Minutes of the 264th meeting of the Academic Senate held at 9:30am on Wednesday 26 April 2006 in 20.5, Communications Building.

Present:

Prof D Griffiths (Chair)  A/Prof P Else  Ms F McGregor  Mr R Stace
A/Prof D Considine (Deputy Chair)  Ms E Ens  A/Prof J McQuilton  Prof G Sutton
Dr A Abraham  Mr Ian Farrell  Dr B Meyer  Prof G Turcotte
Prof L Astheimer  Prof B Harper  A/Prof R Nillsen  Prof K Tieu
Prof J Bern  A/Prof A Hodgkinson  Prof J Patterson  A/Prof D Vance
Prof S Bouzerdoum  Prof J Hogg  Dr I Piper  A/Prof W Vialle
A/Prof T Bryant  Mr W Hudson  Dr A Porter  Dr R Vickers
Prof J Chicharo  Ms Y Kerr  Ms E Rao  A/Prof B Walker
Dr L Chisholm  Ms D Langton  Mr M Rowney  Mr A Wearn
Ms N Conyer  A/Prof R Lewis  Ms E Silk  Prof R Whelan
Mr P Dickson  Dr P Lysaght  A/Prof S Sivakumar  A/Prof G Williams
A/Prof S Dodds  Dr A Macris  Dr J Skillen  A/Prof E Wilson

In Attendance:

Mr R Buckham (ITC)  Prof J Bushnell, Ms J James, A/Prof N Hudson (Graduate School of Medicine), Ms S Domagala (Quality Assurance Manager), Ms T Hoynes, Ms L Kirchmajer (Policy & Governance Unit), Ms T McLaughlin (Executive Officer).

PART A - PRELIMINARY BUSINESS

*A1 Apologies, Leave of Absence and Welcomes

Apologies were received from A/Prof B Buttemer, Prof R Castle, Dr J Curtis, Dr D Christie, Prof P Eklund, A/Prof B Ferry, Mr C Grange, A/Prof P Heaven, Prof P Kitley, Dr L Lyons, A/Prof K Maxwell, A/Prof I Porter, Prof J Seberry, Dr P Sharrad, Prof M Sheil, Prof S Wills, Prof A Worthington, A/Prof T Wysocki, A/Prof H Yeatman, A/Prof M Zanko.

The Chair welcomed Mr I Farrell and Ms D Langton, replacing Mr J Littrich and Ms J Marychurch during their leave of absence. The Chair also welcomed observers of the meeting: Prof J Bushnell, Ms J James, and A/Prof N Hudson from the Graduate School of Medicine, Ms S Domagala, the Quality Assurance Manager, and Ms T Hoynes and Ms L Kirchmajer from the Policy & Governance Unit.

*A2 Arrangement of the Agenda

(i) The following items were starred (*) for discussion:

B2 Cotutelle Scheme at UOW
B3 Academic Integrity Project
C1 New Medical School Degree
A motion to adopt the draft resolutions and recommendations to Academic Senate for the unstarred items was carried.

*A3 Business from the Last Meeting

A3.1 Minutes of the Previous Meeting (08/03/2006)

Resolved (31/06)

That the minutes of the previous meeting of 8 March 2006 be accepted as a true record of that meeting.

A3.2 Business Arising from the Minutes

There was no business arising from the Minutes.

*A4 Confidential Items of Business

There were no confidential items of business.

*A5 Vice-Chancellor's Business

The Vice-Chancellor reported on the following items:

Staffing
- Prof Stuart Kaye has resigned from his position as Dean of Law. The Vice-Chancellor acknowledged Prof Kaye’s leadership and significant contribution to the University.
- A new Dean of Commerce has been appointed, and communication to the wider University community will follow.
- Prof W Ommundsen has been appointed to the School of English Literatures, Philosophy and Languages as a new Professor of English.

Medical School
The University’s Stage Two Accreditation documentation has been submitted to the Australian Medical Council (AMC). The University will be visited by a team from the AMC during 17 – 21 July. This will be the final step in the accreditation process.

Innovation Campus
The University Council has approved the building of the Central Services building at the Innovation Campus. There will be three buildings in total, with the possibility of a fourth, should the Federal Government fund a building for a National Centre for Transnational Crime Prevention.

Research Quality Framework
The Commonwealth Minister of Education, Ms Julie Bishop, remains committed to the Research Quality Framework. However, following the recent move in the United Kingdom from their current Research Assessment Exercise to a metric-based system, it is likely that Australia will build on its current metric-based practice, and focus on developing stronger quality measures, along with measures to determine impact.

AUQA
The Vice-Chancellor is pleased with the outcome of the AUQA audit, and commends all involved, in particular the DVC(A) Prof Rob Castle and Ms Heather Sainsbury of the Strategic Planning Unit for their efforts during and following the audit. The Chair noted that reports on the University’s progress in implementing the Quality Improvement Plan will be tabled at a Senate meeting later this year.
Members asked the Vice-Chancellor for more information about:

- Discipline-based funding versus institute-based funding under the Research Quality Framework
- The Centre for Transnational Crime Prevention

*A6 Chair's Business*

The Chair reported on the following items:

- Review of HSC subject categorisation by the NSW & ACT Committee of Senate and Academic Board Chairs is now almost complete. An issues paper has been sent to the Board of Studies, recommending the possibility of changing the definition of categories.

- A/Prof Graham Williams is congratulated for his appointment to the Board of Studies Maths HSC Curriculum Committee.

*A7 Reports from Senior Executive and Members of other University Committees*

**DVC(Operations) Report**

The DVC(O) reported on the bid for growth places, which the University will submit to the Federal Government in May. Planning Services are currently modelling numbers to determine the number of medical places and open growth places UOW will bid for, as well as the allocation of places across faculties.

*A8 Business from Senate Subcommittees*

There was no business from Senate Subcommittees.

*A9 Business from Faculties and WUC*

There was no business from Faculties and WUC.

*A10 Members' Business*

There was no business from members.

*A11 Student Members' Business*

The following issues were raised or reported by student members:

- Possible purchase of the Microsoft Windows Live email system, which would seem to significantly disadvantage users
- Review of Internet quota for students at UOW, both in terms of the amount permitted per quota, and the frequency at which the quota is reset.
- A visit to UOW by Mr Nick Greiner on 3 May.
- Development of a website to give simple and clear instructions on how to use SOLS for enrolment would aid students.
- Review of the shortage of on-campus parking and cost to students.

Discussion on these issues led to either undertakings to communicate further, or to suggestions of appropriate UOW personnel to approach with submissions, suggestions or questions.
PART B  GENERAL BUSINESS

B1  AUQA Report of an Audit of the University of Wollongong

Resolved (32/06)

That Academic Senate note the April 2006 report by Strategic Planning Unit on the AUQA Report of an Audit of the University of Wollongong.

B2  Cotutelle Scheme at UOW

A member identified a discrepancy between the Cotutelle Policy and the suggested changes to the General Course Rules. It was agreed that this would be corrected before being forwarded to University Council for final approval.

Resolved (33/06)

That Academic Senate recommend that Council approve

i)  the proposal to introduce the Cotutelle scheme at UOW as set out in the agenda papers,

ii)  the UOW Policy on Cotutelle Agreements, Guidelines for Cotutelle Agreements and the UOW Cotutelle Agreement Proposal Form as set out in the agenda papers

iii)  consequential amendments to the General Course Rules Section 10: Higher Degree Research Rules as set out in the agenda papers

for immediate implementation.

B3  Academic Integrity Project

The Chair provided a brief report on Item C4 of the 21 April meeting of University Council, which is closely related to the Academic Integrity Project and will inform the timing and focus of the project. The Academic Integrity Project Reference Group will meet regularly, and progress of the project will be reported to future Senate meetings.

Resolved (34/06)

That Academic Senate endorse the Academic Integrity Project.

B4  Notice of Election of Chair and Deputy Chair of Academic Senate

The committee noted that an election of Chair and Deputy Chair of Academic Senate for the term 1 July 2006 – 30 June 2008 will take place at the next meeting of Academic Senate, 14 June 2006.
PART C  COURSE PROPOSALS FOR APPROVAL

C1  New Medical School Degree

Prof John Bushnell, Director of Division of Teaching and Deputy Dean within the Graduate School of Medicine, was invited to give a brief background to the new Medical School degree: Bachelor of Medicine, Bachelor of Surgery (MBBS), and the associated amendments to UOW course rules. Prof Bushnell explained the extensive consultation process that has taken place in the development of the curriculum, along with the external scrutiny and granting of stage one accreditation by the Australian Medical Council. Prof Bushnell explained the main differences between the course and existing UOW degrees, and why these differences necessitated changes to course rules.

Members asked the representatives from the Graduate School of Medicine for more information about:

- The Graduate Attribute of written communication skills and how this is being managed within subject development and teaching – A/Prof N Hudson assured the committee that the School is in the process of developing instruments to aid students, and planning activities within subjects to ensure that they develop the required skills to complete the written assessment tasks.

- Calculation of Grade Point Average (GPA), as referred to in the Entry Requirements for the course – Ms L Kirchmajer from ARD explained that the admission to the course is managed externally through ACER, which has extensive information in its Admissions Guide on how GPA is calculated.

Senate subsequently endorsed both the course rule amendments and the MBBS course program.

C1.1 Proposed Amendments to General Course Rules, Award Rules and Rules for Undergraduate Admission

Resolved (35/06)

That Academic Senate endorse the proposed amendments to the General Course Rules, Award Rules and Rules for Undergraduate Admission as outlined in the attached agenda papers and refer them to University Council for approval, to be effective Autumn 2007.

C1.2 Bachelor of Medicine, Bachelor of Surgery – New Course

Resolved (36/06)

That Academic Senate:

i ) Endorse the proposal for the new Bachelor of Medicine, Bachelor of Surgery, to be introduced in Autumn Session 2007;

ii ) Advise the Deputy Vice-Chancellor (Academic) that the Faculty has requested a waiver of the requirement for an ECAC report as endorsed in the Course Approval Guidelines;

iii ) Forward the proposal to the Vice-Chancellor for approval.
## C2 Master of Professional Accounting – Major Amendment

**Resolved (37/06)**

*That Academic Senate:*

- **i)** Endorse the proposal for the major amendment to the Master of Professional Accounting, to be introduced in Autumn Session 2007;
- **ii)** Advise the Deputy Vice-Chancellor (Academic) that the Faculty has requested a waiver of the requirement for an ECAC report as endorsed in the Course Approval Guidelines;
- **iii)** Forward the proposal to the Vice-Chancellor for approval.

## PART D ITEMS FOR NOTING

### D1 Courses Approved by the Vice-Chancellor

**Resolved (38/06)**

*That Academic Senate note that the following courses and amendments have been approved by the Vice-Chancellor:*

<table>
<thead>
<tr>
<th>Approval Category</th>
<th>Name of Degree</th>
<th>Approved by SSC/Senate</th>
<th>Approved by VC</th>
<th>Implementation Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>New</td>
<td>Graduate Certificate in Law (Prosecutions)</td>
<td>8/06/2005</td>
<td>10/03/2006</td>
<td>Apr-06</td>
<td>Malaysia</td>
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<tr>
<td>New</td>
<td>Graduate Diploma in Law (Prosecutions)</td>
<td>8/06/2005</td>
<td>10/03/2006</td>
<td>Apr-06</td>
<td>Malaysia</td>
</tr>
<tr>
<td>New</td>
<td>Master of Laws in Prosecutions</td>
<td>8/06/2005</td>
<td>10/03/2006</td>
<td>Apr-06</td>
<td>Malaysia</td>
</tr>
<tr>
<td>Major Amendment</td>
<td>Master of Business Administration; Master of Business Administration (Advanced)</td>
<td>08/03/2006</td>
<td>10/03/2006</td>
<td>Intake C 2006</td>
<td>W'gong, Sydney Business School, Dubai, HKBU</td>
</tr>
<tr>
<td>Minor Amendment</td>
<td>Master of Business Administration (Advanced)</td>
<td>15/02/2005</td>
<td>20/02/2006</td>
<td>Intake C 2006</td>
<td>W'gong, Sydney Business School</td>
</tr>
<tr>
<td>Minor Amendment</td>
<td>Graduate Certificate in Business</td>
<td>15/02/2005</td>
<td>20/02/2006</td>
<td>Intake C 2006</td>
<td>W'gong</td>
</tr>
<tr>
<td>Minor Amendment</td>
<td>Graduate Diploma in Engineering</td>
<td>15/02/2006</td>
<td>20/02/2006</td>
<td>Spring 2006</td>
<td>W'gong</td>
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<tr>
<td>Minor Amendment</td>
<td>Bachelor of Science (Physics)</td>
<td>15/02/2006</td>
<td>20/02/2006</td>
<td>Spring 2006</td>
<td>W'gong</td>
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<td>Fast-Track: Minor Amendment</td>
<td>Master of Engineering Management</td>
<td>N/A</td>
<td>20/02/2006</td>
<td>Autumn 2006</td>
<td>W'gong</td>
</tr>
<tr>
<td>Fast-Track: Minor Amendment</td>
<td>Master of Engineering</td>
<td>N/A</td>
<td>20/02/2006</td>
<td>Autumn 2006</td>
<td>W'gong</td>
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<tr>
<td>Fast-Track: Minor Amendment</td>
<td>Master of Engineering Practice</td>
<td>N/A</td>
<td>20/02/2006</td>
<td>Autumn 2006</td>
<td>W'gong</td>
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<tr>
<td>Fast-Track: Minor Amendment</td>
<td>Bachelor of Engineering</td>
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<td>20/02/2006</td>
<td>Autumn 2006</td>
<td>W'gong</td>
</tr>
</tbody>
</table>
D2  Approval of Fast-Track Course Proposals

Resolved (39/06)
That Academic Senate note the approval of the Fast-Track Course Proposals for the following courses:

<table>
<thead>
<tr>
<th>Name of Degree</th>
<th>Approval Category</th>
<th>Approved by Vice-Chancellor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Computer Science (Advanced)</td>
<td>New Course</td>
<td>10/11/2005</td>
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<tr>
<td>Master of Information &amp; Communication Technology (Advanced)</td>
<td>New Course</td>
<td>10/11/2005</td>
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<td>Master of Information &amp; Communication Technology</td>
<td>Major Amendment</td>
<td>10/11/2005</td>
</tr>
<tr>
<td>Master of Computer Science</td>
<td>Major Amendment</td>
<td>10/11/2005</td>
</tr>
<tr>
<td>Bachelor of Medical Science (Honours)</td>
<td>New Course</td>
<td>21/11/2005</td>
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<tr>
<td>Graduate Certificate in HIV/AIDS</td>
<td>New Course</td>
<td>3/01/2006</td>
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<tr>
<td>Master of Science (Logistics) &amp; Graduate Certificate in Logistics</td>
<td>Major Amendment</td>
<td>15/12/2005</td>
</tr>
<tr>
<td>Master of Science (Occupational Health &amp; Safety)</td>
<td>Major Amendment</td>
<td>8/12/2005</td>
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<tr>
<td>Graduate Certificate in Occupational Health &amp; Safety</td>
<td>Major Amendment</td>
<td>8/12/2005</td>
</tr>
<tr>
<td>Graduate Diploma in Occupational Health &amp; Safety</td>
<td>Deletion</td>
<td>8/12/2005</td>
</tr>
<tr>
<td>Master of Engineering Management</td>
<td>Minor Amendment</td>
<td>20/02/2006</td>
</tr>
<tr>
<td>Master of Engineering</td>
<td>Minor Amendment</td>
<td>20/02/2006</td>
</tr>
<tr>
<td>Master of Engineering Practice</td>
<td>Minor Amendment</td>
<td>20/02/2006</td>
</tr>
<tr>
<td>Bachelor of Engineering</td>
<td>Minor Amendment</td>
<td>20/02/2006</td>
</tr>
</tbody>
</table>

D3  2005 Core Function Reports

Resolved (40/06)
That Academic Senate:

i ) note the reconstitution of the Vice-Chancellor’s Strategic Plan Working Party as the University Planning and Quality Committee (UPAQ) to monitor the University’s quality improvement and strategic plans;

ii ) receive and recommend to Council the 2005-2006 review reports and action plans for the Core Functions of Learning & Teaching, Internationalisation and Community Engagement, (noting that a report on Research will be presented to a future meeting);

iii ) note that a review of faculty reporting is being undertaken with the aim of improving the process from both faculty and University perspectives.

D4  Scholarship Administration at UOW – A Background Paper

Resolved (41/06)
That Academic Senate note the Background Paper on Scholarship Administration.
E1 Committee Minutes

E1.1 University Education Committee - 7 December 2005 & 1 March 2006

Resolved (42/06)
That Academic Senate note the Minutes from the University Education Committee meeting held 7 December 2005 and 1 March 2006.

E2 Faculty Minutes

E2.1 Faculty of Informatics Committee Meeting Extract

Resolved (43/06)
That Academic Senate note the Extract from the Faculty of Informatics Committee Meeting held 9 March 2006.

E2.2 Faculty of Science Committee Meeting Extract

Resolved (44/06)
That Academic Senate note the Extract from the Faculty of Science Committee Meeting held 3 March 2006.

PART F NEXT MEETINGS AND OTHER BUSINESS

F1 Next Meeting

Senate Standing Committee 24 May 2006
Academic Senate 14 June 2006

F2 Other Business

There being no other business, the meeting closed at 11:00am.

Tori McLaughlin
Executive Officer
Academic Senate