

THE UNIVERSITY OF MELBOURNE
POSTGRADUATE COURSEWORK PROGRAMS COMMITTEE

MEETING 9/07

Meeting 9/07 of the Postgraduate Coursework Programs Committee was held on Friday 10 August 2007 at 10.00 am in the Jim Potter Meeting Room, Old Physics Conference Centre.

Present: Ms S Beattie, Professor A Christie, Professor K Darian-Smith, Associate Professor C Duffield, Professor M Elgar, Professor L Hawthorne, Mr R Hillbrich, Associate Professor R Misson (Chair), Associate Professor E Ozanne, Professor R Speed, Professor G Stevens, Mr A Williams

In attendance: Associate Professor C Brown (for item 8.1), Mr C Reid (Secretary), Professor L Sonenberg (for item 4.1)

BUSINESS

1 Formal Matters

1.1 Apologies

Apologies were received from Professor C Cameron, Professor G Hutchinson, Professor P Pattison, Ms J Reese, Professor R Slocombe and Ms F Zammit

2 Minutes

2.1 Minutes of meeting 8/07 (13 July 2007)

The Committee approved the minutes as circulated.

2.2 PCPC Action Sheet 8/07

The Committee reviewed the circulated action sheet and noted that item 9, concerning the review of point values in postgraduate diplomas in the Faculty of Law, could be deleted, as this matter would not be considered further for the time being.

3 Matters Arising Not Dealt with Elsewhere

3.1 Proposal for Master of Genetic Counselling, Graduate Diploma in Genetic Counselling and Graduate Certificate in Human Genetics

The Committee was advised that the Faculty of Medicine, Dentistry and Health Sciences and the Faculty of Science have not yet consulted on the above proposals. The Chair indicated that he would contact the Faculty of Medicine, Dentistry and Health Sciences on this matter.

It was suggested that the course approval form should be amended to include a question that requires the faculty making a proposal to indicate briefly the

outcome of consultation with other faculties that may have an interest in the proposal.

4 Policy Issues

4.1 An Overview of Teach-Out Principles and Practices

The Committee received the draft overview of principles for the teaching-out of courses, prepared by Professor Liz Sonenberg. She indicated that she had been asked by the MM08 Task Force to monitor the teaching out of courses that are being phased out as a result of the introduction of the Melbourne Model. While the phasing out of courses would occur mainly at undergraduate level, teaching out at postgraduate level also needed to be considered. The principles for teaching out needed to be cognisant of the University's legal obligations to students, and should include broad principles and practical guidelines.

In discussion, the following points were raised:

- In the case of new courses replacing old, students may be able to make transition from the old to the new. Where the courses were at the same level, such situations could be handled under credit transfer provisions, but where the new course is at postgraduate level and the old at undergraduate level, as in the case of Architecture, credit could not normally be given, which would prevent such transition. It was agreed that the Chair, together with Associate Professor Ozanne, would investigate this question and report back to the Committee.
- The implications of the revised policy on deferment, as recently adopted by Academic Board, needed to be considered.
- It was noted that the present guidelines for discontinuation require Council approval of course discontinuation before the students concerned are informed. It was suggested that this policy might need to be reviewed, noting that students needed to be warned as early as possible of the likely discontinuation of their course.
- An annual timetable for the approval and implementation of course discontinuations needed to be developed, including dates by which proposals should be submitted and the period of warning to be given to students.
- It was noted that part-time students can potentially take many years to complete a course, raising the question of limiting the period of time in which students could complete a course that is being phased out.
- Student satisfaction with teaching-out needed to be monitored.
- Consideration needs to be given to the period of time over which honours programs will be offered to enable completion by current undergraduates.

4.2 Nomenclature for Postgraduate Degrees

The Chair reported that, at Academic Board, the questions of the nomenclature to be used for career-entry professional degrees at masters level, and of the continued applicability of the distinction between 'postgraduate' and 'graduate', were raised. It was noted that the nomenclature to be adopted would need to be cognisant of marketing considerations. The Committee agreed to establish a working group, to be convened by the Chair, and to include Ms Monique MacRitchie, Mr Williams, Professor Speed, Professor Darian-Smith and Associate Professor Ozanne, to advise on the following:

- The appropriate nomenclature for courses at second level that provide for career entry;

- The appropriate nomenclature for courses at second level that provide for career development beyond initial qualification;
- The continued applicability and use of the distinction between ‘graduate’ and ‘postgraduate’ in course nomenclature
- How consistency in nomenclature might be maintained.

4.3 Australian University Student Finances 2006

The Committee noted that the final report on Australian University student finances had now been released. The Committee was advised that the financial situation of postgraduate coursework students is of particular concern and has implications for the structure of postgraduate programs. It was agreed that the Chair should speak to Professor Richard James of the CSHE and invite an appropriate person from CSHE to speak to the Committee at its next meeting on this matter.

5 Graduate Programs Forum

The Chair advised that meetings of the Graduate Programs Forum had been suspended for the time being.

6 Chairs’ Reports

6.1 UGPC Report

Nil

6.2 TALQAC Report

Professor Hawthorne reported on the activities of working groups established by TALQAC on matters including the review of honours programs, an evaluation framework for new generation undergraduate degrees and the Melbourne Student Advice Model.

6.3 T&L(MM&ET)C Report

The Committee was advised that the Teaching and Learning (Multimedia and Educational Technology) Committee is to be renamed the Teaching and Learning Development Committee and given new terms of reference.

7 Student Members’ Reports

Nil

8 Working Group Reports

8.1 Working Group on Special Consideration Final Report

The Committee received the final report of the Working Group on Special Consideration and the Chair of the Working Group, Associate Professor Christine Brown, outlined the amendments made to the draft report as a result of consultation. She thanked members of the Working Group for their contribution to it.

The Committee noted that recommendation 10 of the report provides for an implementation group to be established to oversee aspects of implementation including the redesign of the HCAP form and the required changes to the provisions for student services. The Committee endorsed the report and agreed to recommend approval by Academic Board.

9 Course Proposals

9.1 Faculty of Science

9.1.1 Master of Information Systems and associated degrees: Graduate Certificate of Information Systems, Postgraduate Certificate of Information Systems and Postgraduate Diploma of Information Systems

The Committee approved the proposal for change to the above courses, as outlined.

9.2 Victorian College of the Arts

9.2.1 Master of Music Performance (by Research)

The Committee approved the proposal for change to the above course as outlined, noting that it would also need to be submitted to Research Higher Degrees Committee.

9.2.2 Graduate Certificate in Indigenous Arts Management

The Committee approved the proposal for change to the above course as outlined.

9.3 Faculty of Land and Food Resources

9.3.1 Discontinuation: Master of Forest Industries, Graduate Diploma of Forest Industries, and Graduate Certificate in Forest Industries

The Committee approved the proposal for discontinuation of the above courses as outlined.

9.4 Faculty of Education

9.4.1 Postgraduate Certificate in Education Studies (International Baccalaureate)

The Committee approved the proposal for change to the above course as outlined.

9.5 Faculty of Arts

9.5.1 Discontinuation of Graduate Diploma in Creative Arts

The Committee approved the proposal for change to the above course as outlined.

9.6 Faculty of Land and Food Resources

9.6.1 Discontinuation of Graduate Certificate in Horticulture and Graduate Diploma in Horticulture

The Committee approved the proposal for change to the above course as outlined, provided that appropriate academic counselling is provided for students.

9.7 Faculty of Medicine, Dentistry and Health Sciences

9.7.1 Master of Public Health – Proposal for New Stream

The Committee received the proposal for the introduction of a new stream in the Master of Public Health and agreed to refer the following questions back to the Faculty for advice:

- What the official title of the new program would be
- Why a different program is provided for international students
- What subjects students must undertake to complete each of the 150-point, 175-point and 200-point options in the new stream, if all the options are maintained.

The Committee agreed to seek the advice of the Vice-Principal and Academic Registrar on whether it was appropriate to provide international students with a different program for reasons such as visa restrictions.

10 Student Awards

10.1 New Student Awards

Nil

10.2 Major Changes to Student Awards

Nil

10.3 Minor Changes to Student Awards

Nil

11 Quarterly Reports

11.1 School of Graduate Studies

The Committee adopted the report as outlined.

11.2 Faculty of Music

The Committee adopted the report as outlined.

11.3 Faculty of Law

11.3.1 Existing Juris Doctor

The Committee adopted the report as outlined.

11.3.2 New Juris Doctor

The Committee noted the shepherd's comments on the report and agreed to refer them to the Faculty for consideration.

11.3.3 Postgraduate

The Committee adopted the report as outlined.

11.4 Victorian College of the Arts

The Committee adopted the report as outlined.

11.5 Faculty of Economics and Commerce

The Committee adopted the report as outlined.

11.6 Faculty of Arts

The Committee adopted the report as outlined.

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

The Committee noted matters approved by the Chair/President of Academic Board since PCPC meeting 8/07:

Offering of subject in block mode instead of in semester 2, 2007: 505-425, 505-525

Suspension of subject for semester 2, 2007: 166-540, 166-550

Offering of subject in semester 2, 2007: 702-670

Change of assessment requirements: 615-672

13 Any Other Business

Nil

14 Next Meeting

The next meeting of the Committee will be held on Friday 27 August 2007 at 10.00 am in the Jim Potter Meeting Room, Old Physics Conference Centre.

The meeting closed at 11.20 am.