

# THE UNIVERSITY OF MELBOURNE

## ACADEMIC BOARD

### MEETING NO. 03/2009

A meeting of the Academic Board was held on Thursday 4 June 2009 at 2.15 p.m. in the Council Chamber, First Floor, Old Quadrangle

## MINUTES

### SECTION A – Formal Matters

#### A.0 Welcome, Attendance and Apologies

##### **Present:**

President, Professor Geoff Stevens, in the Chair  
Vice-Chancellor, Professor Glyn Davis  
Deputy Vice-Chancellor (Research) Professor Peter Rathjen  
Deputy Vice-Chancellor (Global Relations) Professor John Dewar  
Pro Vice-Chancellor (Graduate Research), Professor Dick Strugnell  
Pro Vice-Chancellor (Research), Professor Lyn Yates  
Pro Vice-Chancellor (Teaching, Learning and Equity) Professor Sue Elliott  
Pro Vice-Chancellor (Global Relations) Professor Warren Bebbington  
Vice-President, Professor Ron Slocombe  
Deputy Vice-President, Professor Ruth Fincher  
Vice-Principal and Academic Registrar, Ms Gillian Luck  
University Librarian, Mr Philip Kent  
Professor Sanchia Aranda, Professor Tony Bacic, Professor Kim Bennell, Professor Prem Bhalla, Professor Ian Bishop, Professor Glen Browning, Professor Michael Bryan, Associate Professor Roberto Cappai, Associate Professor Chris Cobbett, Professor Mark Considine, Professor Mark Elgar, Ms Mariann Fee, Associate Professor Jenny George, Professor Phil Goad, Professor Tony Goodwin, Professor Saman Halgamuge, Ms Laura Harris, Professor Leslyanne Hawthorne, Associate Professor Janet Hergt, Professor David Holm, Professor Ian Holtham, Ms Leanne Howard, Professor Cathy Humphreys, Professor Richard James, Professor David Jamieson, Professor Ian Lang, Professor Pauline Ladiges, Professor Eleanor Mackie, Professor Vera Mackie, Professor Janet McCalman, Professor Peter McIntyre, Associate professor ray Misson, Professor Alistair Moffatt, Professor Meg Morris, Associate Professor Elizabeth Ozanne, Ms Maloti Ray, Professor Field Rickards, Professor Richard Roush, Professor Robert Saint, Associate Professor David Shallcross, Professor Loane Skene, Professor Liz Sonenberg, Professor Adrienne Stone, Professor Peter Taylor, Professor Doreen Thomas, Professor Richard Tomlinson, Professor Trichur Vidyasagar, Professor Alex Wearing.

**Observers:** Ms Suzanne Daroesman, Associate Professor Barry Hughes, , Ms Tabitha Oesnak, Professor David Runia, Ms Janet White.

**In attendance:** Ms Penelope Pepperell (Academic Secretary), Ms Emma Koch

##### **Apologies:**

Mr Paul Coats, Professor Gary Egan, Professor Jane Gunn, Professor Mark Hargreaves, Professor Andrew Holmes, Professor Ian King, Professor Hector Malano, Professor Iven Mareels, Professor Geoff McColl, Professor Lynn Meek, Professor Pip Pattison, Professor Sharman Pretty, Professor Arun Ram, Professor Lynne Selwood, Professor David Studdert, Professor John Tiller, Professor Greg Whitwell, Professor Jeffrey Zajac.

## **A.1 Consideration of the Agenda**

### **A.1 (a) Tabled Papers**

Two citations for honorary degrees were tabled.

### **A.1 (b) Starring of Additional Items**

The following items were starred; under D.1 items 1 and 2 and D.2.

## **A.2 Minutes**

The Board confirmed the minutes of meeting 2/2009 held on 2 April 2009 as a true and accurate record with the following amendment removal of the following text from the first paragraph at item B.3.1, *'as the two had different visions particularly in research'*.

## **A.3 Matters Arising from the Minutes**

There were no matters arising.

## **SECTION B – Reports and Matters for Discussion**

### **B.1 President's Report**

The Board received a written report from the President who highlighted selected sections of the report. (Paper B.1 and appendices refer)

#### **B.1.1 Honorary Degrees**

The Board approved the award of two honorary degrees of Doctor of Architecture to two persons named in the tabled citations.

#### **B.1.2 Faculty of Arts Graduate School**

Professor Mark Considine, Dean of the Faculty of Arts, spoke to the proposal to establish a graduate school within the faculty, to be named the Graduate School of Advanced Studies. The Board, while approving the establishment of the graduate school, did not support the name put forward by the faculty as it was considered too general and could equally apply to any discipline. Professor Considine was asked to consult the faculty and to bring forward a proposal for a more discipline specific name for the proposed graduate school.

#### **B.1.3 Report on Unsatisfactory Progress Appeals to the Board**

The Board noted the report arising from unsatisfactory progress of students in semester 2, 2008, which summarised the number of unsatisfactory progress hearings and the outcome of those hearings. The President thanked members for serving on the appeals committees and requested that they make themselves available for the upcoming round of appeals.

#### **B.1.4 Action Taken by the President on Behalf of the Board**

The Board noted the action taken by the President on behalf of the Board since the last meeting.

### **B.2 Vice-Chancellor's Report**

The Board received a written report from the Vice-Chancellor who highlighted selected sections of the report. (Paper B.2 and appendices refer)

### **B.2.1 Refining Growing Esteem Strategy**

The Board noted that the discussion paper *Refining Our Strategy: A discussion paper that invites involvement and response, May 2009* was available for comment and the Academic Board's response was sought. Information about the consultation process was also available on the website <http://growingesteem.unimelb.edu.au/>.

### **B.2.2 2009 Commonwealth Budget**

The Board noted that most of the funding for higher education announced in the federal budget would not flow through to the sector until 2012. The budget included full funding for research and a small increase in funding for teaching.

### **B.2.3 Comprehensive Cancer Centre**

The Commonwealth and State Governments jointly announced funding to create the \$1 billion Parkville Comprehensive Cancer Centre (CCC). The University would be a partner in the new Centre along with the Peter MacCallum Hospital, Melbourne Health, Ludwig Institute, Walter and Eliza Hall Institute of Medical Research and the Royal Women's Hospital. The Commonwealth and State would each provide \$426 million to the project with the remainder funded from the sale of surplus government land, the private sector and philanthropic donations. The University would contribute \$25 million to the project. The Parkville CCC would be built on the site of the former dental hospital in Grattan Street.

### **B.2.4 The Victorian College of the Arts and Music (VCAM)**

The Board noted that recent media reports had suggested the University had been stripping assets from the VCA where the University had actually invested substantially and that all agreements between the former VCA and the University were being honoured. The faculty was reviewing its structure and curriculum with a view to introducing the Melbourne Model in 2011. The fundamental skills associated with each discipline at VCAM would continue to be taught in accordance with international best practice standards. Any new program would capture the individual pathways students can take through their specialisation and students would continue to be able to have a combination of specialised activities and develop related discipline skills.

### **B.2.5 Indian Students**

The Vice-Chancellor reported that the University had been quoted in the *Wall St Journal* on the Indian student incidents that had occurred in Melbourne over recent weeks, and had been the subject of a great deal of media attention. He noted that the University needed to be vigilant and to take a stand on the issue both verbally and in action, including modelling appropriate behaviour, as there was potential for the matter to do the city and Australia significant damage.

## **B.3 Discussion Items**

### **B.3 (a) Academic Freedom**

The Academic Board received a revised draft policy on Academic Freedom arising from the previous meeting, noting that all the comments arising from the previous discussion and subsequent feedback had been incorporated in the paper.

In introducing the discussion Professor Skene cited a report in the *Guardian* of a recent case in which a science writer had criticised a claim in a chiropractic article

as 'bogus' and was subsequently sued. The writer had disputed a claim that chiropractic manipulation of the spine could fix a range of ailments. Instead of the claim being subject to scientific evidence the writer was sued with the action resting on the use of the term 'bogus', which was said to imply that the claimant knew the assertion to be wrong rather than believing it to be true.

The example was used to highlight the question over an academic's right to freedom of expression and whether, under these or similar circumstances, the University would indemnify an academic giving a public opinion in an area of their expertise. The Board noted that the paper dealt with an academic's right to freedom of expression

Matters raised in discussion included whether the right to academic freedom could be extended to professional staff. Advice from Mr Penman suggested that professional staff have a fiduciary relationship with the University and that their role was to carry out their duties in line with the universities governing statutes, regulations and policies. The Board acknowledged that when expressing an opinion the laws of the jurisdiction, in which the opinion is given, must be observed, particularly the laws relating to defamation.

Following lengthy discussion the Board agreed to remove the section of the paper under '*Responsibilities of staff in exercising academic freedom of expression*' and to strengthen the statements under '*Right to academic freedom of expression*'. A revised paper would come back to a future meeting of the Board.

### **B.3 (b) Presentation from the University Librarian**

The University Librarian presented on the materials vote. The Board noted that the purchasing power of the materials vote was declining and that the University had \$3-5 million less buying power than most other Go8 universities, where it ranked fifth in libraries expenditure. Strategies for maintaining or improving the resources in future included, increasing the materials vote, reduced publisher prices through better deals with publishers, better management of exchange rates, cancellation of subscriptions; with the last being the least favoured outcome.

A consortium of Australian Universities was currently in negotiation with publishing houses in order to secure more favourable pricing arrangements. A bid would be prepared for the PBC Conference to address the shortfall in purchasing power for library materials. The President advised that the Academic Board would continue to keep Council informed of the funding difficulties facing University libraries.

### **B.3(c) Response from Dean, Faculty of Arts to a Question on Notice**

Professor Considine responded to a question on notice from the previous meeting around the status of the Philosophy Department. He commented that as a result of faculty changes, philosophy had the equivalent of 4.9 staff take up voluntary redundancies, mostly due to the age of the cohort of staff at the time. Together with some retirements, this has created a need to reinvest in the area. Discussions had been occurring with the department to move towards this, although a smaller uptake of enrolments in the discipline had also impacted on the ability to rebuild the area quickly. The question arose as to whether there should be a limit to voluntary redundancies in a given area, though it was acknowledged enforcement could be problematic.

## **B.4 Question Time**

Professor Lesley-Anne Hawthorn raised a question on behalf of MDHS about the granting of credit for undergraduate study into postgraduate courses under the Melbourne Model.

Given the arrangements in place for the masters in engineering and architecture it seemed timely to revisit this particularly in regard to the four-year medicine master, the MD. She noted that the ability to have undergraduate study recognised in master degrees was restricted to 300 point or greater master courses. The Board noted that both the University of Queensland and the ANU offered credit into their master level medicine programmes for students from Malaysia. The Board recognised the difficulty for medicine in particular and noted that the structures approved for architecture and engineering had accommodated professional accreditation issues. The Board noted the policy to be discussed at C.1.6 which allowed credit in greater than 200 point master courses.

In discussion it was noted that the University needed to consider differentiating between pathways into master courses for those students who had completed undergraduate courses at Melbourne and those who may have some prerequisites but not the prior knowledge. The University would, through the adoption of the policy, recognise relevant and appropriate undergraduate study by giving credit for those subjects in graduate courses and through the development of length appropriate master courses (200 points) for those students. Students without appropriate prior knowledge would be required to undertake an additional 100 or 200 points, with the 200 point program only available for students with the approved University of Melbourne pathway.

The committee noted that the policy put forward by the APC recognised that there was a certain amount of flexibility required with the introduction of professional master courses.

## **SECTION C – Committee Reports**

### **C.1 Academic Programs Committee**

The Board noted the report of meeting 3/2009 held on 15 May 2009. (Paper C.1 and appendices refer)

#### **C.1.1 New Courses**

The Academic Board agreed to **recommend** the establishment of the following new programmes to Council and that Regulation 5.4R1 be updated accordingly:

- Master of Actuarial Science
- Graduate Certificate in Social Impact
- Specialist Certificate in Social Policy (Social Inclusion)

#### **C.1.2 Changes to Courses**

The Academic Board **approved** the following course changes:

- Master of Music Therapy

#### **C.1.3 Course Discontinuations**

The Board agreed to **recommend** the following programme discontinuations to Council and that Regulation 5.4R1 be updated accordingly:

- Bachelor of Optometry
- Master of Arts – International Studies (Advanced Seminars and Shorter Thesis) 102 IO
- Master of Creative Arts 474 CA

#### **C.1.4 University Breadth Subjects**

The Academic Board **approved** the following University Breadth Subject:

- Global Health, Sustainability and Security

#### **C.1.5 Pathways**

The Academic Board **approved** the revised pathways for Bachelor of Commerce students into the Master of Engineering as follows:

- Bachelor of Commerce (Civil Systems breadth sequence), 3 years, followed by a Master of Engineering (Civil) or Master of Engineering (Environmental) or Master of Engineering (Structural);
- Bachelor of Commerce (Electrical Systems breadth sequence), 3 years, followed by Master of Engineering (Electrical), 2 years;
- Bachelor of Commerce (Mechanical Systems breadth sequence), 3 years, followed by Master of Engineering (Mechanical), 2 years;
- Bachelor of Commerce (Software Engineering breadth sequence), 3 years, followed by Master of Engineering (Software), 2 years;
- Bachelor of Commerce (Bioengineering Systems breadth sequence), 3 years, followed by Master of Engineering (Biomedical), 2½ years;
- Bachelor of Commerce (Chemical Systems breadth sequence), 3 years, followed by Master of Engineering (Chemical), 2½ years.

#### **C.1.6 Policy and Guidelines**

The Academic Board **approved** the following policies and guidelines:

- Late change processes
- Credit for Undergraduate Subjects in Masters Courses

The Board noted that credit for undergraduate subjects in masters courses would be permitted in master courses that were longer than 200 points as discussed at item B.4 above. The Board agreed that the policy would be amended to read 'longer than the standard course of 2 years or 200 points'.

#### **C.1.6 University of Melbourne Extension Program**

The Academic Board **approved** the selection guidelines for 2010 as detailed in Appendix J of the APC report.

#### **C.1.7 Progression Rules – Bachelor of Veterinary Science**

The Academic Board **approved** the revised progression rules for the Bachelor of Veterinary Science to the Academic Board as detailed in Appendix K of the APC report.

#### **C.1.8 Matter Dealt with Executively**

The Academic Board noted the matters dealt with by the Chair of APC and/or President of the Board since the last meeting of the committee as detailed in section B.1 of the APC report.

### **C.2 Research Higher Degrees Committee**

The Academic Board noted the report of meeting 2/2009 held on 25 March 2009. (Paper C.2 and appendices refer)

#### **C.2.1 Approval of Outside Institution**

The Academic Board **approved** the addition of Australian Nuclear Science and Technology Organisation (ANSTO) to the list of approved outside institutions where PhD students may be based.

#### **C.2.2 New Course Stream**

The Academic Board **approved** the addition of a new stream in the Master of Arts - 102-XX Master of Arts (Theatre Studies) (Research)

### **C.2.3 Major Change to Existing Course**

The Academic Board **approved** a change to the following course:  
Master of Arts (International Politics) - 012IP

### **C.2.4 Course discontinuations**

The Academic Board agreed to **recommend** to Council that the following courses be discontinued and that Regulation 5.4R1 be updated accordingly:

- Master of Arts – International Studies (Advanced Seminars and Shorter Thesis) 102 IO
- Master of Creative Arts T474 CA

### **C.2.5 Increase in English language requirement**

The Academic Board **approved** a further amendment to the IELTS band for written English for Melbourne School of Design research higher degrees to include IELTS overall 7.0, written 7.0 with no band less than 6.0. The change would apply to all 2010 commencements and applications received after 31 May 2009.

### **C.2.6 Graduate Research Scholarships Committee**

The Academic Board noted the report of meeting 2/2009 of the GRSC held on 23 April 2009, attached to the RHDC report.

### **C.2.7 Conflict of interest and the appointment of examiners**

The Academic Board noted the report from the committee.

### **C.2.8 Development of “student at risk” management strategies for the RHD cohort**

The Academic Board noted the report from the committee.

## **C.3 Selection Procedures Committee**

The Academic Board noted the report of meeting 2/2009 held on 16 March 2009. (Paper C.3 and appendices refer)

### **C.3.1 Resolutions on Selection**

The Academic Board **resolved** that the entry requirements listed below apply to selection into those courses for 2010 onwards. The Academic Board agreed to recommend to Council and that the attachment to Regulation 11.1R3 be updated accordingly:

#### **Melbourne Business School**

##### **Graduate Certificate in Social Impact**

1. The Selection Committee will evaluate the applicant’s ability to pursue successfully the course using the following criteria-
  - an undergraduate degree in any discipline or equivalent; and
  - at least two years of documented relevant work experience, or equivalent.
2. The Selection Committee may conduct interviews for short listed applicants or call for referees reports and employer references to elucidate any of the matters referred to above.

#### **Melbourne Consulting and Custom Programs**

##### **Specialist Certificate in Social Policy (Social Inclusion)**

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - An undergraduate degree with a major area of study related to social policy; or
  - An undergraduate degree, and at least 1 year of full time documented relevant, professional work experience; or
  - Extensive relevant documented professional work experience, which demonstrates the capacity to successfully undertake the course.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

## **Faculty of Economics and Commerce**

### **Master of Actuarial Science**

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - an undergraduate or postgraduate degree with the equivalent of a major in mathematically based subjects;
  - performance on the GMAT or GRE unless the applicant has met one of the approved conditions for GMAT or GRE exemption;
  - the applicant's submitted statement of intent in seeking entry.
- o The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Master of Commerce**

100 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - an honours degree in economics, finance, commerce or related discipline with at least H2B (70%) average; or a relevant postgraduate diploma with at least H2B (70%) average; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GMAT or GRE unless the applicant has met one of the approved conditions for GMAT or GRE exemption.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Master of Economics**

200 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - an undergraduate degree or postgraduate degree with the equivalent of a major in economics, including subjects which satisfy the prerequisites for both the core and quantitative first year subjects in the Master of Economics; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GRE unless the applicant has met one of the approved conditions for GRE exemption.
  - Students who meet the following requirements may be admitted directly into year two of the program:

- a four-year honours degree in economics or relevant postgraduate degree with at least an H2b (70% average); and
  - completion of subjects which satisfy the prerequisites for both the core and quantitative second year subjects in the Master of Economics
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Postgraduate Diploma in Economics**

100 credit points

Provided as an exit qualification only to students enrolled in the Master of Economics. All applicants must meet the entry requirements of the Master of Economics degree program detailed above.

### **Master of Commerce (Finance)**

100 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - a four year undergraduate degree with a specialisation in Finance, or equivalent, with at least H2A (75%) average in the specialisation; or a Postgraduate Diploma in Finance, or equivalent, with at least H2A (75%) average; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Master of Accounting**

150 and 200 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –

200 credit points:

- an undergraduate degree in accounting or its equivalent; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

Note: Students who have successfully completed the Institute of Chartered Accountants in Australia PY/CA Program or the CPA Australia CPA Program may receive credit for up to four elective Master of Accounting subjects.

150 credit points:

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - an undergraduate degree in accounting or its equivalent and at least one year of documented relevant work and/or professional experience post degree completion; and
  - the applicant's submitted statement of intent in seeking entry; and

- performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

Note: Students who have successfully completed the Institute of Chartered Accountants in Australia PY/CA Program or the CPA Australia CPA Program may receive credit for up to four elective Master of Accounting subjects.

### **Master of International Business**

150 and 200 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –

200 credit points

- an undergraduate degree in any discipline, or equivalent, plus at least two years of documented relevant work and/or professional experience; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

150 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - an undergraduate degree in a relevant discipline, or equivalent, and at least two years documented relevant work and/or professional experience; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Postgraduate Diploma in International Business**

100 points

Provided as an exit qualification only to students enrolled in the Master of International Business. All applicants must meet the entry requirements of one of the Master of International Business degree programs detailed above.

### **Master of Human Resource Management**

150 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - an undergraduate degree in an appropriate discipline, or equivalent, and at least one year of documented relevant work experience; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Postgraduate Certificate in Human Resource Management**

50 credit points

### **Postgraduate Diploma in Human Resource Management**

100 credit points

Provided as an exit qualification only to students enrolled in the Master of Human Resource Management. Applicants must meet the entry requirements for the Master of Human Resource Management degree program detailed above.

### **Master of Applied Finance**

100 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - an undergraduate degree in a relevant discipline, or equivalent, including one or more subjects in introductory statistics and/or mathematics; and
  - at least two years relevant documented work experience in the areas of financial management and/or financial decision making; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Master of Finance**

200 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - an undergraduate degree in a relevant discipline, or equivalent, with studies in business finance, investments and corporate finance (a total of 37.5 points), or their equivalents; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption; and
  - the applicant's submitted statement of intent in seeking entry.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Postgraduate Diploma in Finance**

100 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criterion -
  - an undergraduate degree in a relevant discipline, or equivalent, with studies in business finance, investments and corporate finance (a total of 37.5 points), or their equivalents; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption; and
  - the applicant's submitted statement of intent in seeking entry.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Postgraduate Diploma in Finance**

100 credit points

Provided as an exit qualification only to students enrolled in the Master of Finance. All applicants must meet the entry requirements of the Master of Finance degree program detailed above.

### **Master of Business and Information Technology**

150 and 200 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –

200 credit points

- an undergraduate degree, or equivalent, in any discipline; and
- the applicant's submitted statement of intent in seeking entry; and
- performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.

150 credit points

- an undergraduate degree in any discipline, or equivalent, and at least one year of full-time relevant work and/or professional experience since completion of the undergraduate degree or equivalent; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### **Graduate Certificate in Business and Information Technology**

50 credit points

### **Graduate Diploma in Business and Information Technology**

100 credit points

Provided as an exit qualification only to students enrolled in the Master of Business and Information Technology. All applicants must meet the entry requirements of one of the Master of Business and Information Technology programs detailed above.

### **Master of Management**

#### **Master of Management (Accounting)**

#### **Master of Management (Business Analysis and Systems)**

#### **Master of Management (Economics)**

#### **Master of Management (Finance)**

#### **Master of Management (Marketing)**

200 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue the course successfully using the following criteria –

- an undergraduate degree in any discipline, or equivalent; and
- the applicant's submitted statement of intent in seeking entry; and
- performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.

2. The Selection Committee may conduct interviews and tests and call for referee reports and employer references to elucidate any of the matters referred to above.

**Graduate Certificate in Management**

50 credit points

**Graduate Diploma in Management**

100 credit points

Provided as an exit qualification only to students enrolled in the Master of Management. All applicants must meet the entry requirements of one of the Master of Management degree programs detailed above.

**Master of Professional Accounting**

200 points

1. The Selection Committee will evaluate the applicant's ability to pursue the course successfully using the following criteria –
  - successful completion of an undergraduate degree in business/commerce or equivalent or successful completion of sufficient business/commerce breadth subjects as part of a non-commerce new generation University of Melbourne degree to meet any pre-requisites; and
  - the applicant's submitted statement of intent in seeking entry; and
  - performance on the GMAT unless the applicant has met one of the approved conditions for GMAT exemption.
2. The Selection Committee may conduct interviews and tests and call for referee reports and employer references to elucidate any of the matters referred to above.

**Graduate Diploma in Professional Accounting**

100 credit points

Provided as an exit qualification only to students enrolled in the Master of Professional Accounting. Applicants must meet the entry requirements for the Master of professional Accounting degree program detailed above.

**Graduate Certificate in Business Forensics**

50 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criterion –
  - an undergraduate degree in Accounting, Finance or Law or other relevant discipline and at least one year of documented relevant work experience; and
  - the applicant's submitted statement of intent in seeking entry.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

**Graduate Diploma in Actuarial Studies**

100 credit points

1. The Selection Committee will evaluate the applicant's ability to pursue successfully the course using the following criteria –
  - an undergraduate degree or equivalent, with a major sequence in mathematically based subjects such as Statistics, Econometrics or Applied Mathematics, with at least H2B (70%) average in final year subjects; and completion of studies in probability and statistics to a level at least

equivalent to that required for a pass in Subject 101 of the examinations of the Institute of Actuaries of Australia; and

- the applicant's submitted statement of intent in seeking entry.
2. The Selection Committee may conduct interviews and tests and may call for referee reports or employer references to elucidate any of the matters referred to above.

### C.3.2 Archive Resolutions on Selection – Faculty of Economics and Commerce

The Academic Board agreed that:

- Appendix A of the SPC report to the Board be kept as a record of archived resolutions on selection; and,
- the Academic Secretariat maintain an archive of all resolutions that are no longer current; and,
- that all resolutions are recorded and published with their approval date henceforth.

### C.3.3 Trinity Foundation Studies – Guaranteed Entry for 2010

The Academic Board approved the 2010 guaranteed entry scores and prerequisites for international students who complete the Trinity College Foundation Studies Program.

Course	2010 Entry Score	2010 Prerequisites
Associate Degree in Environmental Horticulture	70	<ul style="list-style-type: none"> <li>• English</li> <li>• EAP- score of 50</li> </ul>
Bachelor of Agriculture	75	<ul style="list-style-type: none"> <li>• English</li> <li>• EAP- score of 50</li> </ul> Evidence of success in mathematics in the final year of school
Bachelor of Arts	82	<ul style="list-style-type: none"> <li>• English (score of 70 required)</li> <li>• History of Ideas (Adv) (score of 70 required)</li> <li>⊗ Prereqs must be included in best 4 score. EAP – score of 50</li> </ul>
Bachelor of Arts (Media & Communications)	84	<ul style="list-style-type: none"> <li>• English (score of 75 required)</li> <li>• History of Ideas (Adv) (score of 75 required)</li> <li>• ⊗ Prereqs must be included in best 4 score. EAP – score of 50</li> </ul>
Bachelor of Biomedicine	87	<ul style="list-style-type: none"> <li>• English</li> <li>• Chemistry (score of 85 required)</li> <li>• 1 of Mathematics 1, Mathematics 2, Biology, Physics</li> <li>• EAP – score of 50</li> </ul>
Bachelor of Commerce	85	<ul style="list-style-type: none"> <li>• English</li> <li>• History of Ideas (Adv)</li> <li>• Mathematics 1</li> <li>• EAP – score of 50</li> <li>⊗ Mathematics 1 must be included in 'Best 4' calculation</li> </ul>
Bachelor of Dance	*	<ul style="list-style-type: none"> <li>• English</li> <li>• EAP – score of 50</li> <li>• Satisfy the VCA folio or audition requirements</li> </ul>
Bachelor of Dramatic Art (Acting)	*	<ul style="list-style-type: none"> <li>• English</li> <li>• EAP – score of 50</li> <li>• Satisfy the VCA folio or audition requirements</li> </ul>
Bachelor of Environments	80	<ul style="list-style-type: none"> <li>• English</li> <li>• EAP – score of 50</li> </ul>
Bachelor of Engineering	80	<ul style="list-style-type: none"> <li>• English</li> <li>• Mathematics 1 (score of 80 required)</li> <li>⊗ Prereqs must be included in best 4 score.</li> <li>• EAP – score of 50</li> </ul>

Bachelor of Fine Art	*	<ul style="list-style-type: none"> <li>English</li> <li>EAP – score of 50</li> <li>Satisfy the VCA folio or audition requirements</li> </ul>
Bachelor of Music	67 ♪	<ul style="list-style-type: none"> <li>English</li> <li>History of Ideas (Adv)</li> <li>Music</li> <li>EAP – score of 50</li> <li>Knowledge of Music Theory and Harmony (of at least AMEB Grade 5 level or its equivalent)</li> </ul> ♪Audition and aural test required <i>In addition to achieving the necessary scores, students must have satisfied the Faculty of Music audition requirements</i>
Bachelor of Music Performance	*	<ul style="list-style-type: none"> <li>English</li> <li>EAP – score of 50</li> <li>Satisfy the VCA folio or audition requirements</li> </ul>
Bachelor of Oral Health	Guaranteed 82 <sup>^</sup> Minimum 72 <sup>#</sup>	<ul style="list-style-type: none"> <li>English</li> <li>Biology or Chemistry</li> <li>↳ Prereqs must be included in best 4 score.</li> <li>EAP- Score of 50</li> </ul>
Bachelor of Production	*	<ul style="list-style-type: none"> <li>English</li> <li>EAP – score of 50</li> <li>Satisfy the VCA folio or audition requirements</li> </ul>
Bachelor of Science	80	<ul style="list-style-type: none"> <li>English</li> <li>Mathematics 1</li> <li>1 of: Chemistry, Biology or Physics</li> <li>EAP – score of 50</li> </ul>

### C.3.4 Proposed 2010 Undergraduate Entry Scores

The Academic Board approved the undergraduate entry scores for 2010 as follows:

Course	ENTER	IB Diploma	GCE A Levels
Bachelor of Agriculture	70	25	CDD(7)
Bachelor of Arts	85	31	BBC(11)
Bachelor of Arts (Media and Communications)	90	33	BBC(11)
<b>Bachelor of Biomedicine</b>	95	<b>36</b>	ABB(13)
<b>Bachelor of Commerce</b>	<b>92</b>	<b>34</b>	ABC(12)
Bachelor of Dance	NA <sup>^</sup>	NA <sup>^</sup>	NA <sup>^</sup>
Bachelor of Dramatic Art	NA <sup>^</sup>	NA <sup>^</sup>	NA <sup>^</sup>
Bachelor of Engineering	85	31	BCC(10)
Bachelor of Environments	85	31	BCC(10)
Bachelor of Film and Television	NA <sup>^</sup>	NA <sup>^</sup>	NA <sup>^</sup>
Associate Degree in Environmental Horticulture	54	24	CDD(7)
Bachelor of Fine Art	NA <sup>^</sup>	NA <sup>^</sup>	NA <sup>^</sup>
Bachelor of Music	NA <sup>^</sup>	NA <sup>^</sup>	NA <sup>^</sup>
Bachelor of Music Performance	NA <sup>^</sup>	NA <sup>^</sup>	NA <sup>^</sup>
Bachelor of Music Theatre	NA <sup>^</sup>	NA <sup>^</sup>	NA <sup>^</sup>
Bachelor of Oral Health	70 <sup>^*</sup>	25 <sup>^*</sup>	CCD(8) <sup>^*</sup>
Bachelor of Production	NA <sup>^</sup>	NA <sup>^</sup>	NA <sup>^</sup>
Bachelor of Science	85	31	BCC(10)

### C.3.5 Access Programmes

The Academic Board noted that the committee had received reports from access programmes arising from the 2008 intake.

## C.4 Teaching and Learning Quality Assurance Committee

The Academic Board noted the report of meeting 3/2009 held on 28 April 2009. (Paper C.4 and appendices refer)

#### **C.4.1 Evaluation Cycle**

The Board approved a work plan for semester 2 2009 in which TALQAC will:

- review the purpose, scope, mode of delivery and communication strategy in relation to the 'Quality of Teaching Survey', and conduct a pilot online.
- focus on future strategies for monitoring academic honesty.
- pursue ongoing refinement, communication and implementation of the 'Guidelines for Evaluating Teaching and Learning Outcomes' and develop strategies for evaluation and quality assurance of breadth and student pathways.
- conduct a review of Dental Science (deferred from 2008) and a desk top course review of Physiotherapy.

#### **C.4.2 Course Evaluation Strategy and Design Working Group**

The Academic Board approved the Guidelines for Evaluating Teaching and Learning Outcomes.

#### **C.5 Teaching and Learning Development Committee**

The Board noted the report of meeting 2/2009 held on 28 April 2009. (Paper C.5 refers)

#### **C.5.1 Establishment of Working Groups**

The Academic Board noted that the committee had established the following working groups; Improving Feedback to Students, Advancing Use of e-Portfolios and Best Practice in Graduate Coursework.

#### **C.7 Libraries and Academic Resources Committee**

The Academic Board noted the report of meeting 1/2009 of the committee held on 12 February 2009. (Paper C.7 refers)

#### **C.8 (a) Melbourne Custom Programs Committee**

The Academic Board noted the report of meeting 1/2009 held on 24 February 2009. (Paper C.8a refers)

#### **C.8 (b) Melbourne Custom Programs Committee**

The Academic Board noted the report of meeting 2/2009 held on 21 April 2009. (Paper C.8b refers)

#### **C.9 Melbourne Business School Committee**

The Academic Board noted the report of meeting 1/2009 held on 7 April 2009. (Paper C.9 refers)

### **SECTION D – Reports**

#### **D.1 Provost's Report**

The Board received a written report from the Provost. The Acting Provost highlighted selected sections of the report. (Paper D.1 and appendices refer)

#### **D.1.1 Implementation of the post-entry English language assessment policy, Semester 1 2009**

The Academic Board noted that there had been a 50% increase in the number of students taking the Diagnostic English Language Assessment (DELA) in 2009

over 2008. There had been a number of difficulties experienced in the faculties and schools which were outlined in the report, including:

- No additional resources had been allocated to student centres for implementation and the student centres had been overwhelmed by the additional workload.
- Students had already been accepted into their courses so many saw the requirement to undertake the DELA as a punitive action, rather than a diagnostic tool to identify any requirements and to provide them with any identified support.
- Many students chose not to sit the DELA and there was no consequence, no penalties applied, of not sitting the DELA/
- Others chose to sit it and were then told they needed to change their enrolment.

The Academic Board noted that the report requested that the policy be reconsidered and agreed that the Academic Programs Committee would consider the recommendations at its August meeting.

#### **D.1.2 Academic Workload Guidelines**

The RDM project had developed a template on guidelines for workloads which had been sent out for consultation across the University. The Board noted that the guidelines should be interpreted within the divisions as there were discipline specific requirements that could not be included in a general document. The latest draft of the guidelines (including minor amendments proposed by Senior Executive) was attached as Appendix B2 of the Provost's report for the information of Academic Board. The Board noted that a final version of the guidelines would be come back to a future meeting for endorsement following a formal Human Resources consultation process.

#### **D.1.3 Review of the Activities and Costs of the University's Student Organisations**

The Provost, in consultation with student organisations, had asked the Director of Internal Audit to undertake an audit of the expenditure and services of student organisations with a view to developing a formula to assess funding to the organisations in the context of uncertainty surrounding the Student Services and Amenities Fee (SSAF). The objectives of the audit were to gain an understanding of the programs and activities supported by the student organisations, the nature and level of costs incurred to provide these services and to identify an equitable basis for the distribution of Student Services and Amenities Fee in consultation with the student organisations. A number of recommendations were included in the report, though these are predicated on the approval of the student services amenities fee in the Senate.

#### **D.1.4 VCE Exams and Swine Flu Alert**

The state education department had decided that the VCE exams would go ahead despite the swine flu alert and so the University would also hold mid-year exams in line with the department's guidelines.

#### **D.1.5 Provost's Final Board Meeting**

The Board noted that the Provost would not be attending any further meetings due to his impending departure from the role. The Board recognised the Provost's strong support and noted that it would be recognised at a future meeting.

## **D.2 Deputy Vice-Chancellor (Research) Report**

The Board received a written report from the Deputy Vice-Chancellor (Research) who highlighted selected sections of the report. (Paper D.2 and appendices refer).

**D.2.1 Major Grants Rounds**

Professor Rathjen tabled a paper comparing the major ARC and major NHMRC grants across the Go8 universities from 2007 to 2009. The paper also provided a summary of total research income received by the University from 2004 to 2008 which showed an overall increase of 37% in that time.

**D.2.2 Themis Research Review**

Professor Rathjen thanked those who had added further information into Themis as part of the Themis Research Review noting that he had requested a preliminary report from the Themis Research Advisory Committee by the end of May 2009 with the final report due by mid June 2009.

**D.2.3 Cooperative Research Centres Program Selection Round 11**

The Board noted that in mid-March 2009, the University was involved as a research partner in seven Cooperative Research Centre (CRC) proposal bids. They were all re-bids, being submissions by existing CRCs for a further round of funding. All seven re-bids were advised that they were successful in reaching the next stage of the assessment process which involves completion of a detailed research project plan for each program area and an interview to be held in Canberra between 29 June and 1 July 2009. The successful CRC bids are expected to be announced in mid July 2009.

**SECTION F –Unstarred Items**

**F1 Academic Board report to Council**

The Academic Board noted the report to Council arising from meeting 2/2009. (Paper F.1 refers)

**F.2 Academic Board Appeal Committee Reports**

The Academic Board noted the Appeal Committee reports. (Paper F.2 refers)

**F.3 Legislation and Trusts Committee**

The Academic Board noted the summary of legislation to be considered by Legislation and Trusts Committee 9 June 2009.

**F.4 Adoption or Receipt of Unstarred Items**

The Board resolved that recommendations and reports that had not been starred should be adopted or received respectively.

The meeting closed at 4.10 pm.