

THE UNIVERSITY OF MELBOURNE
POSTGRADUATE COURSEWORK PROGRAMS COMMITTEE

MEETING 4/07

Meeting 4/07 of the Postgraduate Coursework Programs Committee was held on Friday 13 April 2007 at 10.00 am in the Jim Potter Meeting Room, Old Physics Conference Centre.

Present: Ms S Beattie, Professor C Duffield, Professor M Elgar, Professor L Hawthorne, Mr R Hillbrich, Professor G Hutchinson, Associate Professor R Misson (Chair), Professor E Ozanne, Professor P Pattison, Associate Professor R Pettman, Professor R Slocombe, Professor R Speed, Professor G Stevens, Associate Professor G Webb, Mr A Williams, Ms F Zammit

In attendance: Mr C Reid (Secretary).

BUSINESS

1 Formal Matters

1.1 Apologies

Apologies were received from Professor J Borland, Professor C Cameron, Professor K Darian-Smith, Mr J Flanagan, Dr L Godden and Ms C Smith.

2 Minutes

2.1 Minutes of meeting 3/07 (16 March 2007)

The Committee confirmed the minutes of meeting 3/07 as circulated.

2.2 PCPC Action Sheet 3/07

The Committee noted the action sheet as circulated.

3 Matters Arising Not Dealt with Elsewhere

3.1 Review of Higher Degree Guidelines

The Committee received the tabled discussion paper proposing guidelines for masters degrees. The Chair indicated that he had drafted these to accommodate the new professional masters programs that are being introduced as part of the Melbourne Model. It was intended that these guidelines should, when approved, replace the relevant elements of the Guidelines for Higher Degrees. In discussion, the following points were noted:

- A statement of guidelines for approving professional preparation subjects at masters level is needed.
- A definition of 'cognate' is needed to circumscribe the range of studies that might be considered cognate under clause 2.2.1.3.
- The Committee should consider at its next meeting the question of direct entry to masters programs for applicants with professional experience. The policy of the former Melbourne University Private might be useful in this regard.

- Progress provisions and internal hurdle requirements, for example where students might need to meet particular standards to be permitted to undertake a thesis component, need to be addressed in program proposals. The relationship of hurdle requirements to exit provisions also needs to be addressed.
- Provisions for exit awards also need to meet CRICOS registration requirements (as discussed in item 13.1 below).

The Committee agreed that the guidelines, with appropriate revisions, should be endorsed and submitted to Academic Board for consideration and approval, and should also be referred to Selection Procedures Committee for consideration.

4 Policy Issues

4.1 Use of ‘Doctor’ in Course Titles

The Committee received the tabled discussion paper concerning the use of the honorific ‘doctor’ by graduates of masters-level professional programs. In discussion, the following points were made:

- The honorific ‘doctor’ is used both to denote professional roles, for veterinarians and medical practitioners, and to recognise the completion of the highest level of university qualification, with particular emphasis on research. It is important that the value of the PhD not be diminished by the widespread use of the term ‘doctor’ in other contexts.
- Where the honorific ‘doctor’ is used by professionals completing such qualifications, the degrees should not be entitled ‘doctorates’ unless they meet the research requirements for genuine doctorates.
- The duration of masters degrees can vary greatly, and any policy on the use of “doctor” could not practicably be related to program duration.
- In some cases, professional bodies outside universities confer the use of the honorific. The University should consider practices world-wide in the naming of career-entry degrees in fields where “doctor” may be proposed in the title. Local and overseas professional accreditation requirements also need to be acknowledged.
- It should be possible for particular disciplines to make a case in their course proposals for the use of “doctor” in career-entry degree titles, and criteria should be established by the University for the consideration of such proposals.

It was agreed that the Chair should revise the draft paper to take into account the points made and that the matter should be considered again at the next meeting.

5 Graduate Schools Forum

Nil

6 Chairs’ Reports

6.1 UGPC Report

Nil

6.2 TALQAC Report

Professor Hawthorne reported on the following matters:

- The development of the Melbourne Student Advice Model;
- The establishment of TALQAC sub-groups including groups concerned with the following matters:
 - quality assurance and evaluation processes for 2008 and 2009
 - the auditing of honours programs
 - the review of the quality of teaching
 - the review of postgraduate programs in the Faculty of Architecture, Building and Planning
- The use of group work as a teaching/ study method and the appropriate guidelines for the assessment of group work.

The Committee agreed that the Chair and Secretary should establish a working group to consider policies for group work and its assessment in postgraduate study and should discuss the matter with Professor Richard James and the Chair of UGPC and raise it at the Graduate Programs Forum. The working group should consider models for group work used by the Melbourne Business School, which uses group work successfully.

6.2.1 Report: TALQAC Working Group on Faculty Assessment Practices

The Committee received the circulated report and was advised that the report had also been sent to UGPC. The Committee was advised that TALQAC has submitted the report to UGPC and PCPC for action as appropriate. Elements that particularly require action include:

- The consistency of application of policies for assessment in faculties;
- The need for uniformity of assessment policies across the University;
- The moderation of grading.

The Committee agreed that, together with UGPC, it should form a working group to consider the report and implementation of relevant recommendations, and, as necessary, to amend the Blue Book.

6.3 T&L(MM&ET)C Report

Nil

7 Student Members' Reports

7.1 Australian University Student Finances 2006

The Committee received the circulated excerpts from the above AVCC report. Discussion of the matter was deferred to the next meeting.

8 Working Group Reports

8.1 Assessment Implementation Working Group

Nil

8.2 Working Group on Special Consideration

Nil

8.3 Examinations Working Group

Nil

8.4 Working Group on Eligibility for Student Awards

Nil

9 New Courses

Faculty of Law

9.1 Graduate Diploma in Competition Law

The Committee received the proposal for the above course and the Shepherd's report, and noted that the proposal includes Melbourne Business School subjects. The following points were noted:

- The statement of total time commitment appears to be an underestimate of the total time that would be required to complete the program.
- The subject descriptions should indicate when assessments are due. An indication of the size of the take-home examinations should also be given.
- The clause under question 17 relating to progression to higher degree candidature needs to be reworded to indicate that progression is not possible because the Graduate Diploma does not contain a research component.

The Committee noted that University policy requires that graduate diplomas should be 100 points and noted that the proposal is for a 50 point Graduate Diploma. The Chair advised the Committee that, as a result of an exemption give to the Faculty of Law in 1998, the Faculty has offered Graduate Diploma programs of 50 points rather than 100 points, although it was noted that the proposed graduate diploma makes assessment demands on students that are commensurate with assessment requirements typical of graduate diploma programs. The Committee agreed that it should raise with the Faculty of Law the question of whether 50 point graduate programs in the Faculty should be described as graduate diplomas or graduate certificates. However, it was agreed that this matter should be taken up separately from the consideration of the Graduate Diploma in Competition Law, as part of a wider review of course nomenclature, in consultation with the Faculty.

It was agreed to hold the proposal over to the next meeting.

(Note: The Faculty has subsequently made an urgent request for the proposal to be considered out-of-session so that a planned launch involving international visitors could go ahead. Professor Pattison and Associate Professor Misson received information from the Faculty on the Graduate Diploma nomenclature, met to consider it, and agreed that the nomenclature could stand. The Faculty has amended the subject proposals as requested, and so executive approval has been given.)

Faculty of Education

9.2 Master of Teaching

The Committee received the proposal for the introduction of the Master of Teaching and the Shepherd's report. The Committee agreed to approve the proposal conditionally, noting that full details of subjects will be submitted in due course.

10 Course Changes

Faculty of Medicine, Dentistry and Health Sciences

10.1 Suspension of Master of Health Sciences (Infant and Parent Mental Health)

The Committee agreed to approve the proposal for suspension of the above course, as outlined.

11 Student Awards

11.1 New Student Awards

Victorian College of the Arts

11.1.1 Sir Rupert Hamer Arts Scholarship (Repetiteur)

The Committee received the proposals for the Sir Rupert Hamer Arts Scholarship (Repetiteur) and the Sir Rupert Hamer Arts Scholarship (Postgraduate) and considered them in tandem. Concern was expressed over the statement of special conditions and particularly the right of the Dean to withdraw the award without right of appeal by the student. It was felt that if the student had done anything that warranted the withdrawal of the scholarship, then they would be guilty of misconduct, and the University's misconduct procedures would need to be invoked. The Committee agreed that the Chair should speak to the VCA about this matter and that consideration of the proposals should be deferred pending further advice.

11.1.2 Sir Rupert Hamer Arts Scholarship (Postgraduate)

This matter was considered under item 11.1.1 above.

11.2 Major changes to existing awards

Nil

12 Quarterly Reports

12.1 Faculty of Land and Food Resources Report 1/07

Nil report

13 Matters dealt with by the Chair and/or President, Academic Board

The Committee noted the matters approved by the Chair/President of Academic Board since PCPC meeting 3/07:

Suspension of the following subjects: 110-587 (2007); 615-695 (semester 1 & 2, 2007); 625-614 (semester 2, 2007); 625-625 (semester 2, 2007)

Cancellation of the following subjects: 100-573, 100-576, 110-630, 790-809, 126-502, 126-503, 126-504, 126-505, 126-514

Additional offering of subject: Offering of 740-529 in intensive mode in winter recess

Amendment to Assessment: 505-100, 563-807, 513-681

Correction to published semester of offering: 421-516 (semester 1 to semester 2)

13.1 Approval of Graduate Diploma in Applied Commerce

The Committee noted the circulated outline of the Graduate Diploma in Applied Commerce. The Committee was advised that the Graduate Diploma in Applied Commerce has been executively approved as a stand-alone course, having previously been available only as an exit award from the Master of Applied Commerce. The establishment of the program as a stand-alone award was required to enable CRICOS registration. The Committee noted that it may be necessary to establish all exit awards as separate awards to gain CRICOS registration. It was agreed that this requirement should be mentioned in the Guidelines for Masters Degrees (item 3.1 above).

The Committee agreed to seek clarification of the term 'fundamental subject' and the pathways into the two streams within the award.

14 Any Other Business

Nil

15 Next Meeting

The next meeting of the Committee will be held on Friday 11 May 2007 at 10.00 am in The Jim Potter Meeting Room, Old Physics Conference Centre.

The meeting closed at 12.10 pm.