1. **ENROLMENTS WASH-UP MEETING (SCHEDULED FOR 9:30AM – 10:30AM)**

The first part of the meeting was devoted to issues coming from this year’s enrolment process. The following concerns were raised:

- A-level results had not been on the system. It was noted that A-level results were provisional until March. The TISC database had changed. There were no international students’ results from TISC and there had been little notice of this. This would be addressed for next year. There had been invalids due to missing results.

- It was noted that invalid units were a continuing problem and created a lot of work for some faculties. One proposal was that students should be able to delete them. Mary Carroll noted that this could be resolved with an adjustment to SIMS programming, but a consistent university-wide approach would be required to achieve this.

- There were concerns about delays in TRIM filing of international student applications. Sylvia noted that the Manager, Archives and Records Management Services, Justine McDermott, proposed to speak to the group about the issue of student filing and proposals for how this could be done in future.

- Enrolment Worksheets – there was inconsistency in standard and level of completion. It was suggested that a comments column might be a useful way to address this.

- It was noted that undergraduate international students would be scheduled to enrol on the same days as the second round offer local students for 2010.

- It was agreed that it would be useful for postgraduate international students to attend pre-enrolment sessions if possible. It was noted that this could be problematic mid-year due to time constraints. Problems associated with the late arrival of international students were noted and that this could be the result of heavy demand for airline seats at the relevant time of year. Fiona Birt would liaise with faculties in relation to pre-enrolment sessions.

- Ully Fritsch advised that the Legal Practice Board would no longer assess legal academic qualifications of international applicants if the applicants had not been admitted to practise law. This had resulted in an increased workload for the Faculty.

Wayne Betts tabled an advanced notice of Semester 1 2010 offer, enrolment schedule.

2. **2010 TISC GUIDE UPDATE AND FUTURE STUDENTS WEBSITE COURSE INFORMATION PAGES**

Wayne noted that faculties will have received course information to be updated for the 2010 TISC Guide and that changes to the format of the 2010 TISC Guide invited different approaches to this information than had been the case in previous years.

Wayne also noted that a project has been initiated to upgrade the presentation of course information on the Future Students website and integrate this information more effectively with information on the TISC website.

With consideration for budgetary considerations, it is envisaged to promote a consistent approach without enforcing compliance to a strict template.

Past surveys and research have indicated that prospective students like to refer to current students/graduates’ experiences and faculties are encouraged to provide these types of contributions to build on the level of student engagement. Wayne particularly encouraged the AHSS and BUS faculties to increase the number of profiles on their sites.

Wayne also encouraged faculties to highlight successful graduate outcomes by comparison to those at the other universities in the state. Wayne noted that career advisers stressed the
significance that prospective students can drill down to more specific pages and guides, and that students preferred to browse by area of interest rather than scrolling down an alphabetical list.

Faculties are encouraged to clearly identify their pages containing individual Faculty information, each faculty being responsible for maintaining these pages. Wayne advised that there will be future discussions with faculties to decide content and format.

Wayne also advised that information sessions re the mechanics of updating these pages will be provided by his office at a date to be advised. In the meantime, the interphase stage is progressing and would be finalised before faculties are engaged. Faculties are encouraged to use this time to gather the required information to feed into the site. It is essential to establish course information and student profiles.

Wayne advised that following discussions with Planning Services, they have agreed to provide graduate outcomes graphs etc to place on the site.

Any suggestions regarding what information to be included etc should be emailed to Wayne.

3. UPDATE FROM ACADEMIC COUNCIL

Sylvia Lang provided an update on the Academic Council meeting held on Wednesday 1 April 2009:

(i) Discipline Groups
The following changes in Chairs of Discipline Groups were noted:

<table>
<thead>
<tr>
<th>Discipline Group</th>
<th>Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classics and Ancient History</td>
<td>Professor John Melville-Jones (acting Jan-June 2009)  &lt;br&gt; Dr Neil O’Sullivan (July-Dec 2009)</td>
</tr>
<tr>
<td>European Languages and Studies</td>
<td>A/Professor Srilata Ravi (2007-2009)</td>
</tr>
<tr>
<td>History</td>
<td>A/Professor Charlie Fox (2009)</td>
</tr>
<tr>
<td>Linguistics</td>
<td>Dr John Henderson (2008-2009)</td>
</tr>
<tr>
<td>Philosophy</td>
<td>Professor Michael Levine (2009)</td>
</tr>
<tr>
<td>Medieval and Early Modern Studies</td>
<td>A/Professor Andrew Lynch (2008-2009)</td>
</tr>
</tbody>
</table>

(ii) University Policy on Selected Teaching Modes
Sylvia noted that a report from the eLearning Standing Committee had been approved by Academic Council in April 2008. The principles contained in that report have now been expressed as a policy in the approved University Policy Format. It was noted that the Policy is available at the University Policies site at [http://www.universitypolicies.uwa.edu.au/](http://www.universitypolicies.uwa.edu.au/)

(iii) Committee Performance Survey 2008 – Teaching and Learning Committee
Council noted the report from the IRU.

(iv) Amended Constitution – Teaching and Learning Committee
Council recommended to Academic Board an amendment to the T&L Committee Constitution to provide for the Chair of the Academic Board to nominate the Deputy or Associate Chair of the Board to act in their stead in relation to membership of the Teaching and Learning Committee.

(v) Future Framework Implementation — Prerequisite Information for Year 10 TISC Student Brochure – CRICOS registration
Sylvia noted that in relation to the intended simplification of the University’s courses the Admissions Committee has recommended the inclusion of a brief statement in the TISC brochure to be circulated to Year 10 students in April 2009. Council had approved inclusion of the following:
The University of Western Australia intends to simplify the structure of its undergraduate courses from 2012 onwards, continuing to offer a broad range of study options but within a smaller number of more flexible degree courses. The University will require competence in English, and expects that specific subject prerequisites will apply. Students planning to apply for entry in 2012 are advised to use the current details set out in the following table as a guide.

Sylvia noted that there was considerable discussion regarding this matter and that the Vice-Chancellor advised that he would be making an announcement mid year regarding the implementation of the future framework.

Council had requested that the table referred to in the statement be provided to Council for noting at its next meeting.

(vi) Chinese National College Entrance Examination (NCEE or GAOKAO)

Council had approved an NCEE to TER conversion schedule to be implemented from the July 2009 admissions period for the assessment of applications for admission to the University on the basis of the Chinese National Entrance Examination (Gaokao); and that the effectiveness of the schedule be reviewed in August 2010, with recommendations for further modification being made as required -
- following careful monitoring of students entering UWA using the Chinese National Entrance Examination (Gaokao) as the basis for admission; and
- taking into consideration the findings and recommendations of Strategy Policy and Research in Education (SPRE) research.

(vii) English Language Competency Requirements for Postgraduate Research Scholarship Applicants

Council had approved that all local and international postgraduate research scholarship applicants be required to demonstrate a higher level of English proficiency than other Higher Degree by Research applicants and that the TOEFL scores required be subject to the recommendation of the Centre for English Language Teaching to be reported to Council at its next meeting.

(viii) UWA Future Framework – Recommendations from the Implementation Committee

It was noted that it had been previously agreed that 6 undergraduate courses would be available in the framework, but following discussions with the Dean of the Faculty of Medicine, Dentistry and Health Sciences, it was agreed that there was no need for the Bachelor of Health, which has now been deleted. The following undergraduate courses will remain:

- Bachelor of Arts
- Bachelor of Commerce
- Bachelor of Design
- Bachelor of Science
- Bachelor of Philosophy with Honours

Consideration was also given to the need for CRICOS registration to be sought for any new or sufficiently different courses not covered by the existing registration. Council approved frameworks for the following courses to permit CRICOS registration to proceed for the following:

- Bachelor of Design
- Bachelor of Science
- Bachelor of Philosophy with honours
- Graduate Diploma in Engineering
- Master of Engineering
- Doctor of Medicine

(ix) Vice-Chancellor’s Report to the Academic Council

The Vice-Chancellor noted an increase in the number of scholarships available with approximately 2,000 students being provided with scholarship opportunities in 2009.
The Vice-Chancellor also noted that a higher percentage of students achieving a TER of 95 or above had enrolled at UWA for 2009 and that the three most recent Beazley medallists had chosen to enrol at UWA. He advised that funding was currently being sought under the Royalties for Regions scheme to provide facilities to enhance opportunities for rural and regional students to attend UWA.

4. OTHER BUSINESS

(i) SIMS – Honours applications On-Line (for internal applicants only)

Tanya Aquino spoke to this item noting that due to recent changes in reporting requirements to DEEWR, an on-line system for Honours applications (internal students only) is being developed which would provide a direct reporting tool. Tanya gave a PowerPoint presentation of the system to date, highlighting features of the program and requesting feedback.

Some members queried one of the fields which requested students to nominate a “Proposal”, with the concern that most students would not be in a position to provide that information at such an early stage. It was suggested that the field be reworded to request students to provide an indication of possible proposal subjects.

Gillian Trahorsch agreed to test the program and report back to Tanya.