Dr Adrienne Keane

1. Name of award course

Master of Urban and Regional Planning and Master of Urbanism

2. Purpose of proposal

To amend the Unit of Study Table for both degrees to include “GOVT6124 Critical Challenges of Governing Cities’ in respective Elective choice.

The Faculty of Architecture, Design and Planning offers the Master of Urban and Regional Planning (MURP) and Master of Urbanism (MU). Both degrees are professional degrees and their content brings together issues of city management including governance. A recent review of the degrees demonstrates that these degrees are meeting graduate requirements for professional careers in urban planning, heritage, urban design and the like. The proposed amendment to include GOVT6124, a FASS unit, in the Table of Units as an elective will highlight this option to the students, supporting their learning in understanding complex decision-making frameworks. This will enhance their appreciation and deepen skills in critical thinking.

3. Details of amendment

Please see attached tables.

4. Transitional arrangements

10 Transitional Provisions

(1) These resolutions apply to students who commence their candidature after 1 January 2017 and students who commenced their candidature prior to 1 January 2017 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January 2019. The Faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

5. Other relevant information

6. Signature of Dean

Windy Davis

Acting Dean

Minor Course Amendment Proposal

Version 03.09.2012
# URBAN AND REGIONAL PLANNING - 2017

## CORE UNITS

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9100</td>
<td>Introduction to Urban Design</td>
<td>6</td>
<td>1a, 2a</td>
</tr>
<tr>
<td>PLAN9063</td>
<td>Strategic Planning and Design</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>PLAN9068</td>
<td>History and Theory of Planning and Design</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>PLAN9045</td>
<td>Economics for Planners</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>PLAN9061</td>
<td>Planning Principles, Systems and Practice</td>
<td>6</td>
<td>1, 2a</td>
</tr>
<tr>
<td>PLAN9064</td>
<td>Land Use and Infrastructure Planning</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>PLAN9018</td>
<td>Planning Report</td>
<td>12</td>
<td>1, 2</td>
</tr>
<tr>
<td>PLAN9010</td>
<td>Planning Dissertation 1</td>
<td>12</td>
<td>1, 2</td>
</tr>
<tr>
<td>PLAN9011</td>
<td>Planning Dissertation 2</td>
<td>12</td>
<td>1, 2</td>
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</table>

## OPTIONAL UNITS

*Heritage Conservation Stream* - *minimum of 18 credit points required for stream*

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9028</td>
<td>Conservation Methods and Practices</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>ARCH9074</td>
<td>History and Theory of Conservation</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>ARCH9075</td>
<td>New Design in Old Settings</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>ARCH9082</td>
<td>Conservation of Traditional Materials</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>ARCH9083</td>
<td>Conservation of Modern Materials</td>
<td>6</td>
<td>2</td>
</tr>
</tbody>
</table>

## ELECTIVE UNITS

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLAN9049</td>
<td>International Urban Development Planning</td>
<td>6</td>
<td>1a</td>
</tr>
<tr>
<td>ARCH9063</td>
<td>Urban Morphology</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>ARCH9080</td>
<td>Urban Ecology, Design and Planning</td>
<td>6</td>
<td>2a</td>
</tr>
<tr>
<td>PLAN9073</td>
<td>GIS Based Planning Policy and Analysis</td>
<td>6</td>
<td>2 late Int.</td>
</tr>
<tr>
<td>PLAN9071</td>
<td>Housing and Urban and Regional Development</td>
<td>6</td>
<td>2 late Int.</td>
</tr>
<tr>
<td>GOVT6124</td>
<td>Critical Challenges of Governing Cities</td>
<td>6</td>
<td>S1, S2</td>
</tr>
</tbody>
</table>
# Master of Urbanism - 2017

## CORE UNITS

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9075</td>
<td>New Designs in Old Settings</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>ARCH9100</td>
<td>Introduction to Urban Design</td>
<td>6</td>
<td>S1a, S2a</td>
</tr>
<tr>
<td>PLAN9061</td>
<td>Planning Principles, Systems and Practice</td>
<td>6</td>
<td>S1, S2a</td>
</tr>
<tr>
<td>PLAN9068</td>
<td>History and Theory of Planning and Design</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>ARCH9074</td>
<td>Principles of Heritage Conservation</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>ARCH9063</td>
<td>Urban Morphology</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>ARCH9080</td>
<td>Urban Ecology, Design and Planning</td>
<td>6</td>
<td>S2</td>
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</table>

## CAPSTONE UNITS

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9093</td>
<td>Integrated Urbanism Studio</td>
<td>12</td>
<td>S1, S2</td>
</tr>
<tr>
<td>ARCH9092</td>
<td>Report</td>
<td>6</td>
<td>S1, S2</td>
</tr>
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</table>

### Heritage Specialisation

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9028</td>
<td>Conservation Methods and Practices</td>
<td>6</td>
<td>S2</td>
</tr>
</tbody>
</table>

And at least 12 credit points from the following units: domestic students should include ARCH9081 Heritage Law and Policy

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9081</td>
<td>Heritage Law and Policy</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>ARCH9082</td>
<td>Conservation of Modern Materials</td>
<td>6</td>
<td>Int March</td>
</tr>
<tr>
<td>ARCH9084</td>
<td>Conservation Design Studio</td>
<td>6</td>
<td>S2</td>
</tr>
</tbody>
</table>

### Urban Design Specialisation

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9001</td>
<td>Urban Design Studio A</td>
<td>12</td>
<td>S1, S2</td>
</tr>
</tbody>
</table>

And at least 12 credit points from the following units:

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9039</td>
<td>General-Elective-1</td>
<td>6</td>
<td>S1a, S2a</td>
</tr>
<tr>
<td>ARCH9090</td>
<td>Dialogue, Deliberation and Engagement</td>
<td>6</td>
<td>Int Nov</td>
</tr>
<tr>
<td>ARCH9101</td>
<td>Future Cities</td>
<td>6</td>
<td>Int July</td>
</tr>
<tr>
<td>PLAN9073</td>
<td>GIS Based Planning Policy and Analysis</td>
<td>6</td>
<td>S2</td>
</tr>
</tbody>
</table>

### Urban and Regional Planning Specialisation

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLAN9063</td>
<td>Strategic Planning and Design</td>
<td>6</td>
<td>S1</td>
</tr>
<tr>
<td>PLAN9045</td>
<td>Economics for Planners</td>
<td>6</td>
<td>S2</td>
</tr>
<tr>
<td>PLAN9064</td>
<td>Land Use and Infrastructure Planning</td>
<td>6</td>
<td>S2</td>
</tr>
</tbody>
</table>

And at least 6 credit points including Planning Law PIA accreditation

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLAN9049</td>
<td>International Urban Development Planning</td>
<td>6</td>
<td>1a</td>
</tr>
<tr>
<td>ARCH9090</td>
<td>Dialogue, Deliberation and Engagement</td>
<td>6</td>
<td>Int Nov</td>
</tr>
<tr>
<td>PLAN9073</td>
<td>GIS Based Planning Policy and Analysis</td>
<td>6</td>
<td>S2</td>
</tr>
</tbody>
</table>

### Electives

*Electives may be selected from table G, the table of Postgraduate units in the Faculty of Architecture, Design and Planning, or, with the permission of the lecturer concerned, from any other postgraduate course at the University*

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit name</th>
<th>Credit points</th>
<th>Semester offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH9091</td>
<td>International Field trip</td>
<td>6</td>
<td>Int July</td>
</tr>
<tr>
<td>DESC9153</td>
<td>Graduate Internship</td>
<td>6</td>
<td>Int Dec, Int July, Int Nov, S1, S2</td>
</tr>
<tr>
<td>GOVT6124</td>
<td>Critical Challenges of Governing Cities</td>
<td>6</td>
<td>S1, S2</td>
</tr>
</tbody>
</table>
Minor Course Amendment Proposal

Faculty: Business School

Contact person: Kate Munro (#65019)

1. **Name of award course**
   Graduate Certificate in Transport Management

2. **Purpose of proposal**
   To make the course requirements for the Graduate Certificate more flexible, providing students with elective options. This will be of particular benefit to students who may have some industry experience and wish to complete a short program to enhance their skills.

3. **Details of amendment**

   **TABLE OF POSTGRADUATE UNITS OF STUDY: TRANSPORT MANAGEMENT**

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core units of study</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(1) Foundation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students must complete both foundation units of study listed below. ITLS5100 must be completed in a student's first semester of study.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ITLS5100 Transport and Infrastructure Foundations</td>
<td>6</td>
<td>N ITSM6241</td>
<td>This is the foundation unit for all transport and infrastructure management programs and should be completed in the first period of study.</td>
<td></td>
<td></td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>ITLS5200 Quantitative Logistics and Transport</td>
<td>6</td>
<td>A Basic familiarity with MS Excel and basic mathematical knowledge. C ITLS5000 or TPTM5001 or ITLS5100 or TPTM6241</td>
<td></td>
<td></td>
<td>Semester 1 Semester 2</td>
<td></td>
</tr>
<tr>
<td>(2) Advanced</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students in the Master’s degree must complete all advanced units of study listed below. Graduate Diploma and Graduate Certificate students must complete ITLS6101 and ITLS6106 and may complete the additional units as electives. Graduate Certificate students may complete any of the advanced units as electives.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ITLS6101 Global Freight Logistics Management</td>
<td>6</td>
<td>C ITLS5000 or TPTM5001 or ITLS5100 or TPTM6241</td>
<td></td>
<td>N TPTM6440</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>ITLS6102 Strategic Transport Planning</td>
<td>6</td>
<td>C ITLS5200 or TPTM6495</td>
<td></td>
<td>N TPTM6350</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>ITLS6103 Sustainable Transport Policy</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ITLS6106 Infrastructure Appraisal</td>
<td>6</td>
<td>C ITLS5000 or TPTM5001 or ITLS5100 or TPTM6241</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
</tbody>
</table>
Non-Confidential

(3) Capstone - Master's students only

Master's degree students must complete the following capstone unit in their final semester of study.

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Credit</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITLS6190</td>
<td>Transport and Infrastructure Systems</td>
<td>6</td>
<td>P ITLS5100 or TPTM6241 C (ITLS5200 or TPTM6495) and (ITLS6101 or TPTM6440) and (ITLS6102 or TPTM6350) and ITLS6103 and (ITLS6100 or TPTM6130 or ITLS6106) N TPTM6450</td>
<td>Semester 1 Semester 2</td>
</tr>
</tbody>
</table>

This is the capstone unit for the Master of Transport Management and should be completed in the last period of study.

Elective units of study

Master's students complete 18 credit points in elective units. Graduate Diploma and Graduate Certificate students complete 12 credit points in elective units from the below list, or may elect to complete one or more of the advanced units listed above (not specified as compulsory). Note that Research Case Study units are available to Master's students only.

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Credit</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITLS6102</td>
<td>Strategic Transport Planning</td>
<td>6</td>
<td>C ITLS5200 or TPTM6495 N TPTM6350</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ITLS6103</td>
<td>Sustainable Transport Policy</td>
<td>6</td>
<td>N TPTM6360</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ITLS6105</td>
<td>Traffic and Mobility Management</td>
<td>6</td>
<td>N TPTM6180</td>
<td>Intensive July</td>
</tr>
<tr>
<td>ITLS6107</td>
<td>GIS for Transport and Logistics</td>
<td>6</td>
<td>N TPTM6180</td>
<td>Intensive January</td>
</tr>
</tbody>
</table>

Prerequisites: This unit assumes no prior knowledge of GIS; the unit is hands-on involving the use of software, which students will be trained in using.

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Credit</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITLS6300</td>
<td>Maritime Management and Logistics</td>
<td>6</td>
<td>C ITLS5000 or TPTM5001 or ITLS5100 or TPTM6241 N TPTM6200</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ITLS6301</td>
<td>Ports Management</td>
<td>6</td>
<td></td>
<td>Intensive January</td>
</tr>
<tr>
<td>ITLS6400</td>
<td>Airline Strategy and Supply Chains</td>
<td>6</td>
<td>C ITLS5000 or TPTM5001 or ITLS5100 or TPTM6241 N TPTM6160</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ITLS6401</td>
<td>Airport Management</td>
<td>6</td>
<td>C ITLS5000 or TPTM5001 or ITLS5100 or TPTM6241</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ITLS6403</td>
<td>Cases in Global Transport and Logistics</td>
<td>6</td>
<td>C ITLS6300 or ITLS6420 or TPTM6160 or ITLS6401 N ITLS6302 or ITLS6402</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ITLS6500</td>
<td>Decision Making on Mega Projects</td>
<td>6</td>
<td>C ITLS5000 or TPTM5001 or ITLS5100 or TPTM6241 or INFS5001</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ITLS6501</td>
<td></td>
<td>6</td>
<td>C ITLS5200 or TPTM6495 or QBUS5002</td>
<td>Semester 2</td>
</tr>
</tbody>
</table>
Course rules and resolutions - Transport Management coursework programs

6 Requirements for award
(1) The units of study that may be taken for the course are set out in the Table of postgraduate units of study: Transport Management.
(2) To qualify for the award of the Master of Transport Management a candidate must complete 60 credit points, comprising:
   (a) 42 credit points of core units of study;
   (b) 18 credit points of elective units of study.
(3) To qualify for the award of the Graduate Diploma in Transport Management a candidate must complete 36 credit points, comprising:
   (a) 24 credit points of core units of study;
   (b) 12 credit points of elective units of study.
(4) To qualify for the award of the Graduate Certificate in Transport Management a candidate must complete 24 credit points, comprising:
   (a) 12 credit points of core units of study;
   (b) 12 credit points of elective units of study.

9 Transitional provisions
(1) These resolutions apply to students who commenced their candidature after 1 January, 2015.
(2) Candidates who commenced prior to 1 January, 2015 must complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2022. The Business School may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

4. Transitional arrangements
Continuing students will be offered the more flexible pathway (relevant elective units will be added to the existing core collections in Sydney Student).

5. Other relevant information
N/A

6. Signature of Dean
CONFIDENTIAL OR NON-CONFIDENTIAL

MINOR COURSE AMENDMENT PROPOSAL

Faculty: Business School

Contact person: Kate Munro

1. Name of award course
   Master of Commerce
   Graduate Diploma in Commerce

2. Purpose of proposal
   To delay implementation of new core unit, BUSS5xxx *Professional Development and Practice* until 2018 (originally approved for introduction in 2017).

3. Details of amendment
   COURSE RULES AND RESOLUTIONS - COMMERCE COURSEWORK PROGRAMS
   
   Master of Commerce
   Graduate Diploma in Commerce
   
   **6 Requirements for award**
   (1) The units of study that may be taken for the course are set out in the Table of postgraduate units of study: Commerce.
   (2) To qualify for the award of the Master of Commerce a candidate must complete 96 credit points, comprising:
      (a) 12 credit points of core units of study; and
      (b) a minimum of 12 and a maximum of 36 credit points of foundational units of study; and
      (c) at least one specialisation selected from the Commerce areas of specialisation; and
      (d) a 6 credit point capstone unit of study; and
      (d) (e) additional specialisations/s, dissertation; and/or any additional elective units of study from the Table of postgraduate units of study: Commerce required to make 96 credit points in total.
   (3) To qualify for the award of the Graduate Diploma in Commerce a candidate must complete 48 credit points, comprising:
      (a) 6-12 credit points of core units of study; and
      (b) a minimum of 12 and a maximum of 18 credit points of foundational units of study; and
      (c) elective units of study from the Table of postgraduate units of study: Commerce required to make 48 credit points in total.

4. Transitional arrangements
   N/A

5. Other relevant information: Sydney Student
   New core unit collection will be required for students commencing from 2017.

6. Signature of Dean
Non-Confidential

Minor Course Amendment Proposal

Faculty: Business School
Contact person: Kate Munro

1. Name of award course
   Master of Management

2. Purpose of proposal
   (1) To amend the capstone experience for the degree, replacing MMGT6100 Advanced Management Applications with the 12 credit point Business Project (MMGT6101).
   (2) To replace current core unit, MMGT6011 Teamwork and Innovation with new unit, MMGT6688 The Future of Business.
   (3) To delete MMGT6100 Advanced Management Applications from the core of the program and replace with MMGT6015 Managing Digital Innovation.
   (4) To remove clause in resolutions pertaining to RVL.

   The curriculum content of the Business Project MMGT6101 is best suited to providing a capstone experience as this requires students to integrate former learning in their degree program, and to apply this to working with corporate partners to explore real business problems. Although MMGT6100 references former learning, it also introduces considerable new content, and as such, is less suited to serving the requirements of a real capstone experience.

   The new unit MMGT6688 The Future of Business begins to integrate the Business School’s new curriculum agenda and innovative delivery models by introducing students to global megatrends and their implications for business. The class delivery model diverges from the norm and integrates elements of design thinking to bring students to engage with industry partners to ‘problem solve’ real industry issues. MMGT6011 Teamwork and Innovation has an outdated curriculum in that ‘teamwork’ is integrated across the program and through multiple channels, and ‘innovation’ is comfortably replaced by the MMGT6688 curriculum, which has been specifically designed for the Master of Management and Master of Management (CEMS).

   The new unit MMGT6015 Managing Digital Innovation fills a significant gap in the Master of Management curriculum, namely concepts relating to the management and development of technology in and for business. It directly supports the Business School’s strategic plans for innovation in transformational education through the use of blended learning and redesigning assessment, it addresses the Business School’s focus on major trends, issues and design thinking, and aligns with the School’s commitment to leverage the use of new technologies to facilitate engaged enquiry.

   As the Master of Management is essentially a fixed program targeted at a pre-experience market, although RVL provisions have been in place since 2015, these have not been utilised and are no longer deemed necessary.

3. Details of amendment

   Master of Management
   Master of Management (CEMS)

   These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.
Non-Confidential

Course resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAMANAGE-02</td>
<td>Master of Management</td>
</tr>
<tr>
<td>MAMACEMS-01</td>
<td>Master of Management (CEMS)</td>
</tr>
<tr>
<td>GCMANAGE-02</td>
<td>Graduate Certificate in Management *</td>
</tr>
</tbody>
</table>

* No direct admission - exit point only.

2 Attendance pattern
(1) The attendance pattern for the Master of Management is full time or part time according to candidate choice.
(2) The attendance pattern for the Master of Management (CEMS) is full time only.

3 Master's type
The master's degrees in these resolutions are professional master's courses, as defined by the Coursework Policy.

4 Embedded courses in this sequence
(1) The embedded courses in this sequence are:
(a) the Master of Management
(b) the Master of Management (CEMS)
(c) the Graduate Certificate in Management (exit only)

5 Admission to candidature
(1) Available places will be offered to qualified applicants ranked on merit in accordance with the following criteria:
(a) Master of Management:
(i) an Australian Qualifications Framework Level 7 or higher qualification with a minimum credit average (or equivalent) at an institution approved by Business School; and
(ii) a selection interview establishing the candidate's suitability for the degree; and
(iii) a personal statement demonstrating academic motivation; and
(iv) satisfaction of the English language requirements; and
(v) any other minimum standards specified by the Business School.
(b) Master of Management (CEMS):
(i) an Australian Qualifications Framework Level 7 or higher qualification in a cognate discipline as defined by the Business School, with a minimum credit average (or equivalent) at an institution approved by the Business School; and
(ii) a selection interview establishing the candidate's suitability for the degree; and
(iii) a personal statement demonstrating academic motivation; and
(iv) satisfaction of the English language requirements; and
(v) additional language requirements as specified by the CEMS Global Alliance for Management Education; and
(vi) any other minimum standards specified by the Business School.
(c) Admission to the Graduate Certificate in Management is not permitted. This is an exit only course. Applicants are assessed for admission to candidature for the Master of Management.
(2) In exceptional circumstances the Business School may admit applicants without these qualifications who, in the opinion of the Business School, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

6 Requirements for award
(1) The units of study that may be taken for the course are set out in the Table of postgraduate units of study: Master of Management.
(2) To qualify for the award of the Master of Management a candidate must complete 60 credit points, comprising:
(a) 42-48 credit points of core units of study; and
(b) a 12 credit point business project; and
(c) a 6 credit point capstone unit of study.
Non-Confidential

(3) To qualify for the award of the Master of Management (CEMS), a candidate must complete 72 credit points, comprising:
(a) 60 credit points of units of study selected from the Table of postgraduate units of study: Master of Management (CEMS); and
(b) a 12 credit point business project.
(c) Included within the units of study, candidates may undertake no more than 36 credit points of units of study at CEMS partner institutions.

(4) To qualify for the award of the Graduate Certificate in Management a candidate must complete a minimum of 24 credit points of core units of study.

7 Progression rules
(1) Master of Management
Unless otherwise permitted, candidates must complete the units of study for the Master of Management in a prescribed sequence as specified by the Business School.
(ii) Students must have completed 24 credit points before enrolment in the business project.
(iii) Students must have completed 48 credit points before enrolment in the capstone unit.

8 Recognition of prior learning
(1) Candidates for the Master of Management may be eligible for a reduction in the volume of learning of 12 credit points for an Australian Qualification Framework Level 7 or higher qualification with a major or specialisation in business or management.
(2) No recognition of prior learning will be applied to the Master of Management (CEMS) programs.

9 Course transfer
(1) A candidate for the Master of Management or Master of Management (CEMS) may elect to discontinue study and graduate with a shorter award from this embedded sequence, with the approval of the Business School, and provided that the requirements of the shorter award have been met.

10 Transitional provisions
(1) These resolutions apply to students who commenced their candidature after 1 January, 2015 2017.
(2) Candidates who commenced prior to 1 January, 2015 2017 complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 2020 2022. The Business School may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

<table>
<thead>
<tr>
<th>TABLE OF POSTGRADUATE UNITS OF STUDY: MASTER OF MANAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Unit of study</strong></td>
</tr>
<tr>
<td>-------------------------------------------------------------</td>
</tr>
<tr>
<td>Core units of study</td>
</tr>
<tr>
<td>Students must complete 42 48 credit points in core units.</td>
</tr>
<tr>
<td>MMGT6001 Strategy and Entrepreneurship</td>
</tr>
<tr>
<td></td>
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<tr>
<td>MMGT6001 Accounting and Financial Management</td>
</tr>
<tr>
<td></td>
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<tr>
<td>MMGT6004 Managing People and Organisations</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Course Code</td>
</tr>
<tr>
<td>------------</td>
</tr>
<tr>
<td>MMGT6008</td>
</tr>
<tr>
<td></td>
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<tr>
<td>MMGT60011</td>
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<tr>
<td></td>
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<tr>
<td>MMGT6012</td>
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<tr>
<td></td>
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<tr>
<td>MMGT6013</td>
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<tr>
<td></td>
</tr>
<tr>
<td>MMGT6688</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>MMGT6014</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>MMGT6015</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Students must complete one of the following units:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>MMGT6014</td>
<td>Business in China</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MMGT6015</td>
<td>Managing Digital Innovation</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

**Business project**

Students must complete 24 credit points in core units prior to enrolling in the MMGT Business Project.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>MMGT6101</td>
<td>MMGT Business Project</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Capstone unit of study**

Students complete the following 12-credit point business project capstone unit in their final year.
## Non-Confidential

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Semester</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>MMGT6101</td>
<td>MMGT Business Project</td>
<td>12</td>
<td>Semester 1</td>
<td>Note: Department permission required for enrolment</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
<td>Note: This unit is only available to students enrolled in the Master of Management.</td>
</tr>
<tr>
<td>MMGT6100</td>
<td>Advanced Management Applications</td>
<td>6</td>
<td>Intensive July</td>
<td>Note: Department permission required for enrolment</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Intensive November</td>
<td>This unit is the capstone unit for the Master of Management program.</td>
</tr>
</tbody>
</table>

### 4. Transitional arrangements

Students who commenced prior to 2017 will be able to substitute, MMGT6011 Teamwork and Innovation with the new unit, MMGT6688 The Future of Business and MMGT6100 Advanced Management Applications with MMGT6015 Managing Digital Innovation.

### 5. Other relevant information

N/A

### 6. Signature of Dean
### Appendix A

**Master of Data Science (for info)**

Candidates for the degree of Master of Data Science are required to complete 48 credit points from the units of study listed in the tables below as follows:

1. 24 credit points of Core units of study including: COMP5310, COMP5318, COMP5048, STAT5003
2. 12 credit points of Project units of study
3. a maximum of 12 credit points of non-Data Science Elective units of study as approved by the Academic Director

To qualify for the Graduate Certificate in Data Science, candidates must complete the following core units:

COMP5310, COMP9007, COMP9120, STAT5002.

### Core Units

Without waiver, candidates for the Master of Data Science must complete: COMP5310, STAT5003, COMP5318, COMP5048.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMP5048</td>
<td>Visual Analytics</td>
<td>6</td>
<td>A It is assumed that students will have basic knowledge of data structures, algorithms and programming skills.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>COMP5310</td>
<td>Principles of Data Science</td>
<td>6</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>COMP5318</td>
<td>Machine Learning and Data Mining</td>
<td>6</td>
<td>A INFO9120 OR COMP5138</td>
<td>Semester 1</td>
</tr>
<tr>
<td>COMP9007</td>
<td>Algorithms</td>
<td>6</td>
<td>A This unit of study assumes that students have general knowledge of mathematics (especially Discrete Math) and problem solving. Having moderate knowledge about Data structure can also help students to better understand the concepts of Algorithms will be taught in this course. N COMP5211</td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>COMP9120</td>
<td>Database Management Systems</td>
<td>6</td>
<td>A Some exposure to programming and some familiarity with data model concepts N INFO2120 OR INFO2820 OR INFO2005 OR INFO2905 OR COMP5138. Students who have previously studied an introductory database subject as part of their undergraduate degree should not enrol in this foundational unit, as it covers the same foundational content.</td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>STAT5002</td>
<td>Introduction to Statistics</td>
<td>6</td>
<td>A HSC Mathematics</td>
<td>Semester 1</td>
</tr>
<tr>
<td>STAT5003</td>
<td>Computational Statistical Methods</td>
<td>6</td>
<td>P STAT5002 Note: Department permission required for enrolment</td>
<td>Semester 2</td>
</tr>
</tbody>
</table>

### Project Units

Candidates for the Master of Data Science must complete 24 credit points from Core and Elective units of study before enrolling in any Project units.

Candidates who do not achieve a credit average may have their eligibility for the capstone project subject to review by the Academic Director.

The minimum requirement for the Master of Data Science is 12 credit points of capstone project units. These can be completed either as the two 6 credit point units, COMP5707 and COMP5708, over two semesters, or as the 12 credit point unit, COMP5703, in one semester.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMP5703</td>
<td>Information Technology Project Information Technology Capstone Project</td>
<td>12</td>
<td>P A candidate for the MDS, MIT, MIT or MIT / MITM who has completed 24 credit points from Core, Specialist or Foundation units of study may take this unit. N : COMP5702 OR COMP5704 OR COMP5707 OR COMP5708</td>
<td>Semester 1 Semester 2</td>
</tr>
</tbody>
</table>
### IT Industry Placement Project

**COMP5706**

- **Credit Points:** 6
- **Prerequisites:** N COMP5703, COMP5702, COMP5704
- **Note:** Department permission required for enrolment

**Semester 1**

**COMP5707**

- **Information Technology Capstone A**
  - **Credit Points:** 6
  - **Prerequisites:** N COMP5702 OR COMP5704 OR COMP5703. Eligible students of the IT Capstone Project may choose either COMP5703 or COMP5707/COMP5708.
  - **Note:** Department permission required for enrolment
  - A candidate for the MDS, MIT, MITM or MIT / MITM who has completed 24 credit points from Core, Specialist or Foundation units of study may take this unit. Eligible students for the IT Capstone project will be required to complete both COMP5707 (6 CPS) and COMP5708 (6 CPS), totaling 12 CPS.

**Semester 2**

**COMP5708**

- **Information Technology Capstone B**
  - **Credit Points:** 6
  - **Prerequisites:** C COMP5707
  - N COMP5702 OR COMP5704 OR COMP5703. Eligible students of the IT Capstone Project may choose either COMP5703 or COMP5707/COMP5708.
  - **Note:** Department permission required for enrolment
  - A candidate for the MDS, MIT, MITM or MIT / MITM who has completed 24 credit points from Core, Specialist or Foundation units of study may take this unit. Eligible students for the IT Capstone project will be required to complete both COMP5707 (6 CPS) and COMP5708 (6 CPS), totaling 12 CPS.

### Data Science Elective Units

Candidates for the Master of Data Science may complete a maximum of 12 credit points of Data Science elective units of study from the table below:

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Credit Points</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMP5046</td>
<td>6</td>
<td>Natural Language Processing</td>
</tr>
<tr>
<td>COMP5338</td>
<td>6</td>
<td>Advanced Data Models</td>
</tr>
<tr>
<td>COMP5349</td>
<td>6</td>
<td>Cloud Computing</td>
</tr>
<tr>
<td>COMP5425</td>
<td>6</td>
<td>Multimedia Retrieval</td>
</tr>
<tr>
<td>INFO5060</td>
<td>6</td>
<td>Data Analytics and Business Intelligence</td>
</tr>
<tr>
<td>INFO5301</td>
<td>6</td>
<td>Information Security Management</td>
</tr>
<tr>
<td>QBUS6810</td>
<td>6</td>
<td>Statistical Learning and Data Mining</td>
</tr>
<tr>
<td>QBUS6840</td>
<td>6</td>
<td>Predictive Analytics</td>
</tr>
</tbody>
</table>

**Non-Data Science Elective Units**

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Credit Points</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>QBUS6810</td>
<td>6</td>
<td>Statistical Learning and Data Mining</td>
</tr>
<tr>
<td>QBUS6840</td>
<td>6</td>
<td>Predictive Analytics</td>
</tr>
</tbody>
</table>
Candidates must complete a maximum of 12 credit points from the listed Non-Data Science Elective units, or units of study from any discipline deemed appropriate as a non-Data Science elective by the Academic Director.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDPC5012</td>
<td>Evaluating Learning Tech. Innovation</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>EDPC5025</td>
<td>Learning Technology Research Frontiers</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ITLS6107</td>
<td>Applied GIS and Spatial Data Analytics</td>
<td>6</td>
<td>Semester 2, Intensive January</td>
</tr>
<tr>
<td>PHYS5033</td>
<td>Environmental Footprints and IO Analysis</td>
<td>6</td>
<td>Semester 1, Semester 2</td>
</tr>
</tbody>
</table>

Minimum class size of 5 students.
Minor Course Amendment Proposal

Faculty: Engineering and IT

Contact person: Dr Doug Auld x12336, Christine Lacey x40678

1. Name of award course

   Master of Professional Engineering (Biomedical)
   Bachelor of Engineering (Honours) (Biomedical)

2. Purpose of proposal

   The purpose of this proposal is to include additional elective units for students undertaking the Biomedical stream in the Master of Professional Engineering.

   Two new units have been created:
   AMME5931 Nanomaterials in Medicine: This unit will focus on explaining the fundamentals of nanomedicine, and will review the most significant biomedical applications of nanomaterials including the recent breakthroughs in drug delivery, medical imaging, gene therapy, biosensors and cancer treatment.
   AMME5962 Introduction to Mechanobiology: Mechanobiology has emerged as a new field of science that integrates biology and engineering and is now considered to have significant influence on the development of technologies for regenerative medicine and tissue engineering. Understanding the mechanisms by which biological cells sense and respond to mechanical signals can lead to the development of novel treatments and therapies for a variety of diseases.

   Both new units will be available as specialist electives to senior BE and MPE students.

   The current MPE(Biomedical) program has few elective choices directly related to Biomedical Engineering. In final year for semester 2 students are currently restricted to selecting 2 units from a collection of 2. In order to increase the availability of electives for these students it is proposed to run several of the final year undergraduate electives as postgraduate units.

   The following UG units would be discontinued, replaced with 5000 level units available to both UG and PG students:
   AMME4992 Regulatory Affairs in the Medical Industry (replacement AMME5992)
   MECH4902 Orthopaedic and Surgical Engineering (replacement MECH5907)
   AMME4790 Introduction to Biomechatronics and (replacement AMME5790)

   There is no academic impact or financial or workload impact by making these minor changes.

3. Details of amendment

   Appendix A - amended Unit of Study Table MPE (Biomedical)
   Appendix B – amended Unit of Study Table BE(Hons) (Biomed)

4. Transitional arrangements

   Effective from 1 January 2017.

5. Other relevant information

   N/A

6. Signature of Dean

   [Signature]

   14/7/16
# Appendix A

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Master of Professional Engineering (Biomedical)</strong></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>To qualify for the award of the Master of Professional Engineering in this specialisation, a candidate must complete 144 credit points, including core and elective units of study as listed below.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Candidates with a Bachelor of Engineering or equivalent in the relevant discipline, and who have reached an acceptable level of academic achievement in their prior degree, may be eligible for a reduction of volume in learning of up to 48 credit points.</td>
<td></td>
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<tr>
<td><strong>Core units</strong></td>
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<tr>
<td><strong>Year One</strong></td>
<td></td>
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</tr>
<tr>
<td>Year One covers Foundation units only. Candidates with a prior Bachelor of Engineering degree or equivalent in the field related to this specialisation may be exempted from Foundation units.</td>
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</tr>
<tr>
<td><strong>Year One - Semester One</strong></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AMME9261 Fluid Mechanics 1</td>
<td>6</td>
<td>A Students are expected to be familiar with first year basic maths: integral calculus, differential calculus and linear algebra.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>AMME9500 Engineering Dynamics</td>
<td>6</td>
<td>A Physics, statics, Particle dynamics, Differential Calculus, Linear Algebra, Integral Calculus and Modelling.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>AMME9700 Instrumentation</td>
<td>6</td>
<td>A Programming Skills, 1st Year maths skills, familiarity with fundamental Aerospace concepts.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENGG9801 Engineering Computing</td>
<td>6</td>
<td>N ENGG5801</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td><strong>Year One - Semester Two</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AMME9262 Thermal Engineering 1</td>
<td>6</td>
<td>A Students are expected to be familiar with basic, first year, integral calculus, differential calculus and linear algebra.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>AMME9301 Mechanics of Solids 1</td>
<td>6</td>
<td>A Physics, statics, Differential Calculus, Linear Algebra, Integral Calculus and Modelling.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>AMME9302 Materials 1</td>
<td>6</td>
<td>N : AMME5302 OR CIVL5501</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>AMME9901 Anatomy and Physiology for Engineers</td>
<td>6</td>
<td>A 6cp minimum of Junior level Biology</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td><strong>Year Two - Semester One</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AMME9501 System Dynamics and Control</td>
<td>6</td>
<td>A AMME5500 OR AMME9500 N AMME5501</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>MECH9261 Fluid Mechanics 2</td>
<td>6</td>
<td>A AMME9200. Linear Mathematics, Vector Calculus, Differential Equations and Fourier Series</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>MECH9362 Materials 2</td>
<td>6</td>
<td>A Mechanics of solids: statics, stress, strain</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Credit Points</td>
<td>Prerequisites</td>
<td>Semester</td>
<td></td>
<td></td>
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<td>-------------------------------------------------------------------------------</td>
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<td></td>
</tr>
<tr>
<td>MECH9660</td>
<td>Manufacturing Engineering</td>
<td>6</td>
<td>P MECH9400 or MECH5400 or MECH2400 N MECH5660</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AMME5921</td>
<td>Biomedical Engineering Tech 2</td>
<td>6</td>
<td>A This is an introductory Masters of Engineering unit. A bachelors degree, ideally in the engineering or science field, is advisory, but not essential.</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MECH9361</td>
<td>Mechanics of Solids 2</td>
<td>6</td>
<td>A Linear Mathematics, Vector Calculus, Differential Equations and Fourier Series P AMME9301 OR AMME5301 N MECH5361</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Select 12 credit points from Biomedical recommended electives block.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AMME5020</td>
<td>Capstone Project A</td>
<td>6</td>
<td>P 96 cp from MPE degree program or 24 cp from the ME program (including any credit for previous study).</td>
<td>1, 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AMME9971</td>
<td>Tissue Engineering</td>
<td>6</td>
<td>A 6 credit points of junior biology, 6 credit points of junior chemistry and 6 credit points of intermediate physiology or equivalent. N AMME5971</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>The primary teaching delivery method will be lectures. This unit of study builds on the assumed knowledge of junior and intermediate biology and thus students will already have practical hands-on biological training. The purpose of this UoS is to elaborate the theory and latest developments of this very new field of tissue engineering, thereby building on the existing practical and theoretical knowledge base the students have in cell biology.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AMME9981</td>
<td>Computational Biomedical Engineering</td>
<td>6</td>
<td>A AMME9301, AMME9302, AMME9500, and MECH9361. N AMME5981</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>The primary teaching delivery method will be lectures. This unit of study builds on the assumed knowledge of engineering principles and junior and intermediate biology. The purpose of this UoS is prepare students for the challenges presented in taking innovative ideas and successfully converting them to valuable products.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AMME9990</td>
<td>Biomedical Engineering Tech 1</td>
<td>6</td>
<td>A Junior level chemistry, intermediate level biology, and specific knowledge of cell biology at least at the junior level, and preferably at the intermediate level. N AMME5990</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>The primary teaching delivery method will be lectures. This unit of study builds on the assumed knowledge of engineering principles and junior and intermediate biology. The purpose of this UoS is prepare students for the</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
challenges presented in taking innovative ideas and successfully converting them to valuable products.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG5217</td>
<td>Practical Experience</td>
<td></td>
<td>Students should have completed one year of their MPE program before enrolling in this unit.</td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>AMME9961</td>
<td>Biomechanics and Biomaterials</td>
<td>6</td>
<td>Chemistry, Biology, Materials Engineering, and Engineering Design at least at the Junior level.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ENGG5103</td>
<td>Safety Systems and Risk Analysis</td>
<td>6</td>
<td>N AMME5961</td>
<td>Semester 2</td>
</tr>
<tr>
<td>AMME5021</td>
<td>Capstone Project B</td>
<td>6</td>
<td>C AMME5020</td>
<td>Semester 1 Semester 2</td>
</tr>
</tbody>
</table>

Candidates achieving an average mark of 70% or higher over 48 credit points of units of study in the Year Two Table or equivalent are eligible for the Extended Capstone Project. See Project units.

Candidates achieving an average mark of 75% or higher over 48 credit points of units of study in the Year Two Table or equivalent are eligible for the Research pathway and may replace AMME5021 and 6cp of recommended electives with AMME5223 Dissertation B.

Select 6 credit points from Biomedical recommended electives block.

Elective units

Candidates must complete 12 credit points from the following Biomedical elective units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>AERO5010</td>
<td>Optimisation Methods in Engineering</td>
<td>6</td>
<td>Note: Department permission required for enrolment Departmental Permission required for Enrolment. Assumed knowledge: BE in the area of Aerospace or related Engineering field.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>AERO9301</td>
<td>Applied Finite Element Analysis</td>
<td>6</td>
<td>A BE in area of Aerospace Engineering or related Engineering field. P AERO9360 or AERO5310 or MECH9361 or MECH5361 N AERO5301</td>
<td>Semester 1</td>
</tr>
<tr>
<td>AMME5202</td>
<td>Advanced Computational Fluid Dynamics</td>
<td>6</td>
<td>A Partial differential equations; Finite difference methods; Taylor series; Basic fluid mechanics including pressure, velocity, boundary layers, separated and recirculating flows. Basic computer programming skills.</td>
<td>Semester 1</td>
</tr>
<tr>
<td>AMME5271</td>
<td>Computational Nanotechnology</td>
<td>6</td>
<td>A The students will require an understanding of basic principles of Newtonian mechanics, physics and chemistry, fluid mechanics and solid mechanics. General knowledge of how to operate a computer and work with different software is also required. Note: Department permission required for enrolment</td>
<td>Semester 2</td>
</tr>
<tr>
<td>AMME5310</td>
<td>Engineering Tribology</td>
<td>6</td>
<td>A (AMME2302 OR AMME9302) AND (AMME2301 OR AMME9301) AND (MECH3261 OR MECH9261)</td>
<td>Semester 1</td>
</tr>
<tr>
<td>AMME5520</td>
<td>Advanced Control</td>
<td>6</td>
<td>A Students have an interest and a strong understanding of feedback control systems, specifically in the area of system</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
<td>Prerequisites</td>
<td></td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------------------</td>
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<td>-----------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>AMME5790</td>
<td>Introduction to Biomechatronics</td>
<td>6</td>
<td>Semester 2 OR AMME3500 OR AMME5501 OR AMME9501</td>
<td></td>
</tr>
<tr>
<td>AMME5912</td>
<td>Crash Analysis and Design</td>
<td>6</td>
<td>A Computer Aided Drafting, Basic FEA principles and Solid Mechanics</td>
<td></td>
</tr>
<tr>
<td>AMME5931</td>
<td>Nanomaterials in Medicine</td>
<td>6</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>AMME5951</td>
<td>Fundamentals of Neuromodulation</td>
<td>6</td>
<td>A Basic electronics at the junior or intermediate level, junior biology and chemistry, intermediate materials science, anatomy and physiology, senior engineering design practice, and biomedical engineering: BIOL1003 or 6 credit points of junior biology; CHEM1101 or 6 credit points of junior chemistry; AMME2302 or 6 credit points of materials science; ELEC2004 or 6 credit points of general electronics; MECH2901 or 6 credit points of intermediate physiology or equivalent.</td>
<td></td>
</tr>
<tr>
<td>AMME5962</td>
<td>Introduction to Mechanobiology</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>AMME5992</td>
<td>Regulatory Affairs in the Medical Industry</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>CHNG5602</td>
<td>Cellular Biophysics</td>
<td>6</td>
<td>Note: Department permission required for enrolment</td>
<td></td>
</tr>
<tr>
<td>ELEC5803</td>
<td>Advanced Bioelectronics</td>
<td>6</td>
<td>A strong foundation in control, signal processing and electronic devices and circuits is assumed including a knowledge of analogue and digital transistor operation, circuit building blocks such as the differential pair and current mirror, AC circuit analysis, Fourier analysis. P (ELEC2104 OR ELEC5720 OR ELEC9704) AND (ELEC2602 OR ELEC5722 OR ELEC9602)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>This unit of study is not available in 2016</em></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGG5011</td>
<td>Foundation Engineering Studies A</td>
<td>6</td>
<td>Note: Department permission required for enrolment</td>
<td></td>
</tr>
<tr>
<td>ENGG5202</td>
<td>Sustainable Design, Eng and Mgt</td>
<td>6</td>
<td>Note: Department permission required for enrolment</td>
<td></td>
</tr>
<tr>
<td>MECH5255</td>
<td>Air Conditioning and Refrigeration</td>
<td>6</td>
<td>Note: Department permission required for enrolment</td>
<td></td>
</tr>
<tr>
<td>MECH5275</td>
<td>Advanced Renewable Energy</td>
<td>6</td>
<td>Note: Department permission required for enrolment</td>
<td></td>
</tr>
</tbody>
</table>
conversion systems. In particular, students should be able to analyse fluid flow in turbomachinery; perform first and second law thermodynamic analysis of energy conversion systems; and perform calculations of radiative, conductive and convective heat transfer.

P (MECH3260 AND MECH3261) OR (AERO3260 AND AERO3261) OR (MECH5262 AND MECH5261) OR (MECH9260 AND MECH9261) OR (AERO9260 AND AERO9261). Students claiming to have prerequisite knowledge based on study at other institutions must contact the unit of study coordinator before enrolling in this unit and may be required to sit a pre-exam to demonstrate that they have the necessary knowledge and skills to undertake this advanced level unit.

**Note:** Department permission required for enrolment

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Area of Study</th>
</tr>
</thead>
<tbody>
<tr>
<td>MECH5304</td>
<td>Materials Failure</td>
<td>6</td>
<td>A Fundamental knowledge in materials science and engineering: 1) atomic and crystal structures 2) metallurgy 3) structure-property relationship 4) mechanics of engineering materials 5) solid mechanics</td>
<td>Fundamentals of Materials Science and Engineering</td>
</tr>
</tbody>
</table>
**Advanced Design and Analysis**

- moments; AMME2301 - Mechanics of Solids, 2 and 3 dimensional stress and strain; AMME2500 - Engineering Dynamics - dynamic forces and moments; MECH2400 - Mechanical Design 1, approach to design problems and report writing, and preparation of engineering drawing; MECH3460 - Mechanical design 2, means of applying fatigue analysis to a wide range of machine components

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>MECH5720</td>
<td>Sensors and Signals</td>
<td>6</td>
<td>A Strong MATLAB skills, N MECH4720</td>
<td>Semester 2</td>
</tr>
<tr>
<td>MECH5907</td>
<td>Orthopaedic and Surgical Engineering</td>
<td>6</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>MTRX5700</td>
<td>Experimental Robotics</td>
<td>6</td>
<td>A Knowledge of statics and dynamics, rotation matrices, programming and some electronic and mechanical design experience is assumed. P (AMME3500 OR AMME5501 OR AMME9501) AND MTRX3700.</td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

**Project units**

All candidates are required to complete a minimum of 12 credit points of Project units.

Candidates achieving an average mark of 70% or higher over 48 credit points of units of study in the Year Two Table or equivalent are eligible for the Extended Capstone Project.

Extended Capstone Project candidates take Capstone Project units AMME5020 and AMME5022 (total 18 cp) in place of Capstone Project AMME5021 and 6 cp of elective units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMME5020</td>
<td>Capstone Project A</td>
<td>6</td>
<td>P 96 cp from MPE degree program or 24 cp from the ME program (including any credit for previous study).</td>
<td>Semester 1, Semester 2</td>
</tr>
<tr>
<td>AMME5021</td>
<td>Capstone Project B</td>
<td>6</td>
<td>C AMME5020</td>
<td>Semester 1, Semester 2</td>
</tr>
<tr>
<td>AMME5022</td>
<td>Capstone Project B Extended</td>
<td>12</td>
<td>P 42 credit points in the Master of Engineering and WAM &gt;70, or 66 credit points in the Master of Professional Engineering and WAM &gt;70 or exemption.</td>
<td>Semester 1, Semester 2</td>
</tr>
</tbody>
</table>

*Note: Department permission required for enrolment*

**Research pathway**

Candidates achieving an average mark of 75% or higher over 48 credit points of units of study in the Year Two Table or equivalent are eligible for the Research Pathway.

Research pathway candidates take Dissertation units AMME5222 and AMME5223 (total 24 cp) in place of Capstone Project units and 12 cp of elective units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMME5222</td>
<td>Dissertation A</td>
<td>12</td>
<td>Note: Department permission required for enrolment In order to enrol in a dissertation project, students must first secure an academic supervisor in an area that they are interested. Students must have achieved a WAM of 75% or greater in their prior year of study. The topic of your project must be determined in discussion with the supervisor.</td>
<td>Semester 1, Semester 2</td>
</tr>
<tr>
<td>AMME5223</td>
<td>Dissertation B</td>
<td>12</td>
<td>Note: Department permission required for enrolment In order to enrol in a dissertation project, students must first</td>
<td>Semester 1, Semester 2</td>
</tr>
</tbody>
</table>
Secure an academic supervisor in an area that they are interested. Students must have achieved a WAM of 75% or greater in their prior year of study. The topic of your project must be determined in discussion with the supervisor.

### Exchange units

Exchange units require the approval of the Program Director. With approval, up to 12 credit points of Exchange units may be taken in place of other units, towards the requirements of the degree.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Intensive Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG5231</td>
<td>Engineering Graduate Exchange A</td>
<td>6</td>
<td>January</td>
</tr>
<tr>
<td>ENGG5232</td>
<td>Engineering Graduate Exchange B</td>
<td>6</td>
<td>July</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Intensive Period</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

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Minor Course Amendment Proposal

Version 03.09.2012
### Biomedical Engineering Stream Table

#### Biomedical Engineering Stream Core units

Complete a total of 108 credit points of units of study from the following unit groups:

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG1801 Ever Engineering Computing</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Summer Late</td>
</tr>
<tr>
<td>INFO1103 Introduction to Programming</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>ENGG1802 Engineering Mechanics</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 2 Summer Main</td>
</tr>
<tr>
<td>PHYS1001 Physics 1 (Regular)</td>
<td>6</td>
<td>N PHYS1002 or PHYS1901 or EDUH1017</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>AMME2261 Fluid Mechanics 1</td>
<td>6</td>
<td>A MATH1001, MATH1002, MATH1003. N AMME2200</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>CHNG2803 Energy and Fluid Systems Practice</td>
<td>6</td>
<td>A Ability to conduct mass and energy balances, and the integration of these concepts to solve real chemical engineering problems. Ability to understand basic principles of physical chemistry, physics and mechanics. Ability to use mathematics of calculus (including vector calculus) and linear algebra, and carry out computations with MATLAB and MS EXCEL. Ability to read widely outside of the technical literature, and to synthesise arguments based on such literature. Ability to write coherent reports and essays based on qualitative and quantitative information. P (MATH1001 OR MATH1901) AND (MATH1002 OR MATH1902) AND (MATH1003 OR MATH1903) AND (MATH1005 OR MATH1015 OR MATH1905) AND ENGG1801 AND CHNG1103 AND (CHEM1101 OR CHEM1901) AND (CHEM1102 OR CHEM1902) C CHNG2801 AND CHNG2802</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC2302 Signals and Systems</td>
<td>6</td>
<td>A MATH1001 Differential Calculus and MATH1002 Linear Algebra and MATH1003 Integral Calculus and Modelling. Basic knowledge of differentiation &amp; integration, differential equations, and linear algebra.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>MECH2400 Mechanical Design 1</td>
<td>6</td>
<td>A ENGG1801 and ENGG1802, HSC Maths and Physics</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
</tbody>
</table>

Complete 6 credit points of:

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMME4790</td>
<td>6</td>
<td>A 1. A good practical knowledge and an interest in mechanical</td>
<td></td>
<td></td>
<td></td>
<td>Semester</td>
</tr>
</tbody>
</table>
Introduction to Biomechatronics

- Adequate maths and applied maths skills;
- Background knowledge of physics, chemistry, and biology;
- Some programming capability, MATLAB, C, C++;
- The ability to use, and experience of, common software tools used by engineers including CAD and EDA packages.

AMME4790 is the last in a series of practical Mechatronic and Electrical courses taken over three years. It takes these engineering concepts, along with the associated mathematical, electronic and mechanical theory and applies this knowledge to a series of practical, albeit specialized biomechatronic applications that will be encountered by Mechatronic Engineers who enter this broad field on graduation.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMME5790</td>
<td>Introduction to Biomechatronics</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>AMME5951</td>
<td>Fundamentals of Neuromodulation</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>ELEC3802</td>
<td>Fundamentals of Biomedical Engineering</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>AMME1362</td>
<td>Materials 1</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>AMME1960</td>
<td>Biomedical Engineering 1A</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>AMME1961</td>
<td>Biomedical Engineering 1B</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>CHEM1101</td>
<td>HSC Chemistry and Mathematics. Students who have not</td>
<td>6</td>
<td>1</td>
</tr>
</tbody>
</table>

Complete all 72 credit points of:

- AMME1362 Materials 1
- AMME1960 Biomedical Engineering 1A
- AMME1961 Biomedical Engineering 1B
- CHEM1101

Assumed knowledge is HSC Biology, Assumed knowledge is HSC Chemistry, Summer bridging courses are available for students who did not complete HSC biology or chemistry.

Note: CHEM1101 is scheduled for semester 1 Year 1 and AMME1961 for Semester 2 Year 1. Students should ideally ensure that they follow this schedule.

Minor Course Amendment Proposal
Version 03.09.2012
Chemistry 1A  
completed HSC Chemistry (or equivalent) and HSC Mathematics (or equivalent) are strongly advised to take the Chemistry and Mathematics Bridging Courses (offered in February).  
N CHEM1001 or CHEM1901 or CHEM1903 or CHEM1905 or CHEM1906 or CHEM1909 or CHEM1109  
1 Semester 2  
Summer Main

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Requirements</th>
<th>Units</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM1001 or CHEM1901 or CHEM1903 or CHEM1905 or CHEM1906 or CHEM1909 or CHEM1109</td>
<td>Chemistry and Mathematics Bridging Courses</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ELEC1103 
Fundamentals of Elec and Electronic Eng  
A Basic knowledge of differentiation & integration, and HSC Physics  
Semester 1

AMME2960 
Biomedical Engineering 2  
A AMME1960 AND AMME1961  
P MATH1001 AND MATH1002 AND MATH1003  
Semester 1

ELEC2104 
Electronic Devices and Circuits  
A Knowledge: ELEC1103. Ohm's Law and Kirchoff's Laws; action of Current and Voltage sources; network analysis and the superposition theorem; Thevenin and Norton equivalent circuits; inductors and capacitors, transient response of RL, RC and RLC circuits; the ability to use power supplies, oscilloscopes, function generators, meters, etc.  
Semester 2

MECH2901 
Anatomy and Physiology for Engineers  
P [ENGG1960 OR BIOL1003 OR BIOL1903] AND [6cp junior Chemistry]  
Note: Department permission required for enrolment  
Semester 2

MECH3660 
Manufacturing Engineering  
P MECH2400 or ENGG1960  
Semester 1

MECH3921 
Biomedical Design and Technology  
A A basic understanding of human physiology and anatomy and an understanding of the engineering design process.  
P (AMME2302 OR AMME1362) AND MECH2901 AND (MECH2400 OR ENGG1960).  
Semester 2

AMME4971 
Tissue Engineering  
A 6 credit points of Junior Biology, 6 credit points of Junior Chemistry and 6 credit points of Intermediate Physiology, or equivalent.  
The primary teaching delivery method will be lectures. This UoS builds on the assumed knowledge of junior and intermediate biology and thus students will already have practical hands-on biological training. The purpose of this UoS is to elaborate the theory and latest developments of this very new field of tissue engineering, thereby building on the existing practical and theoretical knowledge base the students have in cell biology.  
Semester 1

MECH4961 
Biomechanics and Biomaterials  
P (BIOL1003 OR MBLG1001 OR MBLG1901) AND (AMME2302 OR AMME1362) AND MECH2901 AND MECH3921  
Semester 2

Also complete 12 credit points of units of study from the Biomedical Engineering Stream Specialist table below.

Biomedical Engineering Stream Specialist units
Select a minimum of 12 credit points from the following units of study:

AMME2262  
A MATH1001, MATH1002, MATH1003.  
Semester
<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AMME4710 Computer Vision and Image Processing</strong></td>
<td>6</td>
<td>A Mandatory prerequisite MECH4720 Sensors and Signals or MECH4730 Computers in Real-Time Control and Instrumentation P MECH4720 or MECH4730</td>
<td>2</td>
</tr>
<tr>
<td>Current Lectures: Dr. Thierry Peynot, <a href="mailto:tpeynot@acfr.usyd.edu.au">tpeynot@acfr.usyd.edu.au</a>, Dr. Shrihari Vasudevan, <a href="mailto:s.vasudevan@acfr.usyd.edu.au">s.vasudevan@acfr.usyd.edu.au</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>AMME4981 Applied Biomedical Engineering</strong></td>
<td>6</td>
<td>A MECH2901 and AMME2301 and AMME2500 and MECH3362 and MECH3921. Anatomy and Physiology, engineering dynamics and mechanics of solids in the second year level and knowledge of materials engineering and mechanical design in the third year level</td>
<td>1</td>
</tr>
<tr>
<td><strong>AMME4990 Biomedical Product Development</strong></td>
<td>6</td>
<td>A Junior level chemistry, intermediate level biology, and specific knowledge of cell biology at least at the junior level, and preferably at the intermediate level. P BIOL1003 OR 6 credit points of junior biology CHEM1101 OR 6 credit points of junior chemistry MECH2901 OR 6 credit points of junior intermediate physiology or equivalent, MECH3921.</td>
<td>1</td>
</tr>
<tr>
<td><strong>AMME4992 Regulatory Affairs in Medical Industry</strong></td>
<td>6—</td>
<td>A BIOL1003 or 6 credit points of junior biology, CHEM1101 or 6 credit points of junior chemistry. P MECH2901 AND MECH3921.</td>
<td>2</td>
</tr>
<tr>
<td><strong>AMME5931 Nanomaterials in Medicine</strong></td>
<td>6</td>
<td>Biomedical Engineering Elective Unit of Study.</td>
<td>1</td>
</tr>
<tr>
<td><strong>AMME5962 Introduction to Mechanobiology</strong></td>
<td>6</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td><strong>AMME5992 Regulatory Affairs in Medical Industry</strong></td>
<td>6</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td><strong>AMME5951 Fundamentals of Neuromodulation</strong></td>
<td>6</td>
<td>A Basic electronics at the junior or intermediate level, junior biology and chemistry, intermediate materials science, anatomy and physiology, senior engineering design practice, and biomedical engineering: BIOL1003 or 6 credit points of junior biology; CHEM1101 or 6 credit points of junior chemistry; AMME2302 or 6 credit points of materials science; ELEC2004 or 6 credit points of general electronics; MECH2901 or 6 credit points of intermediate physiology or equivalent.</td>
<td>1</td>
</tr>
<tr>
<td><strong>CHNG5601 Membrane Science</strong></td>
<td>6</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td><strong>CHNG5602 Cellular Biophysics</strong></td>
<td>6</td>
<td>Note: Department permission required for enrolment</td>
<td>1</td>
</tr>
<tr>
<td><strong>CHNG5603 Analysis, Modelling,</strong></td>
<td>6</td>
<td>A It is assumed that students have a general knowledge of: MATH 1001 Differential Calculus MATH 1003 Integral Calculus</td>
<td>1</td>
</tr>
</tbody>
</table>

Note: Department permission required for enrolment.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
<th>Notes</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHNG5604</td>
<td>Membrane Engineering Laboratory</td>
<td>6</td>
<td>This course is for Master degree students and also is offered as an elective course for fourth year students. Some lectures may be given by a guest lecturer.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>CHNG5605</td>
<td>Bio-Products: Laboratory to Marketplace</td>
<td>6</td>
<td>This course is for Master degree students and also is offered as an elective course for fourth year students.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>COMP5048</td>
<td>Visual Analytics</td>
<td>6</td>
<td>It is assumed that students will have basic knowledge of data structures, algorithms and programming skills.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>COMP5424</td>
<td>Information Technology in Biomedicine</td>
<td>6</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>COMP5456</td>
<td>Introduction to Bioinformatics</td>
<td>6</td>
<td>Some experience with basic programming (coding) in Java, C, C++ or Perl; Some proven ability in mathematical or information sciences (as evinced in the prerequisites); Some knowledge of molecular biology either through first year BIOL papers or MBLG1001.</td>
<td>Summer Main</td>
</tr>
<tr>
<td>ELEC3305</td>
<td>Digital Signal Processing</td>
<td>6</td>
<td>Specifically the following concepts are assumed knowledge for this unit: familiarity with basic Algebra, Differential and Integral Calculus, continuous linear time-invariant systems and their time and frequency domain representations, Fourier transform, sampling of continuous time signals.</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC5514</td>
<td>Networked Embedded Systems</td>
<td>6</td>
<td>ELEC3305, ELEC3506, ELEC3607 and ELEC5508</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5614</td>
<td>Real Time Computing</td>
<td>6</td>
<td>A SOFT2130 Software Construction (or SOFT2004 Software Development Methods 1) and ELEC3607 Embedded Computing (or ELEC2601 Microprocessor Systems)</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC5701</td>
<td>Technology Venture Creation</td>
<td>6</td>
<td>ENGG5102</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5803</td>
<td>Advanced Bioelectronics</td>
<td>6</td>
<td>A strong foundation in control, signal processing and electronic devices and circuits is assumed including a knowledge of analogue and digital transistor operation, circuit building blocks such as the differential pair and current mirror, AC circuit analysis, Fourier analysis.</td>
<td>Semester 1</td>
</tr>
<tr>
<td>MECH4902</td>
<td></td>
<td>6</td>
<td>A MECH3362. 1 Basic concepts in engineering mechanics —</td>
<td>Semester 1</td>
</tr>
</tbody>
</table>
Orthopaedic and Surgical Engineering -

statics, dynamics, and solid mechanics. 2. Basic concepts in materials science, specifically with regard to types of materials and the relation between properties and microstructure. 3. A basic understanding of human biology and anatomy.

P AMME2301 AND (AMME2302 OR AMME1362) AND (BIOL1003 OR MBLG1001) AND (ENGG1802 OR ENGG1960) AND MECH2901 AND MECH3921. Any 6cp of junior biology is an acceptable substitute for BIOL1003 or MBLG1001.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Semester</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>MECH5907</td>
<td>Orthopaedic and Surgical Engineering</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>MECH5720</td>
<td>Sensors and Signals</td>
<td>6</td>
<td>Semester 2</td>
<td>A Strong MATLAB skills N MECH4720</td>
</tr>
<tr>
<td>MTRX5700</td>
<td>Experimental Robotics</td>
<td>6</td>
<td>Semester 1</td>
<td>A Knowledge of statics and dynamics, rotation matrices, programming and some electronic and mechanical design experience is assumed. P (AMME3500 OR AMME5501 OR AMME9501) AND MTRX3700.</td>
</tr>
</tbody>
</table>

Biomedical Engineering Stream Elective units

Select the remaining credit points from the following units of study:

Omitted
Minor Course Amendment Proposal

Faculty: Faculty of Engineering and Information Technologies

Contact person: Lynn Crawford ext. 69110, Jessica Mullins, ext. 15560

1. Name of award course
   - Master of Project Management
   - Master of Project Leadership

2. Purpose of proposal

   It is proposed to substitute one unit in the Masters of Project Leadership. Remove PMGT5891 Project Risk Management and replace with PMGT6891 Risk Dynamics and Resilience. PMGT5898 Complex Project Leadership will become a core units (previously a "compulsory elective"). The following units will be added to the elective options:
   - PMGT6871 Project Planning and Governance
   - PMGT6872 Project Leadership and Communication
   - PMGT6873 Project Economics and Investment
   - PMGT6888 International Project Study Tour

   The reason for the substitution of the unit PMGT5891 and the addition of four 6000 series units to the electives in the Masters of Project Leadership is to ensure the Leadership students are completing the most advanced units of study on offer and which are specifically designed for students with relevant industry experience.

   It is proposed to remove some of the modes on offer for particular units of study in the Project Management degree program. The removal of some unit modes on offer in the Master of PM is to spread the unit enrolments and address the low enrolments in some units. Online students will still be able to complete all requirements for their degree.

3. Details of amendment

   Please see Appendix A below for the amended unit table – Project Leadership
   Please see Appendix B below for the amended table – Project Management

4. Transitional arrangements

   These changes take effect from 1 January 2017. No current students will be impacted by the changes.

5. Other relevant information

   N/A

6. Signature of Dean or Delegate

   [Signature]
   30/6/16
## Master of Project Leadership

Candidates for the Master of Project Leadership complete 48 credit points of units of study including 36-42 credit points of Core units and 12-6 credit points of Elective units.

Candidates admitted to the Graduate Diploma or Graduate Certificate, after completing the requirements, may proceed to the Master of Project Leadership by achieving a Credit (65%) average or above.

### Core units

Candidates complete 36-42 credit points of Core units.

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Credit Points</th>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5875</td>
<td>Project Innovation Management</td>
<td>6</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT5891</td>
<td>Project Risk Management</td>
<td>6</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT6891</td>
<td>Risk Dynamics and Resilience</td>
<td>6</td>
<td>Semester 1</td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT5896</td>
<td>Sustainability and Intelligence in P. M.</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>PMGT5897</td>
<td>Disaster Project Management</td>
<td>6</td>
<td>Note: Department permission required for enrolment</td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT5898</td>
<td>Complex Project Leadership</td>
<td>6 N WORK6130</td>
<td>Note: Department permission required for enrolment</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT5860</td>
<td>Project Leadership Thesis A</td>
<td>6</td>
<td>Note: Department permission required for enrolment</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT5861</td>
<td>Project Leadership Thesis B</td>
<td>6</td>
<td>Note: Department permission required for enrolment</td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

### Elective units

It is expected that the project will be conducted over two consecutive semesters although the two 6 credit point units PMGT5860 and PMGT5861 may be undertaken concurrently.
Candidates are required to select 6 credit points of the following:

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Credit Points</th>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5876</td>
<td>Strategic Delivery of Change</td>
<td>6</td>
<td>N WORK6026</td>
<td></td>
</tr>
<tr>
<td>PMGT6871</td>
<td>Project Planning and Governance</td>
<td>6</td>
<td>Semester 1</td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT6872</td>
<td>Project Leadership &amp; Communication</td>
<td>6</td>
<td>Semester 1</td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT6873</td>
<td>Project Economics &amp; Investment</td>
<td>6</td>
<td>Semester 1</td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT6888</td>
<td>International Project Study Tour</td>
<td>6</td>
<td>Semester 1</td>
<td>Semester 2</td>
</tr>
<tr>
<td>WORK6026</td>
<td>Organisational Change and Development</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
</tr>
</tbody>
</table>

Candidates are required to select 6 credit points of the following:

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Credit Points</th>
<th>Note: Department permission required for enrolment</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5898</td>
<td>Complex Project Leadership</td>
<td>6</td>
<td>WORK6130.</td>
</tr>
<tr>
<td>WORK6130</td>
<td>Leadership in Organisations</td>
<td>6</td>
<td>ECOF5807 or ECOF6090.</td>
</tr>
</tbody>
</table>

Exchange units

Exchange units may be taken as Core or Elective units with the approval of the Program Director.

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Credit Points</th>
<th>Intensive January</th>
<th>Intensive July</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG5231</td>
<td>Engineering Graduate Exchange A</td>
<td>6</td>
<td></td>
<td>Intensive July</td>
</tr>
<tr>
<td>ENGG5232</td>
<td>Engineering Graduate Exchange B</td>
<td>6</td>
<td></td>
<td>Intensive July</td>
</tr>
</tbody>
</table>

Graduate Diploma in Project Leadership

Candidates for the Graduate Diploma in Project Leadership complete 36 credit points of units of study including 30 credit points of Core units and 6 credit points of Elective units.
Candidates admitted to the Graduate Diploma, after completing 24 credit points, may proceed to the Master of Project Leadership by achieving a Credit (65%) average or above.

### Core units

Candidates are required to select **24** credit points of Core units.

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5875</td>
<td>Project Innovation Management</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT5891</td>
<td>Project Risk Management</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT5891</td>
<td>Risk Dynamics and Resilience</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT5896</td>
<td>Sustainability and Intelligence in P. M.</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT5897</td>
<td>Disaster Project Management</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT5898</td>
<td>Complex Project Leadership</td>
<td>6</td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

**Note:** Department permission required for enrolment

### Elective units

Candidates are required to select **6** credit points of Elective units:

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5876</td>
<td>Strategic Delivery of Change</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT6871</td>
<td>Project Planning and Governance</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT6872</td>
<td>Project Leadership &amp; Communication</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT6873</td>
<td>Project Economics &amp; Investment</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT6888</td>
<td>International Project Study Tour</td>
<td>6</td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

**Note:** Department permission required for enrolment

### Graduate Certificate in Project Leadership

Candidates for the Graduate Certificate in Project Leadership complete 24 credit points of units of
study including 12 credit points of Core units and 12 credit points of Elective units.

Candidates admitted to the Graduate Certificate, after completing the requirements, may proceed to the Master of Project Leadership by achieving a Credit (65%) average or above.

### Core units

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5896</td>
<td>Sustainability and Intelligence in P. M.</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>Note: Department permission required for enrolment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PMGT5898</td>
<td>Complex Project Leadership</td>
<td>6 WORK6130</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Note: Department permission required for enrolment</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Elective Core units

Candidates select 6 credit points of Elective Core units.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5898</td>
<td>Complex Project Leadership</td>
<td>6 WORK6130</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Note: Department permission required for enrolment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WORK6130</td>
<td>Leadership in Organisations</td>
<td>6 ECOF5807 or ECOF6090</td>
<td>Semester 1</td>
</tr>
<tr>
<td>This unit of study is not available in 2016</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Elective units

Candidates are required to select 12 credit points of Elective units.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5875</td>
<td>Project Innovation Management</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PMGT5876</td>
<td>Strategic Delivery of Change</td>
<td>6 WORK6026</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT5891</td>
<td>Project Risk Management</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT6891</td>
<td>Risk Dynamics and Resilience</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT6871</td>
<td>Project Planning and Governance</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
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<td>Project Leadership &amp; Communication</td>
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<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
<td>Year 1</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
<td>--------</td>
</tr>
<tr>
<td>PMGT6873</td>
<td>Project Economics &amp; Investment</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>PMGT6888</td>
<td>International Project Study Tour</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>WORK6026</td>
<td>Organisational Change and Development</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>This unit of study is not available in 2016</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Candidates planning to articulate into the MPL are recommended to take PMGT5875 or PMGT6891 as one of the electives.
APPENDIX B

1. Core foundation units (Choose all of these first)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Sem 1, 2017</th>
<th>Winter Break</th>
<th>Sem 2, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG5811</td>
<td>Critical &amp; Systems Thinking</td>
<td>ND or OL</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>ENGG5205</td>
<td>Professional Practice in PM</td>
<td>ND or OL</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>ENGG5820</td>
<td>Applied Project Management</td>
<td>ND or OL</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>PMGT6867</td>
<td>Quantitative Methods in PM</td>
<td>ND or OL</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
</tbody>
</table>

2a. Core competency units (Choose all) These units are for those with no or limited industry experience (<3 yr)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>BM</th>
<th>ND or OL</th>
<th>ND or OL</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5871</td>
<td>Project Process Planning &amp; Control</td>
<td>BM</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>PMGT5872</td>
<td>People &amp; Leadership</td>
<td>ND or OL</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>PMGT5873</td>
<td>Project Economics &amp; Finance</td>
<td>ND or OL</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>PMGT5891</td>
<td>Project Risk Management</td>
<td>ND or OL</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
</tbody>
</table>

2b. Advanced Core Competency Units These units are for those with significant industry experience (>3 yr)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>BM or OL</th>
<th>BM or OL</th>
<th>BM or OL</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT6871</td>
<td>Project Planning and Governance</td>
<td>BM</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>PMGT6872</td>
<td>Project Leadership and Communications</td>
<td>BM</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>PMGT6873</td>
<td>Project Economics and Investment</td>
<td>BM</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>PMGT6891</td>
<td>Risk Dynamics and Resilience</td>
<td>BM</td>
<td>ND or OL</td>
<td>ND or OL</td>
</tr>
</tbody>
</table>

3. Capstone units (Choose one of the following combinations)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>ND or OL</th>
<th>BM or OL</th>
<th>ND or OL</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG5812</td>
<td>Project Delivery Approaches or</td>
<td>ND or OL</td>
<td>BM or OL</td>
<td>ND or OL</td>
</tr>
<tr>
<td>PMGT6812</td>
<td>Integrated Project Delivery Approaches &amp;</td>
<td>ND-BM or OL</td>
<td>BM or OL</td>
<td>ND-BM or OL</td>
</tr>
<tr>
<td>PMGT5850</td>
<td>Project Management Capstone</td>
<td>ND or OL</td>
<td>BM or OL</td>
<td>ND or OL</td>
</tr>
</tbody>
</table>

* ENGG5812 or PMGT 6812 recommended first before taking PMGT5850

^ Requires an average of ≥75 and Department Permission

** 12 cp of Electives are replaced by 12 cp of dissertation

^ These are advanced practitioner’s units for those with significant industry experience (>3 years). Department permission is required.

4. Elective units (Choose 2 units) To be eligible for a major, choose 2 from the sub-list of that major

<table>
<thead>
<tr>
<th>Program and Portfolio</th>
<th>BM</th>
<th>OL</th>
<th>ND</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMGT5879 Strategic Portfolio &amp; Program Management (core)</td>
<td>BM</td>
<td>OL</td>
<td></td>
</tr>
<tr>
<td>PMGT5876 Strategic Delivery of Change</td>
<td>BM</td>
<td>OL</td>
<td></td>
</tr>
<tr>
<td>PMGT5877 Management of Project Based Organisations</td>
<td>OL</td>
<td>ND</td>
<td></td>
</tr>
<tr>
<td>PMGT5898 Complex Project Leadership#</td>
<td>BM</td>
<td>OL</td>
<td></td>
</tr>
<tr>
<td>PMGT5875 Project Innovation Management</td>
<td>BM</td>
<td>OL</td>
<td></td>
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</tbody>
</table>
#PMGT5897, PMGT5896 and PMGT5898 reduce 5-year work experience requirement to 3 years.
<table>
<thead>
<tr>
<th>Minor Course Amendment Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty: Health Sciences</td>
</tr>
<tr>
<td>Contact person: Fiona Pearson</td>
</tr>
</tbody>
</table>

1. **Name of award course**

   Master of Applied Science

2. **Purpose of proposal**

   To amend the course rules for the Master of Applied Science degree to:
   - provide improved quality of information for potential applicants
   - make clear the expectations of progress review milestones for candidates.

3. **Details of amendment**

   **Clause 5 Appointment of Supervisor**
   The Research Group Convenor, Associate Dean Research Students will appoint a research supervisor and auxiliary supervisor ...

   **8 Degree requirements (b)**
   Complete any prescribed units of study, prescribed by the Research Group Convenor.

   **9 The Thesis**
   (2) A candidate must ensure that the thesis prepared for examination is typewritten and bound according to the Academic Board resolutions of the Degree of Doctor of Philosophy.
   (3) The thesis will be no more than 60,000 words, except with permission from the Research Group Convenor, Associate Dean Research Students.

   **10 Probation**
   (2) (a)
   Complete any units of study as specified by the Research Group Convenor;
   (b) prescribed conditions as set by the University, Faculty and supervisory team
   (b) develop and present a refined research proposal to the satisfaction of the Supervisor and Research Group Convenor; and
   (c) demonstrate adequate English language competency for the completion of the degree.

   **11 Time limits, earliest and latest submission dates**
   (1) The HDR Rules specifies the allowable completion times and submission dates available for full and part-time candidates in this course except that:
   (2) (a) a student who has undertaken all of his or her candidature on a full-time basis may not submit a thesis for examination earlier than the end of the third semester of candidature; and
   (3) (b) a student who has undertaken all of his or her candidature on a part-time basis may not submit a thesis for examination earlier than the end of the sixth semester of candidature; and
   (4) (c) Where a student has undertaken his or her candidature as a mixture of part-time candidature and full-time candidature, a part-time semester will be counted as the equivalent of one half of a full-time semester, and the student may not submit a thesis for examination earlier than the end of the third full-time equivalent semester of candidature and
   (5) (d) for the purpose of paragraphs (a-d) a student’s candidature will be considered by the University to include any periods of credit granted.

   **16 Progress**
   (1) A candidate is required to maintain satisfactory progress towards the timely completion of the degree. Progress will be reviewed annually according to the provisions of the HDR Rule and academic policies.
   (2) A candidate may not change any thesis subject approved by the Research Group Convenor without the express permission of the Research Group Convenor.
### 17 Examination of the Thesis

(a) Three months prior to the anticipated submission of the thesis, when a candidate is advising the Faculty of approaching completion, the candidate must also submit three copies of a summary of the thesis, of not more than 300 words, for distribution to potential examiners.

(b) three copies of the thesis shall be submitted by the candidate;

(d) The Faculty Research Higher Degree Sub-Committee will act in place of the PhD Award Subcommittee to approve the appointment of examiners, make decision on the examiner reports, the result of the examination and the award of the degree.

### Part 7 Other

### 19 Transitional provisions

(1) These course resolutions apply to students who commenced their candidature after 1 January, 2012 and students who commenced their candidature prior to 1 January, 2012 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January 2012 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Dean or Associate Dean may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

4. **Transitional arrangements**

   If the proposed amendment(s) will affect students who are currently enrolled, include details of any transitional arrangements. N/A

5. **Other relevant information**

6. **Signature of Dean**

w

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Minor Course Amendment Proposal  Version 03.09.2012

Academic Board

17 August 2016
MASTER OF APPLIED SCIENCE (MAPPSC) – RMAPPSCI2000

Course rules
Master of Applied Science

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course resolutions

Part 1: Preliminary

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>RMAPPSCI-02</td>
<td>Master of Applied Science</td>
</tr>
</tbody>
</table>

Part 2: Admission requirements

2 Eligibility for admission to candidature

(1) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for a bachelor's degree from the University of Sydney in an area of study relevant to that in which the applicant wishes to undertake the degree.

(2) The Dean or Associate Dean may admit to candidature an applicant who does not meet the requirements of sub-clause (1), provided that the applicant holds a qualification or qualifications that, in the opinion of the Faculty Research Higher Degree Subcommittee, is equivalent to those prescribed in sub-clause (1).

3 Application for admission to candidature

(1) An applicant for admission to candidature must submit to the Faculty:

(a) satisfactory evidence of the applicant's eligibility for admission; and
(b) a proposed supervisor within the Faculty of Health Sciences; and
(c) a proposed course of research and advanced study; and
(d) a statement certifying the applicant's understanding that, subject to the HDR Rule, if the candidature is successful, his or her thesis will be lodged with the University Librarian and made available for immediate public use.

(2) In addition, an applicant for admission to part-time candidature must submit a statement that he or she will have sufficient time available to complete the requirements of the degree in accordance with these resolutions.
4 Credit transfer
0.
The HDR Rule specifies the conditions for the granting of credit for previous studies, including the effect on completion times.

Part 3: Candidature

5 Appointment of supervisor
0.
The Research Group Convenor Associate Dean Research Students will appoint a research supervisor and associate auxiliary supervisor for each candidate in accordance with the HDR Rule and Academic Board policies for postgraduate research higher degree supervision.

6 Control of candidature
0.
The HDR Rule specifies the conditions for the control of candidature by the University.

7 Location of candidature and attendance
0.
The HDR Rule specifies the conditions for the location of candidature and attendance by candidates at the University.

Part 4: Requirements

8 Degree requirements
(1)
To satisfy the requirements of the degree candidates must:
(a) complete any specified probationary requirements and conditions of candidature;
(b) complete any prescribed units of study prescribed by the Research Group Convenor;
(c) conduct research on the approved topic; and
(d) write a thesis embodying the results of the research that passes the examination.

9 The thesis
(1)
A candidate shall produce a thesis that meets the requirements specified in the HDR Rule.

(2) A candidate must ensure that the thesis prepared for examination is typewritten and bound according to the Academic Board resolutions of the Degree of Doctor of Philosophy.

(3) The thesis will be no more than 60,000 words, except with permission of the Research Group Convenor Associate Dean Research Students.

Part 5: Enrolment and progression

10 Probation
(1)
A candidate is normally accepted for candidature on a probationary basis for a period not exceeding one year according to the provisions of the HDR Rule.

(2) In the probationary period each candidate must:
(a) complete any units of study as specified by the Research Group Convenor;
(b) prescribed conditions as set by the University, Faculty and supervisory team;
(c) develop and present a refined research proposal to the satisfaction of the Supervisor and Research Group Convenor; and
(d) demonstrate adequate English language competency for the completion of the degree.

11 Time limits, earliest and latest submission dates
(1) The HDR Rule specifies the allowable completion times and submission dates available for full- and part-time candidates in this course, except that:
(a) a student who has undertaken all of his or her candidature on a full-time basis may not submit a thesis for examination earlier than the end of the third semester of candidature; and
(b) a student who has undertaken all of his or her candidature on a part-time basis may not submit a thesis for examination earlier than the end of the sixth semester of candidature; and
(c) where a student has undertaken his or her candidature as a mixture of part-time candidature and full-time candidature, a part-time semester will be counted as the equivalent of one half of a full-time semester, and the student may not submit a thesis for examination earlier than the end of the third full-time equivalent semester of candidature; and
(d) for the purposes of paragraphs (a - d), a student's candidature will be considered by the University to include any periods of credit granted.

12 Mode of attendance
0. The attendance pattern for this course is full-time or part-time according to candidate choice and subject to approval of the Dean or Associate Dean.

13 Discontinuation of candidature
0. A candidate may discontinue enrolment in a unit of study or the degree subject to the conditions specified by the HDR Rule.

14 Suspension of candidature
0. A candidate may suspend enrolment from the degree subject to the conditions specified by the HDR Rule.

15 Leave of absence
0. A candidate may take leave of absence from the degree subject to the conditions specified by the HDR Rule.

16 Progress
(1) A candidate is required to maintain satisfactory progress towards the timely completion of the degree. Progress will be reviewed annually according to the provisions of the HDR Rule and academic policies.
(2) A candidate may not change any thesis subject approved by the Research Group Convenor without the express permission of the Research Group Convenor.
Part 6: Examination

17 Examination of the thesis

(1) Examination of the thesis will be conducted in general accordance with standards prescribed by Academic Board for the Doctor of Philosophy, except that:

(a) three months prior to the anticipated submission of the thesis, when a candidate is advising the Faculty of approaching completion, the candidate must also submit three copies of a summary of the thesis, of not more than 300 words, for distribution to potential examiners;

(b) three copies of the thesis shall be submitted by the candidate;

(c) two examiners will be appointed by the Faculty, at least one of whom shall be external to the University; and

(d) the Faculty Research Higher Degree CSub-committee will act in place of the PhD Award Subcommittee approve the appointment of examiners, make decision on the examiners reports, the result of the examination and the award of the degree.

18 Award of the degree

The degree is awarded at the Pass level only.

Part 7: Other

19 Transitional provisions

(1) These course resolutions apply to students who commenced their candidature after 1 January, 2012 and students who commenced their candidature prior to 1 January, 2012 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 2012 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Dean or Associate Dean may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
DOCTOR OF PHILOSOPHY (PHD) – RPPHDHEA2000

The degree of Doctor of Philosophy is a University degree governed by Resolutions set down by the Academic Board. Candidates should be familiar with the Academic Board documents Degree of Thesis and Examination of Higher Degree by Research Policy 2015 and University of Sydney (Higher Degree by Research) Rule 2011.

The degree of Doctor of Philosophy is a research degree awarded for a thesis considered to be a substantially original contribution to the subject concerned.

Applicants should normally hold a master’s degree with research or a bachelor’s degree with first or high second-class honours of the University of Sydney, or an equivalent qualification from another university or institution.

The degree may be taken on either a full-time or part-time basis. In the case of full-time candidates, the minimum period of candidature is six semesters; the maximum period of candidature is normally eight semesters.

The first full year of candidature is probationary. In the probationary period each candidate must complete any prescribed conditions as set by the University, Faculty and supervisory team.

Part-time candidature may be approved for applicants who can demonstrate that they are engaged in an occupation or other activity which leaves them substantially free to pursue their candidature for the degree.
RECOMMENDATION

That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the proposal from the Sydney Medical School to amend the Doctor of Medicine; and
(2) approve the amendment of the table of units of study arising from the proposal
with effect from 1 January 2017.

EXECUTIVE SUMMARY

- The new Co-Directors of the Sydney Medical Program Doctor of Medicine (MD) have reviewed all course content and assessment for the final two years of the program (Years 3 and 4; known collectively as Stage 3). Stage 3 consists of eight compulsory clinical rotations (‘Core’ and ‘Specialty’ blocks), four themes, and completion of the student-led Elective and Pre-Internship terms. Students also complete their MD research project that they commenced at the end of Year 1.

- This review has resulted in the re-distribution of some teaching and associated assessment across the two years of Stage 3.

- It is also moved the completion date for the MD Research forward from Year 4 to the end of Year 3. This shift is in response to student and tutor feedback.

- In order to ensure that the course load and assessment are aligned with the credit point allocation and unit of study content, it is proposed to remove nine existing units of study and replace them with eleven new units of study.

- The affected units of study include:
  - all four ‘Core’ Blocks – reduction in credit points from 8 to 6
  - the Elective and Pre-Internship terms – increase in credit points from 4 to 6
  - the MD Project unit of study – split of single existing UoS into three new UoS, and
  - two themes – Basic and Clinical Sciences Theme and Patient-Doctor Theme – increase in credit points from 2 to 4 in Year 4.

- The attached paper details in full the proposed changes and the rationale.

- A table setting out the changes to units of study is also attached.

- The proposed changes do not alter course load or assessment load, and do not require any changes to Course resolutions.

- The proposed changes DO NOT alter the assessment patterns, delivery mode or compatibility of the award course(s) with the relevant AQF learning outcomes.
Minor Course Amendment Proposal

Faculty: Sydney Medical School – Sydney Medical Program

Contact person: Inam Haq email: inam.haq@sydney.edu.au

1. Name of award course
   Doctor of Medicine (MD)

2. Purpose of proposal

   To replace nine (9) units of study with eleven (11) new units of study.
   - This amendment will enable the recalibration of units of study in Stage 3 (a two year program) to more accurately reflect the distribution of course load and assessment across the two years.
   - It will also ensure that there is consistency across “Core” units of study in the allocation of credit points; and that the allocation of credit points in the Elective term and the Pre-Internship term (PRINT) reflect the critical academic contribution of these immersive clinical placements in workplace preparation of Sydney Medical Program Doctor of Medicine (MD) graduates.
   - It replaces the existing 8 credit point MD Project UoS with three new MD Project UoSs across both years of Stage 3. These new UoSs do not impose any additional course load or assessment, but correspond to existing assessments and more accurately reflect the cumulative development of the MD Project course load and its assessment across the two years of Stage 3.
   - It will enable students who take leave during Stage 3 (for example, for family reasons) to continue work on their MD Project while suspending all other course work.

The proposed amendment does not affect the overall Stage 3 course load or its assessment, and there are no changes to the overall academic content of Stage 3. The proposed amendment is fully consistent with the Progression Rules for the MD.

No changes in Course Resolutions are required to accommodate the proposed changes.

The proposed changes DO NOT alter the assessment patterns, delivery mode or compatibility of the award course(s) with the relevant AQF learning outcomes.

3. Details of amendment

   The new units of study proposed are:

   (A) ‘Core’ clinical blocks:
   - MDMP5341 Medicine 3 (6crp) – Stage 3, Year 3
   - MDMP5442 Medicine 4 (6crp) - Stage 3, Year 4
   - MDMP5343 Surgery (6crp) – Stage 3, Year 3 or Year 4
   - MDMP5344 Critical Care (6crp) - Stage 3, Year 3 or Year 4

   Rationale: The units of study associated with the ‘Core’ Blocks – Medicine 3, Medicine 4, Surgery and Critical Care - have been reviewed and mapped against the academic load and the assessment of academic and clinical learning overall in Stage 3. The proposed revision to credit point allocation (reducing the existing four ‘Core’ blocks from 8crp to 6crp) more accurately reflects the academic and assessment load within each of these ‘Core’ blocks. These UoSs are all assessed via in-block formative long cases and clinical tasks, and at the September written single best answer (SBA) examinations in Year 3 and Year 4. The cumulative ‘Core’ block material is also examined via the Theme examinations in Year 4. The credit points removed from the ‘Core’ blocks have been reallocated to the two new Theme UoS (Basic and Clinical Sciences Theme and Patient-Doctor Theme) to reflect this (see (D) below).
(B) Immersive clinical blocks:
- MDMP5419 Elective (6crp) – Stage 3, Year 4
- MDMP5435 Pre-internship (6crp) – Stage 3, Year 4

Rationale: The Elective term and PRINT are assessed as stand alone units of study at the end of the placement. The skills acquired in these largely student-lead UoS are critical to MD graduates being work-ready on completion of the degree. The proposed increase in credit point allocation (from 4crp to 6crp) would more accurately reflect the academic load, and the contribution of these placements to skills development and thus to graduate competency.

(C) MD Project units of study:
- MDMP5310 MD Project 3 Part 1 (2crp) – Semester 1, Stage 3, Year 3
- MDMP5320 MD Project 3 Part 2 (2crp) – Semester 2, Stage 3, Year 3
- MDMP5410 MD Project 4 (4crp) – Semester 1, Stage 3, Year 4

Rationale: The proposed new units of study divide the academic requirements of the existing unit of study (MDMP 5510 – Semester 2, Stage 3, Year 4 (8 crp)) across the two years of Stage 3. The credit point allocation for MD Project UoSs is weighted to reflect the progress and assessment of the project across the two years. Students have two compulsory milestones to complete in this time, each of which consists of specific academic tasks. In addition, students must submit their final MD Project Report by mid-Stage 3. In response to student and MD Research Project tutor feedback, the due date for MD Project Final Reports has been brought forward from the end of semester 1, Year 4, to the end of semester 2, Year 3. The change in units of study reflects this shift and the due date for each milestone. No changes are proposed in the overall scope or the overall academic load of the MD Project task. There are no changes in the existing assessment.

(D) Themes:
- MDMP5426 Basic Clinical Science (4crp) – Stage 3, Year 4
- MDMP5427 Patient-Doctor (4crp) – Stage 3, Year 4

Rationale: These two themes cover the cumulative core basic science and clinical skills learning across Stage 3. The core material is delivered in all 'Core' blocks across the two years, however, assessment of this knowledge and the clinical skills is weighted via the written single best answer (SBA examination) and clinical examinations (Long Case Examination) at the end of Year 4. It is therefore proposed that the credit points for these two themes be increased from 2crp each to 4crp each to more accurately reflect this assessment weighting.

The Attached Appendix details the existing units of study and these proposed new ones.

4. Transitional arrangements
1. The new units of study will replace all the corresponding current units of study for Stage 3, Year 3 student enrolments commencing Semester 1, 2017.
2. All current Stage 3 students progressing to Year 4 in 2017 will remain enrolled in the existing units of study, including MDMP5510.

5. Other relevant information
None

6. Signature of Dean

Professor Arthur Conigrave, Acting Dean
## Table of Units of Study for Stage 3 (Year 3 and Year 4) Doctor of Medicine

All UoS are compulsory with students completing UoS corresponding to 48 credit points in each of Year 3 and Year 4 with the exact UoS enrolment each semester depending on student stream allocation.

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>MDMP5331 Medicine 3</td>
<td>8</td>
<td>Year 3; semester 1 or semester 2</td>
</tr>
<tr>
<td>MDMP5341 Medicine 3</td>
<td>6</td>
<td>Year 3, semester 1 or semester 2</td>
</tr>
<tr>
<td>MDMP5333 Surgery</td>
<td>8</td>
<td>Stage 3, either year 3 or year 4; semester 1, or semester 2</td>
</tr>
<tr>
<td>MDMP5343 Surgery</td>
<td>6</td>
<td>Stage 3, either year 3 or year 4; semester 1, or semester 2</td>
</tr>
<tr>
<td>MDMP5334 Critical Care</td>
<td>8</td>
<td>Stage 3, either year 3 or year 4; semester 1, or semester 2</td>
</tr>
<tr>
<td>MDMP5344 Critical Care</td>
<td>6</td>
<td>Stage 3, either year 3 or year 4; semester 1, or semester 2</td>
</tr>
<tr>
<td>MDMP5432 Medicine 4</td>
<td>8</td>
<td>Year 4; semester 1 or semester 2</td>
</tr>
<tr>
<td>MDMP5442 Medicine 4</td>
<td>6</td>
<td>Year 4; semester 1 or year 4; semester 1, or semester 2</td>
</tr>
<tr>
<td>MDMP5335 Community</td>
<td>8</td>
<td>Year 3 or Year 4; semester 1 or semester 2</td>
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<td>MDMP5317 Patient and Doctor</td>
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<td>MDMP5318 Population Medicine</td>
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**Legend:**
- **Strike through** corresponds to UoS which will be removed for all students commencing Stage 3, Year 3 in 2017.
- **Green** is all proposed new UoS
- Usual text is existing UoS which are not altered under the proposal.
Minor Course Amendment Proposal

Faculty: Sydney Medical School

Contact person: Dr Shailendra Sawleshwarkar

1. Name of award course
   - Graduate Diploma in Medicine (HIV, STIs and Sexual Health)
   - Graduate Diploma of Science in Medicine (HIV, STIs and Sexual Health)
   - Master of Medicine (HIV, STIs and Sexual Health)
   - Master of Medicine (Advanced) (HIV, STIs and Sexual Health)
   - Master of Science in Medicine (HIV, STIs and Sexual Health)
   - Master of Science in Medicine (Advanced) (HIV, STIs and Sexual Health)
   - Master of Medicine (HIV, STIs and Sexual Health) and Master of Philosophy
   - Master of Science in Medicine (HIV, STIs and Sexual Health) and Master of Philosophy

2. Purpose of proposal

   To request that the Graduate Studies Committee approve:
   1. a name change for an existing elective unit of study; and
   2. a new elective unit of study.

   These changes are planned for semester 1 2017.

3. Details of amendment

   1. We propose to change the name of the current SEXH5409 Adult Sexual Assault to SEHX5409 Medical Management of Interpersonal Violence. The unit of study name change is to reflect changes in content include family violence and physical assault, in addition to the current sexual assault. Existing unit will be revised to ensure that the overall unit material, workload and assessment remains appropriate for a 6 credit point unit of study. These changes are proposed for Semester 1 2017.

   2. A new elective unit is proposed, SEXH5416 Advanced Readings in Sexual Health. This will be a 6 credit point unit of study that will be available to students from Semester 1 2017.

   Attached is the revised UoS table.

4. Transitional arrangements

   The proposal will not affect current students as we do not have any currently enrolled students and both these the units are elective units.

5. Other relevant information

   None

6. Signature of Dean

   Professor Arthur Conigrave, Acting Dean
Pathway: Clinical Medicine

Stream: HIV, STIs and Sexual Health

Compulsory Units of Study

<table>
<thead>
<tr>
<th>Unit of Study code and name</th>
<th>Credit point</th>
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<tbody>
<tr>
<td>Graduate Certificate students must complete</td>
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<tr>
<td>SEXH5401 Introduction - HIV, STIs and Sexual</td>
<td>6 (available semester 1 and</td>
<td>online</td>
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<td>Health</td>
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<tr>
<td>Graduate Diploma students must complete</td>
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<tr>
<td>CEPI5100 Introduction to Clinical Epidemiology</td>
<td>6 (available semester 1 and</td>
<td>online; online/face to</td>
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<td>face</td>
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<td>Master students must complete 12 credit</td>
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<tr>
<td>points of compulsory units of study</td>
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<td>CEPI5100</td>
<td>6 (available semester 1 and</td>
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<td>SEXH5406 Professional Placement</td>
<td>6 (available semester 1 and</td>
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Stream Specific Units of Study - Clinical Medicine Pathway

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<th>Credit point</th>
<th>Delivery mode</th>
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<tbody>
<tr>
<td>Graduate Certificate students must complete SEXH5401 plus 18 credit points of stream specific units of study</td>
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<tr>
<td>Graduate Diploma students must complete 24 credit points of stream specific units of study</td>
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<td>Master students must complete 24 credit points of stream specific units of study</td>
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<thead>
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<tr>
<td>SEXH5200 Advanced STIs</td>
<td>6 (available semester 1)</td>
<td>face to face; block mode</td>
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<tr>
<td>SEXH5206 Diagnostic Methods in Sexual Health</td>
<td>6 (available semester 1)</td>
<td>online/intensive</td>
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<tr>
<td>SEXH5202 Advanced HIV Infection</td>
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<td>SEXH5414 Public Health: HIV, STIs &amp; Sexual Health</td>
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<td>face to face; online</td>
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<table>
<thead>
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<th>Units of Study code and name</th>
<th>Credit point</th>
<th>Delivery mode</th>
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<tbody>
<tr>
<td>Graduate Diploma students complete 6 credit points of stream specific elective units of study</td>
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<td>Code</td>
<td>Title</td>
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<tr>
<td>SEXH5401</td>
<td>Introduction – HIV, STIs and Sexual Health</td>
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<td>SEXH5402</td>
<td>Introduction to Counselling for Health Professions</td>
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<tr>
<td>SEXH5412</td>
<td>Sexual Health &amp; Relationships Education</td>
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<td>SEXH5416</td>
<td>Advanced Readings in Sexual Health</td>
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<td>SEXH5404</td>
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<td>SEXH5409</td>
<td>Adult Sexual Assault Medical Management of Interpersonal Violence</td>
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<td>SEXH5410</td>
<td>Sexual Health Promotion 1</td>
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<td>PUBH5018</td>
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<td>SEXH5405</td>
<td>Contraception and Reproductive Health</td>
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<td>SEXH5407</td>
<td>Sex Gender and Sexuality</td>
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<td>SEXH5408</td>
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<tr>
<td>MIPH5116</td>
<td>Culture, Health, Illness and Medicine</td>
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<td>MIPH5118</td>
<td>Global Perspectives of HIV/AIDS</td>
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<tr>
<td>MIPH5135</td>
<td>Health Systems in Developing Countries</td>
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</table>
Minor Course Amendment Proposal

Faculty: Sydney Medical School, Pain Management Research Institute

Contact person: Professor Michael Nicholas, Professor Chris Peck, Dr Elizabeth Devonshire

1. Name of award course

- Master of Medicine/Science in Medicine (Pain Management)
- Graduate Diploma in Pain Management
- Graduate Certificate in Pain Management

2. Purpose of proposal

1. To request the re-establishment of the elective unit of study, formally PAIN5006: Independent Studies in Pain.
   - In 2015, this unit was redesigned as a capstone unit for the Master of Medicine/Master of Science in Medicine (Pain Management) program. The redesign involved modifications to the unit focus, objectives, content and assessment requirements to enable the management of larger cohort of students and to provide a more direct focus for the integration and synthesis of student learning in the degree program. To reflect this shift in focus, the unit was also renamed – Issues, Controversies in Pain Management.
   - Following the redesign of this unit, and the cessation of the Independent Studies in Pain elective option, we have received a number of requests from students wishing to complete an independent investigative project in a specific area of Pain Management. The re-establishment of this elective option (with a new unit code) would enable the opportunity for students to explore a particular topic or specific area of pain management in much more depth, as previously offered.

2. To request the addition of a new unit of study PAIN5023
   - This unit is being introduced to accommodate the needs of the dentists and other health professionals who currently access the Masters program. It will complement the unit of study PAIN5005: Orofacial Pain and provide an advanced study option for those students who have an interest in developing further expertise in orofacial pain. Using the American Academy of Orofacial Guidelines to determine the unit objectives, content focus and assessment requirements this unit builds on the content in elective PAIN5005.
   - The pain management program already addresses many of the curriculum requirements outlined in the American Academy of Orofacial Pain Guidelines for advanced general dentistry education. Thus, the development of this new unit will provide the opportunity for consideration about the future development of a specialist stream (for dentists) in orofacial pain within the pain management masters program, with minimal effort (unit development) required. Currently, there is no such course offered within Australia and students wishing to undertake study in this field have to access courses offered overseas (in England, Canada and America). Further, within the discipline of Dentistry in Australia, there is considerable support for the establishment of a program in this specialty area.

3. Details of amendment

These changes require no alterations to Faculty of Course Resolutions but require the addition of the following units of study to the UoS table:

- PAIN5022 Independent Studies in Pain
- PAIN5023 Advanced Studies in Orofacial Pain

Both units of study are 6 credit points. See attached revised UoS table.

4. Transitional arrangements

N/A

5. Other relevant information
6. Signature of Dean

[Signature]

Professor Arthur Conigrave, Acting Dean
# Pain Management

## Table of units of study: Pain Management

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
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Assumed knowledge: A degree in science, medicine, pharmacy, nursing, allied health, philosophy/ethics, sociology/anthropology, history, law, communications, public policy, business, economics, commerce, organisation studies, or other relevant field, or by special permission.
Minor Course Amendment Proposal

Faculty: Sydney Medical School, Discipline of Surgery

Contact person: Adjunct Professor Lindsay Wing

1. **Name of award course**
   - Graduate Certificate in Advanced Clinical Skills (Surgical Anatomy)

2. **Purpose of proposal**
   - To modify the four units of study (UoS) for this Graduate Certificate in the following manner:
     1. To change the name of these UoS to more clearly reflect their content. The UoS content will remain the same.
     2. These four UoS are currently co-requisites of each other. We wish to remove these co-requisites to allow greater flexibility for students. Removing the co-requisites does not affect the integrity of the individual UoS, nor the overall course: students must still complete all four UoS to be eligible for the Graduate Certificate in Advanced Clinical Skills (Surgical Anatomy).

3. **Details of amendment**
   - The four current units to be renamed are:
     - SURG5027 - Whole Body Dissection 1
     - SURG5028 - Whole Body Dissection 2
     - SURG5029 - Whole Body Dissection 3
     - SURG5030- Whole Body Dissection 4

   These are to be renamed to:
   - SURG5027 - Head and Neck by Dissection
   - SURG5028 - Thorax & Root of the Neck by Dissection
   - SURG5029 - Limbs and Back by Dissection
   - SURG5030- Abdomen, Pelvis, Perineum by Dissection

   The co-requisites for these four UoS are also to be removed.

4. **Transitional arrangements**
   - No transitional arrangements are required.

5. **Other relevant information**
   - None

6. **Signature of Dean**

   Professor Arthur Conigrave, Acting Dean
**Minor Course Amendment Proposal**

**Faculty:** Sydney Medical School, Discipline of Surgery  
**Contact person:** Jayne Seward

<table>
<thead>
<tr>
<th>1. Name of award course</th>
<th>Master of Surgery</th>
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<table>
<thead>
<tr>
<th>2. Purpose of proposal</th>
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</table>
| To request that the Graduate Studies Committee approve:  
- the deletion of an elective unit of study from the Master of Surgery  
- the removal of a co-requisite from an elective unit of study in the Master of Surgery; and  
- a change in mode of delivery of an elective unit in the Master of Surgery. |

<table>
<thead>
<tr>
<th>3. Details of amendment</th>
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</table>
| - The deletion of unit SURG5013 Safety in Surgery from the Master in Surgery.  
- The removal of co-requisite PUBH5018 from elective unit SURG5035 Surgical Research and Evaluation.  
- SURG5011 (Imaging Surgical Patients) is moving to online only delivery. |

<table>
<thead>
<tr>
<th>4. Transitional arrangements</th>
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</thead>
<tbody>
<tr>
<td>No transitional arrangements are required.</td>
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<th>5. Other relevant information</th>
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<thead>
<tr>
<th>6. Signature of Dean</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Arthur Conigrave, Acting Dean</td>
</tr>
</tbody>
</table>
Minor Course Amendment Proposal

Faculty: Pharmacy

Contact person: Associate Professor Lorraine Smith (Associate Dean, Learning and Teaching)

1. Name of award course
   Graduate Certificate in Pharmacy Practice

2. Purpose of proposal
   1) To amend the Course Resolutions for the Graduate Certificate in Pharmacy Practice to align the period of time a student must obtain and retain provisional pharmacist registration to participate in the Intern Training Program component of the course. This is necessary because the external registering body have brought forward their English language assessment registration requirement such that an applicant who has not met these requirements prior to commencement of the course would no longer be able to meet those requirements and obtain registration within a reasonable time frame.

   2) To amend the name of two (2) Units of Study to more clearly identify them as forming the ‘Intern Training Program’ component of the course. These amendments also align terminology more closely to that of the external registering body.

3. Details of amendments
   1) The Faculty is changing the wording of the course resolutions (Admission to candidature) to reflect registration requirements brought in by the Pharmacy Board of Australia.

   3 Admission to candidature

   (1) Available places will be offered to qualified applicants based on merit, according to the following admissions criteria.

   (2) Admission to candidature requires a bachelor's degree or higher award in Pharmacy from the University of Sydney, or qualifications deemed by the Faculty to be equivalent.

   (3) To commence the Intern Training Program component of the course, applicants must hold provisional (intern) pharmacist registration with the Pharmacy Board of Australia (or successfully apply within 90 days of commencing the course).

   Applicants must apply for, obtain, and maintain provisional (intern) pharmacist registration with the Pharmacy Board of Australia prior to commencing the Intern Training Program component of the course.

   (4) Fully registered pharmacists. Applicants with general (non–intern) pharmacist registration with the Pharmacy Board of Australia are also eligible to enrol in the course (excluding the Intern Training Program component).

2) The Faculty is changing the names of two (2) Units of Study.

   PHAR7111 Applied Pharmacy Practice I Pharmacy Intern Training A
   PHAR7121 Applied Pharmacy Practice II Pharmacy Intern Training B
4. **Transitional arrangements**
Amendment 1 would only affect candidature of currently enrolled students if the Pharmacy Board of Australia removes them from the Register of Pharmacists for professional misconduct reasons. Amendment 2 will affect how Units of Study names appear on the transcript for any student enrolled across more than one calendar year. It is anticipated this will impact only one student.

5. **Other relevant information**
NIL

6. **Signature of Dean**

[Signature]

Professor Iqbal Ramzan
Dean
Graduate Certificate in Pharmacy Practice

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: http://www.sydney.edu.au/policies.

Course Resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GCPHAPRA</td>
<td>Graduate Certificate in Pharmacy Practice</td>
</tr>
</tbody>
</table>

2 Attendance pattern

   The attendance pattern for this course is part time.

3 Admission to candidature

   (1) Available places will be offered to qualified applicants based on merit, according to the following admissions criteria.
   (2) Admission to candidacy requires a bachelor’s degree or higher award in Pharmacy from the University of Sydney, or qualifications deemed by the Faculty to be equivalent.
   (3) To commence the Intern Training Program component of the course, applicants must hold provisional (intern) pharmacist registration with the Pharmacy Board of Australia or successfully apply within 90 days of commencing the course. Applicants must apply for, obtain, and maintain provisional (intern) pharmacist registration with the Pharmacy Board of Australia prior to commencing the Intern Training Program component of the course.
   (4) Fully registered pharmacists Applicants with general (non–intern) pharmacist registration with the Pharmacy Board of Australia are also eligible to enrol in the course (excluding the Intern Training Program component).

4 Requirements for award

   (1) The units of study that may be taken for the course are set out in the Units of Study table for the Graduate Certificate in Pharmacy Practice.
   (2) To qualify for the award of the Graduate Certificate in Pharmacy Practice a candidate must complete 24 credit points, including core units and electives as specified below:
      (a) Applicants who hold current pharmacist practitioner registration upon admission must complete PHAR7110 plus three elective units, which must not include PHAR7111 or PHAR7121 (Intern Training Program).
      (b) Applicants who are eligible to undertake the Intern Training Program upon admission must complete PHAR7111 and PHAR7121 plus two elective units, which must not include PHAR7110.
   (3) Upon completion of PHAR7111 and PHAR7121 (the Intern Training Program) candidates are issued an ITP Certificate of Completion to enable their application for pharmacist practitioner registration with the Pharmacy Board of Australia.
Minor Course Amendment Proposal

Faculty: Pharmacy

Contact person: Associate Professor Lorraine Smith, Associate Dean, Learning and Teaching

1. Name of award course
   Master of Pharmacy

2. Purpose of proposal
   1) To clarify Progression Rules from Year 1 to Year 2, and provide information about the process of applying for a prerequisite waiver for students who only fail one subject.

   2) To split a 12 credit point Unit of Study covering experiential placements into two Units of Study of 3 and 9 credit points reflecting the two phases of the experiential placements over the first year. This will also change the occurrence to be wholly within Year 1 to be able to administer more easily within Sydney Student.

3. Details of amendment
   1) Add to the Progression Rules to clarify progression from Year 1 to Year 2 and add information about applying for a prerequisite waiver.

   7 Progression rules
   (1) Candidates can enrol in the course with 12 credit points of prerequisite subjects outstanding as long as these units of study are completed by the start of semester 2 of the first year of the Master of Pharmacy.

   (2) Except with the permission of the Dean, candidates may not take second year units of study until they have gained credit for all 48 credit points in first year units of study.

   (3) Candidates who fail only one unit of study in the first year and who have an annual average mark (AAM) >60 for first year, may apply to the Dean for a prerequisite waiver which would allow enrolment in the full complement of second year units of study in addition to the failed unit of study.

   2) Amend the Units of Study table to split a first year 12 credit point Unit of Study into two Units of Study of 3 and 9 credit points. This will facilitate the administration of assessment tasks which occur in two separate stages over the year. The current Unit of Study is listed as Intensive February (occurring at the end of Year 1) but putting the Unit of Study enrolment in Year 2. The two new Unit of Study sessions will change to Intensive July and Intensive December instead, putting them both within the Year 1 diet.

<table>
<thead>
<tr>
<th>Unit of Study</th>
<th>Credit Points</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHAR5X18 Experiential Placement 1</td>
<td>12</td>
<td>Intensive February</td>
</tr>
<tr>
<td>PHAR5718 Experiential Placement 1A</td>
<td>3</td>
<td>Intensive July</td>
</tr>
<tr>
<td>PHAR5719 Experiential Placement 1B</td>
<td>9</td>
<td>Intensive December</td>
</tr>
</tbody>
</table>

   Course Resolutions and Units of Study to be amended as noted above.
   The AQF learning outcomes for this degree are unchanged.

4. Transitional arrangements
   This will apply to all students in the Master of Pharmacy from 2017.
5. **Other relevant information**
The Course Resolutions and Unit of Study table for the Master of Pharmacy were amended early in the year and approved by the Academic Board in May 2016. This minor course amendment is a further refinement of that change.

6. **Signature of Dean**

[Signature]

Professor Iqbal Ramzan
Minor Course Amendment Proposal

Faculty: Sydney Conservatorium of Music

Contact person: Associate Professor Kathleen Nelson

1. Name of award course

Doctor of Musical Arts

2. Purpose of proposal

To amend the Resolutions in order to align these with current University of Sydney policy and procedures including the *Thesis and Examination of Higher Degree by Research Policy 2015*, *Thesis and Examination of Higher Degree by Research Procedures 2015*, and the *University of Sydney (Higher Degree by Research) Rule 2011*. This will allow for better management and reduce potential for confusion. Most importantly among the changes are those that reflect the definition of the 'thesis' found in the current policies as that definition incorporates artistic and creative work within the thesis.

Sections of the Course Resolutions to be amended are shown below.

3. Details of amendment

Part 2: Admission requirements

3 Application for admission to candidature

(1) An applicant for admission to candidature must submit to the Faculty:

(a) satisfactory evidence of the applicant's eligibility for admission;

(b) a proposed course of research and advanced study, approved by the Associate Dean in which the work is to be undertaken; and

(c) a statement certifying the applicant's understanding that, subject to the HDR Rule, if the candidature is successful, his or her thesis will be lodged with the University Librarian and made available for immediate public use.

(2) In addition, an applicant for admission to part-time candidature must submit a statement that he or she will have sufficient time available to complete the requirements of the degree in accordance with these resolutions.

Part 3: Candidature

5 Appointment of supervisor

(1) The Associate Dean will appoint a suitably qualified supervisors and associate supervisor for each candidate in accordance with the HDR Rule and Academic Board policies for postgraduate research higher degree supervision.

(2) The Associate Dean will also appoint a performance/creative works advisor, who may be the supervisor or the associate auxiliary supervisor or who may be in addition to the supervisor or associate auxiliary supervisor.

Part 4: Requirements

8 Degree requirements

(1) To satisfy the requirements of the degree candidates must:

(a) complete any specified probationary requirements;

(b) complete 36 credit points of units of study, as set out in the Faculty Handbook;

(c) present performances/creative works and research seminars;

(d) complete a program of supervised research leading to a thesis comprising substantial performance/portfolio of creative work and a thesis dissertation of 25,000 to 30,000 words, both of which. The thesis shall be an original contribution to the field concerned.

9 The thesis and final performance

A candidate shall produce a thesis and a performance/creative work that meets the requirements specified in the HDR Rule.
Part 6: Examination

17 Examination of the thesis and including the final public performance/creative work

(1) The thesis
Examination of the thesis will be conducted in general accordance with standards prescribed by Academic Board for the Doctor of Philosophy.

(2) The final public performance/creative work
(a) Candidates who will present a final public performance must notify the Faculty Conservatorium in writing of their intention to present their final public performance/creative work at least three months prior to the date of the performance if this is earlier than their intended date of thesis submission.
(b) The examiners appointed by the Faculty to examine the thesis will also examine and report on both the written dissertation and the performance/creative work.
(c) The performance/creative work shall be recorded and the recording (and/or compositions) presented to the examiners together with the thesis.
(d) Where possible and relevant, the examiners will also attend the performance/creative work, but will not participate in any internal assessment of readiness for examination.

Part 7: Other

19 Transitional provisions
(1) These course resolutions apply to students who commenced their candidature after 1 January, 20147 and students who commenced their candidature prior to 1 January, 20147 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 20147 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

4. Transitional arrangements
These amendments will apply to students who commenced their candidature after 1 January 2017.

5. Other relevant information

6. Signature of Dean

[Signature]
Doctor of Musical Arts

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: sydney.edu.au/policies.

Course resolutions

Part 1: Preliminary

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course and stream title</th>
</tr>
</thead>
<tbody>
<tr>
<td>RPMUSART-01</td>
<td>Doctor of Musical Arts</td>
</tr>
</tbody>
</table>

Part 2: Admission requirements

2 Eligibility for admission to candidature

(1) To be eligible to be admitted to candidacy by the Dean or Associate Dean, an applicant must:
(a) hold or have completed the requirements for -
(I) the degree of Bachelor of Music (Performance) from the University of Sydney, with first class honours or second class honours, first division; or equivalent qualification; or
(II) a bachelor's degree from the University of Sydney, with first class honours or second class honours, first division, in a related area of study; or equivalent qualification; or
(III) a master's degree from the University of Sydney, completed by research in a related area, with a weighted average mark of at least 75 for the performance research components, including a Distinction grade for the final, written research component; or equivalent qualification; or
(IV) a master's degree from the University of Sydney, completed by coursework in a related area, with a weighted average mark of at least 80; or equivalent qualification; and
(b) perform successfully at an audition/interview in the principal study, receiving a minimum audition/interview mark of 80%.
(2) The Dean or Associate Dean may admit to candidature an applicant who does not meet the requirements of sub-clause (1), provided that the applicant holds a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to those prescribed in sub-clause (1).

3 Application for admission to candidacy

(1) An applicant for admission to candidacy must submit to the Faculty:
(a) satisfactory evidence of the applicant's eligibility for admission;
(b) a proposed course of research and advanced study, approved by the Associate Dean in which the work is to be undertaken; and
(c) a statement certifying the applicant's understanding that, subject to the HDR Rule, if the candidature is successful, his or her thesis will be lodged with the University Librarian and made available for immediate public use.
(2) In addition, an applicant for admission to part-time candidature must submit a statement that he or she will have sufficient time available to complete the requirements of the degree in accordance with these resolutions.

4 Credit transfer

The HDR Rule specifies the conditions for the granting of credit for previous studies, including the effect on completion times.

Part 3: Candidature

5 Appointment of supervisor

(1) The Associate Dean will appoint a suitably qualified supervisor and associate supervisor for each candidate in accordance with the HDR Rule and Academic Board policies for postgraduate research higher degree supervision.
(2) The Associate Dean will also appoint a performance/creative works advisor, who may be the supervisor or the associate auxiliary supervisor or who may be in addition to the supervisor or associate auxiliary supervisor.

6 Control of candidature

The HDR Rule specifies the conditions for the control of candidature by the University.

7 Location of candidature and attendance

The HDR Rule specifies the conditions for the location of candidature and attendance by candidates at the University.

Part 4: Requirements

8 Degree requirements

(1) To satisfy the requirements of the degree candidates must:
(a) complete any specified probationary requirements;
(b) complete 36 credit points of units of study, as set out in the Faculty Handbook;
The thesis and final performance

A candidate shall produce a thesis and a performance/creative work that meets the requirements specified in the HDR Rule.

Part 5: Enrolment and progression

10 Probation

(1) A candidate is normally accepted for candidature on a probationary basis for a period not exceeding one year according to the provisions of the HDR Rule.

In the probationary period each candidate must:

(a) If proceeding on a full-time basis -
   (I) complete 36 credit points of units of study as prescribed, with a weighted average mark of at least 75;
   (II) attend an annual review interview during which the candidate will present and defend a refined research plan for the following two years; and
   (III) demonstrate adequate English language competency for the completion of the degree.

(b) If proceeding on a part-time basis -
   (I) complete credit points of units of study as prescribed, with a weighted average mark of at least 75;
   (II) develop and present a refined research proposal to the satisfaction of the supervisor and Associate Dean; and
   (III) demonstrate adequate English language competency for the completion of the degree.

11 Time limits, earliest and latest submission dates

The HDR Rule specifies the allowable completion times and submission dates available for full- and part-time candidates in this course.

12 Mode of attendance

The attendance pattern for this course is full-time or part-time according to candidate choice. Visa requirements commonly restrict international students to full-time study only.

13 Discontinuation of candidature

A candidate may discontinue enrolment in a unit of study or the degree subject to the conditions specified by the HDR Rule.

14 Suspension of candidature

A candidate may suspend enrolment from the degree subject to the conditions specified by the HDR Rule.

15 Leave of absence

A candidate may take leave of absence from the degree subject to the conditions specified by the HDR Rule.

16 Progress

A candidate is required to maintain satisfactory progress towards the timely completion of the degree. Progress will be reviewed annually according to the provisions of the HDR Rule.

Part 6: Examination

17 Examination of the thesis and including the final public performance/creative work

(1) The thesis

Examination of the thesis will be conducted in general accordance with standards prescribed by Academic Board for the Doctor of Philosophy.

(2) The final public performance/creative work

(a) Candidates who will present a final public performance must notify the Faculty Conservatorium in writing of their intention to present their final public performance/creative work at least three months prior to the date of the performance if this is earlier than their intended date of thesis submission.

(b) The examiners appointed by the Faculty to examine the thesis will also examine and report on both the written dissertation and the performance/creative work.

(c) The performance/creative work shall be recorded and the recording (and / or compositions) presented to the examiners together with the thesis.

(c) Where possible and relevant, the examiners will also attend the performance/creative work, but will not participate in any internal assessment of readiness for examination.

18 Award of the degree

The degree is awarded at the pass level only.

Part 7: Other

19 Transitional provisions

(1) These course resolutions apply to students who commenced their candidature after 1 January, 2014 and students who commenced their candidature prior to 1 January, 2014 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.
Minor Course Amendment Proposal

Faculty: Sydney Conservatorium of Music

Contact person: Associate Professor Kathleen Nelson

1. Name of award course

Master of Music

2. Purpose of proposal

To amend the Course Resolutions for the Master of Music with the primary aim of bringing these into alignment with current University of Sydney policy and procedures including the *Thesis and Examination of Higher Degree by Research Policy 2015*, *Thesis and Examination of Higher Degree by Research Procedures 2015*, and the *University of Sydney (Higher Degree by Research) Rule 2011*. This will allow for better management and reduce the likelihood of confusion.

Most importantly, the use of the term ‘thesis’ has been adjusted to reflect the current policy definition that allows for incorporation of artistic or creative works within a thesis. This adjustment is necessary for the Composition and Performance streams of the degree resolutions. In addition some clarifications have been made including clarification of the examination process for the Performance stream; the length of the written component (termed dissertation) for the Composition and Performance streams has been made the same; and the term ‘performance research’ has been introduced for the Performance stream.

Other points are updated such as the description of appointment of supervisors bringing into line with current policy, and redundant or unnecessary segments left over from previous updates or previous policies are removed.

Amended segments of the Course Resolutions are shown below.

3. Details of amendment

Part 2: Admission requirements

2 Eligibility for admission to candidature

(4) Master of Music (Performance)

(b) Applicants must

(I) present a program on their principal instrument in audition at graduating undergraduate standard;

(II) present a 1500-2000 word summary of their proposed area of research/creative work performance research; and

(III) attend an interview.

3 Application for admission to candidature

(1) An applicant for admission to candidature must submit to the Faculty:

(a) satisfactory evidence of the applicant’s eligibility for admission;

(b) a proposed course of research and advanced study, approved by the Associate Dean in which the work is to be undertaken; and

(c) a statement certifying the applicant’s understanding that, subject to the HDR Rule, if the candidature is successful, his or her thesis will be lodged with the University Librarian and made available for immediate public use.

(2) In addition, an applicant for admission to part-time candidature must submit a statement that he or she will have sufficient time available to complete the requirements of the degree in accordance with these resolutions.

Part 3: Candidature

5 Appointment of supervisor

The Associate Dean will appoint a suitably qualified supervisors and associate supervisor for each candidate in accordance with the HDR Rule and Academic Board policies for postgraduate research higher degree supervision.
Part 4: Requirements

9 Degree requirements
   (1) Master of Music (Composition)
      (a) To satisfy the requirements of the degree candidates must:
         (I) complete any specified probationary requirements;
         (II) complete prescribed units of study, as set out in the Faculty Handbook;
         (III) carry out composition and research on the approved topic; and
         (IV) submit a thesis comprising the portfolio of original compositions and the dissertation of 10,000
             to ±520,000 words associated with the candidate's composition portfolio, embodying the results of the
             research; and
         (V) submit a substantial body of original compositions.
      (b) The portfolio submitted in partial fulfilment of the requirements for the Master of Music-
          (Composition) must:
         (I) be submitted in a form prescribed by the Faculty Research Committee; and
         (II) be accompanied by a statement from the candidate's supervisor certifying that the form of
             presentation of the portfolio is satisfactory.
   (3) Master of Music (Musicology)
      (a) To satisfy the requirements of the degree candidates must:
         (I) complete any specified probationary requirements;
         (II) complete prescribed units of study, as set out in the Faculty Handbook;
         (III) carry out research as approved for the thesis; and
         (IV) submit a thesis, which may be in the form of a portfolio of research of 25,000 to 40,000 words
             embodying the results of the research.
      (b) The thesis submitted in partial fulfilment of the requirements for the Master of Music-
          (Musicology) must:
         (I) be submitted in a form prescribed by the Faculty Research Committee; and
         (II) be accompanied by a statement from the candidate's supervisor certifying that the form of
             presentation of the thesis is satisfactory.
   (4) Master of Music (Performance)
      (a) To satisfy the requirements of the degree candidates must:
         (I) complete any specified probationary requirements;
         (II) complete prescribed units of study, as set out in the Faculty Handbook;
         (III) prepare performances and/or recordings and give performances on their principal instrument, as
             required by the Associate Dean;
         (III) carry out performance research on the approved topic; and
         (IV) submit a thesis embodying the results of the research and comprising a final 50-80 minute
             performance and a written dissertation of ±510,000 to 20,000 words. embodying the results of the
             research and/or recordings.

10 The thesis
    A candidate shall produce a thesis that meets the requirements specified in the HDR Rule.

Part 6: Examination
18 Examination of the thesis and other degree components
   (1) The thesis
      (a) Examination of the thesis will be conducted in general accordance with standards prescribed by
          Academic Board for the Doctor of Philosophy, except that:
         (1) Examination of the thesis, including theses containing composition or performance components,
             will be conducted in general accordance with policy and procedures prescribed by Academic Board
             for masters degrees by research.
         (I) three copies of the thesis shall be submitted by the candidate;
         (2) two examiners will be appointed by the Faculty, at least one of whom shall be external to the
             University; and
         (a) in the case of theses containing composition or performance components, the same two examiners
             will normally examine all components of the thesis; and
         (b) for the master of Music (Performance), the final performance will be recorded and sent to the

Minor Course Amendment Proposal Version 03.09.2012
examiners together with the dissertation; and, the examiners for Master of Music (Performance) may choose to attend the final performance but will not participate in any internal assessment of readiness for examination.

(3) The Faculty Research Committee will act in place of the PhD Award Sub-Committee.

(4) The thesis will be graded by the examiners and a 'Thesis grade' will be recorded on the academic transcript.

(2) Other examinable components
(a) Master of Music (Composition)
(i) The examiners appointed by the Faculty to examine the thesis will also examine and report on the portfolio.
(b) Master of Music (Performance)
(i) For the final public recital, given as part of the degree requirements, the Faculty will appoint an examination panel to assess the candidate's performance and/or recording.
(ii) At least one of the examiners on the panel shall not be a member of Faculty staff.

Part 7: Other
20 Transitional provisions
(1) These course resolutions apply to students who commenced their candidature after 1 January, 20167.

(2) Candidates who commenced prior to 1 January, 20167 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

4. Transitional arrangements

Candidates who commenced prior to 1 January, 2017 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Conservatorium may specify alternative requirements for completion of candidatures that extend beyond this time.

5. Other relevant information

Deletion of the stream Master of Music (Applied Research in Music Performance) is tabled as a further action via the Course Deletion Proposal template.

6. Signature of Dean

[Signature]
Master of Music

Master of Music

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism. Up to date versions of all such documents are available from the Policy Register: sydney.edu.au/policies.

Course resolutions

Part 1: Preliminary

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course and stream title</th>
</tr>
</thead>
<tbody>
<tr>
<td>RMMUARMP-01</td>
<td>Master of Music (Applied Research in Music Performance)</td>
</tr>
<tr>
<td>RMMUCOMP-02</td>
<td>Master of Music (Composition)</td>
</tr>
<tr>
<td>RMMUMEDU-02</td>
<td>Master of Music (Music Education)</td>
</tr>
<tr>
<td>RMMUMUSI-02</td>
<td>Master of Music (Musicology)</td>
</tr>
<tr>
<td>RMMUPERF-02</td>
<td>Master of Music (Performance)</td>
</tr>
</tbody>
</table>

Part 2: Admission requirements

2 Eligibility for admission to candidature

(1) Master of Music (Applied Research in Music Performance)

(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for;

(I) the degree of Bachelor of Music from the University of Sydney; or

(II) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).

(b) Applicants must

(I) present a 1500-2000 word summary of their proposed area of research; and

(II) attend an interview.

(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not meet the requirements of paragraph (a), provided that the applicant has exceptional qualifications and presents evidence of having the aptitude required for undertaking the course.

(1) Master of Music (Composition)

(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:

(I) the degree of Bachelor of Music (Composition) from the University of Sydney; or

(II) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).

(b) Applicants must

(I) present a folio of original compositions; and

(II) present a 1500-2000 word summary of their proposed area of research/creative work; and

(III) attend an interview.

(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not meet the requirements of paragraph (a), provided that the applicant has exceptional qualifications and presents evidence of having the aptitude required for undertaking the course.

(2) Master of Music (Music Education)

(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:

(I) the degree of Bachelor of Music (Music Education) from the University of Sydney; or

(II) a qualification or qualifications that, in the opinion of the Faculty Research Committee, are equivalent to that prescribed in sub-paragraph (i).

(b) Applicants must

(I) present a 1500-2000 word summary of their proposed area of research work; and

(II) attend an interview.

(c) In exceptional circumstances the Dean may admit to candidature an applicant who does not meet the requirements of paragraph (a), provided that the applicant has exceptional qualifications and presents evidence of having the aptitude required for undertaking the course.

(3) Master of Music (Musicology)

(a) To be eligible to be admitted to candidature by the Dean or Associate Dean, an applicant must hold or have completed the requirements for:

(I) the degree of Bachelor of Music from the University of Sydney; or
17 August 2016

Academic Board

1. Application for admission to candidature

(1) An applicant for admission to candidature must submit to the Faculty:
(a) satisfactory evidence of the applicant's eligibility for admission;
(b) a proposed course of research and advanced study, approved by the Associate Dean in which the work is to be undertaken; and
(c) a statement certifying the applicant's understanding that, subject to the HDR Rule, if the candidature is successful, his or her thesis will be lodged with the University Librarian and made available for immediate public use.

(2) In addition, an applicant for admission to part-time candidature must submit a statement that he or she will have sufficient time available to complete the requirements of the degree in accordance with these resolutions.

2. Credit transfer

The HDR Rule specifies the conditions for the granting of credit for previous studies, including the effect on completion times.

3. Appointment of supervisor

The Associate Dean will appoint a suitably qualified supervisor and associate supervisor for each candidate in accordance with the HDR Rule and Academic Board policies for postgraduate research higher degree supervision.

4. Control of candidature

The HDR Rule specifies the conditions for the control of candidature by the University.

5. Location of candidature and attendance

The HDR Rule specifies the conditions for the location of candidature and attendance by candidates at the University.

6. Part 4: Requirements

7. Streams

(a) Applied Research in Music Performance;
(b) Composition;
(c) Music Education;
(d) Musicology; and
(e) Performance.


(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) carry out research on the approved topic; and
(iv) submit a thesis of approximately 40,000 words embodying the results of the research.

9. Degree requirements

(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) carry out composition and research on the approved topic; and
(iv) submit a thesis comprising the portfolio of original compositions and the dissertation of 10,000 to 46,000 words associated with the candidate's composition portfolio embodying the results of the research; and submit a substantial body of original compositions.

(b) The portfolio submitted in partial fulfilment of the requirements for the Master of Music (Composition) must:
(i) be submitted in a form prescribed by the Faculty Research Committee; and
(ii) be accompanied by a statement from the candidate's supervisor certifying that the form of presentation of the portfolio is satisfactory.

10. Master of Music (Music Education)

(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) carry out research on the approved topic; and
(iv) submit a testamur including the stream completed.
The thesis submitted in part or wholly shall be submitted in a form embodying the results of the research and/or recordings of the performance.

Examination of the thesis

Master of Music (Performance)

(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) carry out research as approved for the thesis; and
(iv) submit a thesis, which may be in the form of a portfolio of research of 25,000 to 40,000 words embodying the results of the research;
(b) The thesis submitted in partial fulfilment of the requirements for the Master of Music (Musicology) must:
(i) be submitted in a form prescribed by the Faculty Research Committee; and
(ii) be accompanied by a statement from the candidate’s supervisor certifying that the form of presentation of the thesis is satisfactory.

Master of Music (Musicology)

(a) To satisfy the requirements of the degree candidates must:
(i) complete any specified probationary requirements;
(ii) complete prescribed units of study, as set out in the Faculty Handbook;
(iii) prepare performance or research on their principal instrument, as required by the Associate Dean;
(iv) carry out performance research on the approved topic; and
(v) submit a thesis embodying the results of the research and comprising a final 50-80 minute performance and a written dissertation of 15,000 to 20,000 words, embodying the results of the research and/or recordings.

The thesis

A candidate shall produce a thesis that meets the requirements specified in the HDR Rule.

Part 5: Enrolment and progression

Probation

(1) A candidate is normally accepted for candidature on a probationary basis for a period not exceeding one year according to the provisions of the HDR Rule.

(2) In the probationary period each candidate must:
(a) complete a specified research methods unit of study;
(b) develop and present a refined research proposal to the satisfaction of the Supervisor and Associate Dean; and
(c) demonstrate adequate English language competency for the completion of the degree.

Time limits, earliest and latest submission dates

The HDR Rule specifies the allowable completion times and submission dates available for full- and part-time candidates in this course.

Mode of attendance

The attendance pattern for this course is full-time or part-time according to candidate choice. Visa requirements commonly restrict international students to full-time study only.

Discontinuation of candidature

A candidate may discontinue enrolment in a unit of study or the degree subject to the conditions specified by the HDR Rule.

Suspension of candidature

A candidate may suspend enrolment from the degree subject to the conditions specified by the HDR Rule.

Leave of absence

A candidate may take leave of absence from the degree subject to the conditions specified by the HDR Rule.

Progress

A candidate is required to maintain satisfactory progress towards the timely completion of the degree. Progress will be reviewed annually according to the provisions of the HDR Rule.

Part 6: Examination

Examination of the thesis and other degree components

(1) The thesis

(a) Examination of the thesis will be conducted in general accordance with standards prescribed by Academic Board for the Doctor of Philosophy, except that:

(i) Examination of the thesis, including theses containing composition or performance components, will be conducted in general accordance with policy and procedures prescribed by Academic Board for masters degrees by research;

(ii) three copies of the thesis shall be submitted by the candidate;

(b) Two examiners will be appointed by the Faculty, at least one of whom shall be external to the University; and

(c) in the cases of theses containing composition or performance components, the same two examiners will normally examine all components of the thesis; and

(d) if the master of Music (Performance), the final performance will be recorded and sent to the examiners together with the dissertation; and, the examiners for Master of Music (Performance) may choose to attend the final performance but will not participate in any internal assessment of readiness for examination.

(3) The Faculty Research Committee will act in place of the PhD Award Sub-Committee.

(4) The thesis will be graded by the examiners and a ‘Thesis grade’ will be recorded on the academic transcript.

Other examinable components

(a) Master of Music (Composition)

(i) The examiners appointed by the Faculty to examine the thesis will also examine and report on the portfolio.

(ii) Master of Music (Performance)

(iii) For the final public recital, given as part of the degree requirements, the Faculty will appoint an examination panel to assess the candidate’s performance and/or recording.

(iv) At least one of the examiners on the panel shall not be a member of Faculty staff.

Award of the degree

The degree is awarded at the pass level only.
ESSENTIAL RESOURCES FOR
POSTGRADUATE HIGHER DEGREE BY RESEARCH STUDENTS POLICY 2012

The Deputy Vice-Chancellor (Education), as delegate of the Senate of the University of Sydney, adopts the following policy.

Dated: 1 December 2011

Last amended: 

Signature: 

Name: Professor Derrick Armstrong Philippa Pattison

CONTENTS

1 Name of policy
2 Commencement
3 Policy is binding
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18 Sustainability
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1 Name of policy

This is the Essential Resources for Postgraduate Higher Degree by Research Students Policy 2012

2 Commencement

This policy commences on 1 January 2012
3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

4 Statement of intent

This policy:

(a) sets out the University's commitment to providing postgraduate research students with the support and resources necessary for them to undertake their research successfully and complete their degrees;
(b) supports the proper supervision and training of postgraduate research students;
(c) supports the sustainable and responsible use of resources; and
(d) provides for shared and equitable access to finite support resources.

5 Application

This policy applies to:

(a) the University, staff, students and affiliates; and
(b) all postgraduate higher degrees by research training at the University.

6 Definitions

- **progress plan** means a progress plan developed in accordance with the Progress Planning and Review for Higher Degree by Research Students Policy 2016.
- **research student** means a person who is currently admitted to candidature in a postgraduate higher degree by research award course at the University, as defined in the University of Sydney (Higher Degree by Research) Rule 2011.

7 Supervision

(1) The supervisory relationship is one of the most important aspects of the higher degree by research experience. Successful completion of postgraduate research degrees is closely related to high quality supervision.

(2) Every research student must have an appropriately qualified supervisor and associate supervisor.

Note: As at the date of this policy, detailed information about research supervision can be found in Postgraduate Research Higher Degree Training Supervision at the University of Sydney: Supervision of Higher Degree by Research Students Policy 2013, which can be found at http://sydney.edu.au/policies/showdoc.aspx?recnum=PODC2013/316http://sydney.edu.au/ab/policies/PG_Resch_Hghr_Dgree_Train_Sprvsn.pdf.
(3) Where possible, aspiring research students should contact potential supervisors before submitting an application for candidature.

Note: As at the date of this policy, aspiring research students can discover research opportunities and connect with potential supervisors through the University’s Research Supervisor Connect website which can be found at http://sydney.edu.au/future_students/international_postgraduate_research/research_supervisor.shtml

8 Orientation, induction and training

(1) All research students will have access to suitable orientation and induction events run by the University, faculty, school or department.

Note: As at the date of this policy, guidelines to induction and orientation can be found at: http://sydney.edu.au/graduate_studies_office/students/studentresources.shtml

(2) The University will provide research students with a Graduate Studies Handbook, or equivalent document, which is a convenient source of reference about the requirements for postgraduate degrees, graduate diplomas and graduate certificates, higher degrees by research at the University.

Note: As at the date of this policy, this document information is available at http://sydney.edu.au/handbooks/postgrad_hb.html the HDR Administration Centre website at http://sydney.edu.au/research_support/students/index.shtml

(3) The University will provide research students with opportunities for professional development as university teachers.

Note: As at the date of this policy, information about Sessional Teaching Development courses is available at http://www.itl.usyd.edu.au/programs/sessionals.htm

(4) The University will provide research integrity training.

Note: As at the date of this policy, information about research integrity training is available at http://sydney.edu.au/graduate_studies_office/students/trp.shtml#rrp

(5) Students and supervisors should use the progress plan to discuss the skills development required and training opportunities available.

9 Support services

(1) The University is committed to ensuring that all research students have sufficient support during their candidature.

(2) Higher degree by research students must have access to the services provided by Student Support Services, the Learning Centre and the Institute of Teaching & Learning (ITL) Educational Innovation.


(3) Support resources should be discussed between research students and their supervisors as part of the students’ annual progress review. Ongoing discussion
and review between the student, supervisor and faculty should also occur as necessary to ensure appropriate resources are available.

(4) Support resources required for research students will vary according to each individual project, and may vary across the duration of candidature.

(5) In addition to support services provided by the University, faculties will support research students to connect with the University’s research culture, including by:
   (a) in-house research seminars;
   (b) project and reading groups; and/or
   (c) cross-disciplinary opportunities.

(6) Faculties will determine and record on the progress plan the training requirements for research students in areas such as statistical methodology, research and writing.

(7) Concerns about the availability of support resources should, in the first instance, be raised with the supervisor, and then with the school, faculty or the service providing the resource (such as the Library, Student Centre, Learning Centre, or other non-faculty service).

10 Provision of infrastructure

(1) The University is committed to improving the availability of office facilities for all research students.

(2) Postgraduate research space will be included as a consideration in building planning and through the development of best practises for research student space.

(3) Faculties are expected to provide research students with:
   (a) access to appropriate office space that:
      (i) is safe;
      (ii) complies with occupational workplace health and safety requirements; and
      (iii) meets the recommendations of the Tertiary Educational Facilities Management Association (TEFMA) guidelines on the provision of space for postgraduate research students;
   
   Note: As at the date of this policy, the TEFMA document is available at http://www.tefma.com/uploads/content/26-TEFMA-SPACE-PLANNING-GUIDELINES-FINAL-ED3-28-AUGUST-09.pdf

   (b) where possible, a dedicated sole-use desk located in a shared room close to the student’s disciplinary area;
   
   Note: The age of many buildings at the University means that not all are able to contain office space that meets accessibility requirements. Students with mobility or accessibility concerns should contact Disability Services to discuss specific needs. As at the date of this policy, Disability Services can be contacted at http://sydney.edu.au/stuserv/disability/index.shtml

   (c) office facilities, including:
      (i) a desk and chair;
(ii) lockable storage;

(iii) technology access, including access to power and computing resources with network access;

(iv) amenities including a tea room, or equivalent, and toilets.

(d) appropriate work space and laboratory or studio space and equipment, consumables, fieldwork and other costs, with which to conduct research subject to availability. These requirements will vary according to individual projects, and may change across the course of a project. They must be agreed between research student and supervisor at the beginning of the candidature and reviewed at least annually;

(e) technical support and research and communication tools such as software, access to the internet, University networks and email;

Note: As of the date of this policy, information about information technology can be found at: http://sydney.edu.au/ict/student/ Information about access to software can be found at: http://staff.ask.sydney.edu.au/app/answers/detail/a_id/115/related/1

(e)(f) a reasonable quantity of photocopying and printing; and

(f)(g) reasonable use of fax, postage and telephones for research purposes, and a University mailing address.

11 Access to work space

Research students should have “after hours” access to offices, laboratories or shared work spaces where security and safety considerations permit. Ideally, this access should be available 24 hours.

12 Working off campus

(1) Research students on approved leave to conduct research off campus must have reasonable access to University network services and other resources required to support their research and thesis preparation.

(2) Costs associated with research work off-campus should be discussed and agreed with the supervisor and faculty.

(3) Staff and students are responsible for workplace safety whether working on or off campus, consistently with:

(a) the Work Health and Safety Policy 2012;

(b) the Work Health and Safety Procedures 2012; and

(c) Fieldwork Safety Standards

Note: As of the date of this policy, the Fieldwork Safety Standards can be found at: http://sydney.edu.au/whs/guidelines/fieldwork/index.shtmlGuidelines

13 Conference presentations

(1) All research students are encouraged to present their work at conferences.
(2) The University’s Postgraduate Research Student Support (PRSS) Scheme is available to assist research students to present and attend at local and international conferences. Applications should be made through the relevant faculty.

Note: As at the date of this policy, information about the PRSS can be found at [http://sydney.edu.au/scholarships/research/prss.shtml](http://sydney.edu.au/scholarships/research/prss.shtml)

14 School culture and professional development opportunities

(1) Research students should be encouraged to engage in and contribute to the professional life and culture of the school wherever possible.

(2) Schools may offer suitably qualified research students the opportunity to tutor, demonstrate or engage in other professional development activities.

15 Library resources

(1) Research students will have access to library services, including access to Australian and overseas inter-library loans

(2) Research students should make effective and efficient use of library resources. This may require participation in general induction sessions and tours, as well as specialist courses run by the University Library. The University Library may also provide personal consultations for research students with faculty liaison librarians.

(3) All research students are entitled to off-campus access to the University Library’s licensed electronic resources.

16 Parking

Research students may apply for parking permits in accordance with the [University’s parking policy](http://sydney.edu.au/facilities/security/parking.shtml).

Note: As at the date of this policy, information about parking permits can be found at [http://sydney.edu.au/facilities/security/parking.shtml](http://sydney.edu.au/facilities/security/parking.shtml)

17 Working in areas not controlled by the University

(1) Many research students will conduct their research or study in places not controlled by the University, such as clinical schools, other research institutes or workplace, the field or other external organisations. In these cases, control over space, resources or the provision of information technology will be subject to the policies and procedures of the relevant organisation.

(2) Students may raise any concerns regarding research or study in places not controlled by the University with their supervisor and faculty.

(3) Students working in areas not controlled by the University should must inform themselves of the WHS requirements and systems of the place where they are conducting their activities and/or research.

(4) Safety incidents which occur in areas not controlled by the University are still considered safety incidents and must be reported in Riskware.
18 **Sustainability**

Research students are encouraged to use resources with an awareness of environmental sustainability impacts. For example, students are encouraged to use, read and store materials digitally in preference to photocopying or printing hard copies.

**Note:** See the *Environmental Sustainability Policy 2015*.

19 **Sharing resources**

(1) Support resources must be used effectively and efficiently for the benefit of all research students.

(2) Shared facilities must not be used in a manner which prevents or discourages other research students’ use of them. For example, use of more than the allocated locker or storage space or the permanent occupation of a shared area is not acceptable.

20 **Responsible completion**

Upon completion of their degrees, research students must:

(a) leave University workspaces fit for use by others, removing all stored materials, possessions or files; and

(b) return any equipment or materials loaned by the University promptly.

21 **Resources available while under examination**

(1) While under examination, research students must have access to:

(a) the library, including online library services;

**Note:** Students under examination can apply for a temporary Library card at http://www.library.usyd.edu.au/borrowing/cards.html

(b) information technology systems as required, including a University email address and Unikey access.

**Note:** IT assistance can be obtained via email: ict.support@sydney.edu.au or phone 9351 6000

(c) the services provided by Student Support Services, Careers Centre, Learning Centre and Educational Innovation.

**Note:** As at the date of this policy, information about Student Support Services (including Careers Centre) is available at http://sydney.edu.au/current_students/student_services/index.shtml, information about the Learning Centre is available at http://sydney.edu.au/lc and information about the Education Innovation is available at http://sydney.edu.au/education-portfolio/ei

(2) Faculties may allow research students under examination access to other facilities as deemed necessary by the head of department or associate dean.
21 **Use of materials, and sanctioned organisations**

(1) Support resources must only be used for the purposes for which they are intended, that is research students' research. They should not be used for unrelated purposes.

(2) In particular, University resources may never be supplied to persons or organisations the subject of sanctions by the United Nations Security Council or Australian autonomous sanctions, as notified by the Department of Foreign Affairs and Trade.

**Note:** As at the date of this policy, information about persons and organisation currently subject to sanctions can be found at [http://www.dfat.gov.au/un/unsc_sanctions/index.html](http://www.dfat.gov.au/un/unsc_sanctions/index.html)

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**NOTES**

**Essential Resources for Postgraduate Higher Degree by Research Students Policy 2012**

Date adopted:

Date registered:

Date commenced:

Administrator: Director, Graduate Studies Office Research

Review date: *This date must be no more than 5 years from the date of commencement.*

Related documents:

- Tertiary Education Facilities Management Association Space Planning Guidelines Edition 3
- University of Sydney (Higher Degrees by Research) Rule 2011
- Postgraduate Research Higher Degree Training Supervision at the University of Sydney of Higher Degree by Research Students Policy 2013
- Progress Planning and Review for Higher Degree by Research Students Policy 2016
- Work Health and Safety Policy 2012
- Progress Planning and Review for Higher Degree by Research Students Procedures 2016
<table>
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<tr>
<th>Provision</th>
<th>Amendment</th>
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<tbody>
<tr>
<td>Work Health and Safety Procedures 2012</td>
<td></td>
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<tr>
<td>Fieldwork Safety Standards</td>
<td></td>
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<tr>
<td>Graduate Studies Handbook</td>
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</table>
That the Academic Board note the report from meeting of the Academic Standards and Policy Committee held on 20 July 2016, and:

1) approve the amendment of the Coursework Policy 2014 to allow for the awarding of third class honours in programs with integrated honours, with effect from 1 January, 2017;
2) recommend to the Chair of the Academic Board the adoption of the Academic Honesty Procedures;
3) recommend to the Vice-Chancellor the amendment of the Academic Honesty in Coursework Policy 2015;
4) approve the amendment of the Thesis and Examination of Higher Degrees by Research Policy 2015 and adopt the amended policy;
5) recommend to the Deputy Vice-Chancellor (Research) the amendment of the Research Code of Conduct 2013; and
6) approve the amendment of the Progress Planning and Review for Higher Degree by Research Students Policy 2015, and adopt the amended policy.

ITEMS FOR DECISION

11.1 Course Amendment Proposal: Faculty of Engineering and IT – Bachelor of Engineering (Honours) – Changes to the Coursework Policy 2014

The Committee assessed a proposal to amend the Coursework Policy 2014 to allow faculties the option of awarding degrees with Third Class Honours on receipt of a final grade below 65. This change is necessitated by accreditation requirements stipulated by Engineers Australia and follows recent changes to competing Engineering programs at other institutions.

The Committee was advised that the changes to the Course Resolutions had been endorsed by the Undergraduate Studies Committee at its meeting of 8 June, subject to the Committee supporting the necessary changes to the Coursework Policy 2014. The proposal was endorsed for presentation to the Academic Board.

11.2 Academic Honesty Procedures

The Committee assessed a proposal to adopt Academic Honesty Procedures 2016 and amend the Academic Honesty in Coursework Policy 2015, the Thesis and Examination of Higher Degree by Research Policy 2015, the Research Code of Conduct 2013 and the Progress Planning and Review for Higher Degree by Research Students policy. This proposal has arisen from the Vice Chancellor’s Taskforce on Academic Dishonesty and Plagiarism and the desirability to include HDR students in policy and procedures related to Academic Honesty.

Amendments to the proposal were suggested and endorsed by circulation following the meeting. These are now presented to the Academic Board for approval.

Attachments:
- Academic Honesty Procedures 2016
- Academic Honesty in Coursework Policy 2015
Non-Confidential

- Thesis and Examination of Higher Degree by Research Policy 2015  
  pages 48-66
- Research Code of Conduct 2013  
  pages 67-90
- Progress Planning and Review for Higher Degree by Research Students Policy  
  pages 91-104

ITEMS FOR NOTING

The Committee also:
- noted the 2015 Academic Dishonesty Reports from fifteen faculties
- received a verbal update on the Exams Working Group, noting that the group had been re-established to consider draft changes to policy and procedure arising from the Student Administration Services project; and
- noted the report of the Academic Board meeting held on 29 June 2016.

Professor Jane Hanrahan
Chair, Academic Standards and Policy Committee
Attachment 1: Proposed changes to Coursework Policy 2014

Part 19  Awards with honours

93 Admission to an award course with honours

(1) On the recommendation of the relevant Head of Department, a Dean may admit a student to an appended honours course, if the student has:
   (a) met the requirements for a pass degree in the course;
   (b) achieved a weighted average of at least 65, calculated from at least 48 credit points of undergraduate study (excluding any 1000-level units if the course is available on a full-time basis to high school graduates); and
   (c) met any additional requirements set by the faculty resolutions or award course resolutions for admission to honours in the course.

(2) On the recommendation of the relevant Head of Department, a Dean may admit a student to an integrated honours course:
   (a) if the student has:
      (i) met the requirements for a pass degree in the course;
      (ii) achieved a weighted average of at least 65, calculated from at least 48 credit points of undergraduate units of study (excluding any 1000-level units if the course is available on a full-time basis to high school graduates); and
      (iii) met any additional requirements set out by the faculty resolutions or award course resolutions; or
   (b) from the commencement of the award course if:
      (i) the Academic Board has approved the award course as one that meets the learning outcomes of an AQF Level 8 honours qualification; and
      (ii) the award course resolutions incorporate explicit requirements for completion of the award course that are consistent with the awarding of honours as prescribed in this Policy.

(3) On the recommendation of the relevant Heads of Departments that offer and administer the proposed honours courses, a Dean may admit a student to honours or double honours in a combined degree with the Bachelor of Advanced Studies if the student has:
   (a) completed:
      (i) 144 credit points in the combined degree program;
      (ii) a Liberal Studies undergraduate degree program at the University; or
      (iii) a program of study deemed by the relevant Heads of Departments to be the equivalent of such study;
   (b) achieved a weighted average mark of at least 65, as specified in the award course resolutions, in the first three years (144 credit points) of the combined degree;
   (c) completed:
      (i) requirements for a major in the intended area of honours specialisations; or
      (ii) study of equivalent depth in the intended area as set out in the award course resolutions; and
   (d) met any additional requirements for admission to the honours courses set by the faculty or school and approved by the Academic Board.

(4) A student who is enrolled in an appended honours course:
   (a) may not graduate with the pass degree; and
(5) A student who fails or discontinues an appended honours year may not re-enrol in it, except with the approval of the Dean.

94 Principles for the award of honours

The principles for the University’s offering degrees with honours are:

(a) the award of honours is reserved to indicate special proficiency;
(b) the University offers courses leading to a degree with honours to provide research training opportunities to students who demonstrate special proficiency and the ability to undertake further study and research within a discipline;
(c) a course leading to a degree with honours is intended to attract and stimulate students of high ability;
(d) honours awards are in classes, to recognise and reward outstanding academic ability;
(e) an honours course:
   (i) will provide the foundations of research training within the relevant discipline; and
   (ii) will have an identifiable, discipline-specific individual research, scholarly or creative component that is allocated at least 12 credit points; and
(f) the assessment tasks for research units of study will comprise, at least in part, a dissertation.

95 Qualifying for an award with honours

(1) To qualify for an award with honours, a student must meet the requirements set out in the faculty resolutions and award course resolutions.

(2) The award of a degree with honours, and the grade of honours awarded, will be assessed and calculated according to two mechanisms:
   (a) for appended honours and for honours taken as an embedded component in a combined degree with the Bachelor of Advanced Studies - by an honours mark; or
   (b) for integrated honours - by a grade average calculated across at least 48 credit points of study.

(3) Each faculty will publish the grading systems and criteria for the award of honours in that faculty.

96 Determining honours awards for appended honours and integrated honours (using a 48+ credit point average)

(1) This clause applies to:
   (a) an appended honours course; and
   (b) an integrated honours course where, under the award course resolutions, the conferral of the degree with honours, and the class of honours, is determined using a mark calculated across units of study attracting at least 48 credit points but less than 96 credit points.

(2) A student who achieves a mark within a range set out in the following table is to be awarded honours in the class set out in the table for that range.
A student who achieves an honours mark in the range … will be awarded honours …

<table>
<thead>
<tr>
<th>Item</th>
<th>A student who achieves an honours mark in the range …</th>
<th>will be awarded honours …</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>80 ≤ honours mark ≤ 100</td>
<td>First Class</td>
</tr>
<tr>
<td>2</td>
<td>75 ≤ honours mark &lt; 80</td>
<td>Second Class / Division 1</td>
</tr>
<tr>
<td>3</td>
<td>70 ≤ honours mark &lt; 75</td>
<td>Second Class / Division 2</td>
</tr>
<tr>
<td>4</td>
<td>65 ≤ honours mark &lt; 70</td>
<td>Third Class</td>
</tr>
</tbody>
</table>

A student who achieves a mark of less than 65 is not awarded honours.

97 Determining honours awards for appended honours and integrated honours (using a 96+ credit point average)

(1) This clause applies to an integrated honours course where, under the award course resolutions, the conferral of the degree with honours, and the class of honours, is determined using an honours mark calculated across units of study that together have at least 96 credit points.

(2) A student who achieves an honours mark within a range set out in the following table is to be awarded honours in the class set out in the table for that range.

<table>
<thead>
<tr>
<th>Item</th>
<th>A student who achieves an honours mark in the range …</th>
<th>will be awarded honours …</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>75 ≤ honours mark ≤ 100</td>
<td>First Class</td>
</tr>
<tr>
<td>2</td>
<td>70 ≤ honours mark &lt; 75</td>
<td>Second Class / Division 1</td>
</tr>
<tr>
<td>3</td>
<td>65 ≤ honours mark &lt; 70</td>
<td>Second Class / Division 2</td>
</tr>
<tr>
<td>4</td>
<td>50 ≤ honours mark &lt; 65</td>
<td>Third Class</td>
</tr>
</tbody>
</table>

The award course resolutions for a course may require a student to achieve higher honours marks for particular classes of honours.

A student who achieves a mark of less than 65 is not awarded honours may be awarded Third Class honours where this has been specified as available under the course resolutions.

97A Determining honours awards on the basis of an embedded honours component in a combined degree with the Bachelor of Advanced Studies

(1) This clause applies to honours taken as an embedded component in a combined degree with the Bachelor of Advanced Studies.

(2) Where a student is undertaking a combined degree with the Bachelor of Advanced Studies, the student may be awarded the combined degree with honours on the basis of completion of an honours component embedded within the combined degree.

(3) The requirements for embedded honours in a combined degree with the Bachelor of Advanced Studies will be specified in the combined award course resolutions, and will require the completion of an honours component comprising:

   (a) 36-48 credit points of 4000-level work at honours level, including an honours research project of 12–36 credit points included in the 4000-level work; and

   (b) honours coursework of 12-36 credit points.

(4) A student may be awarded double honours in a combined degree with the Bachelor of Advanced Studies on completion of a second honours component.

(5) The requirements for double honours in a combined degree with the Bachelor of Advanced Studies will be the completion of:
(a) 36-48 credit points as set out in subclause 97A(3); and
(b) the requirements for the combined degree as set out in the award course resolutions.

(6) The honours mark will be:
(a) calculated according to a method specified in the faculty or school resolutions of the faculty or school offering the honours course; and
(b) based on results from 36-48 credit points of work as specified in subclause 97A(3).

(7) A student who achieves an honours mark within a range set out in the following table is to be awarded honours in the class set out in the table for that range.

<table>
<thead>
<tr>
<th>Item</th>
<th>A student who achieves an honours mark in the range …</th>
<th>will be awarded honours …</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>80 ≤ honours mark ≤ 100</td>
<td>First Class</td>
</tr>
<tr>
<td>2</td>
<td>75 ≤ honours mark &lt; 80</td>
<td>Second Class / Division 1</td>
</tr>
<tr>
<td>3</td>
<td>70 ≤ honours mark &lt; 75</td>
<td>Second Class / Division 2</td>
</tr>
<tr>
<td>4</td>
<td>65 ≤ honours mark &lt; 70</td>
<td>Third Class</td>
</tr>
</tbody>
</table>

(8) A student who achieves a mark of less than 65 is not awarded honours.

(9) The honours mark for a student in a combined degree with the Bachelor of Advanced Studies will be determined by the faculty that administers the honours course in the discipline in which it is taken. The faculty administering the student’s candidature will award honours on the basis of the mark determined by the faculty administering the honours course.

(10) Where a student enrolled in a combined degree with the Bachelor of Advanced Studies is admitted to and completes honours requirements, the name of the honours component would replace the major indicated in brackets next to the appropriate degree in the nomenclature for the combined degree.

(a) Where the completed honours component is normally available in the partner degree to the Bachelor of Advanced Studies the nomenclature for the combined award should indicate the honours component in brackets attached to the partner degree as in the following example: Bachelor of Science (Mathematics Honours)/Bachelor of Advanced Studies (Philosophy).

(b) Where the completed honours component is not normally available in the partner degree to the Bachelor of Advanced Studies, the nomenclature for the combined award should indicate the honours component in brackets attached to the Bachelor of Advanced Studies as in the following example: Bachelor of Science (Mathematics)/Bachelor of Advanced Studies (Philosophy Honours).

(c) Where double honours is completed, the nomenclature for the combined award should indicate the honours component in brackets attached to both awards as in the following example: Bachelor of Science (Mathematics Honours)/Bachelor of Advanced Studies (Philosophy Honours).
ACADEMIC HONESTY PROCEDURES
2016

Issued by:
Date:
Last amended:
Signature: DRAFT ONLY – NOT FOR SIGNATURE
Name:

PART 1 - PRELIMINARY

1 Purpose and application

(1) These procedures are to give effect to the Academic Honesty in Coursework Policy 2015 and the Research Code of Conduct 2013 (jointly, "the policies").

(2) These procedures apply to:
   (a) staff;
   (b) affiliates;
   (c) all students enrolled in a coursework award course;
   (d) all higher degree by research students; and
   (e) non-award students, exchange students and study abroad students enrolled in a unit of study at the University.

2 Commencement

These procedures commence on [date].

PART 2 - DEFINITIONS

3 Interpretation

Words and phrases used in these procedures and not otherwise defined in this document have the meanings they have in the policies.

Note: see clause 6 of each policy.
academic dishonesty has the meaning given in subclauses 8(1) and 8(2) of the Academic Honesty in Coursework Policy 2015. In relation to higher degree by research students, it refers to academically dishonest conduct by such a student undertaking a coursework unit of study.

administrative unit means the central University administrative unit responsible for the processes of candidature management.

Associate Dean means, as appropriate:

- the Associate Dean of a faculty with authority for matters relating to higher degrees by research within the faculty;
- the Deputy Chairperson of a Board of Studies; or
- a person appointed by the Dean to have authority for matters relating to higher degrees by research within a faculty.

census date means the date on which a student’s enrolment in a unit of study becomes final.

code breach has the meaning given in clause 19 of the Research Code of Conduct 2013.

copy editing and proof reading means identifying errors in, and correcting, the presentation of a text so as to conform with standard usage and conventions, including:

- spelling
- quotations
- use of italics
- lists
- word usage
- punctuation
- graphs
- charts
- citations
- references
- heading hierarchies
- symbols and equations
- headers and footers
- style of numbers

collusion means co-operation that is not legitimate co-operation.

course code means a unique alpha-numeric code which identifies a University course.
coursework student means any student enrolled in any coursework award course or a non-award, exchange or study abroad student enrolled in a coursework unit of study.

Note: Higher Degree by Research students enrolled in coursework units of study are bound by the Academic Honesty in Coursework Policy 2015. See clause 13 of these procedures.

editor means any person (whether or not accredited by an external organisation) undertaking paid or unpaid copy editing or proof-reading in the preparation of work.

inappropriate academic practice means a deviation (whether intentional or negligent) from accepted academic standards, including standards of:

- referencing and due acknowledgement of the work others;
- ethics guidelines and ethical practice; or
- data management.

It includes academic dishonesty, code breaches and research misconduct.

relevant decision maker means a person authorised to make decisions regarding academic honesty in the faculty.

- For coursework matters, this is the Educational Integrity Coordinator or a nominated academic.
- For higher degrees by research, this is the Associate Dean or a postgraduate co-ordinator.

research misconduct has the meaning given in clause 18 of the Research Code of Conduct 2013.

Review Panel means a panel established to conduct a progress review in accordance with clause 11 of the Progress Planning and Review for Higher Degree by Research Students Policy 2015.

submission check means a review of a higher degree by research thesis at the point of submission for examination, as required by clause 44-13 of the Thesis and Examination of Higher Degree by Research Students Policy 2015.

supervisor means, in relation to a higher degree by research student, any person appointed to discharge the responsibilities set out in clause 14 of the Supervision of Higher Degree by Research Students Policy 2013. This includes any or all of research supervisors, co-ordinating supervisors, and auxiliary supervisors.

suppression of academic record means that access to the student’s academic record is denied to the student and to anyone outside the University, in the absence of legal compulsion to provide it. This includes access to results, grades and evidence of awards.
PART 3 – COURSEWORK STUDENTS

4 Education in academic honesty and discipline specific requirements

(1) Faculties must provide education in the academic writing and referencing conventions of their discipline, as required by the Learning and Teaching Policy 2015, and consistently with this clause.

Note: See clause 20 of the Learning and Teaching Policy 2015 and clause 11 of the Academic Honesty in Coursework Policy 2015.

(1)(2) All students commencing a coursework award course after 1 January 2016 must complete an online education module on academic honesty prior to the census date in their first semester of enrolment, unless they have completed the module or an equivalent course approved by the Office of Educational Integrity in the previous ten years.

(2)(3) Students commencing a coursework award course include:
   (a) students commencing a new award course;
   (b) students transferring award courses within the University or from another institution;
   (c) exchange students;
   (d) students commencing honours, where honours has a different course code; and
   (e) students in a combined degree program where the course code changes during candidature.

(3)(4) If a student does not successfully complete the module by the last day of their first semester of enrolment, the student’s academic record will be suppressed until the module is successfully completed.

(5) Students who successfully complete the module will have the date of completion recorded on their academic transcript.

(4)(6) Faculties may do either or both of the following:
   (a) make successful completion of the module an assessment requirement in a unit of study or other component;
   (b) specify additional consequences of failure to complete the module.

5 Requirements for assessment tasks

(1) Where there is a possibility that ghost-writing or contract cheating (that is, commissioning another person to write all or part of an assessment) might occur, the unit of study co-ordinator must take reasonable steps to eliminate or minimise the opportunity to do so, so that examiners can be reasonably satisfied that the submitted work was written by the student without assistance except for legitimate co-operation. Such measures may include, but are not limited to:
   (a) requiring an oral presentation of the work as part of the assessment;
   (b) assessing outlines, drafts and other iterations of the written work as it is developed;
(c) requiring that students demonstrate learning outcomes in a supervised examination, where the student is required to pass, or reach a reasonable threshold in, the examination in order to pass the unit of study;

(d) conducting an oral examination.

(2) If a quiz or online assessment contributes significantly to the assessment mark for the unit, the unit of study co-ordinator must take appropriate steps to assure its academic integrity, consistently with the policies and these procedures.

(3) If a quiz or online assessment contributes a small percentage of the overall unit mark, academic integrity should still be considered as part of its design but assurance of the overall academic integrity of assessment for the unit may be through consideration of the complete assessment approach for the unit.

(4) If class tests and mid-semester or in-department examinations contribute to the assessment mark, the unit of study co-ordinator must take active measures to provide seating arrangements which prevent copying. Where it is not possible to ensure students cannot see another student's paper one of the following techniques should be used:

(a) sorted seating where students are sitting with adjacent students taking different examinations;

(b) scrambling multiple choice questions between candidates; or

(c) another appropriate method.

Note: See also Schedule One.

6 Reducing risk of educational dishonesty in assessments

(1) As part of reviewing and revising assessments, staff should consider the degree of risk to educational integrity inherent in each assessment type, and should implement appropriate mitigating measures.

(2) Staff should also consider the likelihood of the risk, measured against the contribution of that particular assessment to the overall mark.

(3) All faculties should develop guidelines for considering the degree of risk to educational integrity of the assessment types used within their faculty.

(4) The process used should include the following steps.

(a) Unit of study co-ordinators complete a template using the assessment risk and mitigation table and risk assessment matrix set out in Schedules One and Two.

(b) If an assessment has a risk that is high or very high, the relevant faculty committee may wish to discuss the use of that particular assessment with the unit of study co-ordinators and the implementation of mitigating strategies.

(c) Relevant faculty committees should follow-up at the end of semester to:
   (i) confirm the initial risk assessment;
   (ii) confirm the success of mitigating strategies; and
   (iii) discuss what may be implemented in the future if the initial strategy was not successful.

(d) Faculties should report to the Academic Board on:
any issues that have been identified with particular assessments or assessment types;
(ii) any consequential proposed changes to assessment or assessment types; and
(iii) any further strategies to mitigate these issues.

7 **Legitimate assistance with work, including proof-reading and editing**

(1) The unit of study co-ordinator may determine whether students are permitted to use editors (including proof-readers) in the preparation of written assignments.

(2) If a unit of study co-ordinator determines that editors or proof-readers are not to be used, this must be specified in the unit of study outline.

(3) Where not otherwise specified in the unit of study outline, editors and proof-readers are permitted in accordance with the Academic Honesty in Coursework Policy 2015 and these procedures.

(4) If permitted, students proposing to use an editor must provide the editor with a copy of these procedures.

**Note:** Clause 9A of the Academic Honesty in Coursework Policy 2015 sets out the requirements for legitimate cooperation. As at the date of these procedures the Australian Standards for Editing Practice (ASEP) 2013 can be found at the website of the Institute of Professional Editors Limited.

(4)(5) An editor may only be used for:
(a) copy-editing and proof-reading; and
(b) providing advice about:
   (i) matters of structure (the need to structure and reword, deletions, additions);
   (ii) conventions of grammar and syntax;
   (iii) using clear language;
   (iv) logical connections between phrases, clauses, sentences, paragraphs and sections;
   (v) voice and tone; and
   (vi) avoiding ambiguity, repetition and verbosity.

(6) Students must acknowledge any assistance provided in preparing work submitted for assessment, including, but not limited to:
(a) any feedback from other people (or for group work, people outside the group) on drafts of written work, whether or not that feedback resulted in changes;
(b) any copy-editing or proof-reading.

(7) Acknowledgement must:
(a) be made in writing on the front of the work submitted for assessment, or in an appropriate footnote or other reference; and
(b) state:
8 Process after preliminary assessment of failure to understand referencing requirements

(1) This clause applies where the relevant decision maker has made a preliminary assessment that alleged conduct is likely to have been caused by a failure fully to understand referencing requirements rather than dishonesty.

Note: See clause 17 of the Academic Honesty in Coursework Policy 2015.

(2) If the relevant decision maker’s preliminary view is that the alleged conduct is likely to have been caused by a failure fully to understand referencing requirements rather than dishonesty, they must check the student’s record.

(3) If, after checking the student’s record, the relevant decision maker still considers that the alleged conduct is likely to have been caused by a failure fully to understand referencing requirements and not dishonesty, they must:
   (a) direct the student to attend and successfully complete, within a specified time, an additional development course on academic integrity approved by the Office of Educational Integrity; and
   (b) provided that to do so would not confer an unfair advantage on any student, permit the student to resubmit the work for assessment:
      (i) within a specified time; and
      (ii) if appropriate, for a specified maximum mark or with a specified mark penalty;
   or
   (c) permit the student to undertake alternative assessment:
      (i) within a specified time; and
      (ii) if appropriate, for a specified maximum mark or with a specified mark penalty.

(4) The Office of Educational Integrity must record the student’s completion of, and success or otherwise at, any University-wide additional development course.

Note: See the University Recordkeeping Policy and Recordkeeping Manual.

(5) If a student who has been required to attend and successfully complete an additional development course:
   (a) successfully completes the course; and
   (b) satisfactorily resubmits corrected work or undertakes an alternative assessment in accordance with the requirements imposed;

the relevant decision maker must:
   (c) record ‘development course completed’ as the outcome;
(d) make no formal determination in relation to the allegation; and
(e) take no further action.

(6) If a student who has been required to attend and successfully complete an additional development course:
   (a) fails to do so; or
   (b) does not satisfactorily resubmit corrected work or undertake an alternative assessment in accordance with the requirements imposed;

   the relevant decision maker must:
   (c) require the student to respond to the allegation and follow the process set out in clause 9.

(7) The relevant decision maker must inform the examiner and the unit of study co-ordinator of the outcome of the preliminary assessment process, and record that outcome on the student's file.

9 Process after preliminary assessment of potential impropriety but no failure to understand referencing requirements

(1) This clause applies where the relevant decision maker has made a preliminary assessment that alleged conduct contains potential impropriety but:
   (a) is not likely to have been caused by a failure fully to understand referencing requirements rather than dishonesty; and
   (b) is not required to be referred to either the Registrar or the Director, Research Integrity and Ethics Administration.

   Note: See clause 17 of the Academic Honesty in Coursework Policy 2015.

(2) The relevant decision maker must provide the student with:
   (a) a clear expression of the allegation in sufficient detail to enable them to understand the precise nature of the allegations and to properly consider and respond to them;
   (b) any supporting material to be used in the determination of the matter;
   (c) the opportunity to respond to the allegation within a specified reasonable time; and
   (d) a copy of these procedures.

(3) Having given due consideration to procedural fairness, the relevant decision maker will determine the time and place for interviews.

(4) The relevant decision maker must inform the student in advance of any staff members who will attend an interview. This will usually include the decision maker and another member of professional staff.

(5) All participants in an interview should attend in person. However, if necessary, interviews may be held by telephone or other telecommunications method.

(6) The relevant decision maker may extend the time for a student to provide written responses to the allegations.

(7) The student is not required to provide written responses and may choose not to do so.
(8) The student may choose not to participate in an interview. However if a student who has been given reasonable notice fails to attend without good reason, the relevant decision maker may determine the matter in the student’s absence.

(9) Once:

(a) any scheduled interview has been held or the appointed time for interview has passed; and

(b) the student has responded to the allegations or the deadline to do so has passed;

then

(c) the relevant decision maker will make a determination in accordance with clause 18 of the Academic Honesty in Coursework Policy 2015.

(10) If the relevant decision maker determines that there is a credible allegation that:

(a) if proven, would warrant a penalty more serious than failure in the relevant unit of study;

(b) another person has been engaged to complete or contribute to an assessment instead of the student; or

(c) the student has accepted such an engagement from another student they must refer the matter to the Registrar for action under the By-Law.

(11) If the relevant decision maker determines that there is a credible allegation that, if proven, would constitute:

(a) a code breach ; or

(b) research misconduct

they must refer the matter to the Director of Research Integrity and Ethics Administration for investigation.

10 Consequences - determination of no impropriety

If the relevant decision maker determines that the student has engaged in no impropriety:

(a) the decision maker must inform:

(i) the student;

(ii) the examiner;

(iii) the unit of study co-ordinator;

and

(b) if the work has not already been assessed, it must be returned to the examiner for assessment on its academic merit.

Note: The decision maker may inform the necessary parties using the online reporting form.
11 Consequences - determination of plagiarism or academic dishonesty

(1) If the relevant decision maker determines that the allegation of plagiarism or academic dishonesty is substantiated, they must inform the following:

(a) the student;
(b) the examiner;
(c) the unit of study co-ordinator; and
(d) if not the decision maker, the Educational Integrity Co-ordinator.

Note: The decision maker may inform the necessary parties using the online reporting form.

(2) If the relevant decision maker determines:

(a) that the work contains plagiarism but not dishonest plagiarism; and
(b) after consulting the student record, that the plagiarism is due to a failure fully to understand referencing requirements;

the decision maker must:

(c) direct the student to attend and successfully complete, within a specified period, an additional development course on academic integrity approved by the Office of Educational Integrity;
(d) inform the unit of study co-ordinator and, if not the decision maker, the Educational Integrity Co-ordinator, of the outcome; and
(e) provided that to do so would not confer an unfair advantage on any student, permit the student to resubmit the work for assessment:

(i) within a specified time; and
(ii) if appropriate, for a specified maximum mark or with a specified mark penalty;

or

(f) permit the student to undertake alternative assessment:

(i) within a specified time; and
(ii) if appropriate, for a specified maximum mark or with a specified mark penalty.

(3) The Office of Educational Integrity must record the student’s successful completion of any University-wide additional development course.

Note: See the University Recordkeeping Policy and Recordkeeping Manual.

(4) If a student who has been required to undertake and successfully complete an additional development course fails to do so, the decision maker must:

(a) apply one or more of the actions specified in sub-clause 11(5); and
(b) inform the following of this decision:

(i) the student;
(ii) the Educational Integrity Coordinator, if not the decision maker;
(iii) the examiner; and
(iv) the unit of study coordinator.

(5) **Subject to subclause 11(6), if the relevant decision maker concludes:**

(a) that the work contains plagiarism which is not of the kind to which subclause 11(2) applies; or

(b) that the student has engaged in academic dishonesty;

the decision maker must either refer the matter to the Registrar for action under the By-Law (if appropriate) or take one or more of the following actions:

(c) provided that to do so would not confer an unfair advantage on any student, require the student to resubmit the work for assessment or undertake alternative assessment:

(i) within a specified time; and

(ii) for a specified maximum mark;

(d) require the student to undertake other remedial action;

(e) apply a fail grade, a mark penalty or a mark to the work which reflects its unsatisfactory standard *(which may be a mark of zero)*; or

(f) apply a fail grade or a mark penalty to the unit of study *(which may be a mark of zero)*.

(6) If the conduct would, if proven, constitute academic misconduct, the decision maker must refer the matter to the Registrar for investigation under the By-Law.

(7) The decision maker must inform the original examiner, the student and the unit of study co-ordinator of any determination made under subclause 11(5), and any penalties, resubmission or other remedial action imposed.

### PART 4 – HIGHER DEGREE BY RESEARCH STUDENTS

#### 12 Higher degree by research students undertaking research activities

(1) The obligations of higher degree research students undertaking research activities are set out in the Research Code of Conduct 2013.

(2) Any allegation of code breach, research misconduct, academic dishonesty or other inappropriate academic practice by a higher degree by research student in relation to research activity will be managed according to the Research Code of Conduct 2013 and these procedures.

(3) Conduct that is found not to be research misconduct may still be found to be any or all of:

(a) a code breach;

(b) inappropriate academic practice;

(c) academic dishonesty; or

(d) other misconduct.
13 Higher degree by research students enrolled in coursework units of study

(1) A higher degree by research student enrolled in a coursework unit of study is subject to the Academic Honesty in Coursework Policy 2015 and Part 3 of these procedures in relation to work undertaken in, or in relation to, that unit of study.

(2) A suspected or alleged breach by such a student of the Academic Honesty in Coursework Policy 2015 will be managed according to that policy and these procedures.

Note: See Part 3.

14 Reporting allegations

(1) Supervisors and Review Panels must report any suspected academic dishonesty, code breach, or research misconduct by students whom they supervise or review, using the online reporting form.

(2) Students or staff members who become aware of suspected academic dishonesty or research misconduct by a student must report the allegations, using the online reporting form.

15 Handling allegations not relating to the examination process

(1) The relevant decision maker must consider all reports and come to a preliminary view as to whether the reported conduct potentially constitutes:

(a) no impropriety;
(b) inappropriate academic practice, but not a potential code breach or potential research misconduct;
(c) a potential code breach; or
(d) potential research misconduct.

(2) If the relevant decision maker's preliminary view is that the alleged conduct:

(a) is potentially research misconduct;
(b) relates to research work on a project funded by a research grant; or
(c) relates to research findings that have been published or which are about to be published;

the decision maker must refer the matter to the Director of Research Integrity and Ethics Administration.

(3) If the relevant decision maker's preliminary view is that the alleged conduct is:

(a) potentially a code breach; but
(b) not potential research misconduct;

the decision maker must

(c) consult with the Director of Research Integrity and Ethics Administration; and

(d) refer the matter to the Director of Research Integrity and Ethics Administration if requested.
Matters referred to the Director of Research Integrity and Ethics Administration will be managed in the manner set out in the Research Code of Conduct.

If the relevant decision maker’s preliminary view is that the alleged conduct is:

(a) inappropriate academic practice; but
(b) not a potential code breach; and
(c) not potential research misconduct;

the decision maker must:

(d) require the student to undertake additional education;
(e) inform the supervisor through the online reporting form; and
(f) require the student to make corrections to data, findings, drafts, papers or other research work for appraisal by the supervisor as appropriate;

and the decision maker may additionally:

(g) require the student to attend an additional progress review in accordance with the Progress Planning and Review for Higher Degree by Research Students Policy 2015.

If the relevant decision maker is satisfied that there is evidence of persistent inappropriate academic practice by a student, they may treat the matter as a potential code breach.

If:

(a) the relevant decision maker’s preliminary view is that the alleged conduct is potentially a code breach but not research misconduct; and
(b) the Director of Research Integrity and Ethics Administration has not requested that the case be referred;

the relevant decision maker must deal with the matter in accordance with subclauses (8) – (14) of this clause.

In all other cases, the relevant decision maker must:

(a) set a time and place for an interview with the student; and
(b) provide the student with:

(i) a clear expression of the allegation in sufficient detail to enable them to understand the precise nature of the allegations and to properly consider and respond to them;
(ii) any supporting material to be used in the determination of the matter;
(iii) the opportunity to respond to the allegation within a reasonable time; and
(iv) a copy of these procedures.

Having given due consideration to procedural fairness, the relevant decision maker will determine the time and place for interviews.

The relevant decision maker must inform the student in advance of any staff members who will attend an interview. This will usually include the decision maker and a member of professional staff.

All participants in the interview should attend in person. However, if necessary, interviews may be held by telephone or other telecommunications method.
(8)(12) The relevant decision maker may extend the time for a student to provide written responses to the allegations.

(9)(13) The student is not required to provide written responses and may choose not to do so.

(10)(14) The student may choose not to participate in an interview. However, if a student who has been given reasonable notice fails to attend without good reason, the relevant decision maker may determine the matter in the student’s absence.

(11)(15) Once:

(a) any scheduled interview has been held or the appointed time for interview has passed; and

(b) the student has responded to the allegations or the deadline to do so has passed;

then:

(c) the relevant decision maker will make one of the following available determinations:

(i) potential research misconduct;

(ii) potential code breach;

(iii) inappropriate academic practice, but not a code breach or potential research misconduct;

(iv) other misconduct; or

(v) no impropriety.

(12)(16) The relevant decision maker must inform the student and co-ordinating supervisor of the determination and consequent actions in writing.

(13)(17) If the relevant decision maker makes a determination of potential research misconduct, they must refer the case to the Director of Research Integrity and Ethics Administration for investigation.

(14)(18) If the relevant decision maker makes a determination of potential code breach but not potential research misconduct they:

(a) must consult with the Director of Research Integrity and Ethics Administration; and

(b) if requested by the Director of Research Integrity and Ethics Administration, refer the case for investigation.

(15)(19) If the relevant decision maker makes a determination of:

(a) potential code breach but not potential research misconduct, which is not requested to be referred to the Director of Research Integrity and Ethics Administration; or

(b) inappropriate academic practice but not a potential code breach or potential research misconduct;

they must proceed in the manner specified in subclauses 15(5) (d)-(g).

(20) If the relevant decision maker makes a determination of other misconduct, the must refer the matter to the Registrar for investigation under the By-Law.

(16)(21) If the relevant decision maker makes a determination of no impropriety no further action will be taken.
16 Handling allegations relating to the examination process

(1) If, after conducting the checks required by the Thesis and Examination of Higher Degrees by Research Policy 2015, the administrative unit suspects possible inappropriate academic practice, code breach or research misconduct, the administrative unit will use the online reporting form to refer the matter to the relevant decision maker.

(2) Based on the evidence in the reports received from the administrative unit, the relevant decision maker will come to a preliminary view, and determine the required action according to this clause.

(3) If the preliminary view is that there is evidence of potential code breach or research misconduct, the relevant decision maker must refer the matter to the Director of Research Integrity and Ethics Administration.

Note: See the Research Code of Conduct 2013.

(4) If the preliminary view is that the apparent deficiencies in the thesis:
   (a) constitute minor inappropriate academic practice that could be satisfactorily addressed by emendations to the thesis; and
   (b) could not possibly constitute academic dishonesty, a code breach or research misconduct;

the relevant decision maker must
   (c) forward the thesis to examiners for examination; and
   (d) lodge a report of any changes or emendations required to address deficiencies in the thesis using the online reporting form.

(5) If the preliminary view is that the apparent deficiencies in the thesis:
   (a) constitute inappropriate academic practice that could not be satisfactorily addressed by emendations to the thesis; but
   (b) could not constitute a code breach or research misconduct;

the relevant decision maker:
   (c) must lodge a report of any changes or emendations required to address deficiencies in the thesis using the online reporting form; and
   (d) must refer the thesis and report to the relevant faculty committee to consider whether the thesis is suitable to examine in the light of information discovered in the submission check; and
   (e) may make a recommendation to the relevant faculty committee that the faculty should decline to examine the thesis.

(6) If the preliminary view is that there is no impropriety in the thesis, the relevant decision maker must:
   (a) forward the thesis to examiners for examination; and
   (b) lodge a report of their investigation using the online reporting form.

(7) A report of the relevant decision maker’s findings, including any emendations or changes required to address deficiencies in the thesis, must be:
   (a) included on the student’s file; and
(b) forwarded to the committee determining the examination outcome for their consideration.

Note: The committee determining the outcome for the examination will be either the relevant faculty committee or the PhD Awards Sub-Committee of the Academic Board. See the Thesis and Examination of Higher Degrees by Research Policy 2015 and Thesis and Examination of Higher Degrees by Research Procedures 2015.

(8) If the relevant faculty committee is asked to consider whether the thesis is suitable to examine on the referral of the relevant decision maker or an investigation managed by the Director of Research Integrity and Ethics Administration, it must do one of the following:

(a) decline to examine the thesis;
(b) forward the thesis to examiners for examination; or
(c) refer the matter to the Director of Research Integrity and Ethics Administration in accordance with clause 21 (1) of the Research Code of Conduct.

(9) A report of the findings of the relevant faculty committee, including any determination of inappropriate academic practice and any emendations or changes required to address deficiencies in the thesis, must be:

(a) lodged using the online reporting form; and
(b) considered by the committee determining the examination outcome for their consideration,

Note: The committee determining the outcome for the examination will be either the relevant faculty committee or the PhD Awards Sub-Committee of the Academic Board. See the Thesis and Examination of Higher Degrees by Research Policy 2015 and Thesis and Examination of Higher Degrees by Research Procedures 2015.

(10) Any cases referred to the Director of Research Integrity and Ethics Administration will be managed in accordance with the Research Code of Conduct.

(11) Where the Director of Research Integrity and Ethics Administration determines either to:

(a) dismiss a matter; or
(b) refer it back to the faculty as a code breach but not research misconduct,

the relevant faculty committee will determine the outcome and any consequent action consistently with this clause.

(12) If the relevant faculty committee declines to examine a thesis, it must:

(a) report the circumstances and reasons for the decision to the PhD Award Sub-Committee;
(b) inform the student in writing of:

(i) the reasons for declining to examine the thesis;
(ii) any changes necessary to make the thesis acceptable for examination; and
(iii) any other actions required to be completed prior to examination.
(c) recommend to the Dean that the student be either:
(i) permitted to re-enrol in order to complete the necessary actions and changes and resubmit the thesis; or
(ii) be asked to show good cause why they should be permitted to re-enrol.

(13) If the relevant faculty committee declines to examine a thesis, the Dean will decide whether the student will be permitted to re-enrol or required to show good cause.

(14) If, during the examination process, there is a determination of any of:
(a) inappropriate academic practice;
(b) code breach; or
(c) research misconduct
the committee determining the outcome of the examination must consider the reports of those determinations when forming its conclusion.

Note: See the *Thesis and Examination of Higher Degree by Research Procedures 2015*.

(15) If the committee determining the outcome of examination is the relevant faculty committee, the committee’s conclusion must be referred to the PhD Awards Subcommittee for review.

(16) All reports by the Associate Dean, postgraduate co-ordinator, relevant faculty committee, or the Director of Research Integrity and Ethics Administration must be forwarded to the PhD Awards Subcommittee.

(17) If the reports of the relevant decision maker or any subsequent decision maker require changes or emendations to address deficiencies in the thesis, these changes or emendations must be included in the emendations or changes required to be addressed under the *Thesis and Examination of Higher Degree by Research Procedures 2015*.

(18) If an examiner of a thesis reports allegations of potential code breach or research misconduct, the relevant faculty committee will refer these matters for consideration, as required by the policies and these procedures.

17 Proof-reading and editing of theses

Students are permitted to use editors or proof-readers in the preparation of their thesis for submission, as provided in the *Thesis and Examination of Higher Degree by Research Policy 2015* and the *Thesis and Examination of Higher Degree by Research Procedures 2015*.

18 Rescissions and replacements

This document replaces the *Academic Dishonesty and Plagiarism in Coursework Procedures 2012*, which commenced on 1 January 2012, and which are rescinded as from the date of commencement of this document:
## Schedule One – Summary of assessment types, risks and mitigating strategies

<table>
<thead>
<tr>
<th>Assessment Type</th>
<th>Risks</th>
<th>Suggested Mitigating Strategies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invigilated Quiz</td>
<td>Identity of student</td>
<td>Identity Check</td>
</tr>
<tr>
<td></td>
<td>Non-exam room setting, or poor spacing in room</td>
<td>Multiple versions of same paper</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Randomisation of the question order</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Try to book bigger room or even 2 rooms to spread class out</td>
</tr>
<tr>
<td></td>
<td>Multiple quizzes run on different days with similar but</td>
<td>Questions with answers likely to be memorized and shared through</td>
</tr>
<tr>
<td></td>
<td>not identical questions (may be electronic or paper</td>
<td>social media – ensure no mobile phones, difficult to totally</td>
</tr>
<tr>
<td></td>
<td>based)</td>
<td>mitigate for, content should be retested in formal examination.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Password protected entry to quiz if electronically accessed.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Automatic closure of exam after time is completed</td>
</tr>
<tr>
<td>Formal Invigilated Exam</td>
<td>Identity of student</td>
<td>Identity Check</td>
</tr>
<tr>
<td></td>
<td>Confidential papers removed from exam room</td>
<td>Maintain strict exam conditions</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Don’t use confidential papers if possible</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Always change at least some questions</td>
</tr>
<tr>
<td>Assessment Type</td>
<td>Risks</td>
<td>Suggested Mitigating Strategies</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Questions from confidential papers memorized and then reproduced</td>
<td>Don’t use confidential papers if possible</td>
<td>Always change at least some questions</td>
</tr>
<tr>
<td>Invigilated Oral Exam (vivas, OSCEs, patient examinations)</td>
<td>Identity of student</td>
<td>Identity Check</td>
</tr>
<tr>
<td></td>
<td>Reuse of questions</td>
<td>Quarantine students before/after exam until all students with same questions have finished</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Re-test work in a formal (preferably barrier) exam</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Have a test bank of suitable questions/scenarios to reduce the likelihood of students been given</td>
</tr>
<tr>
<td></td>
<td></td>
<td>“the same” question.</td>
</tr>
<tr>
<td>Non-invigilated Quiz</td>
<td>No assurance of identity of student at all</td>
<td>Impossible to assure identity, therefore ensure that it is a low weighted assessment and re-test</td>
</tr>
<tr>
<td></td>
<td></td>
<td>work in a formal (preferably barrier) exam</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Consider the use of technology such as Examity (?)</td>
</tr>
<tr>
<td>Assignment/Essay/Take home exam/ Self-Directed Learning Project/ Lab report/</td>
<td>Plagiarism</td>
<td>Use Turnitin for submitted written work</td>
</tr>
<tr>
<td>Creative work/Composition/Dissertation/Thesis/Computer Program</td>
<td>Identity of student completing work</td>
<td>Include an oral component with detailed questions</td>
</tr>
<tr>
<td>Assessment Type</td>
<td>Risks</td>
<td>Suggested Mitigating Strategies</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>------------------------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Assignment (as above) with scaffolding or periodic submission of sections</td>
<td>Identity of student completing work</td>
<td>Include an oral component with detailed questions</td>
</tr>
<tr>
<td>Oral Presentation</td>
<td>Identity of student of who prepared presentation and speech?</td>
<td>Include detailed oral questions about topic</td>
</tr>
<tr>
<td>Pre-lab/pre-tutorial work</td>
<td>Identity of student who completed work</td>
<td>Ensure that weighting of pre-class work is low, retest in formal (preferably barrier) exam</td>
</tr>
<tr>
<td>Lab class</td>
<td>Source of results were used for write up</td>
<td>Require students to submit results or product before leaving the class</td>
</tr>
<tr>
<td></td>
<td>Plagiarism of Lab report</td>
<td>Use Turnitin for submitted written work</td>
</tr>
<tr>
<td></td>
<td>If lab is a repeat no assurance of identity of person who obtained results</td>
<td>Include 5 min viva on lab experiment with detailed questions, and/or retest in final barrier exam</td>
</tr>
<tr>
<td>Practical exams</td>
<td>Identity of student</td>
<td>Identity Check</td>
</tr>
<tr>
<td></td>
<td>Multiple exams run on different days with similar but not identical questions</td>
<td>Questions with answers likely to be shared through social media – ensure no mobile phones, difficult to totally mitigate for, ensure content is retested in formal barrier examination. Have a test bank of suitable questions/scenarios to reduce the likelihood of students been given “the same” question.</td>
</tr>
<tr>
<td>Assessment Type</td>
<td>Risks</td>
<td>Suggested Mitigating Strategies</td>
</tr>
<tr>
<td>-----------------</td>
<td>----------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Participation</td>
<td>If repeat class no assurance of identity of person who prepared work.</td>
<td>Keep weighting low, ensure content is retested in formal barrier examination</td>
</tr>
<tr>
<td>Placement</td>
<td>Did student attend placement at all?</td>
<td>Visit or Skype call to placement site, at least once during course of placement</td>
</tr>
<tr>
<td></td>
<td>Plagiarism of report or reflective diary used to assess placement</td>
<td>Have a mid-way “check” of student.</td>
</tr>
<tr>
<td></td>
<td>Identity of who completed report, reflective diary etc associated with</td>
<td>Include short interview about placement activities, include preceptor if possible</td>
</tr>
<tr>
<td></td>
<td>placement</td>
<td></td>
</tr>
<tr>
<td>Live Performances</td>
<td>Identity of student</td>
<td>Identity check</td>
</tr>
</tbody>
</table>
# UoS Assessment Integrity Risk Assessment and Mitigation Strategy

<table>
<thead>
<tr>
<th>Assessment Type</th>
<th>Risk</th>
<th>Mitigating Strategy</th>
<th>% Weighting of assessment</th>
<th>Overall Risk</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
<tr>
<td>Assessment Type</td>
<td>Risk</td>
<td>Mitigating Strategy</td>
<td>% Weighting of assessment</td>
<td>Overall Risk</td>
</tr>
<tr>
<td>----------------</td>
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<td></td>
</tr>
</tbody>
</table>

Reasons for not using a particular mitigating strategy:

__________________________________________________________

__________________________________________________________

__________________________________________________________
# Schedule Two - Educational Integrity of Assessments Risk Assessment Matrix

<table>
<thead>
<tr>
<th>Potential Significance</th>
<th>Not Significant</th>
<th>Minor</th>
<th>Moderate</th>
<th>Major</th>
<th>Highly Significant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learning &amp; Teaching Activity with low weighted contribution to final mark. Content can</td>
<td>Low weighted</td>
<td>Assessment</td>
<td>Major assessment (~50%) but content can be retested in formal exam</td>
<td>Major assessment e.g. final exam Honours thesis, dissertation, test of essential professional skills. Cannot be further examined.</td>
<td></td>
</tr>
<tr>
<td>be retested in formal exam</td>
<td>assessment e.g. short quiz. Content can be retested in formal exam</td>
<td>contributes to a significant proportion of marks (~30%). Content can be retested in formal exam</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>High</td>
<td>Very High</td>
<td>Very High</td>
<td>Very High</td>
<td></td>
</tr>
<tr>
<td>Expected to occur regularly</td>
<td>Medium</td>
<td>High</td>
<td>Very High</td>
<td>Very High</td>
<td></td>
</tr>
<tr>
<td>Expected to occur</td>
<td>Likely</td>
<td>High</td>
<td>High</td>
<td>Very High</td>
<td></td>
</tr>
<tr>
<td>Moderately likely</td>
<td>Possible</td>
<td>Low</td>
<td>Medium</td>
<td>High</td>
<td>Very High</td>
</tr>
<tr>
<td>Not likely to occur</td>
<td>Unlikely</td>
<td>Low</td>
<td>Medium</td>
<td>Medium</td>
<td>High</td>
</tr>
<tr>
<td>May happen, but not often</td>
<td>Rare</td>
<td>Low</td>
<td>Low</td>
<td>Low</td>
<td>Medium</td>
</tr>
</tbody>
</table>

Academic Honesty Procedures 2016
NOTES

Academic Honesty Procedures 2016

Date adopted:

Date commenced:

Administrator:

Review date:

Related documents: List here documents related to the policy, in the following order.

Commonwealth Statutes

State Statutes

Codes, protocols or similar, external to the University

University Policies

University Procedures

University Guidelines

AMENDMENT HISTORY

<table>
<thead>
<tr>
<th>Provision</th>
<th>Amendment</th>
<th>Commencing</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
ACADEMIC HONESTY IN COURSEWORK POLICY 2015

The Vice-Chancellor and Principal, as delegate of the Senate of the University of Sydney, adopts the following policy.

Dated: 15 December 2015

Last amended:

Signature: Dr Michael Spence, Vice-Chancellor

CONTENTS

1 Name of policy
2 Commencement
3 Policy is binding
4 Statement of intent
5 Application
6 Definitions
7 Academic dishonesty
8 Plagiarism
9 Legitimate co-operation
10 General principles
11 Fostering academic integrity
12 Requirements for assessment tasks
13 Compliance statements
14 Detecting plagiarism
15 Procedural fairness
16 Reporting concerns
17 Preliminary assessment
18 Determining allegations of plagiarism and academic dishonesty
19 Available determinations
20 Appeals
21 Responsibilities
22 Reporting to the faculty and the Academic Board
23 Rescissions and replacements

PART 1 - PRELIMINARY

1 Name of policy

This is the Academic Honesty in Coursework Policy 2015.
2 Commencement

This policy commences on 1 January 2016

3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, affiliates and students.

4 Statement of intent

This policy:

(a) states the University's unequivocal opposition to, and intolerance of, plagiarism and academic dishonesty;
(b) sets out the principles underpinning the University's approach to plagiarism and academic honesty;
(c) identifies individual responsibilities for promoting the principles of academic honesty; and
(d) provides for a transparent process for handling allegations of plagiarism and academic dishonesty by students enrolled in coursework award courses.

5 Application

(1) This policy applies to:

(a) staff and affiliates;
(b) all students enrolled in a coursework award course or undertaking coursework while enrolled in a research degree; and
(c) non-award students, exchange students and study abroad students in a unit of study at the University.

(2) It is a condition of each student's admission to candidature that the student complies with this policy.

PART 2 - DEFINITIONS

6 Definitions

In this document:

academic dishonesty has the meaning given in subclauses 8 (1) and 8 (2).
academic integrity has the meaning given in subclause 10 (2).
acknowledgement of the source means identifying, in accordance with the conventions of the discipline, at least:

- the author(s) of the work; and
- the place from which the work or part of the work was sourced.

assessment means evaluation of a student's demonstration of specified learning outcomes, including by written or oral examination, assignments, presentation, and thesis.

By-law means the *University of Sydney By-law 1999* (as amended) or any University Rule or policy which may replace it.

coursework means a program of learning in which the dominant mode of instruction is through a program of classes, lectures, tutorials practical session, online tasks and other modes of instruction that are not supervised research.

coursework award course means a formally approved program of study which can lead to an academic award granted by the University and which is not designated as a research award course. While the program of study in a coursework award course may include a component of original, supervised research, other forms of instruction and learning will generally be dominant. All undergraduate award courses are coursework award courses.

dean means the dean of a faculty or chairperson of a board of studies.

dishonest plagiarism means knowingly presenting another person's ideas, findings or work as one's own by copying or reproducing them without due acknowledgement of the source, with intent to deceive the examiner into believing that the content is original to the student.

Educational Integrity Co-ordinator means the nominated academic to whom the relevant dean has given responsibility for co-ordinating and reporting on allegations of plagiarism and academic dishonesty within the faculty.

examiner means the person responsible for assessing a student’s work.

faculty means a faculty or college board, as established in each case by its constitution or, where applicable, a board of studies.

group work has the same meaning as provided in the *Coursework Policy 2014*, which at the date of this policy is:

- a formally established project to be carried out by a number of students working together that results in a single piece of assessment or a number of associated pieces of assessment.

investigation means an investigation conducted by the Registrar under Chapter 8 of the *By-law* or the equivalent provisions of any University Rule or policy which may replace it.
### PART 3 – ACADEMIC DISHONESTY AND PLAGIARISM

#### 8 Academic dishonesty

(1) For the purpose of this policy, academic dishonesty means seeking to obtain or obtaining academic advantage for oneself or for others (including in the assessment or publication of work) by dishonest or unfair means.

(2) Academic dishonesty includes, but is not limited to:

(a) recycling – that is, the resubmission for assessment of work that is the same, or substantially the same, as work previously submitted for assessment in the same or in a different unit of study (except in the case of legitimate resubmission with the approval of the examiner);

   **Note:** Work which builds on work previously submitted in the same, or a previous, unit of study will not constitute recycling provided that such resubmission is allowed by the examiner and the previous work and the extent and nature of its use is acknowledged.

(b) dishonest plagiarism;

(c) fabricating data;

(d) engaging another person to complete or contribute to an assessment in place of the student;

(e) submitting work for assessment which has been completed by another person in place of the student or to which the other person has made a contribution, whether for payment or otherwise;

(f) accepting an engagement from another student to complete or contribute to an assessment in the place of that student;

(g) communicating, by any means, with another candidate during an examination;
(h) bringing into an examination forbidden material such as textbooks, notes, calculators or computers;
(i) attempting to read another student’s work during an examination;
(j) writing an examination paper, or consulting with another person about the examination, outside the confines of the examination room without permission;
(k) copying from another student during an examination; and
(l) inappropriately using electronic devices to access information during an examination.

9 Plagiarism

(1) For the purpose of this policy, plagiarism means presenting another person’s work as one’s own work by presenting, copying or reproducing it without appropriate acknowledgement of the source.

(2) Plagiarism includes presenting work for assessment, publication, or otherwise, that includes:

(a) phrases, clauses, sentences, paragraphs or longer extracts from published or unpublished work (including from the internet) without appropriate acknowledgement of the source; or

(b) the work of another person, without appropriate acknowledgement of the source and in a way that exceeds the boundaries of legitimate co-operation.

(3) Presenting work which contains any of the elements in subclause 9 (2) constitutes plagiarism, regardless of the author’s intentions.

(4) Plagiarism is unacceptable in academic work, even where it is not intended to deceive the examiner into believing that the work is original to the student, but instead arises from, for example:

(a) poor referencing;
(b) error;
(c) inability to paraphrase; or
(d) inhibition about writing in the student’s own words.

(5) Where plagiarism exists but intention to deceive cannot be established, the matter must still be handled in the manner specified in this policy and the procedures.

9A Legitimate co-operation.

(1) Provided that it meets the requirements of this clause, any constructive educational and intellectual practice that aims to facilitate optimal learning outcomes through interaction between students constitutes legitimate co-operation. This includes:

(a) researching, writing or presenting joint work;
(b) discussing general themes and concepts;
(c) interpreting assessment criteria;
(d) informal study or discussion groups; and


strengthening and developing academic writing skills through peer assistance.

(2) Co-operation is not legitimate if it unfairly advantages a student or group of students over others.

(3) Legitimate co-operation is characterised by a process which:
   (a) is transparent and open;
   (b) is fair, with no unfair advantage to any particular student or group of students working together;
   (c) advances student learning; and
   (d) results in students submitting work which demonstrates what they know.

PART 4 – ACADEMIC INTEGRITY

10 General principles

(1) The role of the University is to create, preserve, transmit and apply knowledge through teaching, research, creative works and other forms of scholarship. The University is committed to academic excellence and integrity as the cornerstones of scholastic achievement and quality assurance.

(2) The academic integrity of the University and its programs requires:
   (a) scrupulous ethical behaviour from individuals;
   (b) a collective culture that champions academic honesty fostered by all staff, affiliates and students;
   (c) effective education and authentic assessment; and
   (d) an effective framework of education, prevention, detection and record keeping that enables the University to monitor and respond to threats to academic integrity.

(3) The University is opposed to, and will not tolerate, plagiarism or academic dishonesty by staff, affiliates or students.

(4) It is the responsibility of all students to:
   (a) ensure that they do not commit or collude with another person to commit plagiarism or academic dishonesty; and
   (b) comply with this policy and the procedures.

(5) The University will treat all allegations of plagiarism or academic dishonesty seriously, in accordance with this policy, the procedures and, where appropriate, misconduct proceedings under the By-law.

11 Fostering academic integrity

(1) Fostering academic integrity within the University is an essential element of an ethical education and culture.

(2) The University’s approach to academic integrity is based on the following strategies.
(a) **Clear expectations.** University policies, procedures and faculty local provisions should clearly document what is expected of students and set out fair processes for dealing with allegations of academic dishonesty.

(b) **Education in academic honesty and discipline specific requirements.** Students should be educated in the academic writing and referencing conventions of their discipline at an early stage in the first semester of the award course in which they are enrolled.

**Note:** See *Learning and Teaching Procedures 2016*.

(c) **Support in understanding the importance and value of academic honesty.** Students should be supported in learning the value and importance of academic honesty as a basis for university scholarship and research enriched learning.

(d) **Well-designed assessment which encourages demonstrated academic achievement, including academic integrity.** Assessment should encourage scholarship, creativity and originality in ways consistent with research-enriched learning.

(e) **Effective detection.** Assessment processes should detect plagiarism, correct errors and poor referencing, and deter dishonesty.

(f) **Systematic record keeping** to monitor the University’s goal to maintain a high standard of academic integrity.

(g) **An open culture** in which academic integrity is championed by staff, affiliates and students and in which information is shared appropriately and acted upon.

**Note:** See also *Privacy Policy 2013* and *Privacy Management Plan*.

### 12 Requirements for assessment tasks

(1) Faculties and unit of study co-ordinators must design the assessment for each award course and each unit of study to eliminate or minimise opportunities for students to gain unfair advantage through plagiarism or academic dishonesty.

(2) Faculties and unit of study co-ordinators must review and renew the assessment for each unit of study each time the unit is offered, including redesigning assessment tasks to prevent any breaches of academic integrity that may have occurred previously from recurring.

(3) Assessment tasks must not be reused in a way that enables students with knowledge or prior experience of those tasks to gain an unfair advantage for themselves or others.

(4) Examination questions and assignment questions must not be reused except where the unit of study co-ordinator is satisfied that such reuse will not:

   (a) jeopardize the academic integrity of the assessment; or
   (b) create unfair advantage.

**Note:** See *Academic Honesty Procedures 2016*. 
13 Compliance statements

(1) Students must submit a signed statement of compliance with each piece of work submitted to the University for assessment, presentation or publication.

Note: Signature may be manual or by an electronic submission.

(2) Where students are required to submit frequent assignments, the relevant unit of study co-ordinator may permit a single compliance statement covering an entire unit, or an entire group of assessment tasks, to be used.

14 Detecting plagiarism

(1) The principles of fair and transparent assessment (as set out in the Coursework Policy 2014) dictate that plagiarised work not be given credit.

Note: See Part 14 of the Coursework Policy 2014.

(2) Detecting and identifying plagiarism is fundamentally a judgement made by an examiner who is aware of the responsibilities involved in the task of academic assessment. Web search and similarity detecting software, and other such means, should be regarded only as tools assisting an examiner to make that judgement.

(3) The University has authorised and mandated the use of text-based similarity detecting software for all text-based written assignments. Faculties must inform students of this in introductory courses, unit of study outlines and informational material provided to them.

(4) Similarity detecting software may also be used for work that is not a text-based written assignment if the faculty or unit of study co-ordinator determines that it is of value in ensuring the academic integrity of assignments. Where such software is used, faculties must inform students in introductory courses, unit of study outlines and informational material provided to them.

(5) The unit of study co-ordinator must require all text-based written assignments to be submitted electronically and checked with the applicable similarity detecting software during the assessment process.

(6) For work that is not a text-based written assignment, unit of study co-ordinators must take all reasonable steps to design an assessment matrix that:

(a) eliminates or minimises the possibility of breaches of academic honesty; and
(b) as far as possible ensures that:

(i) the assignment is the student's own original work;
(ii) the work of others is appropriately acknowledged;
(iii) the assignment has not been previously submitted; and
(iv) the input of others does not exceed the bounds of legitimate cooperation.

(7) Where plagiarism is suspected by an examiner, or the possibility of plagiarism is detected by similarity detecting software, the examiner should employ all reasonable means to clarify whether the relevant work contains plagiarism.

(8) Where, as the result of a student's performance in another assessment task within a unit of study, an examiner forms the reasonable suspicion that an assessment may not be a student's own unaided work (excepting reasonable co-operation), the examiner must report the matter consistently with this policy and the procedures.
PART 5 – DEALING WITH ALLEGATIONS OF PLAGIARISM OR ACADEMIC DISHONESTY

15 Procedural fairness

(1) The process for enquiring into and determining allegations of plagiarism or academic dishonesty by coursework students is set out in the procedures.

(2) A faculty may only impose a penalty for plagiarism or academic dishonesty on a coursework student in accordance with this policy and the procedures.

(3) The University is committed to dealing with allegations of academic dishonesty by students in accordance with the principles of procedural fairness, including the rights of students to:

(a) be informed of the allegations against them in sufficient detail to enable them to understand the precise nature of the allegations and properly to consider and respond to them;

(b) have a reasonable period of time within which to respond to the allegations;

(c) have the matter resolved in a timely manner;

(d) be informed of their rights under this policy and these procedures and under the By-law;

(e) invite a support person or student representative to any meeting regarding alleged academic dishonesty;

(f) be treated impartially in any enquiry or investigation process; and

(g) be treated with an absence of bias by the decision-maker.

16 Reporting concerns

An examiner who suspects plagiarism or academic dishonesty by a student must report it to the relevant Educational Integrity Co-ordinator or nominated academic in the manner prescribed in the procedures (if any).

17 Preliminary assessment

(1) Where an Educational Integrity Co-ordinator or nominated academic becomes aware of an allegation of plagiarism or academic dishonesty, they must, in consultation with the examiner:

(a) formulate a clear expression of the alleged conduct; and

(b) form a preliminary view of whether, if proven, it would constitute plagiarism or academic dishonesty.

(2) If an Educational Integrity Co-ordinator or nominated academic forms the preliminary view that the alleged conduct:

(a) could not amount to plagiarism or academic dishonesty; and

(b) was not caused by a failure fully to understand referencing requirements rather than dishonesty;

then:
(c) they must record ‘no impropriety’ as the decision; and
(d) the work must be assessed according to its academic merit without penalty
and according to the advertised criteria.

Note: See Part 3 of the Academic Honesty Procedures 2016.

(3) If the Educational Integrity Co-ordinator or nominated academic forms the
preliminary view that the alleged conduct:
(a) could amount to plagiarism or academic dishonesty; but
(b) is likely to have been caused by a failure to fully understand referencing
requirements;
then
(c) they will refer the student for additional development in the manner
prescribed in the procedures.

(4) If the Educational Integrity Co-ordinator or nominated academic's preliminary view
is that the alleged conduct:
(a) is potential impropriety; and
(b) is not likely to have been caused by a failure to understand referencing
requirements
then they must determine whether the matter should be:
(c) referred to the Director of Research Integrity and Ethics Integrity for action
under the Research Code of Conduct 2013;
(d) referred to the Registrar for action under the By-Law; or
(e) dealt with by the faculty under this policy and the procedures.

(5) The Educational Integrity Co-ordinator or nominated academic must refer to the
Registrar any credible allegation that:
(a) would, if proven, warrant a penalty more serious than failure in the relevant
unit of study;
(b) another person has been engaged to complete or contribute to an
assessment instead of the student; or
(c) the student has accepted such an engagement from another student

(6) The Educational Integrity Co-ordinator must refer to the Director of Research
Integrity and Ethics Administration any credible allegation that would, if proven
constitute:
(a) a breach of the Research Code of Conduct 2013; or
(b) research misconduct.

Note: The Research Code of Conduct 2013 applies to coursework students engaged in
research activities as defined in the Code, including research where human or
animal ethics approvals have been granted, or as part of an externally funded
research project.

(7) The Educational Integrity Co-ordinator or nominated academic must inform the
student in writing of any decision to refer an allegation to another decision maker
under subclause 17(64).
18 Determining allegations of plagiarism and academic dishonesty

(1) If the outcome of the Educational Integrity Coordinator or nominated academic’s preliminary assessment is that the matter is not one in which the student should be dealt with under subclauses 17(2), 17(3), 17(4)(d) or (e), 17(5) or 17(6), the Educational Integrity Coordinator or nominated academic must:

(a) inform the student; and

(b) determine a time and place for an interview in the manner prescribed in the procedures.

(2) Where allegations concern group work, the steps required by this policy must be undertaken separately in relation to each student involved. In particular:

(a) separate allegations must be formulated for each student;

(b) separate notifications must be provided to each student;

(c) each student must be the subject of separate consideration;

(d) students must not be interviewed together; and

(e) a determination made about one student must not be taken into consideration when determining allegations against another.

(3) The decision maker must be the Educational Integrity Coordinator or a nominated academic, and may be, but need not be, the same person who formed the preliminary view.

(4) The decision maker must consider:

(a) the allegation as formulated;

(b) any supporting material (copies of which must be provided to the student); and

(c) any submissions made by or on behalf of the student.

19 Available determinations

(1) The decision maker must determine whether the student has engaged in:

(a) no impropriety;

(b) plagiarism;

(c) academic dishonesty; or

(d) potential misconduct.

(2) The consequences of each determination are as specified in the Academic Honesty Procedures 2016.

20 Appeals

(1) Students may appeal against academic decisions made under this policy or the procedures, in the manner provided in the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended).
Such an appeal:
(a) is an appeal to the faculty, as set out in section 3.2 of the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006; and
(b) should be determined by the Dean or Associate Dean.

PART 6  RESPONSIBILITIES

23 Responsibilities

(1) Demonstrating and embedding academic integrity is the responsibility of all members of the University community.

(2) The Deputy Vice-Chancellor (Education) through the Office of Educational Integrity is responsible for:
(a) overseeing the maintenance of academic integrity in all courses across the University;
(b) co-ordinating the work of faculties, Educational Integrity Co-ordinators and other decision makers to ensure consistency of practice and standards in education, detection and penalties;
(c) developing and regularly updating one or more online academic integrity modules to be taken by all students in the early stages of the first semester of the award course in which they are enrolled;
(d) maintaining University-wide systems and practices for prevention, detection and recordkeeping in relation to the maintenance of academic integrity;
(e) making development courses available to all students in the University which:
   (i) build on education provided by faculties and any online modules; and
   (ii) provide additional education where problems are detected in student work that fall short of academic dishonesty.
(f) reporting to the relevant Educational Integrity Co-ordinator the results of any student required to undertake further development courses under this policy;
(g) providing information from the centralised record-keeping system about allegations and findings of plagiarism and academic dishonesty to the Educational Integrity Co-ordinators for reporting to faculties and the Academic Board.

(3) The Deputy Vice-Chancellor (Registrar) is responsible for:
(a) conducting investigations under the By-law; and
(b) making arrangements for University-administered examinations that eliminate or minimise the possibility of breaches of academic honesty.

(4) The Academic Board is responsible for:
(a) monitoring academic integrity throughout the University;
(b) scrutinising annual reports from faculties on breaches of academic integrity in coursework and research award courses; and
(c) making recommendations to faculties, the Vice-Chancellor and Deputy Vice-Chancellors.
(5) **Faculties** are responsible for:
(a) monitoring and overseeing the implementation of this policy and the procedures within the faculty;
(b) promoting good practice for all units of study and award courses which they administer;
(c) responding to requests for information from the Deputy Vice-Chancellors, the Office of Educational Integrity and the Academic Board;
(d) providing to all students, during the early stages of the first year of all undergraduate and postgraduate award courses, formal education (including tutorial exercises and scaffolded writing tasks) about:
   (i) principles and practices of academic integrity;
   (ii) appropriate acknowledgement;
   (iii) paraphrasing;
   (iv) developing effective written communication; and
   (v) avoiding plagiarism and academic dishonesty.
(e) establishing and maintaining processes to require and monitor that all students successfully complete any online academic integrity modules endorsed by the Deputy Vice-Chancellor (Education) through the Office of Educational Integrity;
(f) monitoring and overseeing unit of study co-ordinators’ development and review of assessment requirements within each unit of study to provide academic integrity processes within the faculty that are consistent, aligned and effective;
(g) reporting annually to the Academic Board on steps taken to support academic integrity within the faculty, based on reports of breaches provided by the Office of Educational Integrity from the centralised record-keeping system.

(6) **Deans** are responsible for:
(a) developing and supporting academic integrity within their faculty;
(b) monitoring and overseeing the implementation of this policy and the procedures within their faculty;
(c) appointing an Educational Integrity Co-ordinator within their faculty;
(d) assigning appropriate duties to professional staff to implement this policy; and
(e) appointing, as deemed appropriate, one or more additional nominated academics as decision makers in appropriate cases.

(7) **Educational Integrity Co-ordinators** are responsible for:
(a) monitoring and reporting on instances of plagiarism and academic dishonesty within their faculties consistently with this policy and the procedures;
(b) maintaining consistent decision making and high standards of academic integrity within their faculty, in line with guidelines from the Office of Educational Integrity;
(c) complying with the requirements of this policy and the procedures; and
(d) presenting a report, based on information from the Office of Educational Integrity, on all allegations of plagiarism and academic dishonesty each year to the faculty board and to the Academic Board as required by this policy.

(8) **Nominated Academics** are responsible for

| (a) working with the Educational Integrity Co-ordinator to maintain consistent decision making and high standards of academic integrity within their faculty, in line with guidelines from the Office of Educational Integrity; and |
| (b) complying with the requirements of this policy and the procedures. |

(9) **Unit of study co-ordinators** are responsible for:

| (a) developing and supporting the academic integrity of assessment within the units of study for which they are responsible; |
| (b) designing and reviewing the assessment matrix of a unit of study each time it is offered to: |
| (i) embed academic integrity; and |
| (ii) eliminate or minimise opportunities for plagiarism or academic dishonesty, in light of any breaches of academic integrity that occurred when the unit was previously offered. |
| (c) providing unit of study outlines, or sites on the University’s Learning Management System, for each unit of study which: |
| (i) give clear information about the University’s policies and procedures on plagiarism and academic dishonesty; and |
| (ii) where appropriate, provide discipline or subject specific examples; |
| (d) reporting instances of suspected plagiarism and academic dishonesty; and |
| (e) implementing the requirements for assessment specified in this policy and the procedures, including the use of similarity detection software. |

(10) **Teachers, including examiners**, are responsible for:

| (a) educating students about academic integrity consistently with the plans of faculties and unit of study co-ordinators; |
| (b) advising students on academic integrity; |
| (c) maintaining academic integrity in all activities relating to learning and assessment; |
| (d) distinguishing original from plagiarised work; and |
| (e) reporting breaches of academic integrity consistently with this policy. |

(11) **Students** are responsible for ensuring academic integrity in all learning and work completed by them.

| (a) Students undertaking group work who become aware of plagiarism or other academic dishonesty in their group’s work should make all reasonable attempts either: |
| (i) ensure the work is correctly referenced prior to submission; or |
| (ii) report the plagiarism or academic dishonesty to the unit of study co-ordinator. |
| (b) Failure to do so may amount to collusion in unacceptable conduct. |
PART 7 – ADMINISTRATIVE MATTERS

24 Reporting to the faculty and the Academic Board

(1) Each Educational Integrity Co-ordinator must provide an annual report to the Faculty Board and other appropriate committees containing:

(a) the number of allegations of plagiarism and academic dishonesty received by the faculty during the previous year organised according to:

(i) enrolment type (part time/full time);
(ii) International or domestic status;
(iii) gender;
(iv) award course; and
(v) year of award course;

(b) a de-identified summary table of the outcomes of the allegations following investigation.

(2) In March each year, faculties must report information specified in subclause 24 (1) to the Academic Standards and Policy Committee of the Academic Board, along with a commentary on any further steps taken by the faculty to promote compliance with this policy and to ensure the academic integrity of its programs.

25 Rescissions and replacements

This document replaces the Academic Dishonesty and Plagiarism in Coursework Policy 2012 which is rescinded as from the date of commencement of this document.

NOTES

Academic Dishonesty and Plagiarism in Coursework Policy 2015

Date adopted: 15 December 2015
Date commenced: 1 January 2016
Administrator: Chair, Academic Board
Review date: 9 December 2020
Rescinded documents: Academic Dishonesty and Plagiarism in Coursework Policy 2012
Related documents: University of Sydney Act 1989 (as amended)
University of Sydney By-Law 1999 (as amended)
University of Sydney (Student Appeals Against Academic Decisions) Rule 2006
Coursework Policy 2014
<table>
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<td>13</td>
<td>Addition of note, administrative amendment only</td>
<td>1 January 2016</td>
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THESIS AND EXAMINATION OF HIGHER DEGREES BY RESEARCH POLICY 2015

The Academic Board, as delegate of the Senate of the University of Sydney, adopts the following policy.

Dated: 12 November 2014
Last amended: 28 October 2015, commencing 1 January 2016
12 April 2016 (administrative amendment)

Signature: DRAFT ONLY – NOT FOR SIGNATURE
Position: Chair, Academic Board

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1 Name of policy
This is the Thesis and Examination of Higher Degrees by Research Policy 2015.

2 Commencement
This policy commences on 1 January 2015.
3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

4 Statement of intent

This policy:

(a) describes the nature of the thesis for a higher degree by research; and
(b) prescribes the requirements for the examination of a higher degree by research.

5 Application

(1) This policy applies to the thesis for, and examination of, all higher degrees by research, including:
   (a) masters degrees by research;
   (b) the Doctor of Philosophy; and
   (c) doctorates by research other than the Doctor of Philosophy.

(2) This policy does not apply to higher doctorates as defined in section 5 of the University of Sydney (Higher Degree by Research) Rule 2011.

6 Definitions and interpretation

(1) In this policy:

   AQF means the Australian Qualifications Framework (see http://www.aqf.edu.au/)

   administrative unit means the central University administrative unit responsible for the processes of candidature management

   Associate Dean means the Associate Dean of a faculty with authority for matters relating to higher degrees by research within the faculty, or the Deputy Chairperson of a Board of Studies, or a person appointed by the Dean to have authority for matters relating to higher degrees by research within the faculty.

   cotutelle agreement means an agreement between the University and another university or institution that permits joint candidature in the Doctor of Philosophy consistently with the Cotutelle Scheme Policy

   course resolutions means resolutions made by the Academic Board in accordance with sections 2.1 and 3.1 of the University of Sydney (Higher Degree by Research) Rule 2011.

   Dean means the Dean of a faculty or the chairperson of a board of studies.
**department** means the academic unit or disciplinary grouping (however named) within a faculty primarily responsible for the teaching and examining of higher degree by research students. If a faculty does not have an internal departmental structure, a reference to a department is a reference to the faculty.

**doctorate by research** includes the PhD and all faculty doctorates and has the meaning provided in the *University of Sydney (Higher Degree by Research) Rule 2011 (as amended)* which at the date of this policy is:

a degree with the word ‘Doctor’ in the title comprising a minimum of two-thirds research that is approved by the Academic Board.

**Note:** The Academic Board will not approve a Doctorate by research unless it complies with the Australian Qualifications Framework at AQF level 10.

**examination** means the examination of a thesis as the basis for the award of a higher degree by research.

**examiner** means a person appointed to examine a higher degree by research thesis. An examiner may be an internal or an external examiner.

**external examiner** means a suitably qualified person who is neither an employee or an honorary title holder (as defined by the *Honorary Titles Policy 2013*) of the University. Persons who have previously been employed by the University, and who have not been involved in the candidature, may be approved as external examiners.

**faculty** means the faculty in which the student is enrolled.

**faculty committee** means the committee that is responsible for the examination of a higher degree by research student for the faculty in which the student is enrolled. This may be a faculty, divisional or other relevant committee or board.

**head of department** has the meaning provided in the *University of Sydney (Higher Degree by Research) Rule 2011* which at the date of this policy is:

the head of the relevant department or discipline.

**Note:** see also “department”

**internal examiner** means a suitably qualified person who is an employee or honorary title holder (as defined by the *Honorary Titles Policy 2013*) of the University.

**joint award** means an agreement between the University and another university or institution pursuant to an agreement that permits such awards.

**Note:** See also *Cotutelle Scheme Policy*
masters degree by research has the meaning provided in the University of Sydney (Higher Degree by Research) Rule 2011 which at the date of this policy is:

a degree with the word ‘Master’ in the title comprising a minimum of two thirds research that is approved by the Academic Board.

Note: The Academic Board will not approve a masters degree by research unless it complies with the Australian Qualifications Framework at AQF Level 9.

outcome means the outcome of an examination for a higher degree by research as defined in clause 23 of this policy.

PhD Award Sub-Committee means the PhD Award Sub-Committee of the Graduate Studies Committee of the Academic Board.

Note: The terms of reference of these committees are available from the Graduate Studies Committee website.

plagiarism has the meaning provided in the Academic Honesty in Coursework Policy 2015 which at the date of this policy is

presenting another person’s work as one’s own work by presenting, copying or reproducing it without appropriate acknowledgement of the source. Plagiarism is a form of academic dishonesty.

postgraduate co-ordinator means the member of academic staff within a department with responsibility for matters relating to higher degrees by research.

student has the meaning provided in the University of Sydney By-law 1999 (as amended) which at the date of this policy is:

a person who is currently admitted to candidature in an award course at the University.

submission check means a review of a higher degree by research thesis undertaken at the point of submission by the central University administrative unit responsible for the processes of candidature management, as specified in subclause 13(21).

Note: See also Thesis and Examination of Higher Degree by Research Procedures 2015 and Academic Honesty Procedures 2016.

supervisor has the meaning provided for co-ordinating supervisor in the Supervision of Higher Degree by Research Students Policy 2013 which at the date of this policy is:

the research supervisor in a supervisory team who has designated academic delegations and responsibility for administrative requirements.

thesis means the whole of the assessable work submitted for examination. This may include previously published material, creative or artistic components, software, codes, models, and appendices.

(2) Subject to the requirements of the applicable faculty constitution, an action to be undertaken by a faculty pursuant to this policy may be undertaken by a staff member, academic or professional, to whom the Dean has allocated responsibility for the relevant activity.
7 Roles of thesis and examination

(1) The thesis is the complete body of assessable work submitted by a student for examination for a higher degree by research.

(2) The examination of the thesis is the basis for the award of a higher degree by research (subject to the completion of coursework where required by degree resolutions).

Note: Some masters degrees by research and doctorates may include coursework requirements.

(3) The examination determines whether a higher degree by research is awarded or not awarded.

(4) Subject to Section 6 of the University of Sydney (Higher Degree by Research Rule) 2011, a candidate for a higher degree by research will not be permitted to undertake a program of advanced study and research that is likely to result in the lodgement in the University Library of a thesis that cannot be made available for public use.

8 The thesis

(1) The thesis must:
   (a) be the student’s own work;
   (b) embody the results of the work undertaken by the student during candidature;
   (c) form a substantially original contribution to the area of knowledge concerned;
   (d) afford evidence of originality by the:
      (i) discovery of new knowledge; and
      (ii) exercise of independent critical ability;
   (e) form a cohesive and unified whole;
   (f) include a substantial amount of material that may be suitable for publication;
   (g) satisfactorily demonstrate that the student is able to identify, access, organise and communicate new and established knowledge;
   (h) be written to a standard generally acceptable to the discipline; and
   (i) be written in English except where permitted under the University of Sydney (Higher Degree by Research Rule) 2011.

(2) The thesis must document, generally in the preface, or in the notes, or elsewhere as appropriate:
   (a) the animal and human ethics approval obtained;
   (b) the sources from which the information in the thesis is derived;
   (c) the nature of collaborations, or assistance, with the work described in the thesis, including:
      (i) any assistance provided during the research phase; and
      (ii) any editorial assistance in the writing of the thesis.

Note: In relation to editorial assistance see clause 3 of the Thesis and Examination of Higher Degrees by Research Procedures 2015.
(3) The thesis must contain a written component generally in the form of one or more critical hypotheses that investigate the subject of the thesis in the relevant body of knowledge.

(4) The thesis may contain:
   (a) artistic or creative works, software, computer code, or models which must be documented or recorded in a way sufficient for the purpose of assessment;
   (b) material that has been published during candidature with the student as either sole or joint author, provided that the supervisor or corresponding author submits evidence identifying the student’s contribution to the published material;
   (c) appendices.

(5) The role of an appendix is to provide a place for the inclusion of supplementary material that is related to the research but not directly relevant to the argument of the thesis.
   (a) Material in appendices is assessable except where written entirely by authors other than the candidate.
   (b) Appendices may include:
      (i) data sets; or
      (ii) software code; or
      (iii) examples of surveys or instruments used to gather research data; or
      (iv) handbooks and manuals; or
      (v) publications arising from the research but not directly relevant to the arguments included in the thesis; or
      (vi) documentary recordings of exhibitions or installations mounted during the candidature but not part of the thesis; or
      (vii) archival and primary texts; or
      (viii) other material as deemed necessary by the student and supervisor.

(6) The required length of the thesis depends on the degree for which it is submitted.
   (a) For doctoral degrees:
      (i) the total upper limit is 80,000 words which may be exceeded by no more than 20,000 words with the written permission of the Dean, Associate Dean, or the Chair of the faculty committee;
      (ii) subject to clause 8(6)(a)(i), a shorter required length may be specified by course resolutions, or in the case of the PhD, by local provisions;
      (iii) this word limit does not include appendices.
   (b) For masters degrees by research:
      (i) The total upper limit is 50,000 words which may be exceeded by no more than 10,000 words with the written permission of the Dean, Associate Dean, or the Chair of the faculty committee.
      (ii) Subject to Clause 8(6)(b)(i), a shorter required length may be specified in course resolutions.
      (iii) The word limit does not include appendices.
9 The examination generally

(1) The examination is an assessment of the total thesis presented.

(2) The examination process proceeds on the basis that:

(a) the thesis consists of advanced research which makes an original contribution to knowledge; and

(b) the awarded thesis will be lodged in the University library in electronic format.

Note: See also University of Sydney (Higher Degree by Research) Rule 2011 and Thesis and Examination of Higher Degrees by Research Procedures.

(3) The result of the examination is an academic decision based on a body of evidence which includes:

(a) mandatory items:

(i) the thesis;

(ii) examiners' reports specified in clause 21 of this policy;

(iii) a recommendation from the relevant head of department, which is based on the examiners' reports; and

(iv) where applicable, any reports of investigations under the Academic Honesty Procedures 2016 or its related policies;

Note: See Academic Honesty in Coursework Policy 2015 and Research Code of Conduct 2013.

and

(b) as deemed necessary by the faculty committee or the PhD Award Subcommittee:

(i) reports from supervisor(s), and the Associate Dean;

(ii) comments from the student; or

(iii) any other information deemed necessary.

Note: See also clauses 5 – 14 of the Thesis and Examination of Higher Degrees by Research Procedures 2015.

10 Oral examinations

(1) Oral examinations may be:

(a) recommended by the head of department; or

(b) requested by a student, except in relation to a resubmitted thesis.

Note: See also clauses 15 – 16 of the Thesis and Examination of Higher Degrees by Research Procedures 2015.

(2) Oral examinations will only be undertaken if approved by the head of department.

(3) Oral examinations may be conducted:

(a) as an integral part of the whole examination process; or

(b) as an in-person consultation with the student at the conclusion of the standard examination.

(4) The purpose of an oral examination is to:
(a) reduce the potential length of the examination process;
(b) fit the convention of the discipline;
(c) test the student’s understanding of the knowledge described within the thesis;
(d) clarify points of principle or detail within the thesis; or
(e) assess the contribution made by the student to the content and presentation of the thesis.

(5) Oral examinations may only examine material that would be examined under a thesis-only examination i.e. the complete thesis as specified in clause 8 of this policy.

11 Examination of cotutelle and joint award degrees

(1) For joint degrees, including cotutelle degrees, the examination processes to be used must be specified in the individual student agreement at the beginning of the candidature.

(2) The examination of such degrees must be conducted:
(a) by the University, in accordance with this policy; or
(b) by the partner institution, consistently with the terms of the applicable individual student agreement.

(3) If the examination is to be conducted by the partner institution:
(a) the proposed examination process must be approved before the agreement is executed, by one of:
   (i) the Chair of the Graduate Studies Committee of the Academic Board; or
   (ii) the PhD Award Sub-Committee of the Graduate Studies Committee of the Academic Board; and
(b) the relevant individual student agreement should require consistency with the following clauses of this policy:
   (i) the qualifications of examiners (clause 15)
   (ii) the examiners’ reports (clause 21); and
   (iii) the outcome of the award (clause 23).

Note: See also Cotutelle Scheme Policy and clause 18 of the Thesis and Examination of Higher Degrees by Research Procedures 2015.

12 Thesis with publications

(1) The University will accept for examination a thesis which contains previously published material provided that:
(a) the thesis makes an original and substantial contribution to the field of knowledge;
(b) the thesis forms a consistent, coherent and unified whole;
(c) the previously published material relates to research undertaken during the candidature and was published during the candidature; and
(d) in addition to the published material, the student provides, at the minimum:

(i) an introduction which argues for the aim(s) of the thesis and contextualises the research problems it purports to address; and

(ii) a conclusion which draws together the findings of the studies in the context of the stated aims of the thesis.

(2) The student may also provide other separate chapters to supplement the published papers such as a literature review, background information, or description of the methodology used.

(3) Acceptable publications (including material already published, accepted for publication, or submitted for publication) include:

(a) papers in a refereed journal;
(b) book chapters;
(c) conference papers;
(d) a documentary record of an exhibition or installation mounted during candidature which is not part of the creative or artistic component of a thesis.

(4) A blog is not an acceptable publication.

(5) A collection of disparate publications, no matter what their quality, must not be approved for the award of a higher degree by research if they do not meet the criteria for the award.

(6) A thesis containing published material must be examined using the same criteria, and by the same process, as one which does not.

13 Form of thesis for examination

(1) The student must submit their thesis for examination as an electronic document.

(a) A thesis in paper format may be accepted in addition to the electronic document, with the prior approval of the head of the administrative unit.

(b) If an examiner expresses a preference for examining a paper copy of the thesis, then this must be supplied by the administrative unit.

(c) The administrative unit must conduct the submission check, including applying similarity detecting software and making other appropriate checks to all theses submitted for examination.

(2) The following information must appear on the title page:

(a) the full title of the thesis;
(b) the student’s name;
(c) the words “A thesis submitted in fulfilment [or “partial fulfilment”, if determined by the degree resolutions] of the requirements for the degree of [degree name, e.g. Doctor of Philosophy]”;
(d) the faculty in which the student is enrolled;
(e) the name of the University of Sydney.

(3) If a thesis includes an artistic or creative component such as an exhibition, performance, model, software or data, a documentary record of this component of sufficient quality for assessment must be included as part of the submitted thesis.
(4) The thesis must be accompanied by an abstract in the format prescribed by the Academic Board. Some faculties may require the abstract in advance of submission of the thesis for examination.

Note: See the Library and Sydney eScholarship Repository Final Thesis Lodgement Guidelines for Students for information about the prescribed format. See also clause 23 of the Thesis and Examination of Higher Degrees by Research Procedures 2015.

(5) Students must submit a statement with the thesis certifying their understanding that, if their candidature is successful, their thesis will be lodged with the Director of University Libraries and made available for immediate use.

Note: See also University of Sydney (Higher Degree by Research) Rule 2011 for requirements for lodging theses.

(6) The thesis must be accompanied by a statement from the supervisor stating whether, in the supervisor’s opinion, the thesis:

(a) is sufficiently well presented to be examined; and
(b) does not exceed the prescribed word limit or any extended word limit for which prior approval has been granted.

(7) If a thesis is submitted for examination without the supervisor’s statement, the faculty committee will decide whether it will be accepted for examination.

(8) The faculty committee may decline to examine a thesis if:

(a) the supervisor does not certify that it is ready for examination;
(b) it exceeds the prescribed word limits without prior approval to do so;
(c) suitable examiners, as determined by the faculty committee, cannot be found;
(d) the student requests withdrawal from the examination and the faculty committee determines there is good reason to do so;
(e) the student has not successfully completed required research training activities, including any required units of study;
(f) there is a finding of inappropriate academic practice, research misconduct or a breach of the Research Code of Conduct 2013.

Note: See Academic Honesty in Coursework Policy 2015; Research Code of Conduct 2013 and Academic Honesty Procedures 2016.

(g) it is not compliant with ethics approvals; or
(h) it breaches any of:

(i) the Research Data Management Policy 2014;
(ii) the Research Data Management Procedures 2015;
(iii) the Code of Conduct for Students;
(iv) the Academic Honesty in Coursework Policy 2015; or
(v) any applicable faculty local provisions relating to research data management.

(9) When a faculty committee declines to examine a thesis, they must:

(a) report the circumstances and reasons for the decision to the PhD Award Sub-Committee;
(b) inform the student in writing of:

(i) the reasons for declining to examine the thesis;
(ii) any changes necessary to make the thesis acceptable for examination; and

(iii) any other actions required to be completed prior to examination.

(c) recommend to the Dean that the student be either:

(i) permitted to re-enrol in order to complete the necessary actions and changes and resubmit the thesis; or

(ii) asked to show good cause why they should be permitted to re-enrol.

(d) The Dean will decide whether the student will be permitted to re-enrol or required to show good cause.

Note: The show good cause process is specified in the University of Sydney (Higher Degree by Research) Rule 2011

14 Notice of intention to submit

(1) The student must provide written notice of their intention to submit a thesis for examination prior to the final submission date.

Note: See the University of Sydney (Higher Degree by Research) Rule 2011

(2) Notice should be given at least three months prior to the intended submission date to allow sufficient time for:

(a) the appointment of examiners; and

(b) the organisation of other examination requirements such as oral examinations, exhibitions or performances.

(3) The notice of intention to submit must include certification by the student that they have complied with:

(a) any ethics approvals given; and

(b) their data management plan and report to their supervisor.

Note: See also Research Data Management Policy 2014, Research Data Management Procedures 2015 and any relevant faculty local provisions.

(3)(4) The supervisor, head of department, or postgraduate coordinator should discuss with the student:

(a) the possibility of an oral examination; and

(b) the selection of possible examiners, noting that students:

(i) may advise the supervisor, in writing, of the names of individuals that they consider appropriate to be appointed as examiners; and

(ii) may advise the supervisor, in writing, of the names of individuals that they would prefer not to be appointed as examiners; and

(iii) are not permitted to communicate with examiners regarding the examination during the examination.

15 Qualifications of examiners

(1) Nominated examiners must be approved:

(a) for doctoral degrees, by the PhD Award Sub-Committee;

(b) for masters degrees, by research by the faculty committee.
Examiners should be active in research or scholarship. A research active examiner is understood to be someone who pursues research on an ongoing basis, as a major focus of their academic activity.

Examiners should have the following qualifications appropriate to the discipline, and as determined by the faculty committee:

(a) a qualification equivalent to the level being examined; or
(b) equivalent professional or research experience.

Examiners should have experience of, or be familiar with, the supervision and examination of research theses for the University or other local and international educational institutions, as determined by the faculty committee.

The faculty should take all reasonable steps to ensure that examiners are:

(a) free from bias for or against the student or the supervisor; and
(b) free from actual, potential or perceived conflicts of interests.

A person must not be an examiner if they:

(a) have been involved in the student’s research;
(b) are a co-author on any part of the work;
(c) have a past or current close personal relationship with the student or supervisor;
(d) have had substantial contact with the student or supervisor in any other circumstances which might jeopardise the independence, or the perceived independence, of the examination;
(e) have been a research student of the supervisor within the last ten years; or
(f) have supervised the student at any time.

Note: See also External Interests Policy 2010

Subject to this clause 15, a person from another institution, who has held the role of supervisor for other higher degree by research students at the University of Sydney, may be appointed as an external examiner.

Former research students of the supervisor must not be appointed as examiners for at least ten years after graduation, except with the specific approval of the PhD Award Sub-Committee and in exceptional circumstances.

16 Approving examiners

The supervisor must make recommendations regarding the appointment of examiners to the faculty committee, as follows:

(a) for a doctorate by research, a minimum three examiners; and
(b) for a masters degrees by research, a minimum of two examiners.

The supervisor should inform the faculty committee of any preferences regarding examiners received from the student.

Each group of examiners approved to examine a thesis should include:

(a) no more than one from any given university or institution; and
(b) at least one examiner affiliated with a university or degree granting institution; and
(c) no more than one internal examiner.
(4) The supervisor may recommend one or more additional individuals who are qualified to examine to be held in reserve and commissioned, consistently with clause 17 of this policy, as required.

(5) Once the faculty committee has received recommendations from the supervisor regarding the examiners it may consult with the supervisor or head of department as required.

(6) The faculty committee may:
   (a) proceed with the nomination of examiners as recommended; or
   (b) nominate different examiners after consultation with the supervisor or head of department.

(7) The supervisor and the faculty committee should ensure that examiners are nominated at least four weeks before the submission of the thesis.

(8) If the student does not submit the thesis for examination within three months following the approval of examiners, the faculty must:
   (a) request a revised submission date from the student and the supervisor; and
   (b) write to each examiner:
       (i) to inform them of the delay; and
       (ii) ask if they are still willing to conduct the examination of the thesis at a future date.

17 Commissioning of examiners

(1) Once approved examiners must be commissioned by the faculty in the manner provided in the Thesis and Examination of Higher Degrees by Research Procedures 2015.

Note: See Clause 6 of those procedures.

(2) At least the minimum number of approved examiners for the degree must be commissioned.

(3) Approved examiners who are not initially commissioned may be used at a later stage as replacement or additional examiners.

(4) At the time of commissioning, the faculty must ensure that examiners are informed that:
   (a) the contents of the thesis, including any intellectual property rights contained in the thesis, remain strictly confidential;
   (b) the thesis can only be used for the purposes of performing the examination;
   (c) their names may be released to the student during or after the examination; and
   (d) their reports may be released to the student during or after the examination.

Note: Students have the right to access information about themselves, including their examinations. See the Privacy Policy 2013 and the Privacy Management Plan.

18 Approving and commissioning of additional examiners

(1) Additional approved examiners may be commissioned to examine a thesis if:
   (a) an original examiner is unable to examine subsequent to appointment; or
(b) an original examiner does not complete their examination within the required time frame

Note: see clause 20 below

or

(c) as required by the faculty committee or the PhD Award Sub-Committee.

(2) An internal examiner may only replace an original internal examiner.

(3) Any additional examiners must be approved consistently with clause 16 of this policy. This may include examiners approved, but not commissioned, at the time of submission.

19 Appointing examiner-as-assessor

(1) Where the faculty committee or the PhD Award Sub-Committee is unable to form an intention regarding the award, the faculty committee may appoint an examiner-as-assessor to examine the thesis and act as an assessor of the original examiners' reports.

(2) Previous approval as an examiner is not sufficient to act as examiner-as-assessor.

(3) Examiners appointed as assessors must:
   (a) be an external appointment;
   (b) have the qualifications required in Clause 15 of the policy;
   (c) possess very high standing in the subject of the thesis; and
   (d) be approved by the PhD Award Sub-Committee.

20 Replacing examiners

(1) Replacement examiners must be appointed when:
   (a) a report has not been received from an original examiner within ten weeks of the twelve weeks of the receipt of the thesis; or
   (b) an examiner is unable to examine subsequent to appointment.

(2) The faculty committee must:
   (a) inform the original examiner that their services are no longer required; and
   (b) commission a previously approved examiner; or
   (c) approve a new examiner in accordance with clause 16 of this policy.

(3) Once commissioned, the new examiner must examine the thesis consistently with clause 9 of this policy.

(4) If the original examiner returns a report after the replacement examiner has been sent a copy of the thesis, the original examiner's report will not form part of the body of evidence used to determine the award of the degree.

21 Examiners reports

(1) Within six weeks of the receipt of the thesis, each examiner must:
   (a) complete the examination; and
(b) submit a report to the faculty.

(2) Each examiner must submit an independent report, which will remain confidential until:

(a) all reports have been received; or

(b) the Dean or Associate Dean considers that special circumstances exist which warrant its earlier release.

(3) Examiner’s reports must be in English, except where the language of the thesis is in a language other than English.

Note: See the University of Sydney (Higher Degree by Research Rule) 2011.

(a) If the thesis is in a language other than English, the preferred language of the examiner’s report is English, but the examiner’s report may be provided in the same language as the thesis.

(b) An examiner who provides a report in a language other than English must also submit a summary of their report in English. This summary must be sufficient for:

(i) the faculty committee and the PhD Award Sub-Committee to review the examination as necessary; and

(ii) reviewers to understand the key aspects of the report.

(4) Examiners’ reports must

(a) state whether, in the opinion of the examiner, the thesis fulfils the criteria in clause 8 of this policy; and

(b) include any other material required by the Thesis and Examination of Higher Degrees by Research Procedures 2015.

22 Communication during examination process

(1) Between examiners

(a) The names of examiners must not be disclosed to other examiners until a determination has been made about the awarding of the degree, except if required:

(i) by the use of an oral examination; or

(ii) during the examination of a creative or artistic component of a thesis.

(b) Examiners must not correspond or communicate with other examiners regarding the examination or the thesis, except in discussion:

(i) at an oral examination; or

(ii) at the examination of a creative or artistic component of a thesis.

(2) Between examiners and students

(a) The names of examiners may be disclosed to students, on request, after the thesis has been submitted for examination.

(b) Students, or persons acting on their behalf, must not communicate with the examiners regarding their thesis or examination during the examination process (i.e. from submission to award of degree).

(c) If a student, or a person acting on their behalf, communicates with an examiner during the examination process:
(i)  the examination must be discontinued; and
(ii)  a new examination process must commence with newly commissioned examiners.

Note: Breaches of the Code of Conduct for Students may result in disciplinary action.

(3) Between the University and examiners

(a)  University staff, including academic and professional staff, may contact examiners:
   (i)  to arrange for an oral examination or the examination of a creative or artistic component of a thesis; or
   (ii)  to ascertain if progress of the report is delayed.

(b)  If University staff, including academic and professional staff, communicate with an examiner they should not make any comment which could be seen as influencing, or having the potential to influence, the examination outcome.

(c)  The faculty will inform the examiners of the outcome of the examination at the conclusion of the examination.

(4) Between the faculty and the student

(a)  Students may be provided with status updates on the examination process, at the stages specified in the Thesis and Examination of Higher Degrees by Research Procedures 2015.

Note: See clause 15 of those procedures.

(b)  The faculty should provide the student with the names of the examiners at the conclusion of the examination process.

(c)  The faculty must also contact any student who is required to:
   (i)  comment on the examination; or
   (ii)  fulfil conditions related to the outcome of the examination.

23 Outcome of the examination

(1) The outcome of the examination will be decided:

(a)  for masters degrees by research, by the relevant faculty committee.

(b)  for doctorate by research degrees, by the PhD Award Sub-Committee or by the relevant faculty committee.

(2) The outcome of the examination must be one of the following:

(a)  Award without qualification: the degree can be awarded without any further action by the student.

(b)  Award with minor corrections: the degree can be awarded once minor corrections to the thesis have been addressed by the student to the satisfaction of the head of department.

(c)  Award with emendations: the degree can be awarded once all required emendations to the thesis have been addressed by the student to the satisfaction of the head of department.

(d)  Non-award - revision and re-examination: the degree is not awarded; and the option is provided for the student to revise and resubmit the thesis for a new examination subject to the following:
(i) the revision and re-examination process must be conducted consistently with the *Thesis and Examination of Higher Degrees by Research Procedures 2015*, and

**Note:** See clause 14 of those procedures.

(ii) no further opportunity to revise and resubmit the whole thesis may be permitted.

(e) Non-award - option to award another degree: the thesis is not considered satisfactory for the award of the degree for which it was submitted, but another degree for which the student is eligible may be awarded instead.

(f) Non-award: the thesis is unsatisfactory for the award of the degree for which it was submitted and for any other another degree for which the student is eligible, and does not demonstrate sufficient ability to achieve this standard through resubmission.

(3) The student and supervisor will be notified when the decision has been made.

(4) When the decision to award the degree has been made, the faculty may certify that the student is eligible to graduate subject to the student:

(a) fulfilling any conditions of award to the satisfaction of the head of department; and

(b) lodging a final copy of the thesis in the University Library.

### 24 Rescissions and replacements

This document replaces the following, which are rescinded as from the date of commencement of this document:

(1) Postgraduate: Degree of Doctor of Philosophy
(2) Higher degree theses policy
(3) Oral examinations of PhD Theses at the University of Sydney
(4) PhD: Appointment of Additional Examiner as Assessor
(5) PhD: Submission of Doctor of Philosophy Theses containing published work
(6) Proof reading and editing of theses and dissertations
(7) Submission of treatise containing published work

### NOTES

*Thesis and Examination of Higher Degrees by Research Policy 2015*

**Date adopted:** ______12 November 2014

**Date amended:** ______28 October 2015, commencing 1 January 2016

_________12 April 2016

**Administrator:** ______Deputy Vice-Chancellor (Education)

**Review date:** ______1 January 2020.
Related documents:

- University of Sydney (Higher Degree by Research) Rule 2011
- Academic Honesty in Coursework Policy 2015
- Academic Honesty Procedures 2016
- Cotutelle Scheme Policy
- External Interests Policy 2010
- Honorary Titles Policy 2013
- Privacy Policy 2013
- Supervision of Higher Degree by Research Students Policy 2013
- Privacy Management Plan 2013
- Final thesis lodgement guidelines for students
# AMENDMENT HISTORY

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RESEARCH CODE OF CONDUCT 2013

The Deputy Vice-Chancellor (Research) as delegate of the Senate of the University of Sydney adopts the following policy.

Dated: 27 May 2013

Last amended: 15 March 2016, administrative amendments

Signature: DRAFT ONLY – NOT FOR SIGNATURE

Name: Professor Duncan Ivison

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1 Name of policy
This is the Research Code of Conduct 2013.

2 Commencement
This policy commences on 27 May 2013.

3 Policy is binding
Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

4 Statement of intent
This policy:
(a) states the University’s commitment to responsible research practice;
(b) describes good research practice;
(c) promotes integrity in research;
(d) explains the University’s expectations of researchers; and
(e) sets out the process for dealing with allegations of research misconduct and code breaches.

5 Application
This policy applies to the University, staff, students and affiliates.

6 Definitions
affiliate has meaning given in the Code of Conduct – Staff and Affiliates which at the date of this policy is:
clinical title holders; adjunct, conjoint and honorary appointees; consultants and contractors to the University; holders of offices in University entities, members of Boards of University Foundations, members of University Committees; and any other persons appointed or engaged by the University to perform duties or functions on its behalf
animal means any live, non-human vertebrate, i.e. fish, amphibia, reptiles, birds and mammals, encompassing domestic mammals, purpose-bred animals, livestock, wildlife and also cephalopods such as octopus and squid.
clinical trial means a form of human research designed to find out the effects of an intervention, including a treatment or diagnostic procedure. A
clinical trial can involve testing a drug, a surgical procedure, other therapeutic procedures and devices, a preventive procedure, or a diagnostic device or procedure.

**code breach** has the meaning given in clause 19 of this policy.

**designated person** means the person designated by the Deputy Vice-Chancellor (Research) under clause 23 of this policy to conduct an initial inquiry into an allegation.

**DVC(R)** means Deputy Vice-Chancellor (Research).

**Enterprise Agreement** means the University of Sydney Enterprise Agreement 2013-2017 or any replacement agreement.

**intellectual property** has the meaning given to it in the University of Sydney (Intellectual Property) Rule 2002 (as amended). As at the date of this policy, that is:

- includes rights (including, without limitation, rights of registration or application for registration) relating to:
  - literary (including computer programs), artistic, musical and scientific works;
  - multimedia subject matter;
  - performances of performing artists, phonograms and broadcasts;
  - inventions in all fields of human endeavour;
  - scientific discoveries;
  - industrial designs;
  - trade secrets and confidential information;
  - trademarks, service marks and commercial names and designations;
  - plant varieties; and
  - circuit layouts;

- but does not include any moral right.

**peer review** means impartial and independent assessment of research by others working in the same or a related field.

**plagiarism** means presenting another’s work as one’s own work by presenting, copying or reproducing it without appropriate acknowledgement of the source.

**research** means investigation undertaken to gain or advance knowledge, understanding and insight. It does not include routine testing and routine analysis of materials, components and processes or the development of teaching materials or similar work.

**research trainee** includes research students and inexperienced researchers.

**researcher** means any staff member, student or affiliate engaged in research.

**research misconduct** has the meaning given in clause 18 of this policy.
research misconduct investigation
scientific purposes

means an investigation conducted in accordance with clause 27 of this policy.

means all activities conducted with the aim of acquiring, developing or demonstrating knowledge or techniques in all areas of science including teaching (at primary, secondary, tertiary and postgraduate levels).

PART 1 – PROPER CONDUCT OF RESEARCH

7 Principles of responsible research

(1) Responsible research is characterised by:
   (a) honesty and integrity;
   (b) respect for human research participants, animals and the environment;
   (c) good stewardship of public resources used to conduct research;
   (d) appropriate acknowledgement of the role of others in research, and
   (e) responsible communication of research results.

(2) The University acknowledges its responsibility to:
   (a) promote the responsible conduct of research;
   (b) establish good governance and management practices;
   (c) provide appropriate training;
   (d) promote mentoring and effective supervision of researchers and research trainees; and
   (e) ensure a safe research environment.

8 General responsibilities of researchers

(1) Researchers must foster and maintain high standards of responsible research.
   This includes:
   (a) respecting truth;
   (b) respecting the rights of those affected by their research;
   (c) appropriately referencing and attributing the work of others;
   (d) managing conflicts of interests appropriately, so that ethical and scholarly considerations are not compromised;
   (e) adopting methods appropriate for achieving the aims of each research proposal;
   (f) following proper practices for safety and security;
(g) citing awards, degrees conferred and research publications accurately, including the status of any publication such as “under review” or “in press”;  
(h) using and managing resources responsibly;  
(i) promoting compliance with this policy and any other applicable laws, regulations, and codes; and  
(j) compliance with the terms of contracts relating to the research.  

(2) **Researchers should report research findings responsibly.**

Note: See also the following:  
*Public Comment Policy,*  
*Charter of Academic Freedom (2008)*  
*Research Agreements Policy (2011)*

(3) **Researchers must respect research participants.**

(a) Human research is conducted with or about people, or their data or tissue. Human participation in research is therefore to be understood broadly, to include the involvement of human beings through:  
(i) taking part in surveys, interviews or focus groups;  
(ii) undergoing psychological, physiological or medical testing or treatment;  
(iii) being observed by researchers;  
(iv) researchers having access to their personal information or other materials, including information in existing sources or databases (published or unpublished); or  
(v) the collection and use of their body organs, tissues or fluids (e.g. skin, blood, urine, saliva, hair, bones, tumour and other biopsy specimens or their exhaled breath).  

(b) It is the researchers’ responsibility to inform themselves about the requirements for conducting such research in their chosen field, including all laws, regulations and codes applicable to human subjects of research.  

(c) Written approvals from appropriate ethics committees, safety and other regulatory bodies must be obtained when required. In particular, ethics approval is required for any research within the scope of the *[National Statement on Ethical Conduct in Human Research](http://www.nhmrc.gov.au/_files_nhmrc/publications/attachments/e72_national_statement_may_2015_150514_a.pdf)*. Information and assistance with procedures for compliance can be found on the *Research Support – Human Ethics* website.


(4) **Researchers must respect animals used in research.**

(a) Researchers must comply with all applicable laws, regulations and codes.  

Note: See also the following which at the date of this policy can be found at the listed URL’s:  
*Animal Research Act 1985 (NSW)*,  
*Animal Research Regulation 2010 (NSW)*,  
*NHMRC Code of Practice for the Care and Use of Animals for Scientific Purposes*.
(b) Ethics approval is required for all work involving animals for scientific purposes, including field trials, environmental studies, research, diagnosis, teaching, product testing and the production of biological products.

(5) **Researchers should respect the environment, and conduct their research so as to minimise adverse effects on the wider community and the environment.**

(6) **Researchers should report research misconduct, and do so in a timely manner.**

**Note:** See also the following:
- Code of Conduct-Staff and Affiliates
- Code of Conduct for Students
- External Interests Policy 2010
- Reporting Wrongdoing Policy 2012
- University of Sydney (Student Appeals Against Academic Decisions) Rule 2006
- Academic Honesty in Coursework Policy 2015
- Supervision of Higher Degree by Research Students Policy
- Academic Honesty Procedures 2016

(7) **Researchers should encourage appropriate consumer and community involvement in research.**

**Note:** See also the following, which at the date of this policy can be found at the listed URL:
- Statement on Consumer and Community Participation in Health and Medical Research

Researchers have special responsibilities towards Aboriginal and Torres Strait Islander peoples.

(a) Research with Aboriginal and Torres Strait Islander peoples spans many methodologies and disciplines. There are wide variations in the ways in which Aboriginal and Torres Strait Islander individuals, communities or groups are involved in, or affected by, research.

**Note:** Researchers should refer to the following, which at the date of this policy can be found at the listed URLs:
- Guidelines for Ethical Research in Australian Indigenous Studies (Australian Institute of Aboriginal and Torres Strait Islander Studies, 2012)
- Values and Ethics: Guidelines for Ethical Conduct in Aboriginal and Torres Strait Islander Health Research (NHMRC 2003)
- Keeping Research on Track: A Guide for Aboriginal and Torres Strait Islander Peoples About Health Research Ethics (NHMRC 2006)

(8) **Other groups for whom researchers have special responsibilities**

In addition to the responsibilities in clauses 8(1) to 8(8), researchers also have special responsibilities in research in respect of:

(a) women who are pregnant and the human foetus;
(b) children and young people;
(c) people in dependent or unequal relationships;
(d) people highly dependent on medical care who may be unable to give consent;

**Research Code of Conduct 2013**
(e) people with a cognitive impairment, an intellectual disability or a mental illness; and

(f) people who may be involved in illegal activities.

9 Recordkeeping and management of research data and primary materials

(1) Responsible conduct of research includes the proper management and retention of research data, and proper recordkeeping.

Note: The University’s recordkeeping requirements are set out in the University Recordkeeping Policy and University Recordkeeping Manual.

(a) In particular, it is important to ensure that sufficient data and materials (including primary research materials such as laboratory notebooks) are retained to justify the outcomes of research, and if necessary to defend them against challenge.

Note: See clause 9(6) for applicable time limits.

(b) It is also important that data and materials are retained in circumstances where the research would be difficult or impossible to repeat.

(2) The researcher is ultimately responsible for arranging the appropriate retention of data and primary materials, consistently with legislative, University policy and contractual obligations. If necessary, researchers should consult with the University’s Archives and Records Management Service for advice about the appropriate length and manner of retention.

(3) It is not possible to apply a uniform definition of research data across all disciplines. It is therefore the responsibility of each discipline to define research data and primary materials in a manner appropriate to the discipline.

(4) It is the responsibility of research teams and individuals undertaking research to familiarise themselves with the relevant definitions prior to undertaking research.

(5) Faculties must develop local provisions which address, for each discipline for which the faculty is responsible, and consistently with the requirements of legislation and University policy:

(a) the applicable definition of research data;

(b) appropriate methods for managing research data and primary materials;

(c) the applicable time periods for retention of data or materials of particular kinds;

(d) managing data and records when a researcher leaves the University;

(e) the records necessary for the proper management of research projects, including appropriate creation, control and storage processes; and

(f) what original materials are to be retained.

Note: The University of Sydney (Policies Development and Review) Rule 2011 defines the University’s policy framework and the role of local provisions.
(6) Local provisions for research data management must comply with the following minimum retention periods, calculated from the later of the date of completion or date of publication of the research:

(a) the following must be retained permanently:
   (i) data of international significance;
   (ii) data of projects of major national significance; and
   (iii) data relating to areas such as gene therapy (e.g. patient records);

(b) data relating to research subjects who were children at the time it was collected must be retained for the longer of 20 years or until the subject(s) reaches the age of 25;

(c) where de-identified personal information is used, the original participants’ consents must be retained separately for the longer of 20 years or, for any participant who was a child at the time the information was collected, until the participant reaches the age of 25;

(d) data with long term human or environmental effects must be retained for at least 20 years;

(e) data that relates to any patent applications must be retained for the life of the patent (generally 20 years);

(f) data from clinical trials must be retained for a minimum of 15 years or otherwise in accordance with the applicable requirements of the Therapeutic Goods Administration (TGA), or Department of Health and Ageing;

(g) other research data must be retained for at least 5 years.

Note: This sub-clause applies to student generated data collected for research purposes, but does not apply to student generated data collected only for assessment purposes.

(7) If the results from research are challenged or are subject to a dispute (including litigation), all relevant data and materials must be retained for at least 6 months after notification by the University that an investigation or dispute has been finalised, regardless of the expiration of any otherwise applicable retention periods.

(a) In particular, research records that may be relevant to allegations of research misconduct must not be destroyed until such allegations have been determined, including any appeals.

(8) Research data, primary materials and records must be collected, stored and secured in compliance with the University Recordkeeping Policy, University Recordkeeping Manual, Privacy Policy 2013 and Privacy Management Plan. In particular:

(a) clear and accurate records must be kept of the research methods and data sources, including approvals granted and consent forms signed, during and after the research process;

(b) a catalogue of the research data must be maintained in an accessible form;

(c) where participants have signed consent forms for the use and disclosure of their personal information, the forms must be retained with the participant information statements for as long as the data are kept;
(d) personal information collected and used for research must be kept secure from unauthorised access for the relevant retention period and then destroyed securely;

(e) where external service providers are used, the contract must include adequate safeguards for the security of the data and records and for notification of any breaches of their security;

(f) email communications to research participants must not disclose the email addresses of participants to others (for example by placing addresses in the “CC” field rather than in the “BCC” field of an email form);

(g) particular care should be taken to prevent loss of portable storage devices such as laptops or USB drives; and

(h) any personal information arising from the research regarding participants or researchers involved must be collected, stored, used and disclosed in accordance with relevant privacy laws.

(9) Research teams and individuals undertaking cross-disciplinary or collaborative research must discuss and resolve the applicable method for retaining and storing research data before commencing their joint research.

(10) Unless otherwise specifically agreed, research data and primary materials relating to joint research will be retained by the lead researcher, faculty, institute or organisation, which will also be responsible for its appropriate storage and disposal.

Note: See also the Privacy Policy 2013.

(11) Research data should be made available for use by other researchers unless this is prevented by the requirements of University policy or other ethical, privacy or confidentiality considerations.

(12) Researchers given access to confidential material (including personal information) must:

(a) establish and record the conditions governing the confidentiality, including the circumstances in which it may be accessed;

(b) maintain that confidentiality by:

(i) clearly identifying all data or information which is confidential;

(ii) storing such material securely;

(iii) recording details of who has access and why; and

(iv) disposing of it securely at the appropriate time.

(c) use or disclose the information only in ways agreed with those who provided it.

10 Students undertaking research and research trainees

(1) Students undertaking research and research trainees must comply with this code in all of their research activities.

(2) The University recognises its responsibility to ensure that students undertaking research and research trainees work in an appropriate intellectual and academic environment and receive appropriate training and supervision.
11 Publication and dissemination of research findings

(1) This clause applies to all forms of dissemination, including for example:

(a) academic journals or books;
(b) non-refereed publications such as web pages;
(c) other media such as exhibitions or films; and
(d) professional or institutional repositories.

(2) Researchers have a responsibility to their colleagues and the wider community to disseminate a full account of their research as broadly as possible.

(a) Publication activities must take account of any restrictions relating to intellectual property, confidentiality, privacy or culturally sensitive data.
(b) Researchers must, where feasible, also provide research participants with an appropriate summary of the research results.

Note: See for example the Statement on Consumer and Community Participation in Health and Medical Research at Appendix 3:

(3) Researchers must take all reasonable steps to ensure that their findings are accurate and properly reported. If they become aware of misleading or inaccurate statements about their work, they must correct the record as soon as possible.

(4) Researchers must cite other relevant work appropriately when disseminating research findings. The University regards plagiarism very seriously, and staff and students must take responsibility for ensuring that their work includes accurate and complete references to the work of others.

Note: See also the following: Enterprise Agreement, Code of Conduct - Staff and Affiliates, Code of Conduct for Students, Academic Honesty in Coursework Policy 2015

(5) It is unacceptable to include the same research findings in several publications, except where clearly explained and accompanied by appropriate referencing. An author who submits substantially similar work to more than one publisher, or who submits work similar to work already published, must disclose this at the time of submission.

(6) A publication must include information on all sources of financial and in-kind support for the research and any potential conflicts of interest. Researchers must also comply with the requirements of the University's External Interests Policy 2010.

(7) Researchers must register clinical trials with the Australian New Zealand Clinical Trials Registry (http://www.anzctr.org.au) to promote access to information about all clinical trials.
(8) Third parties who fund or support research sometimes seek to delay or otherwise restrict the release of research results. The University’s position on such requests is set out in detail in the Research Agreements Policy 2011.

(9) The chief investigator or lead researcher must ensure that all parties to the research are made aware of:

(a) the nature and scope of any applicable confidentiality agreements; and
(b) any contractual arrangements which restrict, delay or limit publication.

(10) The University will provide researchers with communications resources and support in order to assist them to communicate research findings through the media.

(11) If the confidentiality requirements of a third party who funds research prevent or delay peer review of research until after delivery to the third party, the researcher must:

(a) explain to the third party at the outset that the requirements will prevent peer review before delivery of the work to the sponsor; and
(b) inform the third party at the time of delivery of the research results that they have not been subject to peer review.

12 Authorship

(1) This clause states the fundamental principles of the University’s approach to academic authorship. It is neither possible nor desirable to prescribe in a central policy detailed authorship requirements for application to every discipline.

(2) Faculties should develop local provisions and guidelines which address the authorship requirements of the disciplines for which the faculty is responsible. Where more than one faculty is responsible for a discipline, the relevant faculties should jointly develop appropriate local provisions and guidelines.

Note: It is the responsibility of research teams and individuals conducting research to familiarise themselves with the local provisions and guidelines relevant to their discipline prior to conducting research.

(3) The University acknowledges the importance of disseminating research outcomes. The provisions of this clause apply to all forms of publication, including web-based publications, conference publications, presentations, media such as exhibitions or films, as well as professional and institutional repositories.

(4) To be named as an author, a researcher must have made a substantial intellectual contribution to the published work in one or more of:

(a) conception and design of the project;
(b) analysis and interpretation of research data or of the eligibility or suitability of potential subjects of research;
(c) drafting significant parts of the work or critically revising it so as to contribute to the interpretation.

Note: Authorship requirements vary according to discipline, journal requirements and funding provisions; they may be more stringent in some cases. International best practice guidelines may also apply (e.g. ICMJE: Authorship and Contributorship). Researchers should seek advice when planning publication.
(5) The following are not relevant considerations for the purposes of attribution of authorship:

(a) the position or profession of a proposed author;
(b) the existence of a personal relationship between the author(s) and a proposed author;
(c) whether or not a contribution was paid or voluntary;
(d) the provision of materials or equipment;
(e) the provision of access to study participants or data;
(f) the provision of routine assistance in some aspect of the project;
(g) the provision of, or assistance with acquisition of, funding for the project;
(h) general supervision of the research team; or
(i) having made the measurements on which the publication is based, without other intellectual input to the project or publication.

(6) A person who qualifies as an author must not be included or excluded as an author without their permission, which should be recorded in writing where possible.

(7) If an author is deceased, or cannot be contacted, publication may proceed provided that there are no grounds to believe that the person would have objected to inclusion as an author.

(8) Where a work has several authors, one should be appointed as executive or corresponding author to record authorship and to manage communication about the work with the publisher.

(9) Where an editor of a significant collective work or anthology has responsibilities analogous to those listed above for authorship, the criteria set out in this paragraph should be applied as far as possible to the role of editor.

(10) Researchers should:

(a) adhere to the authorship requirements of this policy, and follow guidelines issued by any applicable funding body or journal publisher;

(b) when working in collaboration with others, agree on authorship of a publication at an early stage and review their decisions periodically; and

(c) offer authorship to all people, including research trainees, who meet the criteria for authorship listed in sub-clause 12(5).

(11) Contributions other than authorship must be properly acknowledged. Such contributors may include, for example, research assistants and technical writers.

(12) The department of the executive or corresponding author should retain any written acknowledgements of authorship received in relation to a project, preferably in the form of an original document with hand-written signature.

13 Peer review

(1) The University encourages participation in peer review processes, because they:

(a) provide expert scrutiny of a project;

(b) help to maintain high standards;
(c) encourage accurate, thorough and credible research reporting; and
(d) may draw attention to deviations from this and other applicable policies and requirements.

(2) Researchers in receipt of public funding have a responsibility to participate in peer review.

(3) Participants in peer review must:
(a) be fair and timely in their review;
(b) respect confidentiality, and in particular, not disclose the content or outcome of any process in which they are involved;
(c) ensure that they are informed about, and comply with, the criteria to be applied;
(d) declare all conflicts of interests and give proper consideration to whether they should take part in the review; and
(e) give proper consideration to research that challenges or changes accepted ways of thinking.

Note: See also External Interests Policy 2010

(4) Participants in peer review must not:
(a) introduce considerations that are not relevant to the review criteria;
(b) take undue or calculated advantage of knowledge obtained during the peer review process;
(c) agree to participate in peer review outside their area of expertise; or
(d) permit personal prejudice to influence the peer review process.

(5) Researchers whose work is undergoing peer review must not seek to influence the process or outcomes.

(6) Supervising researchers have a responsibility to assist trainee researchers in developing the necessary skills for peer review and understanding their obligation to participate.

14 Conflicts of interests

(1) A conflict of interests will exist when there is a divergence between the duties or interests of a person and their professional responsibilities, including but not limited to their duties to the University.

(2) The University’s expectations in relation to the declaration and management of conflicts of interests are set out in the External Interests Policy 2010.

(3) Conflicts of interests in the research area are common and it is imperative that they are disclosed and dealt with properly. An individual researcher should expect to be conflicted from time to time, and be ready to acknowledge, disclose and manage the conflict as appropriate.

(4) The University’s expectations in relation to approval and management of outside earnings activities by academics, which are additional to the requirements of the External Interests Policy 2010, are set out in the Outside Earnings of Academic Staff Policy 2011.
(5) Researchers must:

(a) familiarise themselves, and comply, with the requirements of the External Interests Policy 2010;

(b) maintain records of activities or interests that may lead to conflicts;

(c) when invited to join a committee or equivalent, review current activities and interests for actual and apparent conflicts, and bring possible conflicts to the attention of those running the process; and

(d) disclose any actual or apparent conflict of interests as soon as it becomes apparent.

(6) Conflict management plans relating to research matters should provide for a person with a conflict of interest to take no part in decision making processes affected by that conflict of interest. This includes presence in the room, even if silent, while the matter is debated and decided.

15 Collaborative research

(1) Research can involve a wide range of collaborations, within the University, with other institutions including commercial organisations, domestically and internationally. The University requires that the principles set out in this clause be adhered to in all such collaborations, unless departure from them is specifically approved by the DVC(R).

(2) Each research collaboration evidenced by a written agreement must be consistent with the Research Agreements Policy 2011.

(3) A research collaboration agreement must address each of the following matters:

(a) ownership of and dealing with intellectual property;

(b) confidentiality;

(c) responsibility for ethics and safety clearances;

(d) reporting requirements;

(e) protocols for dissemination of research outcomes; and

(f) management of primary research materials and research data, including the nomination of a person from each collaborating party as responsible for this.

Note: See also University of Sydney (Intellectual Property) Rule 2002 (as amended) Intellectual Property Policy 2016.

(4) Researchers involved in a collaborative research project must familiarise themselves, and comply, with the written agreement governing the collaboration and all policies and agreements affecting the project.

16 Notification of research subject to specific statutes and other restrictions

(1) The chief investigator or lead researcher of any project must notify the Office of Research Integrity in writing when there is a known breach of any law relating to
the conduct of that research, including but not limited to breach of any of the following:

(a) Human Tissue Act 1983 (NSW);
(b) Research Involving Human Embryos Act 2003 (NSW);
(c) Animal Research Act 1985 (NSW).
(d) Therapeutic Goods Act 1989 (Cth).

Note: As at the date of this policy, NSW legislation is available at:
http://www.legislation.nsw.gov.au/ and Commonwealth legislation is available at:

(2) Stem cell research is restricted in certain University premises. Researchers should seek advice from the relevant Head of School before conducting such research on University premises.

PART 2 – RESEARCH MISCONDUCT AND CODE BREACHES

17 Research misconduct generally

(1) In addition to the University’s other policies for dealing with allegations of misconduct against staff, students or affiliates, there are special matters to be taken into consideration if the allegation is one of research misconduct.

(2) The University considers research misconduct by a staff member to be misconduct or serious misconduct (as defined in the Enterprise Agreement) and a breach of the Code of Conduct – Staff and Affiliates.

(3) The University considers research misconduct by a student to be misconduct as defined in the University of Sydney By-Law 1999 (NSW) (as amended) and a breach of the Code of Conduct for Students.

(4) The University considers research misconduct by an affiliate to be a breach of the Code of Conduct – Staff and Affiliates.

(5) Allegations of research misconduct should be made honestly and reasonably.

18 Definition of research misconduct

(1) A complaint or allegation relates to research misconduct if it involves all of the following:

(a) an alleged breach of this policy;
(b) intent and deliberation, recklessness or gross and persistent negligence; and
(c) serious consequences, such as false information on the public record, or adverse effects on research participants, animals or the environment.

(2) Research misconduct includes any of the following on the part of any researcher:

(a) fabrication, falsification, or deception in proposing, carrying out or reporting the results of research;
(b) plagiarism in proposing, carrying out or reporting the results of research;
(c) failure to declare or manage a serious conflict of interests;
(d) avoidable failure to follow research proposals as approved by a research ethics committee, particularly where this failure may result in unreasonable risk to humans, animals or the environment or breach of privacy;
(e) wilful concealment or facilitation of research misconduct by others;
(f) misleading ascription of authorship;
(g) intentionally and without authorisation taking, sequestering or materially damaging any research-related property of another;
(h) deliberately conducting research without required human ethics committee approval;
(i) conducting research involving animals without required animal ethics committee approval;
(j) risking the safety of human participants or the wellbeing of animals or the environment; and
(k) deviations from this policy which occur through gross or persistent negligence.

(3) Repeated or continuing breaches of this policy may also constitute research misconduct, and will do so where these have been the subject of previous counselling or specific direction.

(4) Research misconduct does not include honest differences in judgement, and may not include honest errors that are minor or unintentional.

Note: See clause 19.

19 Definition of code breach

(1) A code breach involves conduct which deviates from the requirements of this policy or any other code of conduct applicable to the relevant research, but which does not meet the definition of research misconduct.

(2) Repetition or continuation of code breaches may constitute research misconduct.

20 Roles and responsibilities

(1) The Director of Research Integrity heads the Research Integrity team within the Research portfolio and is responsible for receiving complaints of possible research misconduct or other code breaches.

(a) The Director of Research Integrity may refer a complaint for an initial inquiry or dismiss it on the basis that it lacks substance.

(b) Following receipt of a complaint or information about possible research misconduct or other code breaches, the Director of Research Integrity may take interim action to protect human safety, animal welfare, external funds or material that may be relevant to any investigation.

Note: See clauses 21 to 23.
(2) The Deputy Vice-Chancellor (Research):
   (a) receives reports of initial inquiries conducted under clause 23 of this policy and then determines whether to commission an investigation or take other (or no further) action; and
   (b) receives reports from investigators under clause 27 of this policy, determines what (if any) further action is required and informs relevant parties.

   **Note:** See clauses 23 to 27.

(3) The Associate Deans (Research) will appoint one or more staff as Research Integrity Advisers for each division.

(4) Research Integrity Advisers will be appointed at the divisional level to provide advice to staff on issues relating to research practice and possible research misconduct or other code breaches. They:
   (a) must be familiar with this policy and other relevant policies, procedures and codes of conduct for research;
   (b) should explain the options open to a person considering making, or having made, an allegation, including:
      (i) referring the allegation directly to the person against whom it is made;
      (ii) not proceeding with, or withdrawing, the allegation if discussion resolves the concerns;
      (iii) referring the allegation to a person in a supervisory capacity for resolution at the local or departmental level; or
      (iv) making a written allegation to the Director of Research Integrity under clause 21 of this policy.

(5) Staff, students and affiliates are encouraged to raise any concerns they may have about the conduct of research with a relevant Research Integrity Adviser, Head of Department, Supervisor or Chair of the relevant Faculty Research Committee prior to making an allegation.

21 Receipt of allegations of research misconduct or code breaches

(1) Allegations of research misconduct should be made to the Director of Research Integrity and if received elsewhere must be referred to the Director of Research Integrity.

(2) Allegations of code breaches may be managed and resolved at faculty level. The Director of Research Integrity may refer allegations of code breaches to the relevant faculty for resolution.

(3) Allegations must be handled carefully and all interested parties protected as far as possible. Interested parties may include:
   (a) the person bringing the allegation;
   (b) the person against whom the allegation is made;
   (c) participants in human-based research whose interests may be affected;
   (d) research students, trainees and staff working with the person concerned;
(e) journals in which allegedly fraudulent papers have been or may be about to be published;
(f) funding bodies that have contributed to the research; and
(g) in some cases, the public.

(4) Allegations should preferably be made in writing.

(5) At this or at any later appropriate stage, the Director of Research Integrity may take any interim administrative action reasonably necessary to protect:

(a) human safety;
(b) animal welfare;
(c) funds provided by external funding bodies; and or
(d) material which might be relevant to any investigation.

22 Summary dismissal

If, upon receipt of an allegation, the Director of Research Integrity concludes that it lacks substance and could not, even if proved, amount to either research misconduct or a code breach, the Director of Research Integrity may summarily dismiss the allegation and take no further action.

23 Initial inquiry into allegations

(1) Upon receipt of an allegation and after collection of all relevant materials, the Director of Research Integrity will designate one of the following to conduct an initial inquiry into the allegation:

(a) the Director, Graduate Research;
(b) the Pro Vice-Chancellor (Strategic Collaborations & Partnerships);
(c) the Deputy Vice-Chancellor (Education);
(d) the Provost; or
(e) in exceptional circumstances, another appropriate person nominated in writing by the DVC(R).

(2) The purpose of the initial inquiry is to determine how to respond to the allegation.

(3) As far as possible, all affected persons will be afforded confidentiality.

(4) The initial inquiry may include interviewing the people involved, inspecting research facilities or records or examining relevant documents.

(5) The Director of Research Integrity may obtain appropriate expertise from within or outside the University to assist in the initial inquiry, provided that appropriate precautions are taken to ensure that no real or perceived conflict of interests exists.

(6) The initial inquiry must be conducted as expeditiously as possible.

(7) At the conclusion of the initial inquiry, the designated person will provide the DVC(R) with a report which:

(a) states whether or not a prima facie case has been established; and
(b) recommends how the matter should proceed.

(8) The options for proceeding available to a designated person in making a recommendation under subclause (7) are:

(a) dismissing the allegation(s);
(b) instructing the relevant faculty or department on how to deal with the allegations, and referring the matter back to that faculty or department;
(c) initiating a research misconduct investigation; or
(d) referring the matter elsewhere in the University (for example, Audit and Risk Management, Human Resources or the Privacy Officer) to be dealt with under other relevant provisions.

24 Action on completion of initial inquiry into a complaint about a student

(1) If, after consideration of the designated person's report, the DVC(R) concludes that an allegation about a student has substance but does not warrant investigation, the DVC(R) will refer the matter back to the student's supervisor with recommendations for action (including no further action, if appropriate).

(2) If, after consideration of designated person’s report, the DVC(R) concludes that an allegation about a student warrants investigation, the DVC(R) will refer the matter to the Registrar in accordance with clause 62(1) of the University of Sydney By-Law 1999 (as amended).

(3) The Director of Research Integrity will determine if other individuals or organisations need to be informed at this point. Relevant considerations in this determination include, but are not limited to:

(a) the degree of confidentiality which has been achieved;
(b) the reputations of those against whom allegations are made but not proved; and
(c) the need to protect the interests of those who have made allegations in good faith.

25 Action on completion of initial inquiry into a complaint about a staff member

(1) If, after consideration of the designated person’s report, the DVC(R) concludes that an allegation about a staff member has substance but does not warrant investigation, the DVC(R) will refer the matter back to the relevant faculty for such action (including no further action) as the DVC(R)considers appropriate.

(2) If, after consideration of the designated person’s report, the DVC(R) concludes that an allegation about a staff member warrants investigation, the DVC(R) will initiate an investigation in accordance with clause 27.
26 Action on completion of initial inquiry into a complaint about an affiliate

(1) If, after consideration of the designated person’s report, the DVC(R) concludes that an allegation about an affiliate has substance but does not warrant investigation, the DVC(R) will refer the matter back to the relevant faculty or University officer for such action (including no further action) as the DVC(R) considers appropriate, consistently with the terms of any applicable affiliation agreement.

(2) If, after consideration of the designated person’s report, the DVC(R) concludes that an allegation about an affiliate warrants investigation, the DVC(R) will initiate an investigation in accordance with clause 27 or the terms of any applicable affiliation agreement.

(3) If the affiliate is in receipt of a grant from an external funding body the DVC(R) will take appropriate interim administrative action to protect funds granted by external funding bodies.

27 Research misconduct investigation

(1) If the DVC(R) concludes that an allegation warrants investigation, he or she will appoint an investigator or investigation panel to conduct a formal investigation.

(2) The DVC(R) will determine whether to use internal or external investigator(s) or investigation panel members.

(3) The investigator or investigation panel:
   (a) should be from outside the relevant academic unit, and may be from outside the University, but should have experience and expertise relevant to the field of study of the staff member the subject of the complaint;
   (b) may obtain appropriate expertise from within or outside the University to assist in the initial assessment, provided that appropriate precautions are taken to ensure that there are no real or perceived conflict of interests; and
   (c) will conduct the investigation as expeditiously as possible.

(4) If the staff member is in receipt of a grant from an external funding body the DVC(R) will take appropriate interim administrative action to protect funds granted by external funding bodies.

(5) The Director of Research Integrity will determine if other individuals or organisations need to be informed at this point. Relevant considerations in this determination include, but are not limited to:
   (a) the degree of confidentiality which has been achieved;
   (b) the reputations of those against whom allegations are made but not proved; and
   (c) the need to protect the interests of those who have made allegations in good faith.

(6) The investigator or investigation panel will submit a final report to the DVC(R) as expeditiously as possible.
(7) In appropriate circumstances, such as where incorrect information on the public record may be dangerous to the community the DVC(R) may inform the editors of a journal that the authenticity of a paper or papers is in doubt.

28 Action on completion of research misconduct investigation

(1) If a staff member is found to have breached the Code or to have committed research misconduct the University will take disciplinary action according to applicable policies and the provisions or any applicable contract of employment and or Enterprise Agreement, and commensurate action (such as termination of an honorary appointment) will be taken in the case of research misconduct by an affiliate.

(2) The DVC(R) will inform relevant parties of the research misconduct inquiry findings and the actions taken by the University. Relevant parties may include:

(a) the complainant;
(b) affected staff;
(c) participants in human-based research whose interests may be affected;
(d) research collaborators, including those at other institutions;
(e) all funding organisations;
(f) journal editors; and
(g) professional registration bodies.

(3) The DVC(R) may also make recommendations requiring the correction of the public record, including publications, if research misconduct has affected the research findings and their dissemination.

28A Student appeals

(1) Students may appeal against academic decisions made under this code or Academic Honesty Procedures 2016 in the manner provided in the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended).

(2) Such an appeal:

(a) is an appeal to the faculty, as set out in section 3.2 of the University of Sydney (Student Appeals Against Academic Decisions) Rule 2006; and

(b) should be determined by the Dean or Associate Dean.

29 Transitional provisions

(1) The Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct (“the prior policy”) is rescinded, with effect from the date of commencement of this policy.

(2) All allegations received before the date of commencement of this policy will be dealt with under the provisions of the prior policy.
(3) In relation to any allegation received after the date of commencement of this policy but which relates to conduct occurring before that date:

(a) the Code of Practice for Responsible Research Practice contained in the prior policy will apply; but

(b) the allegation will be dealt with in accordance with the process and outcomes provided in this policy.

NOTES

Research Code of Conduct 2013

Date adopted: 27 May 2013
Date commenced: 27 May 2013
Administrator: Director, Research Integrity
Review date: 27 May 2018
Related documents:

LEGISLATION

Therapeutic Goods Act 1989 (Cth)
Animal Research Act 1985 (NSW)
Animal Research Regulation 2010 (NSW)
Government Information (Public Access) Act 2009 (NSW)
Health Records and Information Privacy Act 2002 (NSW)
Human Tissue Act 1983 (NSW)
Privacy and Personal Information Protection Act 1998 (NSW)
Research Involving Human Embryos Act 2003 (NSW)
State Records Act 1998 (NSW)
University of Sydney By-Law 1999 (NSW) (as amended)

UNIVERSITY LEGISLATION AND POLICIES

Academic Honesty in Coursework Policy 2015
Charter of Academic Freedom
Code of Conduct for Students
Code of Conduct – Staff and Affiliates
External Interests Policy 2010
Public Comment Policy
Reporting Wrongdoing Policy 2012
Research Agreements Policy 2011
Supervision of Higher Degree by Research Students Policy 2013
University of Sydney Enterprise Agreement 2013-2017
University of Sydney (Intellectual Property) Rule 2002
University of Sydney (Policies Development and Review Rule) 2011
University of Sydney (Student Appeals Against Academic Decisions) Rule 2006
Intellectual Property Policy 2016
Privacy Policy 2013
University Recordkeeping Policy
University Recordkeeping Manual

EXTERNAL DOCUMENTS

Excellence in Research Australia 2010 Submission Guidelines (Australian Research Council)

Guidelines for Ethical Research in Australian Indigenous Studies (Australian Institute of Aboriginal and Torres Strait Islander Studies 2012)

2100 Higher Education Research Data Collection Specifications for the Collection of 2010 Data (Department of Innovation, Industry, Science and Research)

Keeping Research on Track: A Guide for Aboriginal and Torres Strait Islander Peoples About Health Research Ethics

National Statement on Ethical Conduct in Human Research

NHMRC Australian Code of Practice for the Care and Use of Animals for Scientific Purposes

NHMRC Australian Code for the Responsible Conduct of Research

NHMRC Statement on Consumer and Community Participation in Health and Medical Research

Statement on Consumer and Community Participation in Heath and Medical Research
Values and Ethics: Guidelines for Ethical Conduct in Aboriginal and Torres Strait Islander Health Research (NHMRC 2003)

### AMENDMENT HISTORY

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<td>23</td>
<td>Update to position titles – administrative amendment</td>
<td>8 April 2015</td>
</tr>
<tr>
<td>Various</td>
<td>References and hyperlinks to other documents updated – administrative amendment</td>
<td>8 April 2015</td>
</tr>
<tr>
<td>Various</td>
<td>References and hyperlinks to other documents updated – administrative amendment</td>
<td>15 March 2016</td>
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</table>
PROGRESS PLANNING AND REVIEW FOR HIGHER DEGREE BY RESEARCH STUDENTS POLICY 2015

The Academic Board, as delegate of the Senate of the University of Sydney, adopts the following policy.

Dated: 2 December 2015

Last amended:

Signature:

Position: Chair, Academic Board

______________________________

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PART 1 PRELIMINARY

1 Name of policy

This is the Progress Planning and Review for Higher Degree by Research Students Policy 2015.

2 Commencement

This policy commences on 1 January 2016.

3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

4 Statement of Intent

(1) The University aspires for all higher degree by research students to have a quality research training experience and to produce research of the highest calibre. This includes the development of skills and knowledge necessary to be a successful researcher in the chosen discipline and the timely completion and successful examination of their research projects and theses.

(2) The University will partner with students to plan their progression throughout their candidature and set clear expectations of satisfactory progress. The University will provide appropriate institutional support and resources, regular reviewing, including a written submission and meeting, and support students to maintain research integrity and quality.

(3) This policy details the elements of the higher degree by research progress planning and review process. It should be read in conjunction with the University of Sydney (Higher Degree by Research) Rule 2011 ('the Rule'), the Delegations of Authority – Academic Functions, and the Progress Planning and Review for Higher Degree by Research Students Procedures 2015 ('the Procedures').

5 Application

(1) Except to the extent that a contrary intention is expressed, this policy applies to higher degree by research students, staff and affiliates.

Note 1: See clause 20 for transitional provisions.

(2) It is a condition of each student’s admission to candidature that the student complies with his or her obligations under this policy.
6 Definitions

(1) In this policy:

activity means a specific requirement in a student’s candidature that contributes to the completion of a milestone.

Associate Dean means the Associate Dean responsible for overseeing higher degrees by research in the relevant faculty.

Dean means the Dean of the relevant faculty.

coordinating supervisor means the supervisor in a supervisory team who has designated academic delegations and responsibility for administrative requirements.

degree means the relevant higher degree by research.

department means the academic unit responsible for a student’s higher degree by research candidature. It may be called a department, discipline or school within the University.

faculty means a faculty or a board of studies as established by Senate in each case by its constitution, and refers to the student’s faculty of enrolment.

head of department means the head of the relevant department.

Note: Functions performed by the head of department may be performed by the Head of School, Dean or Associate Dean, in accordance with paragraph 1.4(4) of the Rule, particularly in faculties that are not organised into departments or disciplines.

higher degree by research means a doctorate by research or master’s by research, as defined in the Rule.

milestone means a significant event in a student’s candidature that is useful in monitoring and guiding the student’s progress to successful completion. Milestones may comprise a number of activities.

postgraduate coordinator means the postgraduate coordinator for the relevant department.

progress means the student’s progress against the requirements specified in subclause 13(1).

progress plan means a progress plan developed in accordance with Part 2.

progress review means a progress review conducted in accordance with Part 3.

research period means a research period set by the University and published on its website.

Note: Research periods are published at: http://sydney.edu.au/study/study-dates.html
Review Panel means a panel established to conduct a progress review in accordance with clause 11.

Rule means the University of Sydney (Higher Degree by Research) Rule 2011.

student means a person who is currently admitted to candidature in a higher degree by research award course of the University.

supervisor means a person appointed to discharge the responsibilities set out in the Supervision of Higher Degree by Research Students Policy 2013, including research supervisors, coordinating supervisors and auxiliary supervisors.

supplementary progress review means a progress review conducted in accordance with clause 17.

PART 2 PROGRESS PLANNING

7 Progress plans

(1) Students and supervisors must begin progress planning at an early stage in each student’s higher degree by research candidature.

(2) All students must have a progress plan within three months from the date of commencement of candidature, or within six months for part-time students.

Note 2: See clause 20. This subclause does not apply to students enrolled as at 31 December 2015 with a latest completion date later than 30 June 2016.

(3) The purpose of a progress plan is to align and manage student, University and faculty expectations about what is required to achieve the award of the degree.

(4) A student’s progress plan must include all activities and milestones required to achieve the award of the degree, including:

(a) formulation and approval of research proposal;
(b) formulation and approval of research projects;
(c) thesis development and examination;
(d) research training activities;
(e) coursework requirements;
(f) compliance and risk management activities.

Note 3: See Part 4 for information on activities and milestones.

8 Creating progress plans

(1) Students are responsible for creating their progress plan, based on current University templates, with the participation and support of their coordinating supervisor.

(2) Progress plans must be:

(a) endorsed by the student’s coordinating supervisor; and
(b) approved by the head of department or postgraduate coordinator.

Note 4: Progress plan templates are available on the University’s website at: myuni.sydney.edu.au.

9 Maintaining and varying progress plans

(1) Students are responsible for maintaining their progress plan, and for identifying any variations required, with the participation and support of their coordinating supervisor.

(2) Students must review their progress plan, in consultation with their coordinating supervisor, at least twice per year, with at least one review being conducted as part of the student’s preparation for a progress review.

(3) A variation to a progress plan may be required for many reasons, including:
   (a) where a student:
      (i) changes attendance mode;
      (ii) requests a leave of absence or suspension of candidature;
      (iii) transfers to another course or program;
      (iv) achieves a milestone;
      (v) fails to achieve or is delayed in achieving a milestone;
      (vi) submits a request for an extension of candidature;
      (vii) has encountered unanticipated barriers to progress; or
   (b) where it becomes clear that the student’s research project needs improvement or is not viable.

(4) Variations to progress plans may be material or non-material.

(5) Material variations are variations that:
   (a) extend the date for achievement of a University, faculty or department milestone by more than three months from the original date;
   (b) require a change to the thesis submission date to:
      (i) a new research period; or
      (ii) a date that is beyond the latest date for submission, as defined in clause 2.20 of the Rule;
   (c) substantially change the nature of the research.

Note 5: Clause 2.20 of the Rule authorises a Dean or Associate Dean to permit a student to submit his or her thesis after a period of time greater than the maximum periods specified in that clause.

(6) Material variations to progress plans must be:
   (a) endorsed by the student’s coordinating supervisor; and
   (b) approved by the head of department or postgraduate coordinator.

(7) Students should discuss non-material variations to progress plans with their coordinating supervisor.
PART 3 PROGRESS REVIEW

10 Progress reviews

(1) Progress reviews (including supplementary progress reviews) must be conducted in accordance with this policy and the procedures.

(2) The purpose of a progress review is to:
   (a) assess whether the student has adequate support and resources to complete his or her research project and thesis in accordance with the progress plan;
   (b) assess whether the current supervisory arrangements are satisfactory;
   (c) assess the feasibility of the progress plan; and
   (d) assess and rate the student’s progress.

(3) A copy of the student’s progress plan will be provided to all parties involved in the progress review.

(4) A progress review must be conducted for each student as required by the head of department or postgraduate coordinator and at least once per year.

(5) Students re-enrolling for a period of more than six months as a result of a requirement to revise and resubmit in a previous thesis examination, must participate in a progress review between three and six months from the date of re-enrolment.

(6) Progress reviews should be supported by continuous evaluation of progress and regular meetings between students and supervisors.

11 Review Panel

(1) The head of department or postgraduate coordinator must appoint two or more academic staff members to form a review panel for each student’s review, and nominate one of the panel members to act as chair.

(2) Each Review Panel member must have one or more of:
   (a) relevant disciplinary expertise;
   (b) experience in supervising and managing higher degree by research candidatures; or
   (c) other relevant specialist knowledge.

(3) In appointing members of a Review Panel, the head of department or postgraduate coordinator:
   (a) may appoint from outside the department or faculty;
   (b) must not appoint any of a student’s supervisors; and
   (c) must consider and manage any actual, potential or perceived conflicts of interests.

Note 6: For information on evaluating and managing conflicts of interest, see the External Interests Policy 2010.
12 Progress review meetings

(1) Students must participate in a progress review meeting as required by the head of department or postgraduate coordinator and at least once per year.

(2) Students may be accompanied at the progress review meeting by a support person, such as a colleague, friend, family member or student representative.

(3) Progress review meetings will be conducted by the Review Panel.

(4) The Review Panel:
   (a) may invite any or all of the student’s supervisors to attend part of the progress review meeting;
   (b) must discuss the progress plan, and any required variations to the progress plan, with the student and (when in attendance) his or her supervisors; and
   (c) must provide the student with an opportunity to speak to the Review Panel without any of the student’s supervisors present.

13 Progress review outcomes

(1) The student’s progress will be measured against:
   (a) University, faculty, department and student milestones and activities that are within the student’s control;
   (b) action items identified in the student’s previous progress reviews; and
   (c) compliance with student responsibilities set out in relevant University policies and procedures.

(2) Students must meet the requirements specified in subclause 13(1) to the required standard or quality.

(3) The progress review ratings are:
   (a) meets or exceeds objectives;
   (b) marginal progress;
   (c) unsatisfactory progress.

(4) The Review Panel must prepare a written report for the head of department or postgraduate coordinator:
   (a) giving its assessment of the feasibility of the progress plan;
   (b) setting out any required variations to the progress plan;
   (c) identifying any actions to be taken as a result of the progress review, and who will be responsible for them;
   (d) recommending whether a supplementary progress review is required;
   (e) indicating, where relevant, whether the student’s scholarship is at risk, and the time frame for any potential termination of scholarship; and
   (f) recommending a progress review rating based upon its assessment of the student’s progress.

(5) The Review Panel may prepare a report and recommend a progress review rating in the student’s absence, if:
(a) the student fails to attend the progress review meeting without notice or good cause; or
(b) the student is unable to attend and the Review Panel forms the reasonable view that the progress review meeting can properly be conducted in the student’s absence.

(6) The student will have an opportunity to respond to the Review Panel’s report.

(7) The head of department or postgraduate coordinator must:
   (a) determine a progress review rating, taking into account:
       (i) the recommendation of the Review Panel;
       (ii) the student’s response; and
       (iii) any exceptional circumstances related to the candidature and beyond the reasonable control of the student;
   (b) specify any actions to be taken as a result of the progress review, including who will be responsible for them and timeframes for their completion;
   (c) state whether the proposed supervision arrangements are satisfactory;
   (d) determine whether a supplementary progress review is required; and
   (e) monitor the implementation of any action items for the department, faculty or University identified by the Review Panel. Such items should be completed within three months of the date of the progress review.

14 ‘Meets or exceeds objectives’

(1) A rating of ‘meets or exceeds objectives’ means that the student’s progress since the last progress review, or since commencement of candidature, has been satisfactory or exceeded expectations.

(2) To achieve a rating of ‘meets or exceeds expectations’ the student must:
   (a) have satisfactorily met all requirements (as specified in subclause 13(1)) since the last progress review; and
   (a) be expected to submit the thesis for examination on time, or in a timely fashion, allowing for any previous delays.

15 ‘Marginal progress’

(1) A rating of ‘marginal progress’ indicates that:
   (a) the student has not satisfactorily met all requirements (as specified in subclause 13(1)) since the last progress review; or
   (b) there is some risk that the student’s thesis will not be submitted for examination on time, or in a timely fashion, allowing for any previous delays; or
   (c) there has been a finding of inappropriate academic practice, academic dishonesty, research misconduct or a breach of the Research Code of Conduct or Research Data Management Policy.

(b)(d)

(2) If a student receives a rating of ‘marginal progress’, the head of department or postgraduate coordinator:
   (a) must specify a set of required actions and due dates; and
   (b) must set a date for a supplementary progress review; and
   (c) may:
      (i) refer the Review Panel’s report to the postgraduate coordinator or Associate Dean; and
      (ii) take such other action as the head of department or postgraduate coordinator considers appropriate, consistent with the Rule and this policy.

(3) A rating of ‘marginal progress’ will be considered satisfactory for the purposes of a student’s scholarship, where the terms and conditions of the scholarship are under the University’s control.

(4) A rating of ‘marginal progress’ cannot be used as a trigger for the requirement for a student to show good cause why he or she should be permitted to continue the candidature.

(5) If a student is required to meet a required set of actions and due dates, the coordinating supervisor is responsible for overseeing their completion.

16 ‘Unsatisfactory progress’

(1) A rating of ‘unsatisfactory progress’ indicates that:
   (a) the student has not satisfactorily met all requirements (as specified in subclause 13(1)) since the last progress review; or
   (b) there is a significant risk that the thesis:
      (i) will not be submitted for examination on time, or in a timely fashion, allowing for any previous delays; or
      (ii) will not be completed at all; or
   (c) there has been a finding of inappropriate academic practice, academic dishonesty, research misconduct or a breach of the Research Code of Conduct or Research Data Management Policy.


(2) If a student receives a rating of ‘unsatisfactory progress’, the head of department or postgraduate coordinator:
   (a) must, except where the student is asked to show good cause:
      (i) specify a set of required actions and due dates;
      (ii) set a date for a supplementary progress review;
      (iii) refer the Review Panel’s report to the postgraduate coordinator or Associate Dean; and
(iv) take such other action as the head of department or postgraduate coordinator considers appropriate, consistent with the Rule and this policy.

(b) may:

(i) where relevant, recommend to the University that the student’s research scholarship be terminated;

(ii) recommend to the Associate Dean that the student be asked to show good cause why he or she should be permitted to continue the candidature.

(3) In determining what action to take in accordance with subclause (2), the head of department or postgraduate coordinator will take into account:

(a) any injury, illness or misadventure experienced by the student that has had an impact on progress since the last progress review;

(b) any difficulties caused by, or fault on the part of, the University; and

(c) any exceptional circumstances related to the candidature and beyond the reasonable control of the student.

(4) If a student receives a rating of ‘unsatisfactory progress’ at two consecutive progress reviews, the head of department or postgraduate coordinator must recommend to the Associate Dean that the student be asked to show good cause why he or she should be permitted to continue the candidature.

(5) If a student must meet a required set of actions and due dates, the coordinating supervisor is responsible for overseeing their completion.

17 Supplementary progress reviews

(1) If the head of department or postgraduate coordinator requires a student to undertake a supplementary progress review, that supplementary progress review:

(a) should take place in one of the scheduled review cycles;

(b) must take place no sooner than two months and no later than six months from the date of the previous review; and

(c) must be conducted in accordance with this policy.

(2) Subject to sub-clause (3), if a student receives a rating of ‘marginal progress’ at a supplementary progress review, clause 15 of this policy will apply.

(3) If after two consecutive supplementary progress reviews the student fails to achieve a rating of ‘meets or exceeds expectations’, the student must receive a rating of ‘unsatisfactory progress’ for the second supplementary progress review, and clause 16 of this policy will apply.

PART 4 MILESTONES AND ACTIVITIES

18 Milestones and activities

(1) There are three types of milestones and activities:

(a) University;
(b) faculty and department;
(c) student.

(2) University milestones and activities are:
(a) set out in Schedule 1 of this policy;
(b) mandatory (including the items listed in bullet-points); and
(c) common for all candidates.

(3) Faculty and department milestones and activities:
(a) are additional to University milestones and activities;
(b) are mandatory specialist requirements specific to the faculty or department;
(c) are common for all candidates in the faculty or department;
(d) may include department specific activities required to achieve University milestones; and
(e) must be approved by the SEG Research Training Committee.

(4) Student milestones and activities are:
(a) specific to the student’s candidature;
(b) set in consultation with the student, and endorsed by the coordinating supervisor.

(5) Progress plans must include at least one faculty or department milestone between the University milestones ‘Confirmation’ and ‘Intent to Submit’.

19 Rescissions and replacements

This document replaces the Progress Review of Higher Degree by Research Students Guidelines, which commenced on 21 August 2014, which is rescinded as from the date of commencement of this document.

20 Transitional provisions

(1) For students enrolled as at 31 December 2015 with a latest completion date earlier than 1 July 2016:
(a) Part 2 does not apply; and
(b) Part 3 applies, but is amended to exclude requirements for, and reference to, progress plans.

(2) For students enrolled as at 31 December 2015 with a latest completion date later than 30 June 2016, the following provision applies in place of subclause 7(2):
(a) All students must have a progress plan by the earlier of:
   (i) 30 June 2016; or
   (ii) one month prior to the date of their next scheduled progress review.
# SCHEDULE 1: UNIVERSITY MILESTONES AND ACTIVITIES

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Time frame</th>
<th>Research Project &amp; Thesis</th>
<th>Research Training</th>
<th>Compliance</th>
<th>Outcome Checklist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary appraisal</td>
<td>6 months</td>
<td>• Review research idea.</td>
<td>• Complete training needs analysis.</td>
<td>• Complete Responsible Research Practice module.</td>
<td>• Have all relevant action items been identified and included in the progress plan?</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Draft research plan.</td>
<td>• Schedule relevant training activities.</td>
<td>• Complete induction(s).</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Draft data management</td>
<td>• Review communication skills (especially writing).</td>
<td>• Identify any need for ethics approval.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>plan.</td>
<td>• Identify subsequent actions in progress plan.</td>
<td>• Conduct intellectual property review, and consider need for IP agreements.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Conduct autonomous sanctions check.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Consider potential for restricted information.</td>
<td></td>
</tr>
<tr>
<td>WHS (Activity, within Preliminary Proposal Milestone)</td>
<td>2 months</td>
<td></td>
<td></td>
<td>• Complete WHS training</td>
<td>• WHS training completed.</td>
</tr>
<tr>
<td>Confirmation</td>
<td>12 months</td>
<td>• Finalise research proposal/plan.</td>
<td></td>
<td>• Confirm ethics plan and commence ethics application process (where relevant).</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Finalise data management plan.</td>
<td></td>
<td>• Ensure autonomous sanctions check completed.</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• Conduct resources review, including information technology, hardware, software, space, funding, supervision.</td>
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<td>Milestone</td>
<td>Time frame</td>
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</tr>
<tr>
<td>Finalise Research Proposal (Activity, within Confirmation Milestone)</td>
<td>12 months</td>
<td>• Agree a final research proposal</td>
<td></td>
<td></td>
<td>• Is the research proposal feasible?  • Is the research proposal agreed by all parties?</td>
</tr>
<tr>
<td>Intent to submit</td>
<td>3 months from projected submission</td>
<td>• Check thesis draft.  • Student to provide input on potential examiners.</td>
<td>• Ensure all training activities from training needs analysis are complete.</td>
<td>• Check compliance with ethics approvals, data management plan, IP agreements.  • Consider whether the thesis contains restricted information.</td>
<td>• Will the thesis be ready for examination?  • If no, does the progress plan need to be updated and an extension sought?</td>
</tr>
<tr>
<td>Submit for examination</td>
<td>Submission date</td>
<td>• Coordinating supervisor confirms thesis is in a form suitable for examination.  • Faculty decides to proceed with examination.</td>
<td></td>
<td>• Consider whether confidentiality agreements are required for examiners.</td>
<td>• Is the thesis examinable?  • If yes, have examiners been appointed?</td>
</tr>
<tr>
<td>Examination</td>
<td>Complete within 4 months of submission</td>
<td>• Determine outcome of examination.</td>
<td></td>
<td></td>
<td>• Does the thesis satisfy the requirements for award?  • If yes, are there any conditions that must be satisfied?  • If no, can the student revise and resubmit?</td>
</tr>
<tr>
<td>Award</td>
<td>Within 4 months of award notification</td>
<td>• Complete requirements for award, including emendations.  • Lodge final version of thesis.</td>
<td>• Comply with data management plan.  • Comply with any ethics approval and protocol.</td>
<td></td>
<td>• Can the degree be conferred?</td>
</tr>
</tbody>
</table>

Progress Planning and Review for Higher Degree by Research Students Policy 2016  
17555/413895_1
NOTES

Progress Planning and Review for Higher Degree by Research Students Policy 2016

Date adopted: 2 December 2015
Date registered: 11 December 2015
Date commenced: 1 January 2016
Administrator: Deputy Vice-Chancellor (Education)
Review date: 1 January 2021

Rescinded documents:

* Progress Review of Higher Degree by Research Students Guidelines

Related documents:

* University of Sydney (Higher Degree by Research) Rule 2011
* Essential Resources for Postgraduate Research Students Policy 2012
* Research Data Management Policy 2014
* Research Data Management Procedures 2015
* Supervision of Higher Degree by Research Students Policy 2013
* Thesis and Examination of Higher Degree by Research Policy 2015
* Thesis and Examination of Higher Degree by Research Procedures 2015
* Academic Honesty Procedures 2016

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Academic Board
17 August 2016

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