Minutes of the meeting of the Faculty Committee held at 12.30 pm on Friday 23 July 2004.

PART A PRELIMINARY BUSINESS

A1. Attendance, Apologies and Leave of Absence


A2. Minutes of the Previous Meeting

The minutes of the previous meeting were accepted as a true and accurate record of that meeting.

A3. Business Arising from the Minutes

There was no business arising.

A4. AUQA.

Heather Sainsbury provided the Committee with an overview of activities presently being undertaken in preparation for the AUQA audit in 2005. She advised the Committee that:-

- the present focus is on gathering evidence related to the University’s Learning and Teaching policies and practices,
- gathering evidence related to Research will be the next focus and
- a Quality Improvement WWW site has been developed.

PART B BUSINESS AND REPORTS

B1. Report from Dean

Patrick Crookes advised the Committee that: -

- the Faculty Strategic Plan has been forwarded to administration and discussion of the Plan will take place in Departments,
- he had no further advice regarding the Medical School to that already provided by Professor Patterson at the previous Faculty Committee meeting,
- funds related to Research Students EFTS have recently been distributed to Department budgets,
- an email was recently issued to academic staff inviting them to submit equipment bids with such bids being considered and prioritised by the Faculty Research Committee,
- the University is presently executing a “profiling exercise” related to the allocation of additional DEST places and explained how such exercise related to and affected
traditional University patterns of over enrolment, Faculty EFTS allocation and the Faculty budget and

- the organisation of Faculty IT support has been restructured and a trial of that new structure is underway,

**B2. Report from Sub-Dean**

Graham Ward was not present at the meeting and accordingly there was no report.

**B3. Faculty Committee Reports**

**B3.1 Report from Chair - Faculty Education Committee**

Isla Bowen advised the Committee that:

- emails regarding Best Practice and Minimum Rate Of Progress have been circulated and invited comment from faculty members on those documents,
- she has been advised that a Mock AUQA Audit will occur in October 2004 and
- she will be approaching Departments with a view to obtaining an overview of their assessment practices.

**B3.2 Report from Chair - Faculty Research Committee**

Stephen Roodenrys advised the Committee that:

- the University’s performance in securing research grants has improved but it should be noted that such improvement is consistent with the improvement other universities,
- the University’s Research Management Strategic Plan places an emphasis on quality of Research Students versus quantity and accordingly methods which lead to attraction of quality research students is an issue under consideration and
- the 2003 DEST publications data collection indicated that most faculties had maintained their 2002 level of publication with Engineering and Science being notably higher.

**B3.3 Report from Chair - Information Technology Committee**

There was no report.

**B3.4 Report from Chair - Workplace Advisory Committee**

Sheena McGhee advised the Committee that:

- Hazard reporting will be one of the major focuses of the WAC and
- a Faculty WAC WWW site is under development.

**B4. Report from Library representative**

Antonita Jukiel advised the Committee that Christine Brewer would be returning as Faculty Librarian.

**B5. Reports from representatives of other Faculties**
There were no reports.

PART C  GENERAL BUSINESS

There was no general business.

PART D  MEETING DATES AND OTHER BUSINESS

D1.  Late Business

There was no late business.

D2.  Date of Next Meeting

Friday 17 September followed by Friday 19 November.

The meeting closed at 1.30 pm.