

**AUSTRALIAN NATIONAL UNIVERSITY
UNIVERSITY EDUCATION COMMITTEE**

Meeting No. 1, 2009

Meeting No. 1, 2009 of the University Education Committee will be held on

Friday 27 February 2009

at 9.30 am in the

Ross Hohnen Room of the Chancelry

Apologies:
Ext.54080

J A Bruce
Secretary to the Committee

AGENDA SUMMARY

PART 1: PROCEDURAL ITEMS

- *1. Minutes**
- *2. Matters Arising**
- *3. Announcements and Apologies**
- 4. Membership and Operating Procedures**
- *5. Starred Items**
- *6. Items of Other Business**
- *7. Confidential Items**

PART 2: REPORTS AND POLICY MATTERS

- *8. Reconciliation Action Plan**
- *9. Reports**
- *10. Review of Australian Higher Education**
- *11. Learning Management System Deployment**
- 12. Education Issues**
- *13. Education Related Policies**
- 14. Reports from Committees**

PART 3: PROGRAMS AND COURSEWORK

- 15. Undergraduate and Graduate Programs**

PART 4: ITEMS OF OTHER BUSINESS

- *16. Other Business and Question Time**

Procedural Matters for Members to note:**OPERATING PROCEDURES**

The operating procedures of the University Education Committee are detailed in paper 132/2009 (http://info.anu.edu.au/ovc/Committees/040PP_Education)

CONFIDENTIAL ITEMS

Consistent with the policy and practice of Council, all matters in the agenda of the University Education Committee relating to individual persons, including appointments, enrolment, candidacy for degrees, personal details, performance and conduct are declared to be confidential. If any member wishes to raise a confidential matter in relation to any other item, he or she should do so under Item 7. After consideration of the confidential items, observers will be admitted to the meeting.

DISCLOSURE OF PECUNIARY OR MATERIAL PERSONAL INTEREST

Sections 27F to section 27H of the *Commonwealth Authorities and Companies Act 1997* <http://scaleplus.law.gov.au/html/pasteact/2/3067/top.htm> impose a duty to disclose any material personal interest in a matter which relates to the affairs of the University. This disclosure must give details of the nature and extent of the interest, the relation of the interest to the affairs of the University, and be given at a meeting as soon as practicable after the person becomes aware of the interest. The nature and extent of the interest must be recorded in the minutes of the meeting. Unless the meeting determines otherwise, a person who has a material personal interest in a matter must not be present while the matter is being considered at the meeting, and must not vote on the matter.

USE OF INSIDE INFORMATION OR POSITION

Under sections 24 and 25 of the *Commonwealth Authorities and Companies Act 1997*, a member of the University Education Committee must not make improper use of his or her position or of inside information to gain an advantage for himself or herself or to cause detriment to the University or to another person.

jab/17 February 2009

PART 1: PROCEDURAL ITEMS***ITEM 1. MINUTES**

The unconfirmed minutes of Meeting No. 6, 2008 of the University Education Committee (1396/2008 attached) held on 28 November 2008 have been circulated (published at http://info.anu.edu.au/ovc/Committees/040PP_Education/meetings).

For confirmation***ITEM 2. MATTERS ARISING*****ITEM 3. ANNOUNCEMENTS AND APOLOGIES****3.1 Apologies****To be received****3.2 Announcements****For noting****ITEM 4. MEMBERSHIP AND OPERATING PROCEDURES****4.1 Membership changes from 2009**

- General Staff representative: Ms Annie Bartlett, ASLC
- President, ANUSA, or nominee: Mr Sham Sara
- President, PARSA, or nominee: Mr Matthew Auckett
- Standing invitation to attend:
Dr Gerlese Akerlind, Head, CEDAM
Dr Michael Shortland, Director, Student Services

4.2 ANU College Dean Alternates

ANU College Deans have notified the Chair of the following appointments of alternates and arrangements for attending meetings:

- CAP: Professor Kent Anderson – Dean’s alternate for all meetings
 CASS: Professor Joan Beaumont– Dean’s alternate in the Dean’s absence;
 will attend meetings with the Dean where feasible
 CBE: A/Professor Alex Clarke – Dean’s alternate in the Dean’s absence;
 will attend meetings with the Dean where feasible
 CECS: A/Professor Chris Johnson – Dean’s alternate for all meetings
 CMBE: Professor Jan Provis – Dean’s alternate in the Dean’s absence
 CPS: Dr Richard Baker – Dean’s alternate in the Dean’s absence; may
 attend meetings with the Dean where feasible

For noting

4.2 Operating Procedures

The statement of the Committee's Membership and Operating Procedures ([132/2009](#)) is attached.

For noting

***ITEM 5. STARRED ITEMS**

The starred items are: 1, 2, 3, 5, 6, 7, 8, 9, 10, 11, 13 and 16.

The Chair will ask whether any member wishes to star other items. The Chair will then ask for a motion that the unstarred items be approved without debate as set out in the agenda.

***ITEM 6. ITEMS OF OTHER BUSINESS**

The Chair will ask members to advise of any matters they intend to raise under Item 16. Other Business and Question Time.

ITEM 7. CONFIDENTIAL ITEMS

Any confidential matters will be dealt with in this part of the agenda.

For consideration

PART 2: REPORTS AND POLICY MATTERS

***ITEM 8. RECONCILIATION ACTION PLAN**

PURPOSE

For consideration of the draft *ANU Reconciliation Action Plan*.

BACKGROUND

Discussion of the Draft *Reconciliation Action Plan* was deferred in November to the February meeting of the UEC.

Attachments (at http://info.anu.edu.au/ovc/Committees/040PP_Education/discussion):

- Draft ANU Reconciliation Action Plan (1389/2008) (at http://info.anu.edu.au/ovc/assets/uecmgt1_2009/1389ANURAPDraft26nov08.pdf)
- ANU Reconciliation Action Plan Audit Report (1402/2008) at http://info.anu.edu.au/ovc/assets/uecmgt1_2009/1402RAPAuditReportMD.pdf

The draft RAP has been discussed in some other forums including by Deans and Directors, and the University Community Equity Committee (see UCEC comments at http://info.anu.edu.au/ovc/assets/uecmgt1_2009/1401RAPrespondec08.pdf).

Once finalised, it is expected that the Plan will be presented to the meeting of Council to be held on 27 March and launched in May-June 2009.

ANU Colleges and members of the University Education Committee have been invited (email of 5 February) to submit any responses on the Draft Plan and Audit Report in advance of the meeting or provide commentary in the discussion of the item.

Professor Mick Dodson, Director, ANU National Centre for Indigenous Studies, has been invited to attend the meeting to present the Plan.

SPONSOR: Chair of the Committee

RECOMMENDATION

That the Committee provide a response to the draft *Plan* for submission to the Vice-Chancellor.

ITEM 9. REPORTS*PURPOSE**

For the Committee to receive reports on matters of interest.

BACKGROUND

9.1 **Pro Vice-Chancellor (Education) Notebook** ([133/2009](#) attached)

9.2 **Report from the Pro Vice-Chancellor (Research)**

- University Leadership Retreat 4-6 February 2009. See overheads at http://info.anu.edu.au/ovc/Executive/070PP_Reports_and_Papers
 - Evaluation and Validation of Student Standards Working Party
 - New Institute of Advanced Studies
- University of Canberra Alliance

9.3 **Registrar**

- Enrolments
- Graduation Statement

9.4 **Teaching and Learning Program** (at <http://cedam.anu.edu.au/foundations> or <http://studyat.anu.edu.au/courses/EDUC8100;details.html>)

CEDAM is offering a course in 2009 called *Foundations of University Teaching & Learning*. It is primarily aimed at teaching academics new to the ANU and/or to university teaching. However, continuing academic staff who are interested in obtaining an overview of the foundations of university teaching and learning may also find it of benefit. The course consists of 4 workshops (one full-day and three half-day) and begins on the 15th of April. The broad list of topics covered by the course are:

- Curriculum Design for Enhancing Learning;
- Encouraging Student Engagement and Inclusivity;
- Flexibility in Learning and Teaching;
- Linking Research and Teaching to Benefit Student Learning; and
- Learning-Oriented Assessment and Evaluation.

This is an award course which can be counted towards the Graduate Studies Program, or the Graduate Certificate in Higher Education. The University will waive course fees for academic staff enrolling in the award course. There is also a non-award (auditing) option for professional development at no cost.

SPONSOR: Chair of the Committee

RECOMMENDATION

That the Committee note the reports.

***ITEM 10. REVIEW OF AUSTRALIAN HIGHER EDUCATION**

PURPOSE

To note the recommendations and findings of the Review.

BACKGROUND

Attachment:

- Recommendations and Findings (extracted from the Executive Summary)

The Minister for Education, the Hon Julia Gillard MP, released the final report (at <http://www.deewr.gov.au/HigherEducation/Review/Pages/ReviewofAustralianHigherEducationReport.aspx>) of the Expert Panel chaired by Emeritus Professor Denis Bradley AC, on 17 December 2008. The report proposes a comprehensive package of reforms to Australia's tertiary education sector.

The Government's response to the recommendations and directions of the Report has not yet been received. It is expected to be based on a set of core principles, including:

- opportunity for all;
- academic freedom and autonomy;
- research that advances knowledge and critical thinking; and
- access to university based on merit not ability to pay.

SPONSOR: Chair of the Committee

RECOMMENDATION

That the Committee note the Report of the Review of Australian Higher Education and the discussion of its findings.

***ITEM 11. LEARNING MANAGEMENT SYSTEM DEPLOYMENT**

PURPOSE

To inform the Committee about current learning management deployment.

BACKGROUND

Attachment:

- [Supporting the Migration to the New Learning Management Service: Wattle](#)

Ms Karen Visser, Program Leader, Information Literacy Program/Ask ANU will attend the meeting to give a short presentation.

- **WebCT replacement: Wattle**
Wattle is the new learning management system which will progressively replace WebCT in 2009 and 2010. This will involve significant central (DOI) and ANU College based resources to support academic and administration staff in Colleges to learn the new platform. This presentation will outline the proposed support framework for the migration from WebCT to Wattle.
- **Plagiarism detection software**
ANU currently does not have a campus-wide license for an effective plagiarism detection application. Discussion will touch on the issue of student intellectual property rights and plagiarism detection.

SPONSOR: Chair of the Committee

RECOMMENDATION

That the Committee note the presentation and any matters arising in discussion.

ITEM 12. EDUCATION ISSUES

PURPOSE

To consider the responses received from ANU Colleges

BACKGROUND

References:

- Program Advisory Boards (799/2008) (at Item 9.2 of the agenda of Meeting 5, 2008, at http://info.anu.edu.au/ovc/assets/Committees/040PP_Education/uecmtg5_2008/aguecmtg5sep08.pdf)
- Summaries received from ANU Colleges ([134/2009](#) attached)

The University Education Committee, at its meeting of 12 September 2008,

- (i) Supported in principle the broad directions of the paper *Program Advisory Boards* (799/2008) noting that their composition and operation would reflect different ANU College characteristics; and
- (ii) Referred the paper to Colleges with the request that they provide a short summary about how a new or existing Advisory Board would operate to the benefit of the College.

Possible benefits of Advisory Boards, noted at the meeting, were:

- . to assist with the planning, development and review of programs with advice from external stakeholders, and
- . to form and secure partnerships.

SPONSOR: Chair of the Committee

RECOMMENDATION

That the Committee:

- (i) note the summaries received from ANU Colleges;
- (ii) commend to ANU College Deans the adoption of systematic stakeholder consultation on academic programs and of processes appropriate to the area, noting the model proposed by the Program Advisory Boards proposal (799/2008).

***ITEM 13. EDUCATION RELATED POLICIES**

PURPOSE

To consider a policy and procedures for the review of academic programs.

BACKGROUND

13.1 Reviews of Academic Award Programs

Attachments:

- Draft *Policy: Review of Academic Award Programs* ([135/2009](#))
- Draft *Procedures: Review of Academic Award Programs* (135/2009)
- Draft *Guidelines: Writing the Review of Academic Award Program Report* (135/2009)

The Committee, at its meeting of 15 August 2008, considered the paper *Academic Reviews of Award Programs* (861/2008) and supported the recommendation that a policy and schedule of program reviews be established with indicative terms of reference.

Under the proposed policy and procedures, ANU Colleges would be expected to prepare and maintain a schedule of award program reviews for reporting to the University Education Committee. A review grid and table of award programs currently on offer will be provided for ANU College Deans.

SPONSOR: Chair of the Committee

RECOMMENDATION

That the Committee:

- (i) endorse the policy and procedures for the Review of Academic Award Programs (135/2009) and the Guidelines: Writing the Review of Academic Award Program Report (135/2009);
- (ii) request ANU College Deans to prepare a schedule of reviews for the period 2009 – 2013 for submission to the University Education Committee.

ITEM 14. REPORTS FROM COMMITTEES

PURPOSE

To receive reports from:

- ANU College Education Committees
- Higher Degree Research Subcommittee

BACKGROUND

14.1 ANU College Education Committees

Reports have been received as follows:

- ANU College of Arts and Social Sciences ([211/2009](#))
- ANU College of Asia and the Pacific ([421/2009](#))
- ANU Colleges of Medicine, Biology and Environment and Physical Sciences ([129/2009](#))
- ANU College of Engineering and Computer Science ([149/2009](#))

These reports also include listings of course changes approved by the College Dean since the last meeting of the Committee.

14.2 Higher Degree Research Subcommittee

The report from Meeting 1, 2009, of the HDR Subcommittee ([141/2009](#)) is attached. An update on implementation of the Report of the 2007 Review of Higher Degree Research ([142/2009](#) linked) is accessible electronically.

SPONSOR: Chair of the Committee

RECOMMENDATION

That the Committee:

- (i) note the reports from ANU College Education Committees;
- (ii) note the report from the HDR Subcommittee and the update on implementation of the 2007 Review.

PART 3. PROGRAMS AND COURSEWORK
ITEM 15. UNDERGRADUATE AND GRADUATE PROGRAMS

PURPOSE

For consideration of:

- (i) changes to award programs
- (ii) the course *Preparation for Access*

BACKGROUND

15.1 Graduate Programs

ANU College of Asia and the Pacific

- Master of Public Administration ([422/2009](#) linked)

To reduce the compulsory courses from five to four and increase the elective choice. POGO8032 Comparative Public Sector Management is not being offered in 2009 and is no longer a compulsory course for this degree.

15.2 Undergraduate Programs

ANU College of Asia and the Pacific

- Bachelor of Asia-Pacific Studies
- Combined degrees with the Bachelor of Asia-Pacific Studies

To make the Chinese and Japanese majors available to native speakers with the approval of the Director.

15.3 ANU College: *Preparation for Access* Course ([146/2009](#) attached)

ANU College provides preparation and English language courses for students admitted to the University, but whose English language skills are below the IELTS 6.5 required for University entry. It runs a University 'Access' course for those who have an IELTS score of 6.0 overall but 5.5 on the 'writing' sub-score (and 5.0 on other scale scores). This course runs for 12 weeks. Students are being admitted to University programs needing to attend ANU College, with lower scores than this. They cannot in the 12 week time make up the deficit in English language skills. For this reason the College has developed a *Preparation for Access* course of ten weeks that sequences with the 'Access' course. Students will be admitted with an IELTS of 5.5 and a score of 5.0 on all scale scores.

This course proposal has been approved by the ANU College Advisory Committee (chaired by the Deputy Vice-Chancellor and comprising representatives from each ANU College). It is not a 'university' course as such, but as it prepares students for University entry and students sequence (on passing) directly from *Preparation to Access*, to *Access*, to ANU programs, the University Education Committee provides the appropriate forum for comment.

SPONSOR: Chair of the Committee

RECOMMENDATION

That the Committee:

- (i) endorse the proposed changes to graduate and undergraduate programs;
- (ii) support the course *Preparation for Access* for delivery in Semester II, 2009.

PART 4. ITEMS OF OTHER BUSINESS

***ITEM 16. OTHER BUSINESS AND QUESTION TIME**

PURPOSE

For Committee members to ask questions and raise items of other business.

BACKGROUND

SPONSOR: Chair of the Committee

RECOMMENDATION

That the Committee note the matters raised and the responses.