Minutes of the 3/2007 meeting of the University Education Committee (UEC) held at 11.30am on Wednesday 2 May 2007 in room 208 of Building 67 (McKinnon).

Present:

- Prof R Castle (Chair)
- Dr A Abraham
- A/Prof R Albury
- A/Prof T Bryant
- Prof J Bushnell
- Dr A Carew
- A/Prof J Curtis
- A/Prof D Considine
- Mr K Finlayson
- Prof D Griffiths
- A/Prof G Hampton
- Ms B James
- Ms M Jantti
- A/Prof M Kaidonis
- Ms Y Kerr
- Ms D Levett
- Dr L Lockyer
- A/Prof K Maxwell
- A/Prof M McCrae
- A/Prof J McQuilton
- Mr J McIver
- Dr A Porter
- Ms J Renwick
- A/Prof R Vickers
- Ms M Wallace
- A/Prof G Williams
- Prof S Wills

In Attendance:

- Ms J Payne (Executive Officer)
- Ms A Melano (CEDIR)
- Ms T Hoynes (Policy & Governance).

PART A Preliminary Business

A1 Welcome, Apologies and Leave of Absence

Apologies were received from Mr J McIver, Ms R Collins, Dr P Harris, Dr L Chisholm and A/Prof I Brown.

The Chair welcomed Ms D Levett to the Committee as the new representative of the Wollongong University College. He also welcomed Ms A Melano (CEDIR).

A4 Starring of Items

(i) Items B1, B2 and B3 were starred for discussion.

A5 Chair’s Report

The Chair thanked members for their attendance, noting that the extraordinary meeting was required to progress important projects which were not able to be included on the agenda for the recent April UEC meeting.
PART B  GENERAL BUSINESS

B1  Learning and Teaching Performance Fund

Prof Castle reported that the allocation of funding ($5.417 million) awarded to UOW through the most recent round of the Australian Government's Learning and Teaching Performance Fund has recently been determined.

Key projects to be funded in 2007 will include $3 million towards the Library upgrade as well as up to $1 million towards work experience and work readiness programs for UOW students. Funding will also be directed towards language support, student focused projects, teaching space upgrades and general grants.

Details of the Learning and Teaching grants process are yet to be finalised. It was noted however that this years grants will be supported only to 2007/2008, rather than longer terms projects which were available in 2006.

B2  Graduate Qualities

A/Prof G Hampton spoke briefly to the UOW Graduate Qualities Policy and accompanying papers. He noted that the Policy and Guidelines should be read in conjunction with each other, rather than as stand alone documents.

He noted that the new graduate qualities model developed by the Project Team is a simpler model than the existing graduate qualities and is the outcome of an extensive consultation process. He noted that the new model also offers flexibility for faculty implementation whereby academic areas may interpret the qualities to meet the needs of their students, staff and accrediting bodies as they wish.

Once University Council approval of the UOW Graduate Qualities Policy has been received, the following policy documents will be rescinded: Attributes of a UOW Graduate, Attributes of a UOW Research Graduate, Tertiary Literacies Policy and Procedures.

Ms A Melano noted that there is a clause missing from Schedule 1, Subject Outline Checklist, Schedule A of the agenda papers. Members were circulated with details of the missing information and it was noted that this information would be included in documents send to Academic Senate for approval. A number of minor other suggestions were also provided.

Ms A Porter noted that she and some of her faculty colleagues did not feel that the use of the word ‘current’ in the description of the new Graduate Quality ‘Informed’ was not applicable to all disciplines. Conversation about this issue and how well the qualities must suit every subject and discipline ensued, with the consensus of Committee members agreeing that a perfect suit was not possible.

It was noted that implementation of the graduate qualities framework will be important and feedback will be gained through this process. Some areas may take on different methods of adapting the new Qualities.

The Chair and Committee both extended thanks to the Graduate Qualities Project Team for their work and perseverance with this project and were congratulated for the projects outcomes.

Resolved 2007/13:

That the University Education Committee:

i. endorse the UOW Graduate Qualities Policy and Faculty Implementation
Resolved 2007/14:

That the University Education Committee note:

i. the planned reviews of the Quality Review Framework, subject approval forms and processes and course review forms and processes will need to include consideration of any amendments needed to support the UOW Graduate Qualities Policy;

ii. the University Research Committee will deliberate on the Policy, the rescission of the Attributes of a UOW Research Graduate and minor amendments to the Code of Practice – Supervision before the Graduate Qualities Policy is passed to Academic Senate for endorsement;

iii. the completion of the 2006 ESDF Graduate Attributes Project and the need for further project(s) to assist implementation.

Resolved 2007/15:

That the University Education Committee and Chair thank the Graduate Qualities Project Team members for their work in undertaking this project: Associate Professor Greg Hampton, Ms Anne Melano, Dr Anna Carew, Dr Geraldine Lefoe, Ms Linda Corrin, Ms Theresa Hoynes, Ms Jenny Reiners, Dr Lynda Kriflik, Dr Brett Lemass, Ms Suzanne Lipu, Ms Margie Jantti, Associate Professor John McQuilton, Ms Heather Sainsbury, Ms Jenny Hancock.

B3 Evidence about Teaching for Probation and Promotion

Prof S Wills noted that the attached paper Changing Evidence for Probation and Promotion about Teaching was aimed at generating discussion about this issue at UOW. She noted that current tools used to assist measure performance, such as the teacher survey, are not useful for staff who have reduced teaching contact. This generally affects those staff at higher levels.

Consultation has already been undertaken in developing the attached discussion paper, however further consultation with Deans, academic and general staff across all faculties is required prior to finalisation. Forums may also be held with staff across the University to gain additional feedback on the paper. It was suggested that new staff and staff who have recently gone for promotion at UOW may be particularly useful for this purpose.

Prof Castle noted the importance of this project in recognising quality teaching at UOW. The Committee agreed that changes outlined in the paper are a positive step forward for the University.

Further comments may be forwarded to Professor Wills. Proposed changes will be presented to UEC for approval once further consultation has been undertaken.
Resolved 2007/16:

That the University Education Committee:

i. forward the Discussion Paper ‘Changing Evidence Provided for Probation and Promotion about Teaching’ to faculties and,

ii. that the Director of CEDIR or the Deputy Vice-Chancellor (Academic and International) be invited to faculty meetings to contribute to discussion and gather feedback.

B4 ESDF Equity Project Summary

Ms Y Kerr spoke briefly to the draft paper outlining key findings and recommendations arising from the major ESDF Equity Project. She noted that the scope of the project had grown outside just UEC related matters as equity is such a broad issue.

The Project aimed to assist UOW to improve the attraction and retention of equity students at UOW. The project involved significant consultation with staff and students across UOW, including focus groups and surveys.

Some of the major items arising from the Project have already commenced including: the establishment of the Employment Equity and Diversity Committee which reports directly to the Vice-Chancellor, the establishment of Student Equity and Diversity Liaison Officers in faculties and introduction of the EdStart program.

Resolved 2007/17:

that the University Education Committee note the attached draft of the Student Equity Project Summary Report and provide feedback and comments to Ms Anne Melano, CEDIR by 10 May 2007.

Resolved 2007/18:

That the University Education Committee and Chair thank the ESDF Equity Project team members for their work in undertaking this project including: Ms Yvonne Kerr, Professor John Bern, Associate Professor Greg Hampton, Dr Pauline Lysaght, Dr Gerry Lefoe, Associate Professor Ian Porter, Ms Anne Melano, Ms Brenda Weeks-Kaye and Ms Demelza Vidler.

PART D OTHER BUSINESS AND TABLED ITEMS

C1 Next meeting

The next UEC meeting is scheduled for 9.30-11.30am on Wednesday 6 June 2007.

C2 Other business
A/Prof T Bryant expressed concern about the minor amendment approval process. It was acknowledged that there are some issues concerning UOW’s course approval process and that this was also identified through the AUQA Audit Report. These issues are being addressed through a specific project lead by the Policy and Governance Unit however.

There being no further business, the meeting closed at 12.50pm.

Julia Payne
Executive Officer
UEC