1. UPDATE FROM ACADEMIC COUNCIL

Sylvia Lang provided an update on the Academic Council meeting held on Wednesday 3 June 2009:

(i) **Summer Session 2009 – Proposed offerings**
Sylvia noted that the administrative procedures applying to the 2010 summer session require faculties to submit summer session proposals to the Chair of the Academic Board for approval and subsequent reporting to the Council as soon as possible. Members were advised that several summer session units have been approved by the Chair of Academic Board from ALVA, AHSS, ECM and FNAS.

(ii) **English Language Competency (ELC) - IELTS and equivalence tests**
Members were advised that Council had accepted recommendations of the Admissions Committee to endorse the TOEFL iBT equivalency and the Paper-based TOEFL scores as set out in the Table attached to the agenda, with the exception of the Test of Spoken English (TSE) being an optional requirement determined by individual faculties; and to endorse that the recommendations relating to increasing minimum iBT band scores and Cambridge ESOL tests be reviewed at a later date.

(iii) **English language competence of Finnish High School students**
Members were advised that the Finnish Upper Secondary School Diploma Grade 8 or better, or a pass in the matriculation exam in English will be accepted as meeting UWA English language entry requirements.

(iv) **English language competence requirements for applicants of postgraduate research scholarships**
Members were advised of the recommendations of the Board of the Graduate Research School approved by Academic Council regarding English competence test scores which will be required of all local and international postgraduate research scholarship applicants. (As attached to the relevant Academic Council agenda)

(v) **Admissions Committee: Review of Mature-Age Pathway**
Members were advised of the following recommendations from the Admissions Committee approved by Academic Council:

- the Mature-Age Access Program should be informally monitored on an ongoing basis by the Admissions Office, with alterations to the scheme recommended as required, and more formally reviewed in 2014;
- current educational eligibility criteria for the program should be retained, namely: Australian citizens, New Zealand citizens and Australian permanent residents aged 20 or more at 1 March (Semester One) or 1 August (Semester Two):
  - who have no previous study at tertiary level, or
  - have attempted less than the equivalent of one full-time semester;
- the Admissions Centre and Student Services should develop information for potential MAP applicants, including a dedicated website that outlines academic and other expectations of university study, together with guidance on choosing an appropriate study load;
- commencing MAP students should be strongly encouraged to attend appropriate orientation activities and that they are required to meet with a faculty academic advisor and Student Services support staff within the first three weeks of semester;
the University should consider allocating additional resources in the form of a Mature-age Access Program liaison officer, specifically to assist faculties and administrative areas in the task of supporting MAP students during their first teaching period.

Executive Officer’s Note: People with AQF Certificate 3, Certificate 4 or incomplete Diploma studies are also eligible to apply: people with completed Diploma studies must apply through the University’s usual entry pathways.

(vi) Proposed new units and deletions
Members were advised of new and deleted units for 2010 approved by various faculties, and noted that two proposals had been withdrawn by the Faculty of Engineering, Computing and Mathematics pending further discussions with relevant parties.

(vii) Institute of Advanced Studies
Professor Terri-Anne White, Director, Institute of Advanced Studies (IAS) had addressed Council and spoken about the role and activities of the Institute. It was noted that there are 7-10,000 people coming on campus each year to attend IAS lectures and other activities. Copies of the Institute’s reports had been made available to Council.

(viii) Teaching and Learning Committee: Report from the Assessment Standing Committee – Anonymous assessment
Sylvia advised that not many complaints of bias had been received from students, however students were concerned about potential for passive bias. Council had agreed that anonymous assessment will not be mandated but that it will be encouraged wherever possible and appropriate. It was noted that Assessment Standing Committee would undertake appropriate steps to address students’ perceptions about bias in formal exam marking, fears of such bias and their overall confidence level in the University’s formal assessment process. To this end various information sessions were being arranged. It was reported that an information session had taken place in the Faculty of Arts, Humanities and Social Sciences to explain various procedures associated with assessment and this had been well received by students.

(ix) Teaching and Learning Committee: Report from the Assessment Standing Committee – Teaching Quality Indicators (TQI) Report on assessment – Audit of current teaching and learning practice
Members were advised of the recommendation to the Future Framework Committee that it consider the development of a University-wide assessment policy as part of the Future Framework reforms.

(x) Faculty of Architecture, Landscape and Visual Arts: proposed supplementary assessment opportunity – Master of Architecture (by coursework) (25520)
Sylvia noted that supplementary assessment opportunities will be made available to students in the Master of Architecture (by Coursework) who obtain a mark of 45 to 49 inclusive in a unit in which they are currently enrolled where that unit is the only remaining unit that the student must pass in order to complete their course. This will align with the opportunities available to students in the Bachelor of Architecture Course.

(xi) Proposal for new courses, Transnational courses and major changes to existing courses for 2009

New courses

(a) Faculty of Business – proposal to introduce the Graduate certificate in Business Communications – This item was withdrawn at the request of the Faculty.

(b) Faculty of Education – proposal to introduce the Graduate Certificate in Tertiary Education - This item was withdrawn to permit further discussion of certain matters of principle.
Major changes

Faculty of Life and Physical Sciences – it was approved that the Cell Physiology major be unavailable for new enrolments effective from 2010 and that it be deleted once current students have completed or discontinued the major. This major is considered redundant with only two students currently enrolled.

(xii) Future Framework Implementation

Members were advised an information workshop is being arranged for early July 2009 to set up a network for communicating information between faculty-level staff and the implementation committee and other committees and groups as required. A reference forum open to all staff will be held in August 2009, to provide an open session for staff to raise any issues relating to the Future Framework.

The StaffNet section of the Future Framework website is updated regularly, with all-staff email alerts.

(xii) Vice-Chancellor’s report to Academic Council

The Vice-Chancellor was pleased to note the award of the Clunies Ross Award to Professor Antonio Cantoni FTSE of the UWA School of Electrical, Electronic and Computer Engineering and Research Director at Western Australian Telecommunications Research Institute, and Adjunct Professor Zigmantas Budrikis, also at the Western Australian Telecommunications Research Institute. The award was shared by Professor John Hullett and was for work to overcome internet congestion.

The Vice-Chancellor was also pleased to note the award of the prestigious UK Rank Prize for Nutrition to Professor Robyn Owens, Pro Vice-Chancellor (Research and Research Training) and Professor Peter Hartmann (Professor, Biochemistry and Molecular Biology). The prize lauded a collaborative Computerised Breast Measurement System to record the volume and function of the lactating breast.

The Vice-Chancellor reported on his recent visit to China in the company of Murdoch University’s Deputy Vice-Chancellor (Enterprise and International) the Vice-Chancellors from other WA universities and Dr Elizabeth Constable MLA. The VC noted that UWA’s China strategy over a number of years has been very successful and acknowledged the contribution of Professor George Stewart in this regard. He also stated that the University had been praised on a number of accounts including for the high standard of its Confucius Centre.

The VC also noted the recent attacks on Indian students and the damaging effects this publicity could have. He noted that UWA is creating a website which will provide information and reassurance for students.

(xiv) Faculty of Business: English language competence – proposed addition to faculty rules for postgraduate courses.

This item was withdrawn at the request of the Faculty.

(xv) Teaching and Learning Committee Constitution.

Council endorsed the proposed amendments to the Teaching and Learning Committee Constitution, which will now be submitted to the Academic Board for approval.

(xvi) Minor changes to existing courses and programs

(a) Faculty of Life and Physical Sciences

(i) Proposed Changes to Physics Honours Course and Unit Structure

Council approved the proposed change to the Physics Honours course and its unit structure, effective 2010. Members noted that the honours students in the School of Physics currently undertake 24 points of coursework, the major part of which is offered...
via twenty 3-point units. Following the recommendation of the 2008 School review, the School has decided to reduce the number of its honours lecture courses as well as of its Level 3 and Level 4 units.

(b) **Faculty of Engineering, Computing and Mathematics**

(i) **Proposed Minor Amendments to the Graduate Certificate in Business and Engineering Asset Management**

Council approved minor amendments to the rules for the Graduate Certificate in Business and Engineering Asset Management from 2010. Members noted that the proposed minor amendments will allow students to exit from the related Graduate Diploma or Master's course with a graduate Certificate following completion of any four of the core units for the respective courses, rather than of specific units as at present. In so recommending the Faculty advises that students cannot enrol in the Graduate Certificate in Business and Engineering Asset Management course, and that it is only available as an alternative exit point from the related Graduate Diploma or Master's course.

(ii) **Proposed Minor Amendments to the Chemical and Process Engineering Program**

Council approved minor amendments to the Chemical and Process Engineering program in the Bachelor of Engineering course and the Bachelor of Engineering components of combined courses from 2010. Members also noted that the proposed amendments involve reducing the value of the majors in the Chemical and Process Engineering program to 30 points and requiring that all students in the program include one of the majors in their course. Students already in the program will not be required to complete a major but will be highly encouraged to do so where possible. The Faculty advises that the proposed changes will bring greater consistency across the single and combined courses.

(iii) **Proposed Amendments to Mining Engineering Program**

Council approved minor amendments to the Mining Engineering Program Rules from 2010. Members also noted that the proposed amendments reflect the introduction of the new unit MINE4166 Geotechnology of Mine Waste Management and the deletion of the unit MINE4160 Mine Geology amongst other changes.

(xvii) **Major changes**

(a) **Faculty of Architecture, Landscape and Visual Arts**

**Proposed Major Changes to the Bachelor of Fine Arts.** Council approved that the Electronic Practices stream in the Bachelor of Fine Arts be deleted and that the consequential unit name changes and rule changes relating to the Bachelor of Fine Arts and the Bachelor of Commerce and Bachelor of Fine Arts combined courses be approved.

Members noted that in so recommending the Faculty advises that currently students in the Bachelor of Fine Arts had the option of completing a Studio Practices stream or an Electronic Practices stream, however teaching the Electronic Practices stream is not financially viable and the Faculty proposes that the stream be removed from the course. The Faculty further advises that electronic arts will be covered in the course but not through a specialised stream.

(b) **Faculty of Business**

**Proposed Major Changes to Honours Specialisations.** Council approved major changes to Honours Specialisations. Members were reminded that in 2008, following a review of the Faculty’s postgraduate offerings, a decision was made to change the value of all postgraduate units from eight points to six points however the honours units were quarantined from this change, and were retained at their 8 point value.
Members were advised that a review of the honours requirements was initiated late in 2008, resulting in the following recommendations:

in order to ensure consistency across honours and postgraduate offerings, it is now proposed that all honours units also be changed to six point units
the dissertation component should be increased to 50 per cent of the honours grade to reflect the workload associated with the dissertation
the honours dissertation units be made more generic to reflect the discipline, rather than had specific specialisations

(c) Faculty of Education

Proposal to introduce a Music Major in the Graduate Diploma in Education. Council approved the introduction of a Music major to the Graduate Diploma in Education, effective immediately. Members were advised that students with a Music major had been enrolled in the course in the past but this has not been formalised in the rules to date.

(xviii) Rescission of courses

(a) It was noted that Council endorsed the rescission of the following courses in the Faculty of Business:

Graduate Certificate in Transport Studies (41340)
Master of Transport Studies (41640).
Graduate Certificate in Business Administration (Creative Industries) (40270)
Graduate Diploma in Business Administration (Creative Industries) (41370)
Graduate Certificate in technology Commercialisation (40240)
Graduate Diploma in technology Commercialisation (41350)
Master of Commerce (41610)
Graduate Diploma in Human Resources and Industrial Relations (41330)
Master of Human Resources and Industrial Relations (41630)
Master of Information Management (40670)
Master of Marketing (40680)

(b) It was noted that Council endorsed the rescission of the following courses in the Faculty of Education:

Graduate Diploma in Language and Literacy (31360)
Graduate Diploma in Teaching of Critical Thinking (31380)
Master of Educational Studies (30560/31600)
Master of Education in Applied Linguistics (30550/31640/30730)
Master of Education in the Teaching of English to Speakers of Other Languages (31560/31660/30760)
The combined courses leading to: the Bachelor of Science (51220) and Master of Teaching (31580); and the Bachelor of Arts (12110) and Master of Teaching (31570)
Graduate Diploma in Education (School Music (31330)

(c) It was noted that Council endorsed the rescission of the following courses in the Faculty of Medicine, Dentistry and Health Sciences and GRS:

Master of Emergency Medicine Courses (90730/90360)

(xix) Proposal for new courses, Transnational courses and major changes to existing courses for 2009

Transnational Courses
Faculty of Life and Physical Sciences - Council approved that the Graduate Diploma in Psychology be offered as a transnational course at PSB Academy in Singapore subject to Planning and Budget Committee approval.

(xx) Proposal for new courses, Transnational courses and major changes to existing courses for 2009

New courses

(a) Faculty of Medicine, Dentistry and Health Sciences
(1) Council recommended to Senate the introduction of a course leading to the Doctor of Clinical Dentistry (DClinDent) and its inclusion in the Schedule of Courses;
(2) Council approved the draft rules for the Doctor of Clinical Dentistry (DClinDent), subject to final drafting by the Legislative Committee; and
(3) Council approved that the course be made available to international students.

Council noted that the structure of the course was out of alignment with the University General Rules and policy relating to Professional Doctorates, which required them to have 66% research content and had authorised a review of the University General Rules and policy, particularly in the context of the Future Framework.

2. SCANNING OF STUDENT DOCUMENTS TO TRIM – PROPOSED CHANGES TO CURRENT PROCESS

At the May meeting of the group there had been some discussion concerning proposed changes to the current process for scanning documents to TRIM and it had been agreed that a representative from ARMS would attend a future meeting to discuss the issues. Justine McDermott (Manager, Archives and Records Management Services) was in attendance to speak to these matters. Justine acknowledged concerns raised regarding accessing TRIM via Citrix. If users are outside the administration domain at UWA, accessing TRIM can be problematic. Interface problems were also experienced by those using MACS. Another difficulty is the system of firewalls inhibiting system integration.

Justine advised that the new version of TRIM has not been implemented as yet, due to technical incompatibilities across the university. A possible solution, albeit expensive, is to develop a web-based version of TRIM, similar to PeopleSoft and Alesco.

Justine gave her assurance to members that the resolving the difficulty of scanning student records to TRIM is a matter of priority for ARMS. It was noted there is a backlog of “non-urgent material” waiting to be scanned to student TRIM files. This backlog is due to a shortage of staff and is being addressed. A maintenance manual is nearing completion, and outlines quality procedures and responsibilities for all ARMS staff.

3. ELIGIBILITY FOR SUPPLEMENTARY ASSESSMENT FOR PEOPLE WHO HAVE AN FC GRADE.

James Mitton had asked that the group discuss eligibility for supplementary assessment for those who have an FC grade.

Members discussed how their faculties deal with this issue. It was acknowledged that the allocated mark associated with an FC grade, namely 48%, would allow a student to pass the first hurdle for eligibility for supplementary assessment, however whether or not it was awarded depended on whether supplementary assessment would normally be available in the unit concerned and the nature of the component of the unit that had been failed. For example, offering opportunities for supplementary assessment in certain kinds of practical components was problematic.

4. PRIZES FOR STUDENTS ENROLLED IN TRANSNATIONAL COURSES

FAO/SUB-DEANS NOTES 060509
Members were asked to consider whether for the purpose of determining eligibility for prizes, students enrolled in transnational courses should be considered as being in the same cohort as or a separate cohort from those enrolled onshore in the same course/unit for the purposes of determining eligibility for prizes. It was agreed that unless prize conditions specifically excluded certain groups of students from eligibility, then all student should be eligible for prizes, irrespective of campus.

5. OTHER BUSINESS

(i) Policies - Show Cause Policy – Sylvia noted that Appeals/Complaints and Show Cause policies should best be considered at the same time. Work is continuing on the appeals and complaints processes and Sylvia will further investigate with the Manager, Complaints Resolution (Gina Barron) the best way of providing for show/cause within the appeals/complaints framework. Sylvia to report progress.

(ii) Special Consideration Policy – Sylvia advised that responses had come in from faculties and the matter had been referred back to the Working Party for further development of the policy in light of that feedback.

(iii) Rules governing students returning to complete an award that they have exited from previously. Members further discussed the provision of an equitable process for managing what may become an increasing occurrence of students withdrawing, taking out certificates/diplomas and then seeking to re-enrol. Sylvia advised that she had been contacted by a number of people who had concerns about the group’s earlier decision (May meeting) to consider developing policy to prohibit students from withdrawing from a higher level award course, taking out a lesser award and then immediately seeking to re-enrol in the higher award course. The concerns were mainly on equity grounds, i.e. it would be possible for a student who commenced by enrolling in the Graduate Certificate and then went on to complete the related Graduate Diploma and Master’s courses to have award certificates for all three courses. She therefore had not proceeded with the policy but felt that the extent of the problem should be determined and the situation monitored.

(iv) Mature-Age Pathway Students (MAP) – There was some discussion regarding when MAP students’ provisional status would change. Members discussed the issue of English language competence. Originally the sub-Deans had been in favour of all MAP students being required to sit the STAT test. There were doubts about whether completion of a “text-rich” unit was an appropriate way to demonstrate competence in English as such units were not specifically designed to test this. It was noted that students in areas such as Science had to meet mathematics prerequisites. Sylvia said she would follow up with Wayne Betts re the terms of students’ provisional enrolments.