

**Confirmed**

**THE UNIVERSITY OF MELBOURNE  
UNDERGRADUATE PROGRAMS COMMITTEE**

**MEETING 3/07**

Minutes of meeting 3/07 of Undergraduate Programs Committee, which was held on Thursday, 15 March 2007, at 3.15 pm in the Jim Potter Meeting Room Old Physics Conference Centre.

**Present:** Professor I Beveridge, Professor J Borland (Chair), Ms E Buckingham, Professor C Hardy, Professor M Hargreaves, Ms H Hayman, Mr R Hillbrich, Associate Professor I Holtham, Associate Professor S James, Associate Professor R Misson, Professor M Morgan, Professor P Pattison, Professor M Singh, Ms C Smith, Professor G Stevens (Deputy Chair), Ms T Tjia, Professor H Watson

**In attendance:** Ms J Reese, Mr C Reid (Secretary)

**BUSINESS**

**1 Formal Matters**

**1.1 Apologies**

Apologies were received from Professor I Bishop, Associate Professor R Eckersley, Professor L Hawthorne, Dr R Mulder, Professor J Stockdale and Associate Professor P Tregloan.

**2 Minutes**

**2.1 Minutes of APC meeting 1/072/07 (8 March 2007)**

The Committee approved the minutes of meeting 2/07 with the note that the third dot point in item 4.1 should be deleted.

**2.2 APC Action Sheet 2/07**

The Committee noted the action sheet arising from meeting 2/07, as circulated.

**2.3 Minutes of APC meeting 1/07 (1 March 2007)**

The Committee approved the minutes of meeting 1/07 of the Committee.

**3 Matters Arising Not Dealt with Elsewhere**

**4 New Generation Undergraduate Degrees**

**4.1 Report from Interim Board of Undergraduate Studies 4/07**

**4.1.1 Bachelor of Arts**

The Committee received, as a tabled paper, relevant excerpts from the revised version of the Bachelor of Arts proposal. The Committee also received a

memorandum from Associate Professor James, Chair of the BA Course Standing Committee, addressing issues relating to the structure of the BA. In discussion, the following points were noted:

- There needs to be further discussion regarding the inclusion of Psychology as a breadth subject.
- Honours will not be available in the full range of undergraduate major study areas. The Interim Board of Undergraduate Studies has agreed that there should be a pathway to research from all major study areas but not necessarily via honours.
- The question of the articulation of undergraduate majors with honours will be discussed again at the 5 April meeting of Undergraduate Programs Committee, before the public launch of the Melbourne Model.

The student members of the Committee indicated that they did not endorse the reduction of the range of major studies available in the new generation BA by comparison with the existing BA, especially the removal of Gender Studies from the list of available major study areas, and asked that this be minuted.

#### **4.1.2 Bachelor of Biomedicine**

The Committee received as a tabled paper the proposal for the Bachelor of Biomedicine and also received a tabled report from the course shepherds. The Committee noted the shepherds' advice that the course cannot be recommended for approval until matters concerning the course structure are resolved. These matters include the following:

- the breadth component,
- the structure and point value of the core component,
- pathways to honours programs,
- the structure of the honours programs,
- subject details, and
- details of how Melbourne Model principles and capstone experience will be embodied in the course.

It was noted that the Bachelor of Biomedicine was not intended as a pathway to study in Veterinary Science and that the Bachelor of Science would provide that pathway.

The Committee agreed to establish a sub-committee comprising the Chair of UGPC, the Chair of the Bachelor of Biomedicine Course Standing Committee and the President of Academic Board to discuss the proposal and make revisions as necessary, and, as appropriate, to recommend approval directly to Academic Board.

#### **4.1.3 Bachelor of Commerce**

The Committee considered the proposal for the Bachelor of Commerce as circulated for meeting 2/07, and received as a tabled paper a response from Chair of the Course Standing Committee to comments made by the shepherds at meeting 2/07. The Committee was advised that the shepherds, Professor Watson and Professor Singh, had met with representatives of the Faculty of Economics and Commerce to discuss the proposal but that there remained important issues to be resolved. The primary concern was that the statement of objectives does not

correlate with the degree structure and content, and designing a degree structure that meets external professional accreditation requirements is difficult to accommodate within the principles for the new generation undergraduate degrees. The Committee agreed to establish a sub-committee comprising the President and Vice-President of Academic Board, the Chair of the Bachelor of Commerce Course Standing Committee and the shepherds Professor Watson and Professor Singh to review and revise the proposal as appropriate and to make a recommendation on it directly to Academic Board.

#### **4.1.4 Bachelor of Environments**

The Committee considered the proposal for the Bachelor of Environments as circulated at meeting 2/07 and noted that, as yet, there had been no response to the comments made by the shepherds on the proposal. However, the shepherds for the course indicated that they were happy to recommend approval of the course proposal provided matters raised at the previous meeting were taken up and noting that subject details are still to be submitted.

#### **4.1.5 Bachelor of Music**

The Committee received the revised proposal for the Bachelor of Music, as circulated and noted that the shepherds recommended approval of the proposal.

#### **4.1.6 Bachelor of Science**

The Committee received the revised proposal for the Bachelor of Science, as circulated and noted that the shepherds recommended approval of the proposal.

#### **4.1.7 Report from Interim Board of Undergraduate Studies 5/07**

The Committee noted the report from the Interim Board of Undergraduate Studies as circulated.

### **4.2 Draft Report to Academic Board – New Generation Undergraduate Degrees**

Undergraduate Programs Committee agreed to recommend that Academic Board approve the establishment of the following new courses, and the objectives and core programs of these courses, as outlined in the circulated proposals:

Bachelor of Arts  
Bachelor of Environments  
Bachelor of Music  
Bachelor of Science

In recommending approval of the above courses, the Committee noted that there are elements of the course design and content that require subsequent approval by Academic Board, and that these elements will be considered later in the year. These elements include:

- The content of and course-specific rules governing the breadth components
- The range of honours program areas and the content of honours programs
- Specification of new compulsory subjects in each course

- The descriptions of other new subjects to be offered.

The Committee was advised that, for 2008 timetabling purposes, subjects would need to be approved no later than 13 July 2007. The Committee agreed to ask for subject details to be submitted for all six new degrees by the June meeting, and to consider at the next meeting how to consider the submissions of subject details.

## **5 Policy Issues**

### **5.1 Concurrent Diplomas**

The Committee received the circulated proposal for the establishment of concurrent diplomas that can be undertaken with the new generation undergraduate degrees. The proposal broadly provides that students undertaking new generation undergraduate degrees could complete a concurrent diploma by undertaking an extra 50 points of study. Where possible, these concurrent diplomas would be completed within the three years of the degree's duration, though it may be necessary in some cases for the overall program to take longer than three years. The question was raised as to whether enrolment in the concurrent diploma would occur at commencement of the degree or retrospectively. It was also noted that the matter of limits on credit transfer are still to be resolved.

The Committee agreed to recommend that Academic Board approve in principle the establishment of concurrent diplomas in order to encourage enrolment in the areas of study to be made available in concurrent diplomas. The Committee noted that, under the breadth provisions that will apply to the new generation degrees, students enrolling for the new generation Bachelor of Arts and a concurrent Diploma in Languages would not be able to undertake studies in three languages. The Committee agreed to recommend to Academic Board that the provisions be modified to permit students to undertake two languages in the BA and a third in the concurrent diploma, while meeting breadth requirements in the BA.

The Committee also noted that there will need to be consultation with Student Administration to ensure that the student system can appropriately record enrolment in a new generation undergraduate degree and a concurrent diploma.

## **6 Chairs' Reports**

### **6.1 PCPC Report**

Associate Professor Misson reported that Postgraduate Coursework Programs Committee would be considering proposals for professional masters programs and would also review the Guidelines for Higher Degrees. The question of the use of the term 'doctor' in the titles of some professional postgraduate programs has been raised.

### **6.2 TALQAC Report**

Nil

**6.3 T&L(MM&ET)C Report**

Nil

**7 Student Members Reports**

Nil

**8 Working Group Reports**

Nil

**9 Course Changes**

Nil

**10 Student Awards**

**10.1 New Student Awards**

Nil

**10.2 Major changes to existing awards**

**Faculty of Medicine, Dentistry and Health Sciences**

**10.2.1 Goulburn Valley Health Prize**

The Committee noted that the amendment to the Goulburn Valley Imaging Rural Travel Fellowship, considered by the Committee at meeting 1/07, was submitted in error. The Committee agreed to defer consideration of this proposal pending receipt of advice from the shepherd.

**10.3 Minor Changes to existing awards**

Nil

**11 Undergraduate Quarterly Reports**

Nil

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

The Committee noted the matter approved executively by the President of Academic Board since meeting 2/07:

*Amendment to assessment requirements of a subject: 110-225*

**13 Any Other Business**

Nil

**14 Next Meeting**

The next meeting of the Committee will be held on **Thursday 5 April 2007 at 3.15 pm** in the Jim Potter Room, Old Physics Conference Centre.

The meeting closed at 4.10 pm.

**Signed:**

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Chair

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Date

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**Circulation**

Professor I Bishop  
Professor J Borland (Chair)  
Ms E Buckingham  
Professor M Hargreaves  
Professor L Hawthorne  
Ms H Hayman  
Mr R Hillbrich  
Associate Professor I Holtham  
Associate Professor S James  
Associate Professor R Misson  
Professor M Morgan  
Dr R Mulder  
Professor P Pattison  
Professor M Singh  
Professor L Skene  
Ms C Smith  
Professor G Stevens  
Ms T Tjia  
Professor H Watson  
Professor J Stockdale  
Associate Professor P Tregloan (T&L(MM&ET)C observer)  
Mr C Reid, Committee Secretary

**For Information (full sets of papers)**

Chairperson, Selection Procedures Committee  
Director, Melbourne Business School  
General Manager, Architecture, Building and Planning  
General Manager, Arts  
General Manager, Education  
General Manager, Economics and Commerce  
General Manager, Land and Food Resources  
General Manager, Law  
General Manager, Medicine, Dentistry and Health Sciences  
General Manager, Music  
General Manager, Science  
Faculty Executive Officer, Veterinary Science  
Manager, International Admissions  
Research Assistant, President of the Academic Board  
Research Higher Degrees Manager, School of Graduate Studies  
Tables Officer, Student Administration  
Ms G Willoughby, Enrolment Management Services

**Minutes and Agendas only**

Deputy Principal, Information Technology Services  
General Manager, School of Graduate Studies  
Manager, Office of Environmental Programs  
Associate Dean (Academic Programs), Faculty of Science  
Dr G Duke, GESO