University Education Committee

Agenda

Agenda for the 3/2006 meeting of the University Education Committee (UEC) to be held at 9.30am on Wednesday 7 June 2006 in room 67.301.

FURTHER INFORMATION REGARDING UEC AGENDA
If you require further clarification of or wish to raise issues concerning any UEC Agenda items, please contact Julia Payne (x 5972 or email: Julia_Payne@uow.edu.au) before the meeting.
PART A  PRELIMINARY BUSINESS

A1 Welcome, Apologies and Leave of Absence

Apologies have been received from the Chair, Prof Rob Castle who is currently overseas, Ms Natalie Conyer, Mr Chris Edmondson and A/Prof Damien Considine who is currently on leave of absence.

*A2 Minutes of the Previous Meeting  ATTACHMENT p7

<table>
<thead>
<tr>
<th>Draft Resolution:</th>
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<tr>
<td>That the UEC minutes of 19 April 2006 are confirmed as a true record of the proceedings of that meeting.</td>
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A3 Business Arising from the Minutes

*A4 Arrangement of the Agenda

(i) That the meeting indicate those items to be starred (*) for discussion.
(ii) That a motion be put for the adoption of the draft recommendations for the unstarred items.

*A5 Chair’s Report

PART B  BUSINESS FROM SUBCOMMITTEES

B1 UEC Coordinating Committee  A/g Chair: Ms Y Kerr

B2 Equity and Student Support Subcommittee  Chair: Ms Y Kerr

Ms Yvonne Kerr will provide an update on the Equity Project Framework

B3 Education Policy Review Subcommittee  Chair: A/Prof J McQuilton

B4 Quality Assurance Subcommittee  Chair: Ms M Jantti  ATTACHMENT p13

B4.1 Minutes from 12 April 2006 and 16 November 2005 meetings

<table>
<thead>
<tr>
<th>Draft Resolution:</th>
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<tr>
<td>That UEC note the minutes of the Quality Assurance Subcommittee meetings of 12 April 2006 and 16 November 2005. Minutes of the 12 April 2006 are not yet ratified.</td>
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B5 Teaching Facilities Subcommittee  Chair: Prof S Wills

B6 Excellence, Diversity & Innovation in Teaching Subcommittee  Chair: A/Prof R Albury  ATTACHMENT p23

B6.1 Minutes from 18 April 2006 meeting

<table>
<thead>
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<th>Draft Resolution:</th>
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<tr>
<td>That UEC note the minutes of the Excellence, Diversity &amp; Innovation in Teaching Subcommittee meeting of 18 April 2006. These minutes are not yet ratified.</td>
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### B6.2 Workplan May 2006

**Draft Resolution:**

That UEC note the minutes of the Excellence, Diversity & Innovation in Teaching Subcommittee workplan as at May 2006.

### B7 e-Learning and Teaching Subcommittee

Chair: A/Prof R Vickers

**B7.1 Minutes from 3 May 2006 meeting**

**Draft Resolution:**

That UEC note the minutes of the e-Learning and Teaching Subcommittee meeting of 3 May 2006. These minutes are not yet ratified.

### PART C GENERAL BUSINESS

#### C1 Annual Audit of Subject Proposals

ATTACHMENT p45

The Annual Audit of Subject Proposals is now complete. A summary report outlining findings and recommendations arising of Audit is attached.

**Draft Resolution:**

That UEC note the final Report on the Annual Audit of Subject Proposals as attached.

#### C2 Honours Code of Practice

The Student Awards Committee has expressed concern that some faculties are not adhering to the timetable inherent in the Honours Code of Practice. The Committee agreed that this concern be forwarded to the UEC for consideration.

**Draft Resolution:**

That UEC note the Student Awards Committee concerns regarding the lack of compliance of some faculties in adhering to the timetable inherent in the Honours Code of Practice and agree that this issue be addressed as part of the next review of the Honours Code of Practice.

#### C3 Subject Evaluation Survey

ATTACHMENT 49

Dr David Christie will speak to this item.

**Draft Resolution:**

That UEC note the updated (April 2006) Subject Evaluation Survey Guidelines.
PART D  OTHER BUSINESS AND TABLED ITEMS

D1  Presentation – Carrick Awards

Dr Anna Carew (CEDIR) and Dr Sue Bennett (Faculty of Education) will provide a short presentation outlining their respective projects which were successful in the Carrick Institute Competitive Grants Scheme.

A/Professor Rebecca Albury will then provide a short presentation about submission writing.

D2  Other/Late Business

D3  Next Meeting

The next meeting of UEC is scheduled for 9.30-11.30am on Wednesday 2 August.

Julia Payne
Executive Officer
UEC