MEMBERS OF THE FACULTY ADMINISTRATIVE OFFICERS/SUB-DEANS’ GROUP

A meeting of the FAO/Sub-Deans’ Group will be held on Friday 21 June in the Senate Room commencing at 9:30am

1. ACADEMIC COUNCIL MEETING OF 5 JUNE 2013

The minutes of the meeting are available at http://committees.intranet.uwa.edu.au/acaboard/academic_council_from_2010/minutes/2013/5_june

For noting

2. UNIVERSITY POLICY ON UNDERGRADUATE DEGREE COURSES (UP12/20) – Ref F36524

Members will be aware that item 2.5 of the above policy (http://www.universitypolicies.uwa.edu.au/search?method=document&id=UP12%2F20) refers:

2.5 Each undergraduate degree course requires a student to complete 24 units of which no more than 12 must be at Level 1 and at least four must be at Level 3.

A member has requested clarification concerning the number of Level 3 units that a student must complete to satisfy two majors if there is overlap of units at Level 3.

Advice will be provided at the meeting and members will be invited to comment.

3. UNIVERSITY POLICY ON SPECIAL CONSIDERATION (UP11/23) - Ref F25751

Members will recall that there was discussion at the March 2012 meeting of the Group concerning the operation of the University Policy on Special Consideration introduced in early 2011. Notes from the March Meeting are available at the following link http://www.fao.uwa.edu.au/fao_sub_deans_meeting_dates_and_notes/2012

A member has raised a concern regarding the current approval process whereby it would be possible for an allocated advising faculty to approve, as an outcome of a request for special consideration, an exemption from the requirement to complete a particular assessment component of a unit offered by another faculty. It has been pointed out that such a decision could impact on a student meeting the learning outcomes of the unit in question.

Members will be invited to discuss this and other issues relating to policy and procedures associated with special consideration in the New Courses context.

Members are invited to share their experiences and explore ways of addressing specific concerns.

4. UNIVERSITY POLICY ON CREDIT TRANSFER, ADVANCED STANDING AND RECOGNITION OF PRIOR LEARNING (UP11/54) - Ref F34875

A member has sought clarification of clauses 4.8 and 4.9 of the University Policy on Credit Transfer, Advanced Standing and Recognition of Prior Learning above policy, in particular with reference to the difference between credit for an incomplete course and credit in the case of a student who is transferring from one course of the University to another.

Advice will be provided at the meeting and members will be invited to comment.

5. APPROVALS FOR EXCHANGE UNITS -

A member has asked that the group consider the approval process for requests from students to undertake units overseas. The member has expressed the view that a student’s allocated advising faculty requires clear and consistent guidelines about what can and cannot be approved in cases where the units in question are outside the discipline area of the advising faculty.

6. OTHER BUSINESS

Members will be invited to raise any other issues for consideration by the group.

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