

**AUSTRALIAN NATIONAL UNIVERSITY
UNIVERSITY EDUCATION COMMITTEE**

Meeting No. 2, 2008

Meeting No. 2, 2008 of the University Education Committee will be held on

Friday 11 April 2008

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. Confidential Items
- 6. Matters Under Consideration

PART 2: REPORTS AND POLICY MATTERS

- *7. Report from the Chair
- *8. Review of Australian Higher Education
- *9. Course Development Framework
- *10. Review of Academic Programs Framework
- 11. Higher Degree Research Committee
- 12. Reports from Sub-Committees

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 45/2008 (at http://info.anu.edu.au/OVC/Committees/040PP_Education/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 X. 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 2008

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

The unconfirmed minutes of Meeting No. 1, 2008 of the University Education Committee 62/2008 attached) held on 19 February 2008 have been circulated (published at http://info.anu.edu.au/OVC/Committees/040PP_Education/meetings.asp)

For confirmation***ITEM 2. MATTERS ARISING*****ITEM 3. ANNOUNCEMENTS AND APOLOGIES****3.1 Apologies****To be received****3.2 Announcements****Membership:**

Postgraduate student: Mr Michael Carmody (for this meeting). He replaces Mr Winston Choo who has resigned from the PARSA executive.

For noting***ITEM 4. STARRED ITEMS**

The starred items are: 1, 2, 3, 4, 5, 7, 8, 9, 10, 13.1 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. CONFIDENTIAL ITEMS**

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

For consideration**ITEM 6. MATTERS UNDER CONSIDERATION**

- **Assessment Practices:** Responses requested
- **Enabling Courses:**
 - . Extended University English: See Item 13.
 - . Career Development Elective
- **AUQA Audit recommendations:** Response to be prepared by the OVC
- **Education Management Plan:** Work is in progress
- **Student Evaluations of Courses and Teaching:** Working Party in progress
- **Policies under Review:**
 - . Granting of Awards in Exceptional and Unfortunate Circumstances
 - . University English Language Requirements for Admission

For noting

PART 2: REPORTS AND POLICY MATTERS

***ITEM 7. REPORT FROM THE CHAIR**

PURPOSE

To receive reports on matters of interest to the Committee.

BACKGROUND

Reports will be made on:

- **Enrolments for 2008**
- **Voluntary Student Unionism**
Attachment (hard copy only):
ANU's response to the Discussion Paper on the Impact of VSU on Services, Amenities and Representation for Australian University Students
- **School of Music and School of Art Endowments**
- **ANU Secondary College**
- **Collaborative arrangements**
- **IARU: President's meeting**
- **Open Access agendas**
References:
 - *Openness: facilitating access to knowledge* (75/2008) from the Pro Vice-Chancellor, Professor Stanton at http://info.anu.edu.au/OVC/Committees/060PP_Research/_urcmgtg1_2008/75opennessv2mar08.pdf
 - *Open Access: A Response to Changes in Modes of Scholarly Communication* (76/2008) prepared by the Director, Scholarly Information Services at http://info.anu.edu.au/OVC/Committees/060PP_Research/_urcmgtg1_2008/76openaccesspolicymar08.pdf
- **National Higher Education Accreditation Body Inquiry**
Attachment: Submission from ANU (hard copy only)

SPONSOR: Pro Vice-Chancellor (Education)

RECOMMENDATION

That the Committee note the reports.

***ITEM 8. REVIEW OF AUSTRALIAN HIGHER EDUCATION**

PURPOSE

For members to comment on the Review and ANU's engagement in the process.

BACKGROUND

Attachments and References:

- Terms of Reference – Review of Australian Higher Education (see also <http://www.dest.gov.au/NR/rdonlyres/E447DAE5-E64F-4302-A356-0ACE0BD2A1C5/20706/HERReviewToR1.pdf>)
- DEEWR website for the Review of Australian Higher Education: See http://www.dest.gov.au/sectors/higher_education/policy_issues_reviews/reviews/highered_review/default.htm#Media_Release
- *ANU by 2010 – Education at ANU*
http://info.anu.edu.au/OVC/Executive/020PP_Strategies,_Initiatives_and_Alliances/ANU_by_2010.asp

The Acting Vice-Chancellor will report on ANU's education standards.

The Review of Australian Higher Education was announced by the Minister for Education, the Hon Julia Gillard MP, on 13 March 2008. The Review Panel will be chaired by Emeritus Professor Denise Bradley AC. The Review Panel will advise the Government on possible key objectives for higher education in Australia built around the themes:

- Diverse, high performing institutions with a global focus
- Productivity and participation
- Effective and efficient investment
- Underpinning social inclusion through access and opportunity
- Enhanced quality and high standards
- A broad tertiary education and training sector
- Policy linkages

Timeframe for the Review:

- report on priority action by end of October 2008
- final report by end of 2008

SPONSOR: Acting Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) Note the terms of reference for the Review of Australian Higher Education;
- (ii) Note advice from the Acting Vice-Chancellor, and any matters arising in discussion.

ITEM 9. COURSE DEVELOPMENT FRAMEWORK*PURPOSE**

To clarify the processes for the development of courses and ensure that these include adequate consultation across ANU Colleges.

BACKGROUND

The seven Colleges of the ANU vary considerably in size and structure and the processes in place in the Colleges to enable the development of courses and awards reflect these differences. Whilst cross-College consultation forms part of the process of course and award development, the response elicited during consultation can be passive, with Colleges only needing to respond where they have comments about or concerns with a particular proposal. Similar consultative arrangements are in place for the development of new award programs.

The delegation to establish and disestablish courses lies with ANU College Deans, acting on the advice of their College Education Committee. The delegation to establish and disestablish awards lies with the Deputy Vice-Chancellor, acting on the advice of the University Education Committee.

SPONSOR: Pro Vice-Chancellor (Education)

RECOMMENDATION

That:

- (i) ANU Colleges provide an outline of their processes for course and award development to all Colleges for information;
- (ii) Processes, for the development of new courses and their approval, include a cross-College consultation which requires the ANU College Dean proposing the new course to provide full details of that course to other College Deans; and
- (iii) The Deans of the other ANU Colleges should certify their agreement to the approval of the course.

***ITEM 10. REVIEW OF ACADEMIC PROGRAMS FRAMEWORK**

PURPOSE

To establish a systematic cycle of reviews of academic programs.

BACKGROUND

‘Evaluation of performance is a feature of ANU. It serves two purposes: to enable the University to sustain excellence and to set directions and to maintain public confidence in the work of the University.’ *ANU by 2010*

The ANU policy on *Reviews of Academic and Central Administrative Areas* states:

“The Major (Five Yearly) Reviews

1. The purpose of the major reviews is to present the University and its programs for detailed external examination. It will assess quality and achievement at the level of the University, will examine trends in performance and will assess particularly whether the structure and major programs of the University remain relevant against contemporary needs.
2. The Terms of Reference for the major reviews will be established on each occasion, based on:
 - The quality of the University's research and educational programs
 - Whether the University is meeting national needs and priorities
 - Whether the University has effective international linkages
 - The quality of the University's information and other infrastructures
 - Whether the University's organisational structure remains relevant to the future
 - Whether the University's student and staff support mechanisms are effective.”

While reviews of academic programs take place from time to time, without some register of which reviews are taking place and when, it is difficult to know whether such reviews are undertaken as part of a regular review cycle. The lack of such a register also makes it difficult for areas of the University to share knowledge and experience of review processes. The establishment of a register of reviews should help to overcome these difficulties and will further strengthen the educational quality assurance processes currently in place.

SPONSOR: Pro Vice-Chancellor (Education)

RECOMMENDATION

That the Committee recommend that:

- (i) A program of reviews should be established and updated regularly: the program should be noted by the UEC annually;
- (ii) Reviews and their outcomes should form part of budget negotiations;
- (iii) Larger programs should be subject to a higher level of review than smaller ones.

ITEM 11. HIGHER DEGREE RESEARCH COMMITTEE

PURPOSE

To establish a sub-committee to oversee HDR issues.

BACKGROUND

The 2007 Review of Higher Degree Research at ANU recommended:

R2. That ANU develop a ‘whole of university’ approach to HDR studies, and the responsibilities of Colleges and central areas in relation to this principle for HDR issues be clearly articulated.

R3 That a Sub-Committee of the University’s Education Committee to oversee HDR issues be established. This should be chaired by the Pro Vice-Chancellor overseeing HDR issues.

Attachment:

- Higher Degree Research Committee ([65/2008](#)): Terms of reference - Functions, Membership, Meetings and Quorum

The University Research Committee at its March meeting noted the proposed establishment and terms of reference of the Higher Degree Research Committee.

SPONSOR: Pro Vice-Chancellor, Professor Thomas

RECOMMENDATION

That the Committee approve the establishment the Higher Degree Research Committee as a sub-committee of the University Education Committee in the terms of paper 65/2008.

ITEM 12. REPORTS FROM SUB-COMMITTEES

PURPOSE

To receive a report from the Board of Studies.

BACKGROUND

The Board of Studies met for the first time on 4 March 2008.

Attachment:

- Board of Studies Report to the University Education Committee ([354/2008](#))

SPONSOR: Acting Vice-Chancellor

RECOMMENDATION

That the Committee note the report from the meeting of the Board of Studies held on 4 March 2008.

PART 3. PROGRAMS AND COURSEWORK
ITEM 13. UNDERGRADUATE PROGRAMS

PURPOSE

To consider proposals for new and changed programs and note approvals by the Deputy Vice-Chancellor since the February meeting of the Committee.

BACKGROUND

***13.1 ANU College of Asia and the Pacific**

Attachments (to be distributed separately):

- ANU Asian and Pacific Studies Curriculum 2009 Transformation
- Undergraduate Handbook entry (86/2008)
- Memorandum from Dean, ANU CAP, dated 19 March 2008 (95/2008)

New Awards:

- Bachelor of Asia-Pacific Studies *BAPS 144 units* (91/2008)
 - Replaces the Bachelor of Asian Studies; change to the contents of its second major requirement (formerly called 'cognitive major', now called 'contextual major')
 - Undergraduate Handbook and Study@ entries will advise that to include a Contextual major in their degree, students in programs offered by other Colleges must consult the ANU CAP and the home College
- Bachelor of Asia-Pacific Studies with honours *192 units* (91/2008)
 Revitalised Honours program for those students who do not meet the entry requirements for the new Master of Asia and the Pacific (Honours) degree.
- Graduate Diploma in Asia-Pacific Studies *GradDipAPS 48 units* (93/2008)
 - One-year study abroad as a supplement to the Bachelor of Asia-Pacific Studies degree and the Bachelor of Security Analysis.
 - Admission requires successful completion of 16 College courses (96 units), including language courses to a sufficient proficiency level, at an overall high credit average or better; and for combined degree programs, successful completion of 12 College courses (72 units), at an overall high credit average or better (i.e. at the end of the second year of study).
 - This award program will not be available to students undertaking the Bachelor of Languages (Japanese Language), (Japanese Linguistics), (Southeast/South Asia) or (China-Korea) degree programs in the first instance.

NOTE: An extract from the Graduate Coursework Awards Rules relating to admission requirements is attached.

- Master of Asia and the Pacific (Honours) *MAP(Hons) 48 units* (94/2008)
 - Coursework and research degree graded with honours.
 - Designed for those students who successfully complete the Bachelor of Asia-Pacific Studies or Bachelor of Security Analysis, and the Graduate Diploma in Asia-Pacific Studies with an overall distinction/high credit

average and evidence of proficiency of a regional language sufficient to conduct supervised research in the language.

NOTE: The proposal to include “(Honours)” in the title departs from the ANU’s naming conventions.

- Combined degree programs:
 - Bachelor of Arts/Bachelor of Asia-Pacific Studies
 - Bachelor of Asia-Pacific Studies /Bachelor of Commerce
 - Bachelor of Asia-Pacific Studies /Bachelor of Economics
 - Bachelor of Asia-Pacific Studies /Bachelor of Engineering
 - Bachelor of Asia-Pacific Studies /Bachelor of Laws
 - Bachelor of Asia-Pacific Studies /Bachelor of Science
 - Bachelor of Asia-Pacific Studies /Bachelor of Science (Forestry)
 - Bachelor of Asia-Pacific Studies /Bachelor of Visual Arts
 - Bachelor of Asia-Pacific Studies /Bachelor of Music

NOTE: ANU Colleges are asked to consult about the Undergraduate Handbook and Study@ entries setting out the requirements for completion of the combined degree requirements for programs that include the Graduate Diploma in Asia-Pacific Studies and to submit the revised entries to a future University Education Committee meeting.

Revised award programs:

- Bachelor of Security Analysis (Asia-Pacific) with honours (96/2008)
To provide for an honours program (year) in the existing degree
- Diploma of Asia-Pacific Studies *48 units* (355/2008)
 - Replaces the Diploma of Asian Studies and renamed
 - Minor changes to reflect introduction of Contextual majors

Unchanged:

- Bachelor of Languages (Japanese Language) *BLang(JpnLang)*
- Bachelor of Languages (Japanese Linguistics) *BLang(JpnLing)*
- Bachelor of Languages (Southeast/South Asia) *BLang(SE-SthAsia)*
- Bachelor of Languages (China-Korea) *BLang(China-Korea)*;
- Bachelor of International Business *BIntBus* (offered through ANUCBE)

Discontinued award programs from the date of nil current student enrolments:

- Bachelor of Asian Studies
- Bachelor of Asian Studies (Specialist) (i.e. one year study abroad)
- Bachelor of Asian Studies (Specialist)/ Bachelor of Arts
- Bachelor of Asian Studies (Specialist)/ Bachelor of Arts (Visual)
- Bachelor of Asian Studies (Specialist)/ Bachelor of Commerce
- Bachelor of Asian Studies (Specialist)/ Bachelor of Economics
- Bachelor of Asian Studies (Specialist)/ Bachelor of Laws
- Bachelor of Asian Studies (Specialist)/ Bachelor of Science
- Bachelor of Asian Studies (Specialist)/ Bachelor of Visual Arts
- Bachelor of Asian Studies (Specialist)/ Bachelor of Music
- Bachelor of Translation

- Bachelor of Religion
- Bachelor of Philosophy (Honours) in Asian Studies
- Distinguished Scholars Program

13.2 ANU College of Business and Economics

New Combined Programs:

Bachelor of Actuarial Studies and Bachelor of Statistics *192 units* ([321/2008](#) attached)

Bachelor of Commerce and Bachelor of Statistics ([322/2008](#) attached)

Bachelor of Finance and Bachelor of Statistics ([324/2008](#) attached)

Bachelor of Economics and Bachelor of Statistics *192 units* ([323/2008](#) attached)

13.3 Associate Degree with ANU College

Semester II courses approved by the Deputy Vice-Chancellor following circulation to members of the Committee:

- The [Big Ideas](#) in Science - Associate Degree in Science and Technology stream (web link)
- Culture and Human Diversity: [Introducing Anthropology](#) - Associate Degree in Social Studies stream (web link)
- [Business Reporting](#) - Associate Degree in Business Studies stream (web link)
- [Mathematical Modelling](#) - Associate Degree in Science and Technology stream (web link)
- [Self and Society](#) - Associate Degree in Social Studies stream (web link)
- [Management, People and Organisations](#) - Associate Degree in Business Studies stream (web link)

SPONSOR: Acting Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) Endorse the proposals for new and changed award programs;
- (ii) Recommended that the following be approved for introduction from 2009 and included in the Schedules to the relevant *Awards Rules* as awards that the University may confer:
 - Bachelor of Asia-Pacific Studies *BAPS 144 units*
 - Graduate Diploma in Asia-Pacific Studies *GradDipAPS 48 units*
 - Master of Asia and the Pacific (Honours) *MAP(Hons) 48 units*
 - Diploma of Asia-Pacific Studies *48 units*
- (iii) Note the remaining items.

ITEM 14. GRADUATE PROGRAMS

PURPOSE

To consider proposals for new and changed programs and note approvals by the Deputy Vice-Chancellor since the February meeting of the Committee.

BACKGROUND

14.1 ANU College of Asia and the Pacific (See Item 14.1 above)

New Programs:

- Graduate Diploma in Asia-Pacific Studies *GradDipAPS* 48 units (93/2008)
- Master of Asia and the Pacific (Honours) *MAP(Hons)* 48 units (94/2008)

14.2 ANU College of Arts and Social Sciences

Changes arising from establishment of the Australian Demographic and Social Research Institute (ADSRI) from 1 January 2008 approved by the Deputy Vice-Chancellor out of session:

- . new programs codes and titles for the MPhil and PhD in Demography and Social Research and for the MPhil and PhD in ADSRI
- . a change of name from the Demography Preparatory Program to the Social Research Preparatory Program
- . deletion of the Master of Arts specialisation in sociology

14.3 ANU College of Business and Economics

Changes to programs:

- Graduate Certificate in Financial Management ([356/2008](#); [359/2008](#) web only)
To improve transition arrangements to the Master of Financial Management, the Graduate Certificate will comprise the equivalent of the first full-time semester for the Master degree (i.e. core components including FINM7043 Financial Statistics). Changes to the program structure will also provide a better fit for the 'entry-exit' models of the Graduate Certificate.
- Master of Business ([173/2008](#) web only)
To add the course MGMT6022 Strategic Management to the list of introductory courses and revise the optional Management Specialisation
- Master of Commerce ([173/2008](#) web only)
To add the course MGMT6022 Strategic Management to the list of introductory courses and revise the optional Management Specialisation

14.4 ANU College of Engineering and Computer Science

- Bachelor of Engineering (Research and Development)

Change to the program requirements:

"After completion of the equivalent of each 48 units towards the program, the Department of Engineering will determine whether the level of performance of a student is sufficient to remain in the program. Generally, the expectation is for performance at, or very near, a high distinction average. Students deemed not to be performing at an appropriate level would be able to transfer to the Bachelor of Engineering program."

14.5 Graduate Studies Fields

ANU College of Arts and Social Sciences

Changes to Graduate Study Fields ([360/2008](#) attached)

SPONSOR: Acting Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) Endorse the new and changed programs proposals;
- (ii) Endorse the changes to the ANUCASS Graduate Studies Fields; and
- (iii) Note the remaining items.

ITEM 15. UNDERGRADUATE AND GRADUATE COURSEWORK

PURPOSE

To note new and changed undergraduate and graduate course approvals by ANU College Deans

BACKGROUND

A summary of course changes notified to the course registry to 7 April 2008 is attached ([357/2008](#)).

SPONSOR: ANU College Deans

RECOMMENDATION

That the Committee note the summary of course changes (357/2008).

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.