

**THE UNIVERSITY OF MELBOURNE**  
**ACADEMIC PROGRAMS COMMITTEE**

**MEETING 4/06**

A meeting of the Academic Programs Committee was held on Thursday, 4 May 2006, at 3.15 pm in the Jim Potter Conference Room, Conference Centre, Old Physics Building.

**Present:** Professor J Borland (Chair), Ms L Bartolini, Associate Professor J George, Professor D Holm, Professor G Hutchinson, Associate Professor S James, Professor D Jamieson, Associate Professor R Misson (Deputy Chair), Ms C O'Dowd, Professor P Pattison, Mr D Rizzetti, Professor M Singh, Professor R Slocombe, Professor L Sterling, Dr J Stockdale, Professor H Watson, Associate Professor G Webb, Mr A Williams

**In attendance:** Mr C Reid (Secretary), Associate Professor P Tregloan

**BUSINESS**

**1 Formal Matters**

**1.1 Apologies**

Apologies were received from Associate Professor C Duffield, Mr A Eddy, Professor M Elgar, Professor A Freadman, Ms G Luck, Professor L Skene, Professor R Strugnell.

The Chair reported the resignation of Professor Glenn Bowes from the Committee. Professor Bowes has resigned due to pressure of other commitments. Professor Bowes was a nominee of Academic Board, and the Acting President of Academic Board will nominate a replacement member.

**2 Minutes**

**2.1 Minutes of meeting 3/06 (6 April 2006)**

The minutes of meeting 3/06 of the Committee were confirmed and signed as a correct record.

**2.2 Action Sheet 2/06**

The Committee noted the Action Sheet arising from meeting 3/06. The Chair reported that he had written to the Chair of the Curriculum Commission concerning the issue of the flagging of subjects with particular attributes such as 'green leaf', and had also written to the Associate Dean (Undergraduate) in the Faculty of Law concerning the issue of the comparability of grades across faculties.

**3 Matters Arising Not Dealt with Elsewhere**

**3.1 Entry Pathways to Masters Degrees**

The Committee noted Associate Professor Misson's report on entry pathways to masters degrees and endorsed the recommendation to refer to the Curriculum Commission the issue of 150 point masters degrees in the Melbourne Model. It was noted that it is possible to recognise substantial

relevant work experience by granting 50 points' credit towards a 200 point postgraduate program.

#### **4 Policy Issues**

Nil

#### **5 University Curriculum Project**

##### **5.1 Report on Curriculum Commission**

Professor McPhee reported on the deliberations of the Curriculum Commission. He indicated that Commission is expecting soon to receive advice from DEST on whether undergraduate HECS places can be transferred to postgraduate places. The Commission will submit to the May Academic Board meeting a draft outline of the proposed undergraduate programs to be introduced under the Melbourne Model. The review of degree attribute statements will be referred as a project to the Women in Leadership program. The Commission is also considering how the Model will affect research higher degrees; the discontinuation of existing undergraduate programs; and the retention or discontinuation of double degrees.

#### **6 Postgraduate Coursework Programs Sub-Committee Business**

No PCPSC meeting was held in April.

#### **7 Chairs' Reports**

##### **7.1 TALQAC Report**

Professor Sterling reported on the following:

- A review of the rate of errors in examinations; there was only one error in the 640 papers set in the last examinations period;
- TALQAC's consideration of how well quality of teaching surveys are administered and how closely the policy on the administration of such surveys is followed;
- The progress of working groups on specific matters.

##### **7.2 TALMET Report**

Associate Professor Tregloan reported on the following:

- The development of guidelines for on-line subjects, including a checklist of subject-readiness;
- A survey of the outcomes of the ICT projects funded in 2002-2003;
- A TALMET-hosted forum on LMS subject selection for semester 2, 2006;
- The consideration of iCampus software packages for use by the University.

#### **8 Student Members' Reports**

Nil

#### **9 Working Group Reports**

### **9.1 Assessment Implementation Working Group**

Professor Pattison reported that, over the next two years, the Working Group will undertake a study of generic skills acquisition.

### **9.2 Working Group on Special Consideration**

Professor Pattison reported that the Working Group is in the process of consulting faculties on how they are dealing with special consideration and what changes they would like to see in the policy and procedures.

### **9.3 Working Group on Teaching in Languages Other than English**

Nil

### **9.4 Examinations Working Group**

The Committee received the report of the Working Group and noted the matters that it is considering. The Committee endorsed the Working Group's recommendation that the University negotiate a plan for the provision of heating in the Royal Exhibition Building with the Building Trustees, noting that option 1, as outlined in the circulated report, is the preferred solution. The Committee agreed to refer the matter to the Infrastructure Committee for consideration in relation to funding and to the Vice-Principal and Academic Registrar for negotiation with the Building Trustees.

## **10 New Courses**

### **10.1 VCA – Postgraduate Diploma in Production**

The Committee considered the proposal for the introduction of the Postgraduate Diploma in Production and noted the shepherd's report and a tabled statement outlining the entry requirements of graduate courses in technical theatre. The Committee was advised that the tabled statement was developed for publicity purposes and that the actual entry requirements for the courses concerned are more detailed. The Committee was informed that the Selection Procedures Committee has considered the entry requirements for the proposed Postgraduate Diploma in Production and has sought clarification on the entry requirements statement. The Committee noted that the statement of the duration of the course should be 1 year and 0 months, not 1 year and 12 months.

The Committee endorsed the proposal and agreed to recommend its approval by Academic Board with the proviso that Selection Procedures Committee approves the entry requirements.

## **11 Course Changes**

### **11.1 Cancellation of Courses – Faculty of Architecture, Building and Planning**

The Committee was advised that the Faculty is undertaking a review of its undergraduate courses and that the cancellations proposed (below) arise from this review.

**11.1.1 Bachelor of Geomatic Engineering/Bachelor of Planning Design (Property and Construction)**

The Committee endorsed the recommendation to cancel the Bachelor of Geomatic Engineering/Bachelor of Planning Design (Property and Construction) and agreed to recommend to Academic Board the cancellation of the program.

**11.1.2 Bachelor of Planning & Design (Generic)**

The Committee endorsed the recommendation to cancel the Bachelor of Planning & Design (Generic) and agreed to recommend to Academic Board the cancellation of the course.

**11.1.3 Bachelor of Urban Planning and Development/ Bachelor of Planning and Design (Property Construction)**

The Committee endorsed the recommendation to cancel the Bachelor of Urban Planning and Development/ Bachelor of Planning and Design (Property Construction) and agreed to recommend to Academic Board the cancellation of the program.

**11.1.4 Bachelor of Commerce/Bachelor of Planning and Construction**

The Committee endorsed the recommendation to cancel the Bachelor of Commerce/Bachelor of Planning and Construction and agreed to recommend to Academic Board the cancellation of the program.

**11.2 Major Changes to Existing Courses – Faculty of Land and Food Resources**

**11.2.1 Bachelor of Food Science**

The Committee endorsed the recommended changes to the Bachelor of Food Science and agreed to recommend them to Academic Board for approval.

**11.3 Major Changes to Existing Courses – VCA**

**11.3.1 Bachelor of Music Performance**

The Committee endorsed the recommended changes to the Bachelor of Music Performance and agreed to recommend them to Academic Board for approval.

**12 Student Awards**

**12.1 New Student Awards – Faculty of Science**

**12.1.1 The John A. McKenzie/Selby Scientific Foundation Award**

The Committee endorsed the proposed award and agreed to recommend its approval by Academic Board.

### **12.1.2 The McGraw Hill Biology Prize**

The Committee endorsed the proposed award and agreed to recommend its approval by Academic Board.

## **12.2 New Student Award – Faculty of Medicine, Dentistry and Health Sciences**

### **12.2.1 The Frederick C Barnett Prize**

The Committee endorsed the proposed award and agreed to recommend its approval by Academic Board.

## **12.2 Major changes to existing awards** Nil

## **12.3 Minor changes to existing awards** Nil

# **13 Quarterly Reports 1/06**

## **13.1 Faculty of Arts**

The Committee adopted the Faculty's Undergraduate Quarterly report 1/06 and Postgraduate Quarterly Report 1/06.

## **13.2 Faculty of Veterinary Science**

The Committee adopted the Faculty's Undergraduate Quarterly report 1/06.

## **13.3 Faculty of Music**

The Committee adopted the Faculty's Undergraduate Quarterly report 1/06.

## **13.4 School of Enterprise** Nil

## **13.5 Faculty of Science** Nil

## **13.6 Faculty of Economics and Commerce** Nil

## **13.7 Victorian College of the Arts**

The Committee adopted the VCA's Undergraduate Quarterly report 1/06 and Postgraduate Quarterly Report 1/06.

## **13.8 Faculty of Architecture, Building and Planning**

The Committee adopted the Faculty's Undergraduate Quarterly report 1/06 and Postgraduate Quarterly Report 1/06.

### **13.9 Faculty of Education**

The Committee adopted the Faculty's Postgraduate Quarterly Report 1/06.

### **13.10 Faculty of Land and Food Resources**

Nil

### **13.11 Faculty of Law**

The Committee adopted the Faculty's Undergraduate Quarterly report 1/06 and Postgraduate Quarterly Reports 1/06.

### **13.12 Faculty of Engineering**

The Committee adopted the Faculty's Undergraduate Quarterly report 1/06 and Postgraduate Quarterly Report 1/06.

## **14 Matters dealt with by the Chair and/or President, Academic Board**

The Committee noted the matters approved by the Chair and/or the President of Academic Board since meeting 3/06:

*Reschedule of subject from semester 1 to semester 2, 2006: 702-625*

*Suspension of Semester 2, 2006 Subject: 166-231, 316-405, 316-407, 316-657, 316, 670, 316-672*

*Change to distance education mode for semester 2, 2006: 505-966*

## **15 Any Other Business**

Nil.

The meeting closed at 4.25 pm.

## **16 Next Meeting**

Thursday 1 June 2006 at 2.15 pm in Jim Potter Conference Room, Old Physics Building.