

THE AUSTRALIAN NATIONAL UNIVERSITY
UNIVERSITY EDUCATION COMMITTEE

Meeting No. 3, 2007

Meeting No. 3, 2007 of the University Education Committee will be held on

Friday 15 June 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. Confidential Items**
- 6. Role of the University Education Committee**

PART 2: REPORTS AND POLICY ITEMS

- *7. Report from the Deputy Vice-Chancellor**
- *8. Higher Degree Research Training Program Review**
- *9. Associate Degree Program**
- *10. IARU Global Summer Program**
- 11. Policies and Procedures**

PART 3: PROGRAMS AND COURSEWORK

- 12. Undergraduate and Graduate Coursework**
- 13. Undergraduate Programs**
- 14. Graduate Programs**

PART 4: ITEMS OF OTHER BUSINESS

- *15. 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/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 5. 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/6 June 2007

PART 1: PROCEDURAL ITEMS

***ITEM 1. MINUTES**

The unconfirmed minutes of Meeting No. 2, 2007 of the University Education Committee (302/2007 attached) held on 20 April have been circulated (and are accessible at http://info.anu.edu.au/OVC/Committees/040PP_Education/meetings.asp)

For confirmation

***ITEM 2. MATTERS ARISING**

- **Item 11. Student Grievance Resolution (see Item 11.)**
- **Item 12. Academic Calendar (see Item 11.)**

For noting

***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, 7, 8, 9, 10 and 15.

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. UNIVERSITY POLICY COMMITTEES

PURPOSE

To receive the revised terms of reference for the University's policy committees.

BACKGROUND

The Vice-Chancellor has determined on the recommendation of the Academic Board:

- (i) that the terms of reference of the Academic Board be revised to read:
 - The Board may advise the Vice-Chancellor on:
 - (a) the University's strategic plans and overarching policy, including the academic profile and organization of the University, teaching, learning, scholarship, research and research training across the ANU Colleges;
 - (b) the academic goals that provide the basis for financial and capital planning;
 - (c) the conditions for the appointment, employment, promotion and performance management of staff;
 - (d) reviews of academic activities;
 - (e) any other matter referred to it by the Vice-Chancellor;
- (ii) that the membership of the Academic Board be revised
 - (a) to reflect the changes to the University Executive;
 - (b) to include one member of the general staff of each ANU College, nominated by the Convener of that College;
 - (c) to include one recently-appointed (within five years) member of the academic staff of each ANU College, nominated by the Convener of that College.
- (iii) that the University Education Committee, the University Research Committee, the University Information Strategy Committee and the Committee on University Community be policy committees which advise
 - (a) the Chair of the Committee on all matters within the remit of the Committee; and
 - (b) the Academic Board on major issues within the remit of the Committee relevant to the University's strategic plans and overarching policy, and on any matter referred to the Committee by the Academic Board.

The Committee on University Community and the Equity and Diversity Advisory Committee have been disbanded. Terms of reference for the new University Community Equity Committee have been drafted.

The amended legislation will reflect these changes and provide for the appointment of alternates by ANU College Deans for meetings of the University Education Committee.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the terms of reference of the University's policy committees.

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:

- Federal Budget
Attachment: Summary on the Federal Budget ([312/2007](#))
- AUQA – Professor Marie Carroll will provide an update.
- Flexible Learning: Pro Vice-Chancellor, Professor Stanton, will provide an update
- Graduate Coursework: Professor Marie Carroll will report
- Review of Division of Registrar and Student Services
Attachment: Terms of Reference ([309/2007](#))
- ANU College: update
- Teaching Equipment
Attachment: 2007 [Teaching Equipment Fund](#)
- Second Language studies: Group of Eight position
- ANU Staff Development Scholarships
See: <http://www.anu.edu.au/sas/admission/sds/index.php>

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

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

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

PURPOSE

To receive a progress report on the Higher Degree Research Training program review.

BACKGROUND

Professor Thomas will report on the discussion of the Working Parties and issues that have emerged from meetings.

SPONSOR: Pro Vice-Chancellor, Professor Mandy Thomas

RECOMMENDATION

That the Committee note the report.

ITEM 9. ASSOCIATE DEGREE PROGRAM*PURPOSE**

To receive a report on recent developments leading to the introduction of ANU Associate Degrees in cooperation with ANU College.

BACKGROUND

Attachment:

- ANU Associate Degree Program ([352/2007](#))

The proposal for the ANU to offer and award Associate Degrees delivered through the ANU College from 2008 was considered by Council at its meeting on 1 June 2007. The Associate Degree, a post-secondary qualification, provides an alternative pathway to ANU degree programs for students who do not meet the ANU's entry requirement for admission. Upon successful completion of an Associate Degree, students proceeding would be eligible to articulate to a Bachelor degree in the same field with full or partial credit depending on the courses undertaken in the Associate Degree.

In 2004, ANU entered into an agreement with the Canberra Institute of Technology to enable students to obtain admission to an Associate Degree, the qualification to be accredited and awarded by the ANU, initially, and completed on the basis of studies at the CIT and the University. Associate Degrees in Engineering, Music and Science are currently available under the agreement.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the report.

***ITEM 10. IARU GLOBAL SUMMER PROGRAM**

PURPOSE

For consideration of the proposal for an IARU Global Summer Program.

BACKGROUND

Attachment:

- Discussion Paper on Proposed IARU Global Summer Program ([308/2007](#))

The IARU Global Summer Program is scheduled to commence in the Northern Summer of 2008. Member universities have been invited to comment on the discussion paper leading to preparation of a draft document for consideration at the meeting in Tokyo in September.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) note the proposal for an IARU Global Summer Program; and
- (ii) advise the Deputy Vice-Chancellor in relation to the Program.

ITEM 11. POLICIES AND PROCEDURES DEVELOPMENTS

PURPOSE

For the Committee to note developments relating to policies and procedures.

BACKGROUND

- *Academic Progress in Undergraduate and Graduate Coursework Awards Procedures* ([310/2007](#) attached)

The *Academic Progress Rules* were amended in late 2006 following adoption of the recommendations of the Report of the Working Party on Coursework, which included the introduction of uniform academic progress criteria for the coursework component of graduate programs that were similar to the undergraduate academic progress criteria.

The *Procedures* have been revised in consultation with the Registrar and Student Services Division and ANU College administrators, and approved by the Deputy Vice-Chancellor.

- **Student Complaint Resolution**

The student complaint resolution policy and procedures are being finalised following consultation. The documents will be circulated to the Committee when they become available.

- **Academic Calendar**

The recommendations of the Report of the Working Party on the Academic Calendar (attached) have been adopted following receipt of responses from ANU Colleges, the Director, University Accommodation and the Wardens of two Halls/Colleges and consideration by the Deputy Vice-Chancellor and Vice-Chancellor. Teaching periods for 2008 have been published at http://info.anu.edu.au/OVC/Committees/110PP_Principal_Dates/index.asp and notified to staff.

Discussions continue about the impact of the calendar on educational flexibility.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee:

- note the *Academic Progress in Undergraduate and Graduate Coursework Awards Procedures* (310/2007);
- note the *Student Complaint Resolution* (167b/2007) policy and *Student Complaint Procedures* (168ab/2007) and endorse them for implementation from Second Semester 2007; and
- note the revised ANU Academic Calendar from 2008.

PART 3. PROGRAMS AND COURSEWORK

ITEM 12. UNDERGRADUATE PROGRAMS

PURPOSE

To consider changes to undergraduate programs for 2008 and any related issues.

BACKGROUND

12.1 New Programs

ANU College of Engineering and Computer Science

Revised titles have been approved for the following degree programs since the April meeting of the Committee:

- *Bachelor of Engineering (Research and Development)* Abbrev: *BE(R&D)* ([187a/2007](#))
- *Bachelor of Engineering (Research and Development)/Bachelor of Science* ([188a/2007](#))

12.2 Changes to Programs

ANU College of Business and Economics

- *Bachelor of International Business* ([473/2007](#) attached):
Revised major to provide a more coherent program of study in international business.

12.3 New and Changed Majors

- *Bachelor of Commerce*:
 - . *Corporate Sustainability* ([472/2007](#)): addition of a secondary major
 - . *International Business* ([927/2006](#)): revised major to provide a more coherent program of study in international business
 - . *Management* ([928/2006](#)): revised major to provide a broader program of study in management
 - . *Information Systems* ([499/2007](#)): revised major due to change in course offering

The Academic Program Information Forms may be viewed at the website.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee endorse the proposed changes to undergraduate programs detailed above.

ITEM 13. GRADUATE PROGRAMS

PURPOSE

To consider proposals for new and changed graduate programs for 2008.

BACKGROUND

13.1 New Programs

ANU College of Business and Economics

- *Graduate Certificate in Economic Policy* ([498/2007](#) attached) *GradCertEcPolicy* Units 24
- *Graduate Certificate in Business Information Management* ([160/2007](#) attached) *GradCertBusInfMgt* Units 24
- *Master of Health Economics* ([500/2007](#) attached) *MHlthEc* Units 48: Master by coursework ungraded.

13.2 Approval of New Programs

- *Graduate Certificate in Commercialisation*
Abbrev. *GradCertCommercialisation* Units 24 ([469b/2007](#) attached)
[ENGN6611](#) *Law for Commercialisation* (attached): new course has been approved by the Dean, ANU College of Engineering and Computer Sciences.

The Deputy Vice-Chancellor has approved the Academic Program for the Commercialisation Training Scheme (CTS) to be run at ANU from Second Semester, 2007. The Graduate Certificate will be coordinated by the ANU College of Business and Economics. The CTS has been advertised with a closing date for applications of 15 June and a Scholarships Selection Committee formed from the four key ANU Colleges.

13.3 *Juris Doctor*

The Deputy Vice-Chancellor has approved the *Juris Doctor* for introduction from 2008. A revised program proposal and instructions for amendments to the *Graduate Coursework Awards Rules* are in preparation. “Transition Arrangements for the JD” ([311/2007](#)), ANU College of Law, are attached.

13.4 Changes to Programs

ANU College of Business and Economics

- *Master of Business* ([506/2007](#))
- *Master of Commerce* ([507/2007](#))
- *Master of Business Information Systems* ([505/2007](#)):
- *Master of Economic Policy* ([504/2007](#))
- *Master of Financial Management* ([471/2007](#))
- *Master of Information Systems Studies* ([508/2007](#))
- *Master of Management* ([467/2007](#))
- *Master of Marketing* ([466/2007](#))

See details of program changes by clicking on the links.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee endorse the proposals for new and changed graduate programs.

ITEM 14. 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 13 April and 6 June 2007 ([307/2007](#)) is attached.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the summary undergraduate and graduate course changes (307/2007).

PART 4. ITEMS OF OTHER BUSINESS

***ITEM 15. 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.