

AUSTRALIAN NATIONAL UNIVERSITY
UNIVERSITY EDUCATION COMMITTEE
Meeting No. 3, 2008

Meeting No. 3, 2008 of the University Education Committee was held on Friday 6 June 2008 at 10.00 am in the Ross Hohnen Room of the Chancelry.

Present: Professor Deane, Pro Vice-Chancellor (Education) (in the Chair); Professor Thomas, Pro Vice-Chancellor; Professor Stanton, Pro Vice-Chancellor; Mr Auckett (for Mr Carmody); Professor Byrne; Ms Carlin; Professor Clarke; Professor Coper; Dr Cowan (for Professor Glasgow); Mrs Douglass; Dr Johnson; Dr Maliangkay (for Professor Anderson); Professor Oakes; and Dr Skidmore.

By invitation: Dr Hort; Mr See; Ms Whitelaw.

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. 2, 2008 of the University Education Committee (362/2008) held on 11 April 2008 were confirmed (published at http://info.anu.edu.au/OVC/Committees/040PP_Education/meetings.asp).

ITEM 2. MATTERS ARISING

The Committee noted:

- **Item 9. Course Development Framework:** Outlines have been received from ANU Colleges of their current processes and revisions to enable cross-College consultation about courses and programs. Work has commenced to prepare a discussion paper.
- **Item 10. Review of Academic Programs Framework:** A document on the review of award programs has yet to be drafted.
- **Item 17. Guidelines for Assessment:** The Registrar has advised that the proposal to require student numbers only (and not names) on examination script books will be implemented from the 2008 end-of-year examination session. Introduction from the Semester I examination session has not been possible because of issues of new supplies and difficulties with modifying script books (about 20,000) by hand. The *Guidelines for Assessment* (361/2008) have been referred to ANU College Education Committees.

ITEM 3. ANNOUNCEMENTS AND APOLOGIES

3.1 Apologies were received from: Professor Anderson, Mr Beckett, Mr Carmody, Professor Carroll, Ms Firth, Professor Glasgow, Professor Houghton, Professor Makkai, and Ms Rizvi.

3.2 Announcements**ANU College of Arts and Social Sciences representation:**

- ANU College Dean, Professor Toni Makkai
- Dean's Alternate for all meetings: Professor Joan Beaumont, Director, Faculty of Arts

ITEM 4. STARRED ITEMS

The starred items were: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10.1, 10.2, 11, 12, 13.3, 14.4 and 16.
The unstarred items were approved without debate as set out in the agenda.

ITEM 5. ITEMS OF OTHER BUSINESS

No items of other business were foreshadowed.

ITEM 6. CONFIDENTIAL ITEMS

There were no confidential items. Dr Fonteyne, Dr Smith, Ms Veness and Ms Yu attended as observers.

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

The Committee received and noted reports on the following:

Report from Professor Deane, Pro Vice-Chancellor (Education)

- **Budget 2008-2009**
 - *Higher Education 2020* Newsletter ([http://www.dest.gov.au/sectors/higher_education/publications_resources/2020_newsletter/default.htm#Newsletter_Issue_02_\(May_2008\)](http://www.dest.gov.au/sectors/higher_education/publications_resources/2020_newsletter/default.htm#Newsletter_Issue_02_(May_2008)))
Key components reported in the Newsletter were:
 - \$11b Education Investment Fund composed of \$5b from the 2007-08 and 2008-09 budgets and \$6b from HEEF for capital works and refurbishments
 - \$500m Better Universities Renewal Fund one-off payments for 2007-08 capital projects: ANU has been awarded \$24m
 - National Priority (26,000) and Accommodation (15,000) Scholarships for students from Indigenous communities, and remote and regional areas
 - Postgraduate scholarships initiative to increase the number available from 4800 to 10,000 over four years
 - Commonwealth Supported places to increase by 11,000 and replace domestic fee paying places as these are phased out
 - Maths and Science: \$562.2m in funding to be provided over four years to encourage students to study these subjects and to compensate universities. From 1 January 2009, the maximum student contribution rate will be reduced to the lowest rate for new students
 - Future Fellowships Consultation (http://minister.industry.gov.au/Senator_theHonKimCarr/Pages/FUTUREFELLOWSHIPSCONSULTATIONPAPER.aspx)
Professor Thomas, Pro Vice-Chancellor, advised that researchers would have an opportunity for input to ANU's submission through the forum being run with the ARC on 24 June at 3.30 pm in the Innovations Theatre.

- **DVC/PVC Academic Meeting, 15-16 May 2008**

Student engagement was one important theme at the meeting. The *2006 International Student Survey, Higher Education Summary Report*

(<http://aei.dest.gov.au/AEI/Shop/Products/Publications/Publication604>)

pointed to deficiencies in the level of international student engagement. One finding of the Australasian Student Engagement Report, *Attracting, Engaging and Retaining: New Conversations About Learning*

(http://www.acer.edu.au/documents/AUSSE_07AustralasianStudentEngagementReport.pdf) identified that personal engagement with teaching staff was valued most by students.

Issues of international student engagement have also been discussed by the University Community Equity Committee and would be explored and addressed in a project to be undertaken by the Pro Vice-Chancellor (Education) focussing on attracting, recruiting and retaining students.

- **Good teaching ratings**

Results from the Statistical Services' analyses of the data relating to Good Teaching would inform a project around improving ANU's performance in the CEQ to be conducted by the Pro Vice-Chancellor (Education) in consultation with ANU Colleges. The CEQ was a source of data for the Teaching and Learning Performance Fund and provided a measure of the quality of the student experience. The level of volatility of the data over a few years was an issue that would need to be addressed in the project.

References:

- Supplement to 2007 PREQ and CEQ report prepared by Statistical Services, pp 60-88: at <http://unistats.anu.edu.au/Pubs/Surveys/CEQ/2007/2007%20CEQ%20PREQ%20Report.pdf>
- Undergraduate Results, Australian Graduate Survey 2007, Hobsons' analysis used for the *Good Universities Guide*
- 2007 CEQ Results – Undergraduate Coursework Studies, compiled by Hobsons
- 2007 PREQ Results Summary prepared by Statistical Services at: <http://unistats.anu.edu.au/Pubs/Surveys/PREQ/2007%20PREQ%20Summary%20-%20All.pdf>

Professor Thomas noted that the ANU 2007 PREQ results reported the highest level of satisfaction in six years. Results on "Supervision" were at or below the national average, and this area would continue to be addressed during 2008.

- **ANU Secondary College: Statistics on the destination of 2007 students**

Dr Smith advised that the outcome has been very satisfactory with 73.5% of students offered placement (68) having accepted (44 plus 6 deferrals). The majority was enrolled in Science programs (31 EFTSL).

- **Collaboration**

- The IARU President's meeting was held at Yale from 22-23 April 2008 and attended by the Vice-Chancellor and Professor Thomas.
- IARU Global Summer Program 2008
Professor Deane noted that strategies were needed to attract students to ANU and address the enrolment pattern. The pattern of low IARU enrolments at ANU compared to outgoing enrolments at other institutions was consistent with that of other ANU Exchange programs.

Ms Whitelaw advised that a more streamlined approach would be taken for 2009 with course offerings to be rationalised and scrutinized across all participating institutions to avoid duplication. Senior IARU Officers would consider the most attractive suite

for the Program. She thanked all involved in establishing the ANU Global Summer Program for their efforts.

- Teaching Alliance Around Sustainability Issues with NUS
Members noted that details of the program were available at the following sites or by contacting Dr Baker direct: http://fennerschool-people.anu.edu.au/richard_baker/SRES1001/SRES1001/index.html
<http://fennerschool-lectures.anu.edu.au/lectures/SRES1001/>
<http://uk.youtube.com/user/ANUSustainability>
- MOU with University of South Australia
The agreement will enable a range of joint activities, including summer research scholarships to be hosted by ANU Colleges. Discussions were currently in progress about projects and placements.
- **Vice-Chancellor's Awards for Excellence, 2007**
The Committee noted the awards and congratulated recipients:
 - . Teaching: Dr Patricia Backwell, School of Botany and Zoology, ANU CoS; Dr Janette Lindesay, Fenner School of Environment and Society, ANU CoS; Dr George Quinn, Faculty of Asian Studies, ANU CAP
 - . Research supervision: Professor Kieran Kirk, School of Biochemistry and Molecular Biology, ANU CoS
 - . Citation award: Dr Megan Poore, Academic Skills and Learning Centre

Report from the Acting Registrar, Ms Carlin

- **Study@ANU Course and Program Proposal Module**
The Proposal functionality went live on 21 May and was generally working smoothly. Some system improvements, and training needs especially for academic staff in ANU Colleges, had been identified.
- **Timetable for Semester II, 2008**
Changes in exceptional circumstances only may be made now that the closing date for comments has passed.
- **Research Student Development Centre (<http://researchstudents.anu.edu.au>)**
The 2007 Review of HDR recommended the establishment of the Centre to meet the teaching skills and professional development needs of ANU research students. Dr Trevor Vickers, Head, and staff members were in the process of identifying additional training and existing courses. The Centre has been located in Balmain Cottage and as part of the Registrar's Division. Student interest since commencement in early May has been very strong.

Report from the Pro Vice-Chancellor, Professor Stanton

- Learning Management System
Following consultation, the timetable for the new System has been revised. The implementation schedule now runs well into Semester 2, however, the system will still be available in time for Semester 1, 2009. The old system will be run in parallel in 2009. Details have been posted by the Director, ICT Environments at the <http://information.anu.edu.au/daisy/infoservices/1802.html>.
- iTunes U
The ANU has entered into an Agreement as one of seven Australian-New Zealand universities to participate in the development of Apple's iTunes U initiative for the region. The use of iTunes as a communications channel fits well with the University's strategies for public access and student mobility.

ITEM 8. EDUCATION INNOVATION PROGRAM

The Pro Vice-Chancellor (Education) spoke to the ANU Education Innovation Program which was summarised in the table *ANU Education Innovation Program: Program and project structure*. Some of the drivers for the initiative were the Flexible Learning Project, opportunities provided by the DEEWR funded Workplace Productivity Programme, and discussions at the Leadership Retreat held in February 2008 about accessibility and using research wealth, and articulating and benchmarking ANU's activities. Three person College groups comprising the Associate Dean and two other staff members were the primary points of contact for discussions, which include buy-in from academic lecturing and research staff and specialist areas. The Pro Vice-Chancellor (Education)'s visits to ANU Colleges were also aimed at achieving consistency between the Program and College aspirations and accomplishments.

The Committee noted that staff development was a priority in the Program. The four approaches to support the needs of academic and general staff described in the draft paper "*ANU Education Innovation Program - Staff development initiatives to support Education Innovation*" were:

- . Foundations in University Teaching and Learning Program
- . In College Workshops
- . On-line resources
- . Teaching and learning festival

Issues raised in discussion related to: the need for a module designed for existing staff needs; a focus on learning outcomes articulated at program level and in course descriptions, i.e. to bridge the gap between values that are espoused in courses and graduate attributes; and how to engage with staff and create an inclusive environment that fosters a positive and supportive response to the initiatives.

The Committee noted the report from the Chair and the discussion.

ITEM 9. EVALUATING OUTREACH AND LINKAGE RELATIONSHIPS

The Committee noted the paper *ANU Relationships with Talented Students: Guidelines for evaluating outreach/linkage relationships* (486/2008). Professor Byrne, Dean, ANU College of Science, advised that the College had determined the criteria for assessing the value of linkages and was seeking to apply them to its marketing and outreach activities. A large number of groups nationally were involved in promoting science and the criteria identified supported the objectives of some of these groups. The listing could be adapted and expanded further as appropriate. The main issue for the College revolved around sourcing adequate funds.

The Committee:

- (i) Noted that the paper *ANU Relationships with Talented Students: Guidelines for evaluating outreach/linkage relationships* was generally applicable across ANU Colleges and referred it to areas for information and discussion;
- (ii) Agreed that activities similar to those in the ANU College of Science should be compiled with advice from other Colleges, the Office of the Vice-Chancellor, Division of Marketing and Communications and the Registrar's Division;
- (iii) Agreed to bring the item back to the August meeting of the Committee.

ITEM 10. EDUCATION RELATED POLICIES**10.1 Award Exit Strategies**

The Committee considered *Academic Exit Points – A discussion paper* (494/2008) which addressed:

- Exit pathways in graduate coursework available to students by transferring to the Graduate Studies Program; and
- Exit pathways for bachelor degree students through transfer to an Associate Degree specialisation. Threshold issues were:
 - early exit to enable an Associate Degree to be taken out provided the criteria has been met. This strategy would allow students who abandon the bachelor degree to receive recognition for the work they have completed satisfactorily; and
 - the criteria for transfer with status and how to achieve a satisfactory alignment between units in the Associate Degree and those in the bachelor degree.

One strategy was exit from a bachelor degree at a point where the requirements for an Associate Degree may have been met (e.g. on completion of the equivalent of 96 units) without further study. This could possibly form part of the bachelor degree description. An alternative pathway was transfer at an earlier point to an existing co-taught Associate Degree specialisation with further work to be undertaken to qualify for the award. Undergraduate diplomas in ANUCASS and ANUCAP also enable early exit. The academic standing of the Associate Degree needs to be maintained in any new arrangement.

The Committee:

- (i) Referred the paper, *Academic Exit Points* (494/2008), for further development in light of discussion; and
- (ii) Invited ANU Colleges and the students' association to comment in time for the item to be considered at either the August or September meetings.

10.2 Code of Practice for Teaching and Learning

- *Code of Practice for Teaching and Learning* (35b/2006) at: http://info.anu.edu.au/Policies/_DVC/Policies/Code_of_Practice_for_Teaching_and_Learning.asp
- Commentary to the Code (draft) (485/2008)

The Committee noted that the Commentary was intended to provide amplification of the principles of the *Code of Practice on Teaching and Learning* and contained useful and important links to University policies, procedures and guidelines. Advances since 2006 and the currency of statements of policies and practices should be addressed in the forthcoming biennial review of the *Code*.

The Committee recommended that:

- (i) The Commentary be amended to capture support provided at ANU College level and published as an accompaniment to the shorter *Code*; and
- (ii) A review of the *Code* and the draft Commentary be initiated in accordance with University processes under the *Policy on Policies* for close consultation with ANU Colleges and other areas as appropriate.

10.3 Submissions

The Committee noted the following ANU submissions to Reviews:

- Expansion of the Commonwealth Scholarships program and the implementation of the *Scholarships for a Competitive Future* initiative.
- Innovation Review
http://info.anu.edu.au/OVC/Committees/060PP_Research/urcmtg2_2008/ANUNatInnovationRevSubmay08.pdf
- Research Training Review

10.4 2008-2010 Equity Education/Staff Development Programs for ANU

The Committee noted that a review of staff development/equity education programs offered at ANU in 2007, with specific reference to programs for equity groups or related to anti-discrimination laws, had been conducted by a working party convened by the Senior Adviser, Equity. Reference had also been made to the Go8 Universities' equity education programs and a summary compiled of ANU's statutory obligations and commitment.

The University Community Equity Committee, at its April meeting, had proposed that one of the review recommendations, "b) To develop guidelines for inclusive curriculum for teaching and learning", be taken forward under the direction of the Pro Vice-Chancellor (Education) and with appropriate consultation. A reference to the Monash University curriculum had been noted in the discussion.

The University Education Committee:

- (i) Supported the referral of the recommendation, "b) To develop guidelines for inclusive curriculum for teaching and learning", to the Pro Vice-Chancellor (Education) and the request that it be taken forward in consultation with the relevant academic areas; and
- (ii) Noted the request for a report on progress be provided to a future meeting of the University Community Equity Committee.

ITEM 11. REPORTS FROM SUB-COMMITTEES

The Committee noted a report from the meeting of the Board of Studies held on 19 May 2008 (492/2008) and considered the revised paper, *Graduate Studies Program 7990X: Criteria for Admission and the Determination of Credit (Status)* (381b/2008).

Principal comments arising in discussion were:

- The 12-year time limit for completion of the Master of Studies would help ensure the contemporary nature of the award and was more generous than for other graduate and undergraduate coursework in recognition of the different concept of the GSP, i.e. individualised and developmental programs; flexibility to accommodate a range of workplace circumstances; lateral movement and so forth;
- Listing courses on the application assists the evaluation and admission process, especially for international students, but should not inhibit flexibility of choice. Evolving an information model to assist students construct their programs should be considered for the GSP;
- Provisional program admission allows for a review where the more common characteristics are absent from the application. Precedents exist in other programs;
- The admission criteria for the GSP also recognises prior learning and allows for assessment tasks to be undertaken to test capacity to achieve. This represents a philosophical shift to a more flexible system of evaluation, which could have wider implications for other programs;
- Granting status on the basis of RPL warrants further discussion. Granting course credit where an applicant passes assessment for the course was generally acceptable, but

unspecified credit (up to 12 transitional units at tertiary level but not necessarily from an academic environment) was more difficult to assess;

- . ANU already accepts the principle of RPL and RPL evaluated by other institutions and counted by them towards their awards. One question was ANU's position on making this evaluation itself, under AQF guidelines and recommended Government protocols.
- . Where appropriate, milestone discussions about progress should consider program transfer to the GSP as an exit strategy option for HDR degree students. Completed written work and any coursework may be assessed for credit for sub-thesis courses or specified credit for courses offered in the GSP.

The Committee:

- (i) Agreed in principle to the *Graduate Studies Program 7990X: Criteria for Admission and the Determination of Credit (Status)* (381b/2008); and
- (ii) Referred to the Board of Studies for further consideration:
 - (a) unspecified credit in the Graduate Studies Program,
 - (b) more specific provision to accommodate transfer from HDR programs.

ITEM 12. REPORTS FROM ANU COLLEGES

The Committee noted the following reports from ANU College education committees:

- ANU College of Business and Economics (536/2008)
- ANU College of Engineering and Computer Science (490/2008)
- ANU College of Science (493/2008)
- ANU College of Arts and Social Sciences (Meeting 1 and Meeting 2 2008)
- ANU College of Medicine and Health Sciences (Meeting of 17 March 2008)
- ANU College of Asia and the Pacific (Meeting of 23 May 2008)

It was also noted that reports from Colleges would be a standing item for future University Education Committee meetings. In addition to providing an opportunity for the exchange of information about current issues, the initiative also addressed the observation of the AUQA audit report that "University committees' interaction with the relevant College committees could be more consistent across the University".

Matters contained in the reports before the Committee and the ANU College of Law report provided post meeting, may be raised for discussion at the August meeting.

PART 3. PROGRAMS AND COURSEWORK

ITEM 13. UNDERGRADUATE PROGRAMS

The Committee considered new and changed undergraduate programs.

13.1 ANU College of Science

The Committee recommended that the following be approved:

- Bachelor of Medical Science (482/2008)
 - . To introduce a performance standard of an average mark of 65% in the required courses for students to remain in the program, which would align with other College of Science elite programs; and
 - . To introduce this same performance standard of an average mark of 65% in relevant courses for students to transfer into the program either from other programs within ANU or from other universities.

- Introduction of a Physics double major and amendment of the physics major (483/2008)
- Bachelor of Science (Psychology); Bachelor of Science (Resource and Environmental Management)/Bachelor of Laws
Changes to single and combined degree requirements (484/2008)

13.2 ANU College of Business and Economics

The Committee recommended that the following be approved:

- New Honours programs in:
Bachelor of International Business (336/2008)
Bachelor of Business Administration (335/2008)
The honours year consists of one course, MMIB4004 Honours in Business
- Management Major: change in composition of requirements for the major in the Bachelor of Commerce and in other bachelor degrees in which the major may be undertaken (534/2008)

13.3 Essential University English (491/2008)

The Committee noted that ANU College Deans had supported and the Deputy Vice-Chancellor had approved the proposal for the introduction of the course “Essential University English” (renamed) from Semester II, 2008 as a 6-unit course available to international students with English language needs for which credit may be granted in undergraduate award programs. The Acting Registrar undertook to look into appropriate coding for the course.

ITEM 14. GRADUATE PROGRAMS

The Committee considered new and changed graduate programs.

14.1 ANU College of Arts and Social Sciences

The Committee recommended that the following be approved:

- Master of Culture, Health and Medicine
Revised description and choice of electives (438/2008)

14.2 ANU College of Business and Economics

The Committee recommended that the following be approved:

- Master of Business (529/2008); Master of Commerce (531/2008)
De-listed from the list of introductory courses:
MGMT6034 Human Resource Management; MGMT6065 International Perspectives on Human Resource Management; MGMT6022 Strategic Management
Add to electives: MGMT6065 International Perspectives on Human Resource Management; MGMT6022 Strategic Management; MGMT7171 Strategic Human Resource Management
Teaching MGMT6065 International Perspectives on Human Resource Management and MGMT6022 Strategic Management separately from their undergraduate equivalents will generate a more advanced learning experience for students.
- Master of Business Administration (533/2008)
Master of Management (530/2008)
Graduate Certificate in Management (532/2008)

New elective course offered by School of Psychology, PSYC8003: Assessment and Employee Selection in Human Resource Management

14.3 Graduate Certificate in Commercialisation, Semester 2

The Committee noted the program for Semester 2, 2008, which comprises:

- MGMT7814 - Integrated Business project (A): Entrepreneurship & New Venture Planning
- MGMT7003 Organisational Behaviour (Winter Session - Term 3)
- BUSN8181 Financial Reporting & Analysis
- LAWSXXXX Commercialisation Law (new course) (Winter Session - Term 4)
- Substitutions for MGMT7003 and BUSN8181 will be considered provided the substitute courses are consistent with CTS guidelines.

14.4 Graduate Studies Fields

The Committee:

- Noted that the Graduate Studies Field 'Interdisciplinary Cross-Cultural Studies' has been renamed 'Interdisciplinary and Cross-Cultural Studies';
- Supported the proposal to introduce a Graduate Studies Field of 'Education' as described in paper 489/2008.

ITEM 15. UNDERGRADUATE AND GRADUATE COURSEWORK

The Committee noted a summary of course changes approved by ANU College Deans and notified to the course registry in the period 7 April to 27 May 2008 (487/2008).

PART 4. ITEMS OF OTHER BUSINESS

ITEM 16. OTHER BUSINESS AND QUESTION TIME

jab/20 June 2008