

THE UNIVERSITY OF MELBOURNE
ACADEMIC PROGRAMS COMMITTEE
MEETING 3/05

A meeting of the Academic Programs Committee was held on Thursday, 7 April 2005 at 10.00 am in the Pierre Gorman Room, 1888 Building.

Present: Professor G Hutchinson in the Chair, Mr P Donegan, Dr M Emison, Associate Professor C Falk, Professor D Holm, Dr S James, Professor D Jamieson, Associate Professor N Low, Mr D McDonald, Associate Professor A McDougall, Professor E Mackie, Professor D Merrett, Professor P Pattison, Mr R Reid, Professor L Skene, Professor R Slocombe, Professor L Sterling.

In attendance: Dr A Grigg and the Academic Secretary (Mr I L L Powell).

BUSINESS

1. Formal Matters

1.1 Apologies

Apologies were received from Professor G Bowes, Professor M Bryan, Professor A Freadman, Professor P McPhee, Ms J Reese, Professor P Taylor, Associate Professor P Tregloan, Mr W Watson and Dr G Webb.

1.2 New Member

The Committee welcomed Ms Carol Smith (University Planning Office) to her first meeting as the nominee of the Senior Vice-Principal.

2. Postgraduate Coursework Programs Sub-Committee Business

The Chair reported that the 18 March meeting of the Postgraduate Coursework Programs Sub-Committee had been cancelled due to lack of business.

3. Minutes

3.1 Minutes of Previous Meeting

The minutes of meeting 2/05 held on 3 March 2005 were confirmed.

3.2 Action Sheet 2/05

Members noted the action sheet from meeting 2/05.

4. Matters Arising from the Minutes

4.1 Working Group on Generic Skills (minute 5.3)

The Working Group is to commence its review in the near future.

4.2 Working Group on Cultural Diversity in Curriculum (minute 7.1)

Membership of the Working Group for 2005 has now been settled.

4.3 Working Group - Cross-communication Problems Experienced by Combined Degree Students (minute 7.3)

The Committee noted the revised membership of the Working Group following a change made at the February Academic Board meeting as well as the recent decision by the Chairs of APC and TALQAC and Professor Pattison to limit TALQAC nominees to one member rather than two.

The Committee noted that a letter was being prepared by Professor Bryan for circulation to faculties following which the Working Group would convene.

Secretary's afternote: Ms Sarah Griggs (Admissions) has now replaced Mr Lachlan Cameron as the nominee of the Vice-Principal and Academic Registrar on the Working Group.

5. Policy Matters

5.1 Multiple Qualifications for Students Undertaking a Nested Postgraduate Program

The Committee received a document containing extracts from University and Board papers on this issue.

Professor Mackie tabled an additional paper, 'Guidelines for Higher Degrees,' which Associate Professor Misson had prepared in late 2004 as an entry for the Blue Book. The Committee noted that this document, a consolidation of a number of Board policy papers since 2002, had yet to be formally considered by PCPSC for inclusion in the Blue Book.

The Committee agreed that irrespective of the amount of postgraduate business in hand, a meeting of PCPSC should be held on 29 April to consider the whole issue in depth and to report to the 5 May APC meeting.

The Academic Board President commented that, independently of the two committees, she would be looking carefully at the issues herself.

Several members commented that clarification of the University's position on this matter would be of assistance to Melbourne University Private which was grappling with the similar issues.

6. Chair's Report

6.1 Teaching and Learning Quality Assurance Committee Report

Professor Sterling advised that the meeting to be held that afternoon would consider a number of matters including overlap between the DVC(Academic) and TALQAC, housekeeping issues for the 2005 course reviews, and a proposal for a working group on examination conditions and processes.

7. Working Group Reports

7.1 Assessment and Students with Disabilities

There was no report due to the absence of the convenor, Associate Professor Elliott.

7.2 Implementation of the Review of Assessment

The Working Group convenor, Professor Pattison, indicated that she expected to be able to present a preliminary written report to the May meeting and the final report a month or two later.

8. New Courses

8.1 Faculty of Arts

8.1.1 U21 Certificate in Global Issues

The Committee discussed the choice of title for the Certificate and also noted that in its 2-year trial phase subjects in the areas of sustainability and environmentalism would not be available.

After noting comments from the Shepherd, the Committee agreed to request Selection Procedures Committee to reconfirm the appropriateness of the Entry Requirements which it had recently approved.

Dr Emison referred to the desirability of all University awards conforming to the Australian Qualifications Framework and undertook to see what the guidelines said about undergraduate certificates.

The Committee approved the U21 Certificate in Global Issues.

8.2 Faculty of Law/Melbourne Business School

8.2.1 Juris Doctor/Master of Business Administration

The Committee received a written report from the Business School shepherd and an oral report from the Law shepherd.

After noting that all aspects of the proposal other than the Entry Requirements statement (at present under review by Selection Procedures Committee) were satisfactory, the Committee approved the combined Juris Doctor/Master of Business Administration.

9. Course Changes

9.1 Faculty of Architecture, Building and Planning

9.1.1 Bachelor of Planning and Design (generic)

The Committee approved a proposal to prescribe an introductory subject and a structure for electives within the Bachelor of Planning and Design (generic).

9.2 Faculty of Law

9.2.1 Bachelor of Laws with Honours

The Committee approved a proposal to define the circumstances under which a written assignment constitutes a 'substantial piece of legal writing' for the purposes of the award of the Bachelor of Laws with honours.

In the general information about honours accompanying the proposal there was a section describing how honours points attach to subjects for which supplementary examinations have been taken. The Committee requested that the Law School be asked to advise it how it handled students granted additional assessment and special examinations.

10. Student Awards

10.1 New Awards

10.1.1 Faculty of Architecture, Building and Planning

The Committee approved the following new awards:

- Robert Barber (Ability Building Chemicals) Prize for Achievement in the Study of Architecture
- Robert Barber (Ability Building Chemicals) Prize for Achievement in the Study of Landscape Architecture
- The Foundation Graduate Prize in Landscape Architecture.

10.2 Major Changes to Existing Awards

10.2.1 School of Graduate Studies

The Committee approved a major change to the following award:

- RMAX Environmental Management Systems Scholarship

11. Quarterly Reports

Nil reports.

12. Matters Dealt with by the Shepherd and the Chair

The Committee endorsed action taken by the Chair and/or Shepherd in approving the following urgent changes. The Committee noted that the President of the Academic Board had subsequently approved these changes on behalf of the Academic Board, as set out below:

Suspension for 2005: 102-512, 183-504, 482-621, 485-621, 485-624, 512-933, 730-391, 730-411, 730-413, 730-886, 740-101, 740-138, 740-139, 740-317, 760-211 (S2 only), 760-301 (S1 only), 760-402 (S2 only), 760-423 (S1 only), 760-445 (S2 only)

Change of contact details: 107-133, 485-829, 485-833

Offer in Semester 1 (previously not offered in 2005): 740-401

Offer in Semester 1 (block mode): 208-332

Shift from Semester 1 to Semester 2, 2005 : 476-645, 476-656, 730-439

Shift from Semester 2 to Semester 1, 2005: 476-651

New subject for Semester 2: 730-428

Reinstate for Semester 2 : 485-623

Offer an additional stream: 110-225

Change of co-ordinator: 730-115, 730-222, 730-231, 730-232, 730-301, 730-439

Change prescribed texts: 476-645, 476-651, 476-656

13. Any Other Business

Nil

14. Next meeting

Thursday, 5 May at 2.15 pm in the Jim Potter Conference Room.

The meeting closed at 10.40 am

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