

THE UNIVERSITY OF MELBOURNE
POSTGRADUATE COURSEWORK PROGRAMS COMMITTEE

MEETING 8/07

Meeting 8/07 of the Postgraduate Coursework Programs Committee was held on Friday 13 July 2007 at 10.00 am in the Jim Potter Meeting Room, Old Physics Conference Centre.

Present: Ms S Beattie, Professor K Darian-Smith, Professor M Elgar, Professor L Hawthorne, Mr R Hillbrich, Professor G Hutchinson, Associate Professor R Misson (Chair), Professor P Pattison, Professor R Slocombe, Professor R Speed, Professor R Strugnell, Associate Professor G Webb, Mr A Williams, Ms F Zammit

In attendance: Associate Professor S Elliott (for item 4.1), Associate Professor G McColl (for item 4.1), Ms J Reese, Ms H Thomas (for item 4.4), Mr C Reid (Secretary)

BUSINESS

1 Formal Matters

1.1 Apologies

Apologies were received from Professor J Borland, Professor C Cameron, Professor A Christie, Associate Professor C Duffield, Associate Professor E Ozanne, Associate Professor R Pettman and Mr S Theunissen.

2 Minutes

2.1 Minutes of meeting 6/07 (8 June 2007)

The Committee approved the minutes of meeting 6/07 as circulated.

2.2 Minutes of meeting 7/07 (15 June 2007)

The Committee approved the minutes of meeting 7/07 as circulated.

2.3 PCPC Action Sheet 6/07 and 7/07

The Committee noted the action sheet, as circulated. In relation to program change proposals from the Faculty of Arts (item 13 of the action sheet), the Chair noted that he and the President of Academic Board had met with Professor Darian-Smith and Ms Joanne Ligouris of the Faculty to discuss the proposals. Revisions to the proposals, addressing concerns raised by the Committee had been submitted, and summaries of the comments made were included in the agenda under item 9.2. The Faculty has indicated that it will submit business cases for relevant proposals to the Vice-Principal and Academic Registrar.

In relation to item 10 of the action sheet, concerning the operability of student cards over the summer semester, the Committee was advised that a new card had been introduced in 2007, and that the backlog of security updates to cards had

now been cleared. However, the Committee was advised that, in some cases, the assessment period for the summer semester falls early in the following semester, and that students whose enrolment is only for the summer semester are unable to use their cards after that. It was suggested that the period of enrolment and of student card validity for the summer semester should be extended into semester one to accommodate the assessment period for the summer semester.

3 Matters Arising Not Dealt with Elsewhere

Nil

4 Policy Issues

4.1 The Professional Degree with the Degree Nomenclature of Doctor (Professional Degree)

The Committee considered the circulated paper proposing the creation of the classification of 'professional degree with the degree title of Doctor.' Associate Professor Elliott indicated that the use of the title "doctor" for graduate professional career-entry degrees is internationally accepted in certain disciplines. In discussion, the following points were made:

- The use of the title should not be available for all programs at masters level. The use of the nomenclature would be reserved for programs that are longer than a standard masters degree, that is, at least three years and in some cases four years beyond initial undergraduate preparation, and involve substantially more advanced preparation than a masters program.
- A case should be argued for the approval of each such professional degree using the nomenclature. As well as appropriate program level and content, international recognition should be a requirement for approval in each case, as should the requirement of professional recognition.

It was agreed that the circulated guidelines governing the use of the nomenclature should be rewritten to take these considerations into account and circulated to members for comment before submission to Academic Board.

It was moved G Webb, seconded R Speed, that, subject to the rewriting of the guidelines governing its use, the Committee recommend to Academic Board the creation of the classification of 'professional degree with the degree title of Doctor.' The vote was carried *nem con*.

4.2 Proposed Changes to Subject Codes and Grouping of 'Areas of Study'

The Committee received the circulated proposal for a new coding system for subjects offered. The Committee was advised that moving to the new Student System gave an opportunity to develop a new, more meaningful coding system. In discussion, the following points were noted:

- The intention of the proposal is that codes would broadly reflect subject areas, though they could not remain department-related as school and department configurations change from time to time. Some subject areas might be related to more than one department. The list of subject areas constitutes the branding or public identification of the subject areas offered by the University.
- It is difficult to distinguish fourth and fifth year levels clearly and thus it is difficult to identify these in the coding.

The Committee noted that comments on the proposal have been sought from faculties and other committees. It was agreed that a revised list of subject areas should be circulated for comment before final submission of the list to Academic Board.

4.3 Concurrent Diplomas

The Committee received the circulated proposal for concurrent diplomas and noted that concurrent diplomas would be offered at undergraduate level but would potentially provide holders with the cognate study background necessary to undertake postgraduate study in a particular field. The following issues were raised:

- The proposal would permit students to take concurrent diplomas after completion of the undergraduate degree, in which case they might be seen as graduate diplomas. The question of their relationship with existing graduate diplomas thus arises.
- The diplomas can be completed with an additional 50 points of study beyond the undergraduate degree, and the question of whether such credit should be granted in a graduate program arises.

4.4 Policy and Procedures Working Group

The Committee received the circulated policy proposals developed by the Policy and Procedures Working Group. The Committee noted that Academic Board had established the Policy and Procedures Working Group to review current academic policies and procedures and to make the present policies and procedures more consistent with each other.

4.4.1 Preamble to Policy Proposals – May 2007

The Committee noted the draft preamble to the revised policies and procedures and suggested that it should acknowledge that the University's academic policies and procedures should address different cultural groups.

4.4.2 Policy Draft – Deferment

The Committee considered the draft policy on deferment and suggested minor amendments to wording, namely:

- The addition of the word 'only' after the word 'permitted' in the sixth paragraph;
- The addition of a statement to the effect that, should any amendments to the course be made, students who have deferred would undertake the amended course upon enrolment.
- The final paragraph of the attachment on procedure and practice should be amended to indicate that deferment may also not be available because of program availability or insufficient resources.
- The preamble to the policy should be amended to indicate that deferment in between programs is possible for students progressing from undergraduate programs to postgraduate programs under the Melbourne Model.

It was suggested that deferment should not be granted in cases where there is any doubt about whether the course will continue to be offered.

Subject to the foregoing amendments, the Committee endorsed the draft policy and agreed to recommend it to Academic Board.

4.4.3 Policy Draft – Advanced Standing

The Committee considered the draft policy and noted the distinction that needs to be made between credit and exemption. It was agreed that, in the final paragraph on page 1, the phrase ‘...will not be awarded for part of any subject’ should be changed to ‘...will not be awarded for part of that subject.’ It was also suggested that the process of applying for credit should be clarified to enable students to be notified of credit that might be granted at the point of entry to the course. With these amendments, the Committee agreed to endorse the policy and recommend its approval by Academic Board.

The Committee noted that the formula for the calculation of the MAGPA would need to take into account credit granted in each case.

5 Graduate Programs Forum

Nil

6 Chairs’ Reports

6.1 UGPC Report

The Committee was advised of matters under consideration by Undergraduate Programs Committee, including the proposed model for concurrent diplomas, the draft policies listed under item 4.4 above, and proposals for new courses and amendments to courses.

6.2 TALQAC Report

Professor Hawthorne reported on the activities of TALQAC, including the progress of working groups considering a range of matters including quality of teaching, breadth and depth in new generation undergraduate degrees, the Melbourne Student Advice Model and a review of honours programs.

6.3 T&L(MM&ET)C Report

Nil

7 Student Members’ Reports

The Committee was advised that there are students who are unhappy with the teaching of a postgraduate course, and it was agreed that this was a matter for consideration by TALQAC. It was suggested that TALQAC should include a question in its evaluation survey asking whether respondents thought that subject objectives had been met, and that TALQAC also consider whether there are legal implications arising from the University not meeting undertakings given students concerning the outcomes of their course.

8 Working Group Reports

8.1 Blue Book Working Group

The Committee noted the circulated report on the progress of the Blue Book Working Group. It was noted that the work of the Group was in abeyance pending clarification of the course approval process, given the restructuring of the University that is occurring. The Blue Book Working Group was asked to consider how to align the course approval process with the approval of business cases for the courses concerned.

9 Course Proposals

9.1 Faculty of Education

9.1.1 Postgraduate Certificate in Educational Studies (Special Education, Inclusion & Early Intervention)

The Committee approved the proposal for the establishment of the Special Education, Inclusion and Early Intervention stream as a new stream in the Postgraduate Certificate in Education Studies, and agreed to recommend it to Academic Board.

9.1.2 Post Graduate Certificate in Educational Studies (International Baccalaureate)

The Committee agreed to seek handbook entries for the distance education subjects to ensure that they contain appropriate guidelines concerning plagiarism. The Committee agreed to defer consideration of this proposal pending receipt of the shepherd's report and the distance subject outlines.

9.2 Faculty of Arts

9.2.1 Responses to Comments Raised:

9.2.1(a) Summary of Faculty Responses to PCPC meeting 6/07

9.2.1(b) Summary of Faculty Responses to PCPC meeting 7/07

9.2.1(c) Faculty of Arts – Review of Postgraduate Coursework Programs

The Committee received the circulated papers from the Faculty of Arts concerning comments raised at the previous two meetings on proposals from the Faculty, and indicating amendments to be made to the course proposals considered at meetings 6/07 and 7/07.

The Committee noted the Faculty's advice that Business Plans for the Master of Cultural Material Conservation, Master of Cinema Management, Master of Islamic Studies, Master of Global Media Communication and Master of Publishing and Communication would be submitted to the Senior Vice-Principal.

The Committee noted that the nomenclature "Master of..." and "Post/Graduate Diploma/Certificate in..." should be applied uniformly to all the proposals. With this note, the Committee approved the proposals as amended.

9.2.2 Master of Professional and Applied Ethics

The Committee approved the revised proposal as circulated.

9.2.3 Postgraduate Diploma of Arts Management

The Committee approved the revised proposal as circulated.

9.2.4 Master of Arts Management

The Committee approved the revised proposal as circulated.

9.2.5 Postgraduate Certificate in Arts (Social Theory)

The Committee approved the revised proposal as circulated.

9.2.6 Graduate Diploma in Arts (Geography)

The Committee approved the revised proposal as circulated.

9.2.7 Graduate Certificate in Arts (Anthropology and Development)

The Committee approved the revised proposal as circulated.

9.2.8 Graduate Diploma in Arts (Anthropology and Development)

The Committee approved the revised proposal as circulated.

9.3 Faculty of Medicine, Dentistry and Health Sciences

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

The Committee noted the revised proposals for the above courses and noted that the Graduate Certificate program includes only one subject concerned with genetics. It might therefore be preferable for the Graduate Certificate program to be entitled Graduate Certificate in Genetic Counselling. It also noted that there was no indication that consultation had taken place with the Faculty of Science. The Committee agreed to refer the proposal for the Graduate Certificate back to the Faculty and to ask the Faculty to discuss all three programs with Professor Elgar.

9.3.2 Response to Comments on Master of Adolescent Health and Welfare

The Committee approved the revised proposal as circulated.

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

Nil

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

The Committee noted the following matters approved by the Chair/President of Academic Board since PCPC meeting 7/07:

Offering of subject in semester 2, 2007: 505-917

Suspension of subject for semester 2, 2007: 730-699, 730-724, 702-839, 702-860, 705-615, 705-645, 705-622, 705-663, 702-433 / 702-803

13 Any Other Business

Nil

14 Next Meeting

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

The meeting closed at 11.55 am.