AGENDA

1. UPDATE FROM ACADEMIC COUNCIL

Sylvia Lang will provide an update on the Academic Council meeting held on Wednesday 4 April 2008.

2. ITEMS ARISING FROM MARCH MEETING

(a) **Prospective Students Page**
Questions were raised concerning the prospective students pages regarding courses and areas of study. Members queried who was responsible for the information on the pages, how often they were updated, where information was drawn from and whether faculties were alerted that there was a requirement to ensure that information was up to date. Further it was stated that there appeared to be no standard approach to the kind of information that might be provided in relation to a course or subject area and that terminology used was different to the standard. It was agreed that Sylvia Lang pursue these matters.

Sylvia has discussed these matters with Wayne Betts. Wayne is unfortunately unable to attend this month’s meeting and will also be unavailable for next month’s. However he will prepare some written information for circulation to members to clarify the situation.

(b) **Student Learning Entitlement (SLE)**
Jan Dunphy asked what would happen if a student had used up their SLE (e.g., a student in the Graduate-entry MBBS) and had not yet completed all requirements of the course. It was agreed that Anthony Turner would pursue this matter with the Director of Planning Services, Mr Rob McCormack, and report back in due course. Anthony has been investigating this issue and will let the group know as soon as he has obtained responses from the relevant parties.

(c) **UWA Extension — recording of results on Academic Transcript**
Paul Lloyd queried whether members agreed to the notion that units completed through UWA Extension should be recorded on academic transcripts. It was noted that students often required an official document showing Extension units completed for work/registration requirements.

There were some concerns, such as: what format might be adopted; whether the Extension units should be listed on a separate page to “for degree” details; whether the student could indicate whether or not he/she would like the units included on their academic transcript.

It was agreed that if the standard became to record units completed through Extension, students would have to be advised in advance that this would occur.

Sylvia Lang was asked to investigate the matter and provide information at the next meeting.

Harvey von Bergheim has discussed the issue further with Mary Carroll. The following information is provided for members’ consideration.

*The local development that produces the formal academic records (UWAR0460) for students could be adjusted as follows:*
• Current record would print as normal (without Cont-Ed program) with End of Transcript displayed at bottom of last page
• Separate page would print with the Cont-Ed program and details with End of Transcript displayed at bottom of page

This would not require major adjustments to the locally developed program and could be implemented fairly quickly subject to staffing resources.

If members accept the above arrangement, Extension will be asked to alter their brochure accordingly for 2009.

(d) **Withdrawal with Academic Penalty**
Members considered a proposed amendment to University General Rule 1.2.1.2 to include a final date for withdrawal with penalty. The ‘end date’ for the unit had been proposed as that final date. However the group was advised that there was inconsistency of approach on this for non-standard semesters and that the end date may or may not include the assessment period. Sylvia Lang confirmed that, when surveyed, the general consensus of faculties had been that they did not wish students to be able to withdraw once the examination period had commenced.

Discussions are continuing as to how this matter can best be resolved and a proposal will be brought back to the next meeting.