Minutes of the 281st meeting of the Academic Senate Standing Committee held at 9:30am on Wednesday, 23 May 2007 in Meeting Room 304 of the Administration Building.

Present: Prof David Griffiths (Chair), Prof Lee Astheimer, Prof Rob Castle, Dr David Christie, A/Prof Mary Kaidonis, Dr Anthony Macris, Prof John Patterson, A/Prof Ian Porter, Mr Anthony Strik, A/Prof Wilma Vialle, Prof Andrew Wells.

In Attendance: Ms Nerida Margrie (Executive Officer), Ms Lisa Simmons (Academic Registrar’s Division), Ms Theresa Hoynes, Ms Leonie Kirchmajer and Ms Jenny Reiners (Policy & Governance Unit).

PART A PRELIMINARY BUSINESS

A1 Apologies, Leave of Absence and Welcomes

Apologies were received from A/Prof Damien Considine, Ms Yvonne Kerr, Prof Margaret Sheil and Prof Gerard Sutton.

The Chair welcomed A/Prof Mary Kaidonis as a newly appointed member of the Committee.

A2 Arrangement of the Agenda

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

- B2 Amendments to General Course Rules (Grades)
- B6 Student Survey Working Party
- C2 Bachelor of Arts (War and Society) – Major Amendment
- C4 Master of Engineering Practice, Master of Engineering (Coursework), Master of Engineering Asset Management and Master of Engineering Management – Minor Amendment
- C5 Graduate Certificate in Research Commercialisation – Minor Amendment
- C6 Bachelor of Arts (Asia Pacific) – Minor Amendment
- F2.1 Minimum Rate of Progress Transition Strategy

(ii) A motion was carried to adopt the draft resolutions and recommendations to Academic Senate for the unstarred items.

A3 Business from the Last Meeting

A3.1 Minutes of the Previous Meeting (4 April 2007)

Resolved (10/07)

That the minutes of the previous meeting of 4 April 2007 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

There was no Vice-Chancellor’s report as Professor Gerard Sutton was in Sydney on University business.

The Deputy Vice-Chancellor (Academic & International) reported that the Teaching and Learning Fund has been capped at $80 million.

The Deputy Vice-Chancellor (Operations) reported on the following matters, raised as a consequence of the 2007 Federal Budget:

i)  Deregulation of domestic full fee places

UOW is unlikely to consider any implications of this before the 2007 Federal Election.

ii)  Cluster Funding

Proposed changes in cluster funding will increase the difference between HECS and CGS student funding for some clusters. Universities are unlikely to cover this difference and, as a consequence, HECS changes in certain cluster areas may rise. The proposed changes to cluster funding will affect all universities and the cost is likely to be passed on to students.

In response to a question about how the changes in HECS funding will affect UAI cut-offs, Prof Patterson noted that recent HECS changes have not been reflected in changed student demand.

iii)  Enrolments

The present cap on over-enrolments has increased to 5% with no apparent penalties. The increase has implications for UOW’s market share should competitors increase their own over-enrolments to the 5% limit.

In response to a question about whether over-enrolments will affect class sizes, Prof Patterson advised that UOW will continue working to the 1% level and presently has no plans to reach the maximum 5%. Clearly, however, if the situation changes then class sizes could be affected.

iii)  Graduate School of Medicine

The University received funding of $16.3 million over four years for the Graduate School of Medicine, to assist with the placement of students in rural and regional communities.

A6  Chair’s Business

The Chair had no business to report.

PART B  GENERAL BUSINESS

B1  Amendments to General Course Rules – Higher Degree Research Grades

(See recommendation to Academic Senate)
B2 Amendments to General Course Rules (Grades)
A/Prof Ian Porter proposed a minor change to the wording in Clause 8.19(d) to more clearly state that the grade ND is a system generated grade and not one allocated by academic staff members. The changes to the General Course Rules (Grades) will be widely communicated via the Communication Plan.

(See recommendation to Academic Senate)

B3 Intellectual Property Framework – Proposed addition of Fellow, Volunteer and Visiting Student Policy
(See recommendation to Academic Senate)

B4 Proposed changes to Course Approval Process
(See recommendation to Academic Senate)

B5 Student Awards Committee – Prize Proposals
(See recommendation to Academic Senate)

B6 Student Survey Working Party
Prof Rob Castle withdrew the Teacher Evaluation from the agenda papers, noting outstanding issues with the Evaluation which require further consultation. It will be submitted to a future meeting of Senate Standing Committee for approval and introduction in Autumn Session 2008.

The Committee passed the following revised Resolution dealing only with the Subject Survey document.

Resolved (11/07)
that Senate Standing Committee note the revised Subject Survey as outlined in the agenda papers, for implementation in Spring Session 2007.

PART C COURSE PROPOSALS FOR APPROVAL

C1 Bachelor of Commerce (Business Innovation) – Major Amendment
(See recommendation to Academic Senate)

C2 Bachelor of Arts (War and Society) – Major Amendment
Prof Rob Castle expressed reservations about approving subjects with prefixes such as WAR and ASIA whilst noting the need for capstone subjects to adequately reflect the relevant major.

The Committee recommended this major amendment to Academic Senate for approval, while referring to EPRS the wider issue of naming of subjects for multi-disciplinary majors.

(See recommendation to Academic Senate)
C3 Bachelor of Science (Environment), Bachelor of Environmental Science and Bachelor of Environmental Science (Advanced) – Minor Amendment

Resolved (12/07)
that Senate Standing Committee:

i) endorse the proposed minor amendments to the Bachelor of Science (Environment), Bachelor of Environmental Science and Bachelor of Environmental Science (Advanced) degrees, as outlined in the agenda papers, to be introduced in Autumn 2008;

ii) forward the proposal to the Deputy Vice-Chancellor (Academic & International) for approval.

C4 Master of Engineering Practice, Master of Engineering (Coursework), Master of Engineering Asset Management and Master of Engineering Management – Minor Amendment

Prof Rob Castle expressed concern at the lack of evidence of adequate consultation with the School of Management & Marketing and the Graduate School of Business.

Given that the course proposal is for introduction in Autumn Session 2008 and is not urgent, the Committee agreed to return the proposal to the Faculty of Engineering for further work.

C5 Graduate Certificate in Research Commercialisation – Minor Amendment

A member noted that the coversheet for this item refers to the subject FIN927 as a new subject when in fact this subject is currently offered.

Resolved (13/07)
that Senate Standing Committee:

i) endorse the minor amendment to the Graduate Certificate in Research Commercialisation offered by the Faculty of Commerce, as outlined in the agenda papers, to be introduced in Autumn 2008;

ii) forward the proposal to the Deputy Vice-Chancellor (Academic & International) for approval.

C6 Bachelor of Arts (Asia Pacific) – Minor Amendment

As with Item C2, Prof Rob Castle expressed reservations about approving subjects with prefixes such as WAR and ASIA.

The Committee agreed to endorse this minor amendment while referring to EPRS the wider issue of naming of subjects for multi-disciplinary majors.

Resolved (14/07)
that Senate Standing Committee:

i) endorse the minor amendment to the Asia Pacific major for the Bachelor of Arts, as outlined in the agenda papers, to be introduced in Autumn 2008;

ii) forward the proposal to the Deputy Vice-Chancellor (Academic & International) for approval.
PART D  ITEMS FOR NOTING

D1 Courses Approved by the Vice-Chancellor
(See recommendation to Academic Senate)

D2 Fast-track Courses Approved by the Vice-Chancellor
(See recommendation to Academic Senate)

D3 Bachelor of Communication and Media Studies and Bachelor of Communication and Media Studies International (Honours) – Notification of External Course Advisory Committee

Resolved (15/07)
that Senate Standing Committee note the convening of an External Course Advisory Committee for the Bachelor of Communication and Media Studies and the Bachelor of Communication and Media Studies International (Honours).

PART E  COMMITTEE / FACULTY MINUTES

E1 Committee Minutes
E1.1 University Education Committee Minutes
(See recommendation to Academic Senate)

E1.2 University Research Committee Minutes
(See recommendation to Academic Senate)

E2 Faculty Minutes
E2.1 Faculty of Arts Committee Meeting Extracts
(See recommendation to Academic Senate)

E2.2 Faculty of Creative Arts Committee Meeting Extracts
(See recommendation to Academic Senate)

E2.3 Faculty of Informatics Committee Meeting Extract
(See recommendation to Academic Senate)

E2.4 Faculty of Science Committee Meeting Extract
(See recommendation to Academic Senate)

PART F  NEXT MEETINGS AND OTHER BUSINESS

F1 Future Meeting Dates

<table>
<thead>
<tr>
<th>Senate Standing Committee</th>
<th>Academic Senate</th>
</tr>
</thead>
<tbody>
<tr>
<td>11 July 2007</td>
<td>13 June 2007</td>
</tr>
<tr>
<td>29 August 2007</td>
<td>1 August 2007</td>
</tr>
<tr>
<td>17 October 2007</td>
<td>19 September 2007</td>
</tr>
<tr>
<td></td>
<td>7 November 2007</td>
</tr>
</tbody>
</table>
F2 Other Business

F2.1 Minimum Rate of Progress Transition Strategy

The Course Progress Working Party submitted this agenda item as a late item in order to meet the deadline of 1 July 2007 for implementation of the National Code 2007.

The agenda paper was electronically distributed to Committee members on 21 May 2007. Subsequently, Section D of the MRP Transition Strategy Information Sheet was revised to refer specifically to the Communication Strategy document for full details of the communication plan.

(See recommendation to Academic Senate)
Recommendation to Academic Senate

that Academic Senate:

i) endorse the revisions to the General Course Rules, Grades of Performance for Higher Degree Research Thesis subjects as outlined in the agenda papers, to become effective for commencement of Autumn Session 2008;

ii) forward the revised General Course Rules to University Council for approval.

Recommendation to Academic Senate

that Academic Senate:

i) endorse the minor revisions to the General Course Rules (Grades) as outlined in the agenda papers, to become effective for commencement of Autumn Session 2008;

ii) forward the revised General Course Rules to University Council for approval.

Recommendation to Academic Senate

that Academic Senate:

i) endorse the introduction of a Fellow, Volunteer and Visiting Student Policy and Explanatory Guidelines as outlined in the agenda papers;

ii) forward the proposed new Policy and Guidelines to University Council for approval and immediate introduction.

Recommendation to Academic Senate

that Academic Senate:

i) endorse the proposed changes to the course approval process as outlined in the agenda papers;

ii) endorse the proposal to delegate approval of minor course amendments to the Deputy Vice-Chancellor (Academic & International);

iii) forward the proposed changes to the University Council for approval and immediate introduction.
**B5  Student Awards Committee – Prize Proposals**

**Recommendation to Academic Senate**

that Academic Senate approve the following prizes, to be effective immediately:

<table>
<thead>
<tr>
<th>Prize</th>
<th>Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Passmore 1st Year Essay Prize</td>
<td>Faculty of Arts</td>
</tr>
<tr>
<td>John Passmore Applied Philosophy Essay Prize</td>
<td>Faculty of Arts</td>
</tr>
<tr>
<td>DMW Group Prize</td>
<td>Faculty of Commerce</td>
</tr>
<tr>
<td>Drake International Wollongong Prize</td>
<td>Faculty of Commerce</td>
</tr>
<tr>
<td>Meyrick &amp; Associates Prize for Economics (Honours)</td>
<td>Faculty of Commerce</td>
</tr>
<tr>
<td>Graduate School of Business Dean’s Prize</td>
<td>Graduate School of Business</td>
</tr>
<tr>
<td>Graduate School of Business Prize for Outstanding Academic Achievement</td>
<td>Graduate School of Business</td>
</tr>
<tr>
<td>Meyrick &amp; Associates Prize for Logistics</td>
<td>Graduate School of Business</td>
</tr>
<tr>
<td>Rod Optical and Angela Devitt Solicitors MBA Prize</td>
<td>Graduate School of Business</td>
</tr>
<tr>
<td>Itree Prize for Databases</td>
<td>Faculty of Informatics</td>
</tr>
<tr>
<td>Itree Prize for Java Programming</td>
<td>Faculty of Informatics</td>
</tr>
<tr>
<td>Broadbridge Prize</td>
<td>Faculty of Commerce</td>
</tr>
<tr>
<td>RACI Analytical Chemistry Award</td>
<td>Faculty of Science</td>
</tr>
</tbody>
</table>

**C1  Bachelor of Commerce (Business Innovation) – Major Amendment**

**Recommendation to Academic Senate**

that Academic Senate:

i) endorse the proposed new Business Innovation major/minor for the Bachelor of Commerce as outlined in the agenda papers, to be introduced in Spring 2007;

ii) forward the proposal to the Deputy Vice-Chancellor (Academic & International) for approval.

**C2  Bachelor of Arts (War and Society) – Major Amendment**

**Recommendation to Academic Senate**

that Academic Senate:

i) endorse the proposed new War and Society major for the Bachelor of Arts as outlined in the agenda papers, to be introduced in Autumn 2008;

ii) forward the proposal to the Deputy Vice-Chancellor (Academic & International) for approval.

**D1  Courses Approved by the Vice-Chancellor**

**Recommendation to Academic Senate**

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

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Category of Approval</th>
<th>VC Approval Date</th>
</tr>
</thead>
</table>
D2  Fast-track Courses Approved by the Vice-Chancellor

Recommendation to Academic Senate

that Academic Senate note that the following fast-track courses have been approved by the Vice-Chancellor:

<table>
<thead>
<tr>
<th>Course Name</th>
<th>VC Approval Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Engineering Management (Dubai)</td>
<td>3/5/2007</td>
</tr>
</tbody>
</table>

E1  Committee Minutes

E1.1  University Education Committee Minutes

Recommendation to Academic Senate

that Academic Senate note the minutes from the University Education Committee meeting held on 21 February 2007.

E1.2  University Research Committee Minutes

Recommendation to Academic Senate

that Academic Senate note the minutes from the University Research Committee meeting held on 6 December 2006.

E2  Faculty Minutes

E2.1  Faculty of Arts Committee Meeting Extracts

Recommendation to Academic Senate

that Academic Senate note the meeting extracts from the Faculty of Arts Committee meetings held on 27 February 2007 and 24 April 2007.

E2.2  Faculty of Creative Arts Committee Meeting Extracts

Recommendation to Academic Senate

that Academic Senate note the meeting extracts from the Faculty of Creative Arts Committee meetings held on 17 October 2006 and 29 January 2007.

E2.3  Faculty of Informatics Committee Meeting Extract

Recommendation to Academic Senate

that Academic Senate note the meeting extract from the Faculty of Informatics Committee meeting held on 26 April 2007.

E2.4  Faculty of Science Committee Meeting Extract

Recommendation to Academic Senate

that Academic Senate note the meeting extract from the Faculty of Science Committee meeting held on 9 March 2007.
F2.1 Minimum Rate of Progress Transition Strategy

Recommendation to Academic Senate

that Academic Senate:

i) approve the MRP Transition Strategy as outlined in the agenda papers, to become effective immediately;

ii) note that the proposed changes to the General Course Rules regarding MRP will be submitted through the usual approval process later in 2007.