

Confirmed

THE UNIVERSITY OF MELBOURNE
UNDERGRADUATE PROGRAMS COMMITTEE

MEETING 1/07

Meeting 1/07 of the Undergraduate Programs Committee was held on Thursday, 1 March 2007, at 3.15 pm in the Jim Potter Conference Room, Conference Centre, Old Physics Building.

Present: Professor I Beveridge, Professor J Borland (Chair), Ms E Buckingham, Professor I Bishop, Associate Professor R Eckersley, Professor C Hardy, Professor M Hargreaves, Ms H Haynon, Mr R Hillbrich, 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

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

BUSINESS

1 Formal Matters

1.1 Welcome and Apologies

Apologies were received from Professor L Hawthorne, Associate Professor I Holtham and Professor J Stockdale.

The Chair welcomed members to the first meeting of the Committee.

1.2 Terms of Reference and Composition of Undergraduate Programs Committee

The Committee noted its composition and terms of reference as circulated.

1.2.1 UMPA Nominee on UGPC

The Chair reported that the question of whether there should be a University of Melbourne Postgraduate Students Association (UMPA) nominee on the Committee had been raised in view of the articulation between postgraduate and undergraduate programs that will arise from the Melbourne Model. He indicated that he had discussed the proposal with the President of Academic Board. The membership of UGPC includes representatives of the Student Union, and the Postgraduate Coursework Programs Committee includes representatives of UMPA. The membership of UGPC also includes the Chair of PCPC, and PCPC's membership includes the Chair of UGPC, thus facilitating communication between the two committees. The Committee agreed that no change to the membership presently specified for UGPC needs to be made.

1.3 Committee Appointments to other Board Committees

The Committee noted that appointments for 2007 need to be made to the following committees:

(a) *Selection Procedures Committee*

One member nominated by UGPC

(b) *Student Entry Pathways Sub-Committee*

One member nominated by UGPC

(c) *Teaching and Learning (Multimedia and Educational Technologies) Committee*

Chair of UGPC or nominee

The Chair invited members of the Committee to nominate for these positions.

2 Minutes

2.1 Minutes of APC meeting 11/06 (30 November 2006)

The Committee confirmed the minutes of Academic Programs Committee meeting 11/06 and the Chair signed them as a correct record.

2.2 APC Action Sheet 11/06

The Committee reviewed the action items listed in the circulated paper.

3 Matters Arising Not Dealt with Elsewhere

3.1 Appointment of UGPC Nominee on Selection Procedures Committee

This matter was considered under item 1.3 above.

4 Implementation of Melbourne Model

The Committee received the following documents:

4.1 Proposal for the Introduction of a New Undergraduate Course/Program

4.2 Notes on Completion of the Form

The Committee noted that copies of the draft new generation undergraduate degree proposals had been circulated to the respective shepherding teams. The proposals would be discussed at the UGPC meetings scheduled for 8 March and 15 March, with the intention of finalising recommendations to Academic Board on the proposals at the 15 March meeting. Some amendments to the proposals have been requested of Standing Committees by the Interim Board of Undergraduate Studies, and revised versions of the proposals are expected to be circulated in due course. It was agreed that the draft wording of the recommendations to Academic Board should be circulated for consideration before submission to Academic Board. Shepherds should notify the secretary of issues they have with the proposals by Wednesday 7 March if possible.

The Committee discussed the parameters for consideration of the course proposals and noted that they should embody the recommendations of the Curriculum Commission report to Academic Board, as embodied in the notes on the completion of the course proposal form. In discussion, the following points were noted:

- Final details of subjects will be considered later in the year. The primary concern at this stage should be with the overall structure and aims of the courses. The new degrees are to be launched publicly on 17 April, and the elements of prime

concern will be the course objectives, structure, entry requirements including prerequisites, pathways to postgraduate study and professional accreditation.

- The detailed content of the breadth component need not be finalised at this stage.
- The course proposals will need to outline a clear statement of objectives and indicate how the course structure and content will ensure these objectives are met.
- There are policy statements, for example on the requirements for the breadth component and on Knowledge Transfer, appended to the notes on completion of the form, which should be used as a guide to determining whether course proposals fulfil the aims of the Curriculum Commission report.

5 Policy Issues

5.1 Revisions to Blue Book

The Chair reported that a joint UGPC/PCPC working group is being established to review the Blue Book, and is expected to meet in April.

6 Chairs' Reports

6.1 PCPC Report

Associate Professor Misson reported on discussion at meeting 1/07 of PCPC. He indicated that the Committee is anticipating proposals for new professional masters programs and has reviewed the guidelines for graduate degrees in the Melbourne Model, including the question of the retention of the distinction between graduate and postgraduate programs.

6.2 TALQAC Report

Nil

6.3 T&L(MM&ET)C Report

Nil

7 Student Members Reports

Nil

8 Working Group Reports

The Committee noted that working Groups of the former Academic Programs Committee will now report to both PCPC and UGPC.

8.1 Assessment Implementation Working Group

Professor Pattison indicated that the Assessment Implementation Working Group is expected to hold one further meeting before completing its report.

8.2 Working Group on Special Consideration

Nil

8.3 Examinations Working Group

Nil

8.4 Working Group on Eligibility for Student Awards

The Chair reported that this group has yet to be convened.

9 New Courses

Nil

10 Course Changes

Faculty of Medicine, Dentistry and Health Sciences

10.1 Bachelor of Nursing Science (Honours)

The Committee received and approved the proposal for change to the Bachelor of Nursing Science (Honours).

11 Student Awards

11.1 New Student Awards

Faculty of Arts

11.1.1 Chinese Lions Club Scholarship

The Committee as informed that the student award proposal had been withdrawn for amendment.

Faculty of Economics and Commerce

11.1.2 Citigroup Women in Investment Banking Scholarship

The Committee approved the Citigroup Women in Investment Banking Scholarship as circulated.

11.2 Major changes to existing awards

Faculty of Arts

11.2.1 Sakata Scholarships

The Committee approved the proposed amendment to the Sakata Scholarships as circulated, subject to the correction of a typographical error in the proposal.

Faculty of Medicine Dentistry and Health Sciences

11.2.2 Goulburn Valley Imaging Rural Travel Fellowship

The Committee noted that the circulated proposal specified a value for the Fellowship that did not appear correct. The Committee approved the Goulburn Valley Imaging Rural Travel Fellowship, subject to confirmation that the value of the award has been stated correctly in the proposal.

11.3 Minor Changes to existing awards

Faculty of Economics and Commerce

The Committee noted the following minor changes made to student awards by the Faculty of Economics and Commerce under delegated authority.

11.3.1 Management Honours Prize

The Management Honours Prize is to be known as the Management and Marketing Honours Prize due to a change in the name of the department offering the prize.

11.3.2 Economic History Exhibition

This award has been cancelled for the following reasons: the initial Department which sponsored the prize no longer exists in name, and the initial subject the prize was attached to has not been offered since 1999 and has since been withdrawn from the handbook.

11.3.3 Lou Goldberg Honours Prize in Accounting and Finance for 306-467 Research Essay in Accounting

This award is to be known as: Lou Goldberg Honours Prize in Accounting and Business Information Systems for 306-467 Honours Research Essay. The changes reflect a Departmental name change and a subject name change.

12 Undergraduate Quarterly Reports

The Committee received and adopted the following undergraduate quarterly reports as circulated:

12.1 Faculty of Arts

Quarterly Report 4/06

12.2 Faculty of Engineering

Quarterly Report 3/06

Quarterly Report 4/06 – nil report

12.3 Faculty of Law

Quarterly Report 4/06

12.4 VCA

Quarterly Report 4/06

12.5 Faculty of Economics and Commerce

Quarterly Report 4/06

12.6 Faculty of Music

Quarterly Report 4/06

12.7 Faculty of Education

Quarterly Report 4/06 – nil report

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

The Committee noted the following matters approved by the Chair and/or the President of Academic Board since Academic Programs Committee meeting 11/06:

Suspension of subject for semester 1, 2007: 131-422, 740-312, 730-391, 740-353 and 740-338

Suspension of subject for semesters 1 and 2, 2007: 740-123, 740-301, 110-260, 110-261, 110-435, 110-422, 730-262, 730-306, 730-399, 730-401, 430-405, 730-483

Suspension of subject, semester 2, 2007: 512-345, 640-177, 730-446;

Change of assessment requirements: 316-213, 512-120, 512-121

Quarterly Reports:

Faculty of Economics and Commerce Quarterly report 2/06

Significant Changes to Courses:

Bachelor of Agricultural Science joint program with China Agricultural University and with Nanjing Agricultural University

Change from semester 2 to semester 1, 2007: 325-409

Change from semester 1 to semester 2, 2007: 325-465, 431-626

New Subjects for 2007:

514-328 Nursing the Older Person;

514-329 Introduction of Koori Health for Nurses;

Rescheduling of subject as intensive in March 2007: 191-508

Existing subjects now to be offered in semester 1, 2007: 740-318 Wagner's Ring; 740-386 Music Analysis

Minor changes to Student Award: the Bain International Consulting Prize for International Business Strategy will now be renamed the Bain & Company Prize for Strategic Marketing. The name of the award has been changed because International Business Strategy is no longer offered. The company name has also changed.

Approval of New Student Awards: Graduate Diploma in Psychology Scholarship; Psychology Research Scholarship

On the advice of the Interim Board of Undergraduate Studies, the Chair recommended to Academic Board that the name of the new generation Bachelor of Bioscience be changed to *Bachelor of Biomedicine*.

14 Any Other Business

Nil

15 Next Meeting

The next meeting of the Committee will be held on Thursday 8 March 2007 at room 310, Engineering.

The meeting closed at 4.25 pm.