

AUSTRALIAN NATIONAL UNIVERSITY
UNIVERSITY EDUCATION COMMITTEE

Meeting No. 5, 2007

Meeting No. 5, 2007 of the University Education Committee was held on Friday 14 September 2007 at 10.00 am in the R C Mills Room of the Chancelry.

Present: Professor Cram (in the Chair); Professor Chubb (Item 7.); Professor Thomas; Professor Stanton; Professor Anderson; Professor Brown; Ms Carlin; Professor Cardew-Hall; Professor Coper; Mrs Douglass; Professor Houghton; Ms Newman-Martin; Dr Newitt; and Professor Peterson.

By invitation: Dr Hort; Mr See

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.

PART 1: PROCEDURAL ITEMS

ITEM 1. MINUTES

The minutes of Meeting No. 4, 2007 of the University Education Committee (841/2007 attached) held on 17 August 2007 were confirmed.
(published at http://info.anu.edu.au/OVC/Committees/040PP_Education/meetings.asp).

ITEM 2. MATTERS ARISING

11.2 Doctor Psychology (Clinical)

Transition arrangements will enable currently enrolled students in the early years of the program to transfer to the research and coursework degree.

14. Examination Procedures

Responses from ANU Colleges have been requested and the item is being taken up by the Deputy Vice-Chancellor.

ITEM 3. ANNOUNCEMENTS AND APOLOGIES

3.1 Apologies were received from Mr Beckett, Professor Carroll, Professor Oakes and Mr Watt.

3.2 Announcements

Carrick Competitive Grant awarded to ANU.

Dr Craig Savage has won a Carrick Competitive Grant to pursue his teaching in physics using virtual reality. His award is the first in this category to be made to an ANU staff member. The Award carries a monetary value of \$219k+.

The Chair congratulated Dr Savage and thanked Dr Hort for the professional support provided by CEDAM to staff applying for teaching awards.

ITEM 4. STARRED ITEMS

The starred items were: 1, 2, 3, 4, 5, 7, 8, 10, 11.4, 11.5 and 11.6 and 13. The unstarred items were approved without debate as set out in the agenda.

ITEM 5. CONFIDENTIAL ITEMS

There were no confidential matters. Dr Buchhorn, Mr Clarke, Mr Ellis (Item 7.), Dr Fonteyne, Dr Smith and Ms Veness attended as observers.

ITEM 6. MATTERS UNDER CONSIDERATION

The Committee noted that the following matters were under consideration:

- Associate Degrees (See Item 10.)
- Examination Procedures (840a/2007)
- Supplementary Assessment (See Item 13.2)
- Education Innovation at ANU – FAQ (825/20007)
- Review of Graduate Coursework Implementation
- Annual Timetable

PART 2: REPORTS AND POLICY MATTERS

ITEM 7. REPORT FROM THE DEPUTY VICE-CHANCELLOR

7.1 The Committee noted the following report from the Acting Registrar:

- Enrolments for 2007 (For details, see <http://pqa.anu.edu.au/Students/>)
 - . Total CGS load was expected to be ~ 10 EFTSL below target with the undergraduate load within the 1% enrolment band and the graduate coursework load ~17.5 EFTSL above target
 - . RTS load was expected to be ~ 0.8% below ANU's target
 - . The graduate coursework load for both international and domestic students has increased significantly in 2007 compared to 2006.
- Review of Division of Registrar and Student Services
 - . Implementation of the Review recommendations has commenced. Staff affected by restructuring and the disestablishment of the Research Students and Scholarships Office are being moved to other teams in the Division.

All existing functions will continue to be carried out. An appointment as Director of Student Services is expected in the new year.

Comments arising in discussion were:

- . scholarship response/turn around times would be tracked again this year
- . resolving issues of interaction of electronic technology with existing University data bases to support the scholarships process was a longer-term project. In the short term, the process should be monitored manually.
- December Graduation (details have been published at <http://www.anu.edu.au/sas/graduation/index.php>)
Conferring ceremonies will be held on Thursday, 20 and Friday, 21 December at the AIS Arena. The ANU Medical School inaugural ceremony will be held at 5.00 pm, Tuesday, 11 December at University House.

7.2 The Committee noted the following report from the Deputy Vice-Chancellor and comments made in discussion:

- NUS Science and Technology High School
Special arrangements for graduates from the High School run by NUS to attend ANU have been requested.

The Dean of the ANU College of Science commented on the distinctive nature of the school curriculum and indicated his support for pursuing this opportunity.

- IARU Global Summer Program
The initiative was an agenda item for the September IARU meeting in Tokyo. A 2008 commencement was dependent on the outcome of discussions at the meeting.
- Languages Other Than English
The Go8 proposal was for Universities, rather than through the State education systems, to award bonus points as an incentive to students to undertake a language in high school. Systems in place in South Australian and Victorian to encourage able students to undertake more difficult subjects were generally well regarded but had not been advocated.

The Committee supported the objectives of the proposal and compliance with the Go8 policy recognising that there were complexities associated with introducing the system that may need to be addressed by a working party.

- Taping of Lectures
The Chair had been asked to relay student appreciation for the taping of lectures which assists them in a range of situations. Any expansion of the system would also be welcomed. Releasing tapes where there were acceptable grounds was suggested as a compromise position for lecturers holding concerns about the possible impact of taping on attendance.

It was noted that ANU Colleges were addressing broader issues of student engagement in an environment of declining attendance levels; implications of flexible learning; the application of new technologies; staff time needed to prepare materials in a form for new technologies; and funding implications to do with face-to-face lecturing and adapting to new educational forms.

- Supplementary Assessment (See Item 13.2)

7.3 Academic honesty program presentation (See

<http://academichonesty.anu.edu.au/strategiesStaff.php>

The Pro Vice-Chancellor, Professor Stanton, provided background to the formation of a working group in 2006 and the pilot of the MyDropBox Pilot as a plagiarism detection software platform during 2007. A paper tabled at the meeting about pilot activities, a survey conducted mid-year, and improvements for the future have been published at:

http://info.anu.edu.au/OVC/Committees/040PP_Education/discussion.asp

The trial of the software has received a positive response in terms of adding value to ANU's learning environment for staff work with students and as a tool supporting the University's policies, the *Code of Practice for Student Academic Honesty* and *Acceptable Use of Communication and Information Systems*. The way was now open to provide the service to assist the detection of plagiarism for both staff and students to all courses in 2008 on a voluntary basis.

7.4 Graduate Coursework and Flexible Learning

Notes of the meeting of ANU College Deans and the Vice-Chancellor held on 20 August 2007 and a paper "Graduate Studies Initiative Action Group Discussion Paper" (tabled) were received.

Principal points arising in relation to the Graduate Studies Initiative were:

- The initiative enables greater flexibility in mode and increased engagement. The process anticipates students enrolling directly in courses selected from the Graduate Studies component of the ANU Graduate Education Framework, building their transcripts and becoming eligible for an ANU award on the basis of accumulated performance in Graduate Studies courses;
- The initiative provides alternative pathways to University postgraduate degrees, diplomas and certificates. Courses retain their status in existing College based awards, but may alternatively be used and count towards a new award provided by the University;
- Aspects of enrolment at course level would be addressed and accommodated in a revised version of the *Graduate Coursework Awards Rules*;
- Broad responsibility for managing Graduate Studies was intended to reside with the Division of Registrar and Student Services with a Board of Studies determining eligibility criteria for an award. The framework anticipated course enrolments being largely an administrative process. Any constraints or conditions on enrolment,

e.g. admission levels, could be flagged using course descriptors and applied administratively by reference to the particular College offering the course;

- . The plan is to have enrolments in Graduate Studies from First Semester 2008;
- . Mapping courses into Graduate Studies, initially for 2008, would be completed for public announcement in November. The broader Graduate Education Framework envisages a simple classification model for courses comprising ANU Professional Graduate Studies, ANU Advanced Graduate Studies, ANU Graduate Studies and ANU Customised Studies;
- . ANU Colleges had been asked to identify courses to be made available outside existing graduate award arrangements taking account of factors such as prerequisites, and to position them in Graduate Studies accordingly. The classification of courses was being considered as a structure for the University to be able to set relatively simple criteria for pathways to awards;
- . Course numbers were expected to build over time with up to 200 courses likely to be available in this way from 2008;
- . Management issues were being addressed through an Action Group set up within the Initiative. ANU College Deans are closely involved. These issues included links between undergraduate and graduate courses, quotas, cancellations where numbers were too low to cover the cost of running a course, and notification of cancellations or other course changes to prospective enrollees;
- . The nomenclature for awards to be made available through the Graduate Studies transcripts Initiative was still being discussed;
- . Flexible delivery and marketing are key dimensions of the initiative. A suggested approach was to identify courses on offer with flexible delivery modes.

The Committee noted the broad directions of the Graduate Studies Initiative. The Chair advised that a Graduate Studies Standing Subcommittee of the University Education Committee would also be established.

ITEM 8. REVIEW OF HIGHER DEGREE RESEARCH TRAINING

The Pro Vice-Chancellor, Professor Thomas, reported on the Higher Degree Research (HDR) Training review. A summary follows:

- **Trends**
 - . >50% of PhD graduates do not pursue academic careers and the average age of PhD graduates has risen
 - . Completion rates are in flux: funding is on the basis of 3.5 years for completion; the average time taken is 4-5 years (7 years in the US); 65% of Australian students complete PhDs; 80% at ANU complete
 - . 'Three phases' within a PhD program have emerged with a worldwide trend towards more coursework in phase 1, and more focus on professional skills development in phase 2 and 3

- . PhD numbers have risen rapidly since 1990 because of job mobility, up-skilling and a focus on lifelong learning
- **The way forward – New approaches to the HDR Experience**
The PhD is relatively new and transforming. ANU should take a leadership role in its redefinition with the following guiding principles:
 - . To be globally recognised for excellence in HDR training
 - . To enable HDR students to perform at their best
 - . To develop individual talents to the fullest extent possible
 - . To particularly attract HDR candidates into areas of strategic importance to the ANU and the world
- **Distinctive HDR training at ANU – the Quality of training**
The HDR Review proposes that:
 - . HDR students undertake training in research methodology and/or theory, and, in addition, that they be offered Master classes or advanced seminars on a broad range of topics across campus
 - . HDR candidates be offered an extensive range of professional development opportunities
 - . HDR candidates be given the opportunity to spend part of their training at an overseas institution, preferably an IARU university, through a competitive process
 - . There be quality measures for an ANU PhD with clear academic expectations and standards
- **Numbers: Target for the 5 years to 2013**
 - That the number of PhD students increases to 3000 by 2013 (from the present 2200). This represents an increase of 160 students per year for 5 years.
- **Why increase the number of PhD students at ANU?**
 - . RTS funding - ANU presently receives \$29m p.a.
 - . PhD students necessary for a flourishing research culture; building a research student cohort in which peer support is sustained
 - . Innovation comes from below
 - . Generational change, supporting the future of ANU
 - . Wider societal benefits: providing skills, leadership for knowledge economy
 - . Creation of networks - with industry, government, international
- **Timeline for Review Implementation**
 - . Review report and implementation plan to become available in November 2007 for introduction from 2008
 - . Over the next 2 years, all ANU Colleges to have their HDR training evaluated: completion rates, quality of training, quality of supervision, administration

Broad areas for recommendations from the HDR review were:

- Graduate Studies Fields:
 - . The number of fields would be retained and a monitoring process put in place in a disciplinary framework.

- . Biennial meetings of convenors and two-monthly meetings of Associate Directors (Research)
- An ANU Co-tutelle policy
- Establishment of an HDR standing sub-committee of the University Education Committee
- Bachelor of Philosophy/Doctor of Philosophy program – a revised proposal for concurrent enrolment from the 3rd or 4th years
- Oral Presentation on PhD Material Prior to Examination
The Committee noted the proposal set out in the “Discussion Paper - Oral Presentation on PhD Material Prior to Examination” (844/2007) and that:
 - . an oral presentation, at the discretion of the ANU College Dean, on the bulk of the thesis prior to submission was consistent with the approaches of other Australian universities
 - . similar to other universities, a full oral defense was not being proposed for ANU
 - . oral defense would remain available for PhD examinations as described in the *Research Awards Rules* and the *Research Degree Oral Examinations* policy
 - . the provisions for mid-term reviews would remain in place.

The Committee noted the report from Professor Thomas.

ITEM 9. REPORT FROM THE UNIVERSITY AWARDS COMMITTEE

The Committee noted the:

- Report of the University Awards Committee for 2006 (618/2007)
 - . Attachment 1 Scholarships
 - . Attachment 2 Medallists
- Report of the University Awards Committee for 2007 (619/2007)
 - . Attachment 1 Scholarships
 - . Attachment 2 Medallists

The annual reports from the University Awards Committee for 2006 and 2007 summarised the activities of the Chair and the Committee in relation to University awards and the outcome of the selection rounds for University-wide scholarships and prizes.

PART 3. PROGRAMS AND COURSEWORK

ITEM 10. ANU ASSOCIATE DEGREES

The Committee considered the proposal for the ANU Associate Degree offered in cooperation with ANU College as detailed in paper 846/2007 and the program outline 847/2007. A correction to paper 846/2007 regarding conferring arrangements was noted. The Acting Dean, ANUCASS, advised that the Social Studies stream was being pursued.

It was noted that Council, at its meeting on 1 June 2007 had resolved that the proposal to offer a range of ANU Associate Degree programs through ANU College from 2008 be approved in principle. The ANU Associate Degree proposal had also been discussed by the University Education Committee at its June meeting and an update provided by the Deputy Vice-Chancellor at the August meeting. It had been

developed further following consultation with Mr See, General Manager, ANU College, and representatives from University Colleges.

The Committee:

- (i) Endorsed the introduction of the ANU Associate Degree from First Semester 2008 in cooperation with ANU College as described in paper 846a/2007 (as amended) and the program outline (847a/2007 as amended);
- (ii) Endorsed that Associate Degrees be offered in the Science and Technology, and Business streams in the first instance, and noted progress with discussions leading to the introduction of the Social Studies stream;
- (iii) Noted details of the following courses in the Associate Degree:
 - Algebra
 - 20th Century History
 - Clear Thinking and Reasoning
 - Communications
 - Introduction to Accounting (subject to be replaced)
 - Introductory Politics (change of name)
 - Computing Fundamentals (to be finalised)
- (iv) Referred to the Legal Drafter amendment of the *Associate Degree Rules* and the *Undergraduate Awards Rules* to accommodate the arrangements for the award and articulation from the Associate Degree to a Bachelor Degree as appropriate.

ITEM 11. UNDERGRADUATE AND GRADUATE PROGRAMS

11.1 New Graduate Programs

ANU College of Arts and Social Sciences

The Committee

- (i) noted that the Deans of the ANU Colleges of Arts and Social Sciences and Medicine and Health Sciences have endorsed the Master of Culture, Health and Medicine (716/2007) proposal;
- (ii) recommended that the following be approved for introduction from 2008 and included in the Schedule to the *Graduate Coursework Awards Rules* as an award that the University may confer:

Master of Culture, Health and Medicine *MCHMed 48 Units*
(716/2007); Master by coursework; graded

11.2 Changes to Graduate Programs

The Committee endorsed the following changes to programs:

ANU College of Business and Economics

- Master of Finance (742/2007)

To improve the academic rigor of the Master of Finance program. The purpose is to increase the required units of the course Financial Statistics from 3 units to 6 units.

- Master of Financial Management (743/2007)
To improve the academic rigor of the Master of Financial Management program. The purpose is to increase the required units of the course Financial Statistics from 3 units to 6 units.

11.3 Graduate Studies in Sustainable Heritage Development

Discontinuation of Awards from the date of nil current student enrolments

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

- . Master of Sustainable Heritage Development
- . Master of Sustainable Heritage Development Management
- . Graduate Diploma in Sustainable Heritage Development
- . Graduate Certificate in Sustainable Heritage Development

11.4 Extended University English through ANU College

The Committee noted that aspects of the proposal (848/2007) for an elective course in Extended University English require further discussion through the appropriate committees and consultation with ANU College Deans. Issues to be taken up included: details of the syllabus and course content; eligibility to undertake the course and identifying who makes this determination; scope to count the course towards requirements; the course as an add on to requirements; and the unit value.

11.5 Foundation Music and Foundation Art

The Committee:

- (i) Noted that the Admissions Standards Committee has endorsed the proposed Foundation Music and Foundation Art courses;
- (ii) Recommended that the Foundation Music and Foundation Art courses (outline tabled) be accepted for the purpose of admission to ANU and included in the ANU College Foundation Program from mid 2008;
- (iii) Noted the ANU approval process for Foundation Program proposals through the Admission Standards Committee and University Education Committee to the Deputy Vice-Chancellor.

11.6 Juris Doctor (JD)

The Committee noted the revised Juris Doctor program (292a/2007 tabled) and comments arising in discussion that:

- . the issue of how the educational experience of the JD as a postgraduate program differs from the undergraduate LLB program remained unresolved. The proposal introduced an element of confusion between

the underlying philosophy for coursework Master awards and the undergraduate educational experience. It could be seen to be coopting the educational framework which the University values for purposes that may not be justified even though other parts of the sector have taken this path;

- . although not a requirement, the JD program would provide students with the opportunity to undertake more research work than in the LLB. Streaming JD students into a distinct cohort in the first years of the program was considered desirable but would be optional because of timetabling and attendance issues to do with part-time candidature;
- . the JD nomenclature and the parallel offering of the award with the LLB were in line with the situation at most other Law Schools in Australia. The curriculum needed to be essentially the same for the two degrees in order to satisfy the requirements of the profession for admission to practice. The JD was classified as a postgraduate award by DEST;
- . while the skill set for the JD and the LLB needed to be the same, the new program should enable an educational experience for students which differentiates it from the undergraduate program. Case studies, syndicated work and the elective component were possible areas where this could be achieved.

The Chair noted the Committee's reservations about educational matters, in particular the absence of a distinctively postgraduate element, in the JD program. The Chair:

- (i) referred the issue back to the Dean of the ANU College of Law for resolution noting that the Dean of the ANU College of Business and Economics has offered to assist with finding a way forward;
- (ii) emphasised that appropriate revision of the proposal was necessary in order for approval of the degree program to be finalised.

ITEM 12. UNDERGRADUATE AND GRADUATE COURSEWORK

The Committee noted a summary of course changes approved by ANU College Deans and notified to the course registry to 6 September 2007 (845/2007).

PART 4. ITEMS OF OTHER BUSINESS

ITEM 13. OTHER BUSINESS AND QUESTION TIME

13.1 Date of Next Meeting of the University Education Committee

Thursday, 29 November 2007 at 10.00 am in the Ross Hohnen Room of the Chancelry.

13.2 Supplementary Assessment

The Committee noted:

- (i) The eligibility provision under subrule 13(1) that supplementary assessment for a course must be offered to a student if the student achieves a final result for a course of N45% and N49%;
- (ii) Concerns that the current subrule 13(2) lacks clarity and raises issues of fairness with regard to the treatment of students who fail a compulsory final assessment;
- (iii) Widespread support from a majority of ANU Colleges for supplementary assessment to be available in instances where a student attempts the required assessment components but fails a course because of a requirement that a pass in the final examination is necessary to achieve a pass in the course and receives a mark between N45% and N49%, or 50% or above because of the way some assessment schemes in use allow.

The Committee endorsed the following, that:

1. Subrule 13(2) of the Examinations Rules be amended to give effect to the policy set out in paragraph (iii) above;
2. Statements of assessment for courses must identify any component where a pass is required in order to pass the course. This must be made clear to students at the beginning of the course. The statement must be made available to students and, desirably, published at the WebCT site;
3. ANU College policies alert staff to the need to take account of the eligibility requirements for supplementary assessment (i.e. a result between N45% and N49%) and the importance of the item of assessment when determining the percentage of the total assessment for the course to be given to each item;
4. Eligibility for supplementary assessment be reported as follows:
 - . The grade PX (no mark) be used to identify all students who are to be offered Supplementary Assessment. Note: This includes both students who achieve a fail result between N45% and N49% and students who fail a course because of a requirement that a pass in the final examination is necessary to achieve a pass in the course and who have an accumulated mark between N45% or N49%, or 50% or above because of the way some assessment schemes in use allow;
5. Results in courses following completion of supplementary assessment be recorded as follows:
 - (i) A pass in the supplementary assessment: a final grade and mark of 50PS for the course (as at present);
 - (ii) A fail in the supplementary assessment:

- (a) a final grade of NCN (no mark) (Not Completed/Fail) for the course resulting from a failure in a compulsory final examination and in the supplementary assessment; or
 - (b) a final grade and mark of N(+original mark) for the course for students who fail the supplementary assessment in all other instances other than in (a) above;
6. The Registrar be asked to publicise to staff and students an expanded explanation of the grade Not Completed/Fail (NCN) and the instances when the grade should be used by examiners to record the final result for a course.

The Committee noted that implementation with effect from the 2007 end of year examinations would be explored and ANU College Deans notified as soon as possible. Any exceptional situations would need to be addressed under existing legislation as required.

jab/17 September 2007