

**AUSTRALIAN NATIONAL UNIVERSITY**  
**UNIVERSITY EDUCATION COMMITTEE**  
**Meeting No. 4, 2007**

Meeting No. 4, 2007 of the University Education Committee was held on Friday 17 August 2007 at 10.00 am in the Ross Hohnen Room of the Chancelry.

Present: Professor Cram, Deputy Vice-Chancellor (in the chair); Professor Stanton, Pro Vice-Chancellor; Professor Thomas, Pro Vice-Chancellor; Professor Brown; Mr Beckett; Mrs Douglass; Dr Fonteyne (for Professor Coper); Professor Houghton; Professor Kersten; Professor Glasgow; Ms Newman-Martin; Professor Oakes; Professor Peterson; Dr Trumpf (for Professor Richards); and Ms Ye.

**By invitation:** Dr Buchhorn; Professor Carroll; Dr Hort; Mr Watt.

**In attendance:** Ms Bruce

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**Disclosure of Pecuniary or Material Personal Interest**

There were no disclosures of pecuniary or material personal interest in matters listed on 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.

**PART 1: PROCEDURAL ITEMS**

**ITEM 1. MINUTES**

The minutes of Meeting No. 3, 2007 of the University Education Committee (315/2007) held on 15 June 2007 were confirmed as amended by the following:

Item 7. 2<sup>nd</sup> bullet point: Delete “Information Technology”; substitute “Computer Science”

(at [http://info.anu.edu.au/OVC/Committees/040PP\\_Education/meetings.asp](http://info.anu.edu.au/OVC/Committees/040PP_Education/meetings.asp))

**ITEM 2. MATTERS ARISING**

**Item 10. IARU Global summer Program**

Discussions about courses have been held with ANU College representatives. A decision about the Program will be made at the September IARU meeting in Tokyo. The proposal, “IARU Global Summer Program”, would be circulated within ANU.

**Item 15. Other Business**

• **Question on Notice: Conduct of Inquiries**

The Legal Counsel has clarified that the issue of the rules of evidence *not* applying to the inquiry process are discussed in training sessions, such as the *Discipline Rules* training course run by the Legal Office. An inquiry should be conducted in a manner as the prescribed authority determines

subject to procedural fairness but not the rules of evidence. It is important to ensure that the student knows the case against them, including what evidence the tribunal of fact is going to rely upon, but that is a procedural fairness issue and can be accommodated during the course of the inquiry as new evidence is presented.

**Item 16. Annualised Timetable**

A discussion paper would be circulated to ANU College Deans.

**ITEM 3. ANNOUNCEMENTS AND APOLOGIES**

**3.1 Apologies** were received from Professor Cardew-Hall, Professor Coper and Ms Verney.

**3.2 Announcements**

**ITEM 4. STARRED ITEMS**

The starred items were: 1, 2, 3, 4, 5, 6, 7, 8, 9.2, 10.2, 11.1, 13 and 14. The unstarred items were approved without debate as set out in the agenda.

**ITEM 5. CONFIDENTIAL ITEMS**

There were no confidential items. Dr Baker, Mr Clarke, Mr Ellis, Ms Jones, Dr Smith and Ms Veness attended as observers.

**PART 2: REPORTS AND POLICY MATTERS**

**ITEM 6. REPORT FROM THE DEPUTY VICE-CHANCELLOR**

The Registrar reported on two matters:

- Enrolments:
  - the Semester II admission round had been satisfactory
    - . because of an unusual amount of volatility, the final outcome would not be known until after the census date but it was likely that the EFSL deficit would be within the 1% target margin
    - . international student enrolments were higher in all categories compared to 2006
  - Unitest
    - . the Analysis from Statistical Services indicated that a UAI minimum of 70 should be specified for entry in future
    - . evidence indicated that the initiative was very worthwhile. Any feedback from ANU College Education Committees would help inform the 2008 process

The Deputy Vice-Chancellor reported on the following matters:

- Setting the cut-off score for international students  
Student load and recruitment considerations pointed to the need for a formula that was not based on the previous year's UAI. The Committee endorsed the proposal for the entry level to be set at:

- . The domestic student cut-off in respect of international students completing an Australian qualification; and
- . UAI 80 equivalence score until further notice for ANU Colleges other than Business and Economics, whose entry level of 85 was currently under review, and Law
- Undergraduate Grade Distribution, Semester II, 2006
  - . Reports on grade distributions would be presented semester by semester in future to meetings of the Committee, in place of meetings of Deans, as part of ANU's standard setting and quality control processes
  - . Comments about the analysis of the Distribution of Semester II, 2006, Grades were that:
    - . international student numbers in law should be checked for accuracy
    - . the HD rate in law was comparable with Law Schools at other universities
    - . language and non-language courses could be differentiated in order to obtain a clearer picture of grade distributions
- ANU College:
  - . Mr John See has been appointed General Manager of ANU College
  - . The ANU College Advisory Committee was being reactivated as a committee of the ANU College Board
  - . Through appropriate representation and interface with the Admissions Standards Committee, the Committee would have a useful role in getting mechanisms in place and functioning
  - . Consideration was being given to the General Manager's responsibilities in relation to ANU linked programs and how these may best be performed, in part through a formal arrangement for the exercise of some ANU delegations
- ANU Secondary College
  - . Early offers of admission to science programs were in progress to ANU Secondary College students on the basis of performance
  - . Letters of offer would advise students to apply through UAC ranking the science program first. Students choosing to apply for another ANU program must meet the required entry level to gain a place
  - . ANU College of Science's large investment in the Secondary College has been a very worthwhile initiative and the way was open to explore participation by other Colleges at a future time
  - . Advice for prospective students about a "guaranteed" entry level at the forthcoming Open Day was under consideration
- Associate Degree update
  - . The proposal under development for implementation from Semester 1, 2008 would be designed for domestic students only and accommodate both students choosing to exit the program and enter employment or proceeding to a university degree with one year of credit
  - . Two streams were envisaged in the sciences and technology, and the humanities and business
  - . Marketed as an equity program, the Associate Degree would:
    - . include a barrier assessment at the end of the first semester

- . consist of 16 courses over two years. The final four courses would be taught at ANU and the remainder in ANU College
  - . It would be an ANU award and existing CIT arrangements would also be addressed in the review of the legislation
- Commercialisation Training Scheme (CTS)
  - . Ten students were undertaking the Graduate Certificate in Semester II, which was a satisfactory outcome in view of the short time frame for the introduction of the Scheme
  - . Some scholarships would carry over into 2008
  - . A report on discussions about articulation to a Master degree and progress of the CTS would be presented to a future meeting of the Committee
- AUQA audit
  - . A report on the July audit was currently in preparation
  - . Professor Carroll thanked all interviewees and students for their involvement. The panel had been very appreciative of their input and participation
  - . The topics covered by the auditors had been as expected and positive feedback had been forthcoming from the student and stakeholder lunches
  - . The debriefing with members of the University Senior Executive had pinpointed areas for improvement as well as some positive highlights
- Collaborations and joint arrangements
  - . An agreement between ANU and Charles Darwin University for joint higher degree research programs would be circulated to ANU College Deans
  - . The approval of both institutions would be required for admission to a program. Numbers were expected to be small.
- Carrick Teaching Awards
  - . All recipients were congratulated on their success and Dr Hort and CEDAM acknowledged for their work leading to ANU's excellent result in achieving the maximum number of awards (10) for 2007
  - . Developing the pool of high quality teaching staff was of high importance for the University, a situation reinforced by the weight given to awards in the sector at the present time. The 6 year eligibility restriction placed on previous recipients was another reason why the pool needs to be maintained.
- Community discussion regarding Higher Education
  - . The Go8 Policy Discussion Paper (6 June 2007) *Designing New Policy Architecture for higher education and University Research and Global Setting, national policy and higher education in 2007*, by Professor Simon Marginson, University of Melbourne were commended to ANU College Education Committees and colleagues
  - . An advisory body interface similar to those in place in other countries was being advocated
- Flexible Learning Project update
  - . FLP Working Paper (828/2007) described the engagement model and issues being taken up by Ms Veness with Deans regarding proposals

- The steering committee has considered some proposals; others were in preparation
  - A meeting of the Vice-Chancellor with Deans on 20 August would provide an opportunity to address a number of questions raised by Committee members and an update on the project
  - A report on the FLP would be made to the November meeting of the University Education Committee
  - Graduate Coursework Transformation update
    - Proposals for action and consultants reports on engagement with Government departments and National institutions were expected by the end of September
    - Areas of need already identified were project management for departments as a whole and records management for National institutions
    - The next stage would involve work to tailor courses to meet needs
    - A more substantial report would be available for the November meeting
- Members noted issues of capacity that would need to be addressed in relation to the provision of some graduate coursework modules.

## **ITEM 7. GRADUATE COURSEWORK**

The Committee noted the 2005 *Report of the Review of Postgraduate Coursework Education* and subsequent actions including a report from the Deputy Vice-Chancellor (Education) to the 3 November 2005 meeting that “some recommendations from the Review, including the template, were being taken-up increasingly. The timing of full implementation of the report had been affected by the concurrent move to ANU Colleges and the associated changes to delegations. A report on implementation would be made in 2006.”

The following documents were noted:

- Recommendations of the 2005 Review of Postgraduate Coursework Education: Summary (824/2007) and draft comments
- Report of the Review of Postgraduate Coursework Education (246a/2005) ([http://info.anu.edu.au/OVC/Committees/040PP\\_Education/discussion.asp](http://info.anu.edu.au/OVC/Committees/040PP_Education/discussion.asp))
- University Committee on Education Policy meeting 1, 2005: Extract from minutes

The Chair outlined a revised timetable for a report on implementation:

- Submission of reports from ANU Colleges and any other areas on relevant developments by Thursday, 1 November 2007
- Preparation of draft report and associated actions
- Submission of Report on implementation to University Education Committee meeting of 29 November 2007

He also observed that the implementation report would bring together much of what was currently being done in graduate coursework and inform an awards structure for ANU from undergraduate to graduate coursework to research against the backdrop of the 2007 Retreat and the Retreat for 2008.

It was noted that issues raised in discussion relating to r3.4 (applications through UAC; coding of award streams) would be taken-up in light of ANU College responses.

## ITEM 8. EDUCATION INNOVATION

The Committee noted the following documents:

- Education Innovation at ANU - Frequently Asked Questions (825/2007)
- Report of the Flexible Learning Working Party (166/2007)  
([http://info.anu.edu.au/OVC/Committees/040PP\\_Education/discussion.asp](http://info.anu.edu.au/OVC/Committees/040PP_Education/discussion.asp))

The Deputy Vice-Chancellor commented that the FAQs had been designed to inform and engage the academic community in discussion about the vision of *ANU by 2010* for an “education-intensive research institute of international distinction” and the innovation and flexibility in education objectives of the ANU and how they may be pursued.

Discussion was wide-ranging with members raising a number of issues to be addressed including:

- . The need for a more focussed explanation of some of the terminology of the document to develop a common understanding, e.g. the theme of ‘standards-based education’ running through the document, standards as outcomes, ways of referencing standards, and research-led education
- . Is the University’s flexibility agenda understood and existing relevant documentation widely comprehended?
- . Tensions about time and balancing staff effort in the context of education innovation, i.e. allocating time to prepare flexible teaching and learning experiences and design innovative courses and programs; saving time through the application of new technology; offsetting time spent on assessment against time required for course design; course design focussed on quality outcomes that results in reductions in the time load
- . The negative impact of the mix of activities (i.e. research-led education, preparation of new courses, HDR supervision) on staff research and time to write up papers for publication
- . How to create space and capacity for education innovation and an environment supportive of innovators that uses the demonstrated strengths of our staff creatively but does not require them to reconstruct their entire approach to teaching
- . A course-by-course approach and the need to develop coherent attributes for courses in a similar manner to programs
- . Whether the modularisation suggested by the course-by-course approach is fully compatible and consistent with the concept of research-led education
- . Whether some of the more practical foundations of research-led education have gained currency such as varying patterns of ANU staff research and teaching commitments and the ability to draw on resources not available prior to the shift to the ANU College arrangements.

The Chair requested College Education Committees discuss the FAQs paper (825/2007) and provide feedback (published at: [http://info.anu.edu.au/OVC/Committees/040PP\\_Education/discussion.asp](http://info.anu.edu.au/OVC/Committees/040PP_Education/discussion.asp))

## ITEM 9. POLICY ISSUES

### 9.1 Admission under False or Misleading Documentation

The Committee noted that the *Undergraduate Awards Rules*, *Graduate Coursework Awards Rules* and *Research Awards Rules* were being amended to address “false or misleading documentation” used in admission to the University. The amendments would provide for a review of decision only in the case of students already enrolled under the *Rules*. Delegations would also be updated to enable admission to a program to be suspended or revoked.

### 9.2 Examinations Rules

The Committee noted the provisions for supplementary assessment under r13. of the *Examinations Rules*. After discussion, the Committee agreed to refer the following to ANU College Deans for advice:

- . that the grade NCN (incomplete fail) be described more clearly;
- . the question whether or not supplementary assessment should be available for a failure in an ungraded course (CRS/Fail courses); and
- . the issue of eligibility for a supplementary assessment in the case of students who fail a compulsory component of assessment. Subrule 13(2) reads: "A student is not eligible under this rule for supplementary assessment for a course if the student would otherwise have passed the course but fails the course because of a requirement that a pass in the final examination is necessary to achieve a pass in the course." As currently expressed, a student who fails the final (compulsory) examination and has a result of 45-49% overall would be eligible for a supplementary assessment; a student who fails the final examination and has a pass mark overall (NCN) is ineligible.

### 9.3 Revised Policies

The Committee noted that the policy, *Infectious Diseases and Immunisation Policy for Students Undertaking Clinical Placements in Health Facilities* (230/2007), had been revised to incorporate new NSW policy directives and published at <http://info.anu.edu.au/policies/browse.asp?view=type&type=policy>.

## PART 3. PROGRAMS AND COURSEWORK

### ITEM 10. UNDERGRADUATE PROGRAMS

#### 10.1 New Programs and Majors

##### ANU Colleges of Arts and Social Sciences and Asia and the Pacific

The Committee:

- (i) Noted that the Deans of the ANU Colleges of Arts and Social Sciences and Asia and the Pacific have endorsed the Bachelor of Languages proposal;
- (ii) Recommended that the following named Bachelor of Languages *144 units* (713b/2007 as amended) degrees be approved for introduction from 2008 and

included in the Schedule to the *Undergraduate Awards Rules* as degrees that the University may confer:

**ANU College of Arts and Social Sciences**

- Bachelor of Languages (Middle Eastern and Central Asian) *BLang(MECA)*
- Bachelor of Languages (Classical) *BLang(Class)*
- Bachelor of Languages (Modern European) *BLang(ModEur)*

**ANU College of Asia and the Pacific**

- 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)*;

- (iii) Noted that Honours programs in the new degrees will be developed during 2008.

**ANU College of Business and Economics**

The Committee:

- (i) Recommended that the combined program leading to the Bachelor of Economics and Bachelor of Finance *192 units (555/2007)* be introduced from 2008 and included in the Schedule to the *Undergraduate Awards Rules*;
- (ii) Endorsed the proposal to establish a new course for honours students in the School of Management, Marketing, and International Business (MMIB) - Honours in Business MMIB4004 (557/2007) - and for MMIB to administer its own honours course.

**ANU College of Engineering and Computer Science**

The Committee endorsed the specification of courses for the Bachelor of Engineering (Research and Development) degree (666/2007) to be offered from 2008 (New courses ENGN1706 and ENGN2706).

**10.2 Changes to Programs**

The Committee endorsed the following changes to programs from 2008:

**ANU College of Asia and the Pacific**

- Bachelor of Asian Studies: new cognitive major in Pacific Studies (830/2007)

**ANU College of Arts and Social Sciences**

- Environmental Policy major (727/2007) in the Bachelor of Arts  
Noted: A double major would not be available in the Bachelor of Arts

**ANU College of Science**

- Marine Sciences Major (819/2007) in the Bachelor of Science
- Environmental Policy Major (727/2007) in the Bachelor of Science and Bachelor of Interdisciplinary Studies (Sustainability)
- Chemistry Major and Double Major (revised) (837/2007) in the Bachelor of Science

**ANU College of Business and Economics**

- Bachelor of Actuarial Studies (554/2007)  
In response to changes in compatibility of STAT2008 and EMET2007, the requirements have been modified to make STAT2008 compulsory, as it is more directly relevant to the further requirements of the degree structure
- Removal of incompatibility of EMET2007 with STAT2008 (820/2007):  
To facilitate study pathways and allow combinations of certain degrees

**ANU College of Engineering and Computer Science**

- Bachelor of Engineering and Bachelor of Software Engineering:  
Changes to computing courses as detailed in paper 666/2007
- Bachelor of Software Engineering/Bachelor of Commerce:  
To modify the requirements of sub-rule (b) of the BSE program, as set out in the entry for FEIT, as follows:  
“(b) completion of a further 18 units of 3000/4000-series COMP courses, other than those prescribed in (a);”
- Bachelor of Information Technology:  
Changed requirements for a Computer Systems major detailed in paper 666/2007

**10.3 Discontinuation of Programs**

The Committee endorsed the recommendation for the discontinuation of the Bachelor of Photonics from the date of nil current student enrolments.

**ITEM 11. GRADUATE PROGRAMS****11.1 New Programs****ANU College of Science**

The Committee:

- (i) Recommended that the following be approved for introduction from 2008 and included in the Schedule to the *Graduate Coursework Awards Rules* as awards that the University may confer:
  - Master of Molecular Genetic Analysis *MMGA 48 units* Graded (667a/2007 as amended)
  - Graduate Certificate of Molecular Genetic Analysis *GradCertMGA 24 Units* (668a/2007 as amended);
- (ii) Noted the background (827/2007) to the proposal in Environment initiated through the Fenner School of Environment and Society following wide consultation within the University;
- (iii) Recommended that the following be approved for introduction from 2008 and included in the Schedule to the *Graduate Coursework Awards Rule* as awards that the University may confer.
  - Master of Environment *MEnv 48 units* (669/2007) Ungraded; Master by coursework and research (25%-50% research component)
  - Graduate Diploma of Environment *GradDipEnv 48 units* (670/2007)
  - Graduate Certificate of Environment *GradCertEnv 24 units* (671/2007);

- (iv) Requested that the ANU College of Science specify the courses to be made available by ANU Colleges for the core and specialization components of the programs, for sighting by the Deputy Vice-Chancellor.

### **ANU College of Arts and Social Sciences**

The Committee:

- (i) Recommended that the following degrees be introduced from 2008 and included in Schedule to the *Graduate Coursework Awards Rules* as awards that the University may confer:
- Master of Visual Effects *MVFX 48 units (535a/2007)* Master by coursework; graded
  - Master of Social Research *MSocRes 48 units (681a/2007 as amended)* Master by coursework; graded
  - Graduate Certificate in Social Research *GradCertSocRes 24 units (682a/2007 as amended)*
  - Master of Archaeological Science *MArchSc 48 units (452/2007)* Master by coursework; graded;
- (ii) Noted the courses to be offered in the Master degrees (as detailed in the agenda);
- (iii) Noted that the following awards would cease to be offered to new students from 2008:
- Master of Arts (Demography)
  - Graduate Certificate in Demography;
- (iv) Noted that the proposal for a Master of Culture, Health and Medicine (716/2007) had been withdrawn pending discussions by the ANUCMHS, and that the Pro Vice-Chancellor wished to raise some related matters.

### **11.2 Changes to Programs**

The Committee endorsed the following changes to programs:

#### **ANU College of Science**

- Master of Mathematical Sciences *MMathS 72 units (672/2007)*
    - . To replace lists of specific courses in Group 1 (12 units) and Group 2 (18 units) with generic specifications based on course code numbers, i.e. Group 1 courses correspond to standard third year courses with honours pathway options (MATH 6100 –6199), Group 2 courses correspond to special topic courses, usually assuming a prerequisite from Group 1 (MATH 6200-6299); and
    - . To specify Group 3 required research project courses (24 units) as MATH8701 and MATH8702
  - Doctor of Psychology (Clinical) *DPsych(Clinical) (817/2007)*:
    - . To convert the degree from a professional doctorate by coursework to a professional doctorate by research and coursework comprising at least two-thirds research
- The Committee also:
- . Noted the revised courses for the degree as detailed in the agenda;

- Recommended that amendments be made to delete the degree from the Schedule to the *Graduate Coursework Awards Rules* and include the degree in the Schedule to the *Research Awards Rules* as a degree that the University may confer.

[NOTE: Advice regarding transition arrangements for current students has been requested.]

#### **ANU College of Arts and Social Sciences**

- Master of Arts (Biological Anthropology) (695/2007):  
BIAN6516 Research Design and Analysis in Biological Anthropology changed from elective to compulsory.  
(Graduate Diploma (Biological Anthropology) – related change 696/2007)
- Master of Applied Anthropology and Participatory Development:  
New specialisation in Society and Environment (464/2007)
- Master of Applied Anthropology and Participatory Development: (Indigenous Policy) (728/2007):  
ANTH 8040/ANTH 8029/ POGO 8020 re-badged as Australian Indigenous Policy (730/2007) and a new course Australian Indigenous Development (731/2007) introduced as a required course for MAAPD (IP); also as an elective for MAAPD, MPP and MEnv
- PhD in the Graduate Program in Visual Arts: options as detailed in paper 733/2007

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

- Graduate Diploma in Environmental Management & Development (822/2007):  
EMDV8005 Environmental Assessment and Reporting Skills deleted  
EMDV8007 Environmental Communications now a compulsory course  
EMDV8001 renamed Environment, Health and Development
- Graduate Diploma in Public Administration (821/2007):  
POGO 8024 Social Policy, Society and Change replaces POGO 8094 Policy and Social Capital as a compulsory course

#### **ANU College of Business and Economics**

- FINM8013 Corporate and Behavioural Finance (556/2007): Final in the sequence of doctoral seminars offered in finance

#### **ANU College of Engineering and Computer Science**

- Master of Computing:  
Changes to specialisations and course requirements; course inactivations; and prerequisites as detailed in paper 838/2007
- Master of Information and Communication Technology:  
Course changes as detailed in paper 838/2007

### **11.3 Discontinuation of Programs**

The Committee noted that the following programs would not be available for new students from 2008 and endorsed their discontinuation from the date of nil current student enrolments:

- Master of Environmental Science
- Master of Resources, Environment and Society
- Graduate Diploma of Environmental Science
- Graduate Diploma of Resources, Environment and Society
- Graduate Certificate of Environmental Science
- Graduate Certificate of Resources, Environment and Society

## **ITEM 12. UNDERGRADUATE AND GRADUATE COURSEWORK**

The Committee notes summaries of course changes notified to the course registry between 7 June and 8 August 2007:

- ANU College of Asia and the Pacific (801/2007)
- ANU College of Arts and Social Sciences (See Items 10. and 11.)
- ANU College of Science (823/2007)
- ANU College of Engineering and Computer Science (See Items 10. and 11.)
- ANU College of Business and Economics (See Items 10. and 11.)

### **PART 4. ITEMS OF OTHER BUSINESS**

#### **ITEM 13. OTHER BUSINESS AND QUESTION TIME**

- UAC Admission Dates: It was noted that the date for the admission round was Friday 11 January 2008.

### **PART 2: REPORTS AND POLICY ITEMS (continued)**

#### **ITEM 14. EXAMINATION PROCEDURE**

The Committee noted the paper from the ANU Students' Association, "Examination Procedures" (840/2007).

The President, ANUSA, spoke in relation to the student concerns that had been received by the Association regarding the content of some examination papers set for the end of Semester I, 2007, examination sessions. These had prompted a request for information about current ANU College policies and practices. The claims had been pursued on an individual basis by the Association. A fourth request for policies on the return of examination script books was being added to the paper.

The Committee agreed to refer the matter to ANU College Deans with the request that they advise the Deputy Vice-Chancellor about College policies and procedures on examination papers. Responses should be forwarded to the Secretary to the University Education Committee by 12 September 2007.

jab/27 August 2007