

**AUSTRALIAN NATIONAL UNIVERSITY
UNIVERSITY EDUCATION COMMITTEE
Meeting No. 2, 2009**

Meeting No. 2, 2009 of the University Education Committee was held on Thursday 9 April 2009 at 9.30 am in the Ross Hohnen Room of the Chancelry.

Present: Professor Deane (in the Chair); Professor Cram, Deputy Vice-Chancellor; Professor Stanton, Pro Vice-Chancellor; Professor Anderson; Mr Auckett; Ms Bartlett; Professor Beaumont; Mr Beckett; Professor Byrne; Professor Coper; Professor Glasgow; Professor Houghton; Professor Johnson; and Mr Sara.

By invitation: Dr Akerlind; Professor Bottomley (Item 9.2); Professor Carroll; Mr Curtotti (Item 9.1); and Dr Hort.

In attendance: Ms Bruce

Disclosure of Pecuniary or Material Personal Interest

There were no disclosures of pecuniary or material person interest in matters listed in the agenda.

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.

MINUTES

PART 1: PROCEDURAL ITEMS

ITEM 1. MINUTES

The minutes of Meeting No. 1, 2009 of the University Education Committee (159/2008) held on 27 February 2009 were confirmed (published at http://info.anu.edu.au/OVC/Committees/040PP_Education/meetings.asp)

ITEM 2. MATTERS ARISING

The Committee noted:

- **Item 8. ANU Reconciliation Action Plan**

Council on 27 March approved the final version of the *ANU Reconciliation Action Plan* noting its aspirational nature and recognising that implementation will reflect the University's reasonable and best endeavours. The *Plan* may be viewed in the Council agenda at http://www.anu.edu.au/cabs/council/meeting_dates.html.

- **Item 13. Reviews of Academic Award Programs**

The policy, procedures and guidelines (135a/2009) have been approved for implementation following revision as proposed at the February meeting of the Committee. Major reviews in a College could be expected to encompass program reviews where this was considered to be the most appropriate approach (http://policies.anu.edu.au/procedures/review_of_academic_award_programs/procedure).

ITEM 3. ANNOUNCEMENTS AND APOLOGIES

3.1 Apologies were received from Professor Thomas, Professor Oakes, Professor Makkai and Mr Brown.

ITEM 4. STARRED ITEMS

The starred items were: 1, 2, 3, 4, 5, 6, 7.2-7.3, 8, 9, 10, 11, 14.2 and 16. The unstarred items were approved without debate as set out in the agenda.

ITEM 5. ITEMS OF OTHER BUSINESS

Foreshadowed items of other business were:

- 3000 Level Course Unravelling Complexity
- Education Criteria for Promotion

ITEM 6. CONFIDENTIAL ITEMS

There were no confidential items. Ms Apps, Professor C Baker, Dr R Baker, Professor Clarke, Mr Erickson, Mr Galvin, Ms Gouldthorpe, Dr Powles, Dr Shortland, Dr Smith, Mr Whisker and Ms Yu attended as observers.

PART 2: REPORTS AND POLICY MATTERS**ITEM 7. REPORT FROM THE CHAIR**

The Committee noted the following reports:

7.1 Pro Vice-Chancellor (Education) Notebook (506/2009)**7.2 Report from the Pro Vice-Chancellor (Education)**

- Working Party on Quality and Standards
The group established following discussions at the Leadership Retreat has commenced work to map the terrain of level of attainment with reference to a range of materials including:
 - CEQ and Graduate Destination Survey
 - Graduate Skills Assessment
 - Graduate Record Examinations (GRE) in the USA
 - Collegiate Learning Assessment, also US, i.e. generic skills
 - External benchmarking
- ANU Experience Project
The Project has been focussing on:
 - Internships. An office in Student Services has been created to assist the development of a more co-ordinated approach and an ANU portal. Existing internships would continue as at present.
 - Student work and strategies to provide career opportunities. A paper has been circulated to ANU College Deans and discussions have commenced with College General Managers
 For 2009, the Working Party will focus on best practice for supporting students in first year and issues of International student engagement
- Review of Halls of Residence (See also PVCE Notebook)
Terms of reference were being finalized in consultation with Heads.
- ANU/UC Alliance
Discussions about student pathways to undergraduate studies have been continuing and have identified areas of complementarity between the UC Secondary Teaching award programs and some ANU degrees. Twinned arrangements with the BEc, BAPS and BSc with the UC Dip Ed would be available and publicised in the UAC Guide for 2010.

Members noted:

- . Opportunities to map with similar offerings at some other universities in different jurisdictions, including the University of South Australia, and expand the teacher training experience available to students
- . Pre-bachelor discussions in progress between ANU College and UC
- . The Registrar would consult UC regarding their proposed teaching calendar for 2010 and any implications a different structure may have for students
- *Foundations of University Teaching and Learning*
College Deans were asked to bring the course to the attention of new and continuing staff and graduates preparing for an academic career.
- Festival of Teaching: 10-11 June 2009
Professor Trevor Gale, Founding Director, National Centre for Student Equity in Higher Education, University of South Australia, will be the keynote speaker for the Festival which was currently being advertised.

7.3 Registrar

- English Language Levels Working Party
 - . A linear study of the reports from four studies carried out on various aspects of international student performance (see UEC 6, 2008) would be undertaken as a first step.
 - . Recommendations from the Working Party should be available by August. Any change to prerequisites for admission requires notice to be given to Year 10 students, two years in advance of implementation.
 - . The Chair, Board of Senior Secondary Studies, was being advised about the project.
- Enrolments, Semester I, 2009
 - . The ANU CGS load at the census date was approximately 3% over target (75 EFTSL)
 - . College Deans could consider a small direct mid-year enrolment round.
 - . The website would advise potential applicants that further information would become available in early May.
- Student Numbers on Examination Script books: Error Checking
 - . Invigilators currently perform a check on collection that a student number is represented on the script book.
 - . Part of the reconciliation process was to collect the material in an orderly and swift manner to enable candidates to exit quickly.
 - . As double checking would be difficult under these circumstances, the need to correctly identify their student number on the script book will be impressed on students both in the initial instructions and at the conclusion of the examination effective from the Semester I session.
- Academic Year
Initial comments have been invited from Deans about the Quarter (i.e. 6 weeks with a 12 week semester), and Trimester model.
- Australian Higher Education Graduate Statement
The Working Party chaired by Mr Mark Erickson has met twice with College and student representatives to consider what may reasonably be captured consistent with the principles of the Statement framework. Comments from the University community would be invited. Two particular areas to be addressed were:
 - . capturing information on merit-based prizes and scholarships awarded locally by ANU Colleges, and
 - . grading explanations and a possible GPA.
 The cohort of students graduating in December 2009 would be the first to be issued with a Statement.

7.4 Report from Pro Vice-Chancellor (Research)

- Unallocated Scholarships
Ten centrally funded PhD scholarships remain unallocated as of 3 April 2009. ANU Colleges may forward recommended candidates to the Pro Vice-Chancellor (Research) at any time. In addition, there will be a small mid-year round, with an application closing date of 31 May 2009.
- Reviewing HDR Training
Following a recommendation of the 2007 Review of HDR, Colleges have been provided with a template for profiling the quality of their research training in 2008. A full report of the outcomes will be tabled at the HDR Sub-Committee meeting on 4 May.

ITEM 8. NEW INSTITUTE OF ADVANCED STUDIES

The Committee noted:

- *The Institute of Advanced Studies – and The Australian National University’s compact with the nation - Statement of Principles*
http://info.anu.edu.au/ovc/assets/Executive/Files/anu_only/The-New-IAS-Statement-of-Principles.pdf
- New Institute of Advanced Studies (IAS) webpage
http://info.anu.edu.au/ovc/Executive/020PP_Strategies,_Initiatives_and_Alliances/New_IAS

The University community had been invited to comment on the Working Party’s 'Statement of Principles' document by Friday 24 April 2009.

ITEM 9. EDUCATION RELATED ISSUES

9.1 *Intellectual Property Statute*

Members noted:

- Background Information (515/2009)
- Background to IP *Statute*
- *Draft Intellectual Property Statute*

The Deputy Vice-Chancellor reported that the “Townhall Meeting” held on Wednesday, 8 April had helped to crystallise issues that have arisen in recent weeks in relation to the draft *Statute*. Ownership of copyright material was one aspect of the policy relevant to teaching. Discussion about the licensing regime (Part 4.) has led to a reconsideration of the proposed approach. Other issues being addressed were:

- . How to deal with creations of courseware within the University, and
- . How to deal with creations of courseware outside the University when it is intended that they be commercialised.

The provisions of the *Statute* were being drafted with a view to ensuring that these matters were covered clearly and as simply as possible. In response to a question about attending to issues that may arise with the application of the policy once it has been finalised, it was noted that consideration would be given to addressing these appropriately, including any of an ethical nature.

The Committee noted the discussion and that input to the drafting process may be directed to either the Deputy Vice-Chancellor or Mr Curtotti in the Legal Office.

9.2 *Code of Practice for Student Academic Honesty*

The Committee noted that revision of the *Code of Practice* had been raised at the meeting of the Committee held on 28 November 2008 in the consideration of the ANUSA Review of Undergraduate Teaching and Learning.

Professor Bottomley spoke to the *Proposal to Revise the Code of Practice for Student Academic Honesty* (517/2009) outlining concerns from different forums in relation to the current *Code* (34a/2006) and improvements proposed by the working group to address:

- . confusion between the educative and punitive purposes of the *Code*
- . subtleties of plagiarism and misconduct which are not captured by the current separation between careless and deliberate breaches
- . the consequences for a student whose actions are “defined” as deliberate and where scope to exercise discretion is limited
- . transition from careless to deliberate where breaches are assessed as serious
- . reflecting student academic standards in the revised *Code* title.

The Committee agreed that:

- (i) A revised policy be drafted based on paper 517/2009;
- (ii) The draft policy should be released to ANU Colleges and the Presidents of the students’ associations for comment and finalisation at a future meeting of the Committee.

9.3 *Asia-Pacific Forum on Educational Integrity*

The Committee noted that the Deputy Vice-Chancellor would take forward membership of the Asia-Pacific Forum on Educational Integrity described in the letter to the Vice-Chancellor from the Chair, APFEI, dated 30 March 2009. Membership would be managed through CEDAM and would be enabling for some academic staff members at ANU.

ITEM 10. DEVELOPMENT OF GRADUATE COURSEWORK

The Committee received the *Report from the Master Framework Working Party* (1367a/2008) reworked to capture the discussion at the meeting of 28 November 2008 and further consultation with graduate coursework areas in ANU Colleges.

It was noted that the framework accommodated the ANU College of Law’s particular circumstances relating to alignment with other law school programs both within Australia and overseas and their existing Master degree models.

The Committee:

- (i) Noted the further *Report from the Master Framework Working Party* (1367a/2008) and that the Chair would consider whether to retain a revised diagram at Appendix E;
- (ii) Noted the context for graduate coursework education at ANU described at Appendix B *Defining Graduate Coursework at ANU* of the document;
- (iii) Recommended to the Vice-Chancellor the adoption of a common framework for graduate coursework at ANU in the terms of recommendations 1-6 (amended *Report* 1367b/2008).

ITEM 11. REVIEW RESPONSE

The Committee:

- (i) Noted the status of actions arising from the UEC Response to the 2008 ANUSA Review of Teaching and Learning detailed in the following:
 - *Summary of Actions from the UEC Response to the ANUSA Review (505/2009)*
 - *Response from the University Education Committee to the ANUSA Undergraduate Review of Teaching and Learning (1397/2008)*
- (ii) Requested that ANU College Deans take forward the Issues of Assessment Policies and Practices and Communication with Students (pages 3-4) in the Summary;
- (iii) Requested an update on actions from the Review Response and reports from ANU College Deans on the items referred to in (ii) above for the Committee's meeting of 5 June 2009.

Digital Delivery of Lectures

The Pro Vice-Chancellor, Professor Stanton, gave a presentation on the discussions of the Working Party established "to develop a University policy on the use of digital technologies in lectures that requires lectures to be recorded..." (4. of the *Response* 1397/2008). (See slides: http://info.anu.edu.au/ovc/Committees/040PP_Education/meetings)

Work would be proceeding on practices for the use of technologies in the learning environment that take account of reservations identified in the discussion. Such practices should be aimed at positive reasons for ANU to adopt a more pro active position.

Members noted that the current review of the University's IP policy would provide a platform for a lecture recording policy and consequently, the Working Party would await the revised IP policy before drafting a report.

Following discussion, the Committee:

- (i) Agreed to recommend the following process to be followed from Semester II, 2009, ahead of a policy on digital lecture delivery being finalised;

“Recognizing that ANU students are managing study and paid employment, and that digital technologies allow more flexible modes of teaching and learning, the UEC recommends:

 - That all lectures be ‘digitally captured’ as and when the facilities of the classroom permit and made available to students entitled to attend the lectures;
 - That exemptions to this procedure be allowed, and approved by the Dean of the College;
 - That, in order to ensure consistency of practice across the University, all Deans be required to report to the UEC at the end of each academic year on the number of courses granted exemption and the grounds on which exemption has been granted.”
- (ii) Noted that the dialogue between the Dean and the staff member should resolve questions about the boundary between a “lecture” and other kinds of learning forums;
- (iii) Noted that consideration would be given to framing a new section on digital lecture delivery in the *Code of Practice for Teaching and Learning*.

ITEM 12. REPORTS FROM ANU COLLEGES

The Committee noted the following Reports:

- ANU College of Engineering and Computer Science (149/2009) received 20 February 2009
- ANU College of Asia and the Pacific (422/2009)
- ANU College of Arts and Social Sciences (219/2009)
- ANU Colleges of Physical Sciences and Medicine, Biology and Environment (401/2009)

PART 3. PROGRAMS AND COURSEWORK**ITEM 13. UNDERGRADUATE PROGRAMS****13.1 New Undergraduate Award Programs**

The Committee endorsed the introduction of the following new degree programs from Semester I, 2010, as described in the Academic Program Information Forms and their inclusion in the *Schedule* to the *Undergraduate Awards Rules* as degrees that the University may confer:

ANU College of Arts and Social Sciences

- Bachelor of Development Studies (172/2009) *BDevS 144 units*
- Bachelor of Professional Music Practice (563/2000) *BProMusP 144 units*
- Bachelor of Classical Studies (562/2009) *BClassS 144 units*

13.2 Changes to Undergraduate Programs**Cross-Institutional University of Canberra Music (756/2009)**

The Committee noted that the name of the non-award program has been changed to better reflect the purpose and to assist the identification of cross-institutional students enrolled in the Bachelor of Secondary Education (Music) program at UC and who are undertaking their music courses at ANU.

13.3 Discontinuation of Award Programs

The Committee noted the discontinuation of the following award programs:

- **Bachelor of Arts/Bachelor of Social Work (570/2009)** following the phasing out of undergraduate Social Work teaching and the Bachelor of Social Work at ACU.
- **Bachelor of Arts (Development Studies) -** The degree will cease to be offered to new students as of 2010 with the introduction of the Bachelor of Development Studies.

ITEM 14. GRADUATE PROGRAMS**14.1 Changes to Award Program Requirements**

The Committee recommended that changes be made to the following programs as detailed in the documentation with effect from Semester II, 2009:

ANU College of Asia and the Pacific

- **Doctor of Diplomacy (511/2009)**

To allow students to carry a full-time study load during an academic year.

- **Graduate Diploma in Public Administration (512/2009)**

To allow flexibility to substitute an optional course for one of the compulsory courses where there are resource constraints on course offerings in a year.

- **Master of Environmental and Resource Economics (513/2009)**

To add breadth and a strong policy component by requiring *CRWF8000 Government, Markets and Global Change* as a compulsory course, and maintain flexibility for students to take a raft of new environmental courses by removing *EMET8001 Applied Micro-econometrics* as a compulsory course.

- **Master of Asia-Pacific Studies** (514/2009)

To allow students greater flexibility and to better meet the needs of a diverse student body by making language learning optional, and better satisfy the requirements of those students who already have Asian language ability or who do not require language skills in their chosen profession. Note: Transitional arrangements will be available for currently enrolled students as appropriate.

14.2 Extension of the Graduate Studies Program

Master of Studies with Research (507b/2009)

It was noted that:

- . extension of the Graduate Studies Program to include a research component had been discussed previously by the Committee and the Board of Studies in late 2008 and the proposal revised following consultation
- . issues of how to present research courses, supervision and an academic “home” for students undertaking the research component would need to be addressed.

The Committee recommended that:

- The Graduate Studies Program be extended with effect from Semester II, 2009, to enable a student to qualify for the award of Master of Studies with Research (ungraded) on completion of 96 units of credit (at least 48 *Advanced/Specialist* and at least 24 *Research*);
- The Master of Studies with Research *MStResearch 96 units* be included in the *Schedule* to the *Graduate Coursework Awards Rules* of degrees that the University may confer.

ITEM 15. GRADUATE AND UNDERGRADUATE COURSEWORK

The Committee noted approvals for new and revised courses as follows:

15.1 Graduate and Continuing Education

- *Introduction to Writing for Government* (1254a/2008)
- *Intermediate Writing for Government* (1255a/2008)

Following consultation the load for the 3-unit courses has been adjusted.

15.2 *Extended University English* (508/2009)

The course for graduate students was approved for introduction from Semester I, 2009, and was being co-taught with *Essential University English* designed for undergraduates, through ANU College.

15.3 United Nations Development Program Internships

GRAD7920 *UNDP Graduate Internship* (510/2009)

ANU has entered into an agreement to enhance access of ANU students to UNDP Internships. Students selected to undertake the Internships (for credit) would be enrolled in the “shell” course.

15.4 Course Approvals by ANU College Deans (See reports at Item 12. above.)

PART 4. ITEMS OF OTHER BUSINESS

ITEM 16. OTHER BUSINESS AND QUESTION TIME

16.1 3000-Level Course *Unravelling Complexity*

The Committee noted an update on the development of the course since the meeting of 28 November 2008. *Unravelling Complexity* would be run by the ANU College of

Physical Sciences in Semester II, 2009, and by other Colleges in turn in subsequent years. Marketing to attract an estimated 70 enrolments would commence soon.

16.2 Education Criteria for Promotion

The Deputy Vice-Chancellor outlined the framework to be developed for assessing staff members' contribution to education for the purpose of promotion. A three-year strategy for how to take account of educational matters would address:

- . how to report and record volume
- . promotion case items
- . peer review of teaching in the University in a comparable way to peer review of research. A project on peer review of teaching has also been funded by the ALTC.

The promotions documentation for 2009 would undergo minor revisions based on feedback from the 2008 round. Any significant changes relating to a requirement for peer evaluation of teaching would be implemented in the 2010 round following broad consultation.

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17 April 2009