

**THE AUSTRALIAN NATIONAL UNIVERSITY
UNIVERSITY EDUCATION COMMITTEE**

Meeting No. 2, 2007

Meeting No. 2, 2007 of the University Education Committee will be held on

Friday 20 April 2007

at 10.00 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. Starred Items
- *5. Membership and Attendance at UEC Meetings
- *6. Confidential Items

PART 2: REPORTS AND POLICY ITEMS

- *7. Report from the Deputy Vice-Chancellor
- *8. Higher Degree Research Training Program Review
- *9. Commercialisation Training Scheme
- *10. Flexible Education
- 11. Student Grievance Resolution
- *12. Academic Calendar

PART 3: PROGRAMS AND COURSEWORK

- 13. Undergraduate Programs
- 14. Graduate Programs
- 15. Undergraduate and Graduate Coursework

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 164a/2007 (at http://info.anu.edu.au/OVC/University_Education_Committee/index.asp)

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 6. 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/2 April 2007

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

The unconfirmed minutes of Meeting No. 1, 2007 of the University Education Committee (183/2007 attached) held on 22 February 2007 have been circulated (published at http://info.anu.edu.au/OVC/University_Education_Committee/index.asp).

For confirmation***ITEM 2. MATTERS ARISING****Item 13. Student Appeal and Review Processes**

Comments received from the Head of School, ANU College of Law, are being addressed through revision of the policy on *Assessment Review and Appeals*. A supplementary item will be circulated for the meeting.

ITEM 3. ANNOUNCEMENTS AND APOLOGIES*3.1 Apologies****To be received****3.2 Announcements****For noting*****ITEM 4. STARRED ITEMS**

The starred items are: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 12 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 5. MEMBERSHIP AND ATTENDANCE AT UEC MEETINGS**

Following consultation, it has been proposed that when the membership of the University Education Committee is reviewed, paragraph 9.2(c) of the Rules should be revised to read:

- the Dean of each ANU College (or the Dean's nominee)

In the meantime, non-members from Colleges who attend meetings of the Committee with the ANU College Dean will attend by invitation of the Chair and have speaking rights.

For endorsement***ITEM 6. CONFIDENTIAL ITEMS**

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

For consideration

PART 2: REPORTS AND POLICY MATTERS

***ITEM 7. REPORT FROM THE DEPUTY VICE-CHANCELLOR**

PURPOSE

For the Deputy Vice-Chancellor to report on matters of interest to the Committee.

BACKGROUND

A report will be made by the Deputy Vice-Chancellor on current issues:

- AUQA submission
- Funds for travel: announced
- ANU Enterprise College
Attachment: ANU Enterprise Pty Ltd – ANU College ([290/2007](#))
- IARU meeting 28-29 March 2007
Attachment: IARU Workshop on Undergraduate Education – “The Transforming Power of Undergraduate Education” ([192/2007](#))
IARU Workshop on Graduate Education – “Tomorrow’s Professor and Professionals” ([289/2007](#))
- ANU International Links
Attachments: International Links 2007 ([189/2007](#))
Off Shore Programs 2007 ([191/2007](#)) (Note: joint international programs not included)
- Enrolment Update: Registrar to report
- Contracts involving Education Matters
- Academic Expertise and Public Debate:
The University’s statement may be viewed at:
http://info.anu.edu.au/Policies/_Documents/PDF/Governance/academicfreedom.pdf

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the reports.

***ITEM 8. HIGHER DEGREE RESEARCH TRAINING PROGRAM REVIEW**

PURPOSE

To receive a report on the Higher Degree Research Reference Group and Working Parties.

BACKGROUND

Background papers to the Higher Degree Research Training Program Review were noted at the meeting of the Committee held on 22 February 2007 (at Item 10. – see http://info.anu.edu.au/OVC/University_Education_Committee/_uecmtg1_2007/aguecmtg1feb07.pdf)

The terms of reference and membership have been determined for the Higher Degree Research Reference Group and the Working Parties on:

- . Attraction and Recruitment
- . Content and Supervision
- . Scholarships and Funding

Attachment:

- Update on HDR Training ([190/2007](#))

SPONSOR: Pro Vice-Chancellor, Professor Thomas

RECOMMENDATION

That the Committee note the report.

***ITEM 9. COMMERCIALISATION TRAINING SCHEME**

PURPOSE

To receive a report on the establishment of the Commercialisation Training Scheme (CST).

BACKGROUND

Details of funding arrangements and guidelines about the content of the commercialisation program have been provided by DEST to the University.

A working party is in the process of developing the Graduate Certificate in Commercialisation in accordance with the guidelines and in preparation for commencement of the CTS from Second Semester, 2007. An overview will be tabled at the meeting.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) note the progress report on the CTS;
- (ii) endorse in principle the introduction of the Graduate Certificate in Commercialisation as described in the overview.

***ITEM 10. FLEXIBLE EDUCATION**

PURPOSE

For the Committee to receive an update on progress since the February meeting of the Committee.

BACKGROUND

Flexible learning and graduate coursework were the topics of the presentation by the Pro Vice-Chancellor, Professor Stanton and for discussion by the Committee at its last meeting (see Items 8 and 9 of the Minutes). The Pro Vice-Chancellor will report on steps in progress to build the Flexible Learning Team.

SPONSOR: Pro Vice-Chancellor, Professor Robin Stanton

RECOMMENDATION

That the Committee note the report from the Pro Vice-Chancellor.

ITEM 11. STUDENT GRIEVANCE RESOLUTION

PURPOSE

To consider revised drafts of the student grievance resolution policy and procedures.

BACKGROUND

The University Education Committee, at its meeting on 22 February 2007, referred the draft student grievance documents to members for comments to be forwarded to the Office of the Deputy Vice-Chancellor (see Item 14. of the Minutes of the meeting).

Comments have been received and taken up in the revisions.

Attachments:

- *Student Grievance Resolution* ([167a/2007](#))
- *Student Grievance Procedures* ([168a/2007](#))

SPONSOR: Dean of Students

RECOMMENDATION

That the Committee endorse the revised policy, *Student Grievance Resolution* (167a/2007), and the *Student Grievance Procedures* (168a/2007) for introduction from 1 May 2007.

***ITEM 12. ACADEMIC CALENDAR**

PURPOSE

For the Committee to consider the report and the recommendations of the Academic Calendar Working Party

BACKGROUND

A Working Party was established in 2006 to examine the University's academic calendar and to consider, in particular:

- alternatives to the existing structure of two semesters that would facilitate student and staff take-up of academic opportunities at northern hemisphere institutions;
- the alignment between the existing academic calendar and important external dates, such as the AVCC Common Weeks and ACT school holidays;
- the constraints made by the existing calendar on more flexible approaches to the delivery of education, particularly in the areas of postgraduate coursework.

Attachment:

- Report from the Working Party ([291/2007](#))
- Additional information about the current calendar

The Working Party's recommendations are:

1. The ANU should retain the existing calendar model, with two main semesters in Autumn and Spring being the typical study period for the majority of undergraduates.
2. ANU term dates should, from 2008, be aligned to whatever extent possible with ACT school holidays and AVCC common weeks.
3. ANU should note the extensive and increasing teaching of postgraduate coursework students outside the two main semesters, and should take steps to ensure this pattern is supported by the administration, policies and facilities of the University.
4. Access to northern-hemisphere institutions for ANU students is best achieved not by modification of semester dates, but by the adoption of more flexible approaches to education, such as:
 - more flexibility in the timing and nature of assessment;
 - more opportunities for intensive or online study;
 - more opportunities for undergraduates to take part in "non-standard" courses such as summer and winter sessions as part of their degree pathways.
5. To achieve better coordination between postgraduate programs that do not run during the normal semester, the ANU should adopt a new pattern for the recording of load and enrolments in postgraduate courses, overlaid on the undergraduate two-semester pattern:
 - Summer (1/1 – 31/3)
 - Autumn (1/4 – 30/6)
 - Winter (1/7 – 30/9)
 - Spring (1/10 – 31/12)

SPONSOR: Chair, Academic Calendar Working Party

RECOMMENDATION

That the Committee provide advice to the Deputy Vice-Chancellor on the recommendations of the Academic Calendar Working Party.

PART 3. PROGRAMS AND COURSEWORK
ITEM 13. UNDERGRADUATE PROGRAMS

PURPOSE

To consider proposals for new and changed undergraduate programs for 2008 and any related issues.

BACKGROUND

13.1 New Degrees

ANU College of Engineering and Computer Science

- Bachelor of Engineering (Honours) (Research and Development) ([187/2007](#) attached)

ANU College of Engineering and Computer Science and ANU College of Science

- Combined Bachelor of Engineering (Honours) (Research and Development)/Bachelor of Science ([188/2007](#) attached) – (endorsed by the Colleges)

13.2 Changes to Current Degrees

ANU College of Law

- **Bachelor of Laws (Graduate)**
- discontinuation of the program from the date of nil current enrolled students.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) endorse the proposals for new degrees and recommend that they be approved for introduction from 2008;
- (ii) endorse the discontinuation of the Bachelor of Laws for graduates from the date of nil current enrolled students;
- (iii) recommend that the relevant Schedules to the *Undergraduate Awards Rules* be amended to include the new degrees.

ITEM 14. GRADUATE PROGRAMS

PURPOSE

To consider proposals for new and changed graduate programs for 2008 and any related issues.

BACKGROUND

14.1 New Award Programs from 2008

ANU College of Law

- Juris Doctor *JD* ([292/2007](#) and [memo](#) attached)

Note: This degree proposal would replace the Bachelor of Laws for graduates. The *Graduate Coursework Awards Rules* will require amendment to provide for the award.

14.2 Changes to Award Programs

ANU College of Arts and Social Sciences

- Master of Arts (Professional and Applied Ethics) ([1127/2006](#) attached)

The new plans will make the degree available to students who are unable to spend a semester in Norway through three semesters of study (full-time) at ANU (some of which may be by distance education or at delivery points in Canberra, Melbourne, Sydney or overseas)

Note: The existing plan provides for one semester in Norway and two at ANU)

14.3 Commercialisation Training Scheme

- Graduate Certificate in Commercialisation (See also Item 9. above)

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) endorse the proposals for new awards and changes to existing degrees and recommend that they be approved for introduction from 2008;
- (ii) recommend that the *Graduate Coursework Awards Rules* be amended as appropriate to provide for the Juris Doctor *JD*;
- (iii) recommend that the Schedules to the relevant *Graduate Coursework Awards Rules* be amended to include the new award programs.

ITEM 15. UNDERGRADUATE AND GRADUATE COURSEWORK

PURPOSE

To note new or changed undergraduate and graduate courses approved by ANU College Deans.

BACKGROUND

A summary of course changes notified to the course registry between 15 February and 12 April 2007 is attached ([185/2007](#)).

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the summary of new and changed undergraduate and graduate courses approved by ANU College Deans.

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: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the matters raised and the responses.