

THE UNIVERSITY OF MELBOURNE
SELECTION PROCEDURES COMMITTEE
MEETING 7/07

Meeting 7/07 of the Selection Procedures Committee was held on Monday 20 July 2007 at 2:15pm in the Jim Potter Room, Old Physics Conference Centre.

Present: Associate Professor B Hughes (Chair), Professor J Camakaris, Associate Professor J Lewis, Ms C Murphy, Professor P Pattison, Ms C Rhoden, Professor R Slocombe, Professor G Stevens, Associate Professor H Sondergaard and Mr S Theunissen.

In attendance: Mr C Reid (Secretary), Dr K Stevens (for item 6.2)

BUSINESS

1 APOLOGIES

Apologies were received from Dr S Arkoudis, Professor J Robinson and Professor D Thomas.

2 APPROVAL OF THE AGENDA

The Committee approved the agenda as circulated.

3 MINUTES OF THE PREVIOUS MEETING

The Committee approved the minutes of the previous of meeting 6/07, held on 2 July 2007, as circulated.

4 MATTERS ARISING

4.1 Action Sheet following meeting 6/07

The Committee noted the action sheet as circulated.

4.2 SPC Meeting 4/07 Report to Academic Board

The Committee noted SPC report 6/07 to Academic Board as circulated.

5 REPORT FROM THE CHAIR

The Chair reported that Academic Board Committees and the interim Board of Undergraduate Studies had considered the proposal for concurrent diplomas and that the general principles for a 100-point concurrent diploma had been accepted. Proposals for specific diploma were in various stages of development (as discussed under items 8.3 – 8.6 below).

6 REPORTS FROM SUB-COMMITTEES

6.1 Student Entry Pathways Sub-Committee

The Committee noted the minutes of SEPSC meeting 4/07 as circulated and approved the recommendations therein.

6.2 UGSSC Recommendations about Melbourne Access Scholarship Selection in 2008

The Committee considered the recommendations for Melbourne Access Scholarship selection for 2008. In discussion, the Committee noted the following:

- The present process for assessing applications is unnecessarily protracted and time-consuming.
- UGSSC has consulted within the University on the proposed system for selecting Access Scholarships, including the access categories and the weighting of each category.
- A new category that takes into account both academic merit and disadvantage is proposed.

The Committee agreed on the following:

- 1 Applications for Difficult Family Circumstances and Disability and Long-term Medical condition categories should only be assessed if the applicants achieve the guaranteed ENTER and have a sufficient level of disadvantage to be within the range to receive a scholarship offer.
- 2 The range of scores in two categories should be altered to facilitate better discrimination of the level of disadvantage and the scores for indigeneity and for underrepresented schools should be increased.
- 3 Postgraduate students should be trained to assess applications in these categories and refer only complex queries to members of UGSSC. Such students should be required to sign a confidentiality agreement. Should there be any conflict of interest, the postgraduate students concerned would be ineligible to be engaged in the selection process.
- 4 The Scholarships Office should establish a quality assurance process to ensure that the postgraduate students who assess applications are applying the criteria appropriately.
- 5 170 of the 200 scholarships should be offered in December and the remainder in January.
- 6 The Scholarships Office should recommend to Selection Procedures Committee criteria by which the selection committee would determine the percentage of scholarships to be offered on the basis of academic merit and disadvantage and the percentage to be offered on the basis of disadvantage only.

7 ENTRY POLICY AND STRATEGY MATTERS

7.1 Melbourne Adjusted Grade Point Average

The Chair reported that the proposal for the MAGPA has been discussed at Academic Board committees and the working group developing it is now considering the formula for calculation. The group is proposing to employ staff to assist in the process of development.

7.2 Taylor's College Proposal

The Committee received and approved the proposal recommending approval of a VCE program at Taylor's College. The program approved is designed for especially talented students and includes increased access to the University's extensions subjects.

8 NEW AND AMENDED ENTRY RESOLUTIONS

8.1 Master of Adolescent Health and Welfare

8.1(a) Suggested Resolutions on Selection for Adolescent Health and Welfare

The Committee received the revised proposal for the above course and also received the Chair's proposed resolutions on selection for the program. The Committee noted that the Faculty desired to permit entry to those without an undergraduate degree but who have appropriate professional experience, and suggested that all such entrants should enter via the Graduate Certificate program and should only be permitted to progress once the hurdle requirement had been met. The existence of the internal hurdle requirement should be mentioned in the letter of offer to such students. It was also suggested that, for those entering through prior study and with no experience, the requirement should be a degree in a cognate area such as Education, Health Science, Social Work or a related discipline. With these amendments, and subject to Faculty consent to the amendments, the Committee approved the proposal.

8.2 Bachelor of Music Theatre

The Committee received the proposal for the Bachelor of Music Theatre and questioned why a new degree outside the Melbourne Model was being proposed. The Committee agreed to seek a justification for its introduction in the context of the Melbourne Model and also noted that, if it is introduced, the entry requirements will need to specify an English language prerequisite.

8.3 Diploma of Informatics

The Committee received and approved the proposal for the Diploma in Informatics, noting that final detail of the structure of the program, and thus of the subject prerequisites for entry, is to be determined.

8.4 Diploma of Mathematical Sciences

The Committee received and approved the proposal for the program.

8.5 Diploma of Music (Practical)

8.5(a) Diploma of Music Draft Resolution on Selection

The Committee received the proposal for the above diploma and the draft entry resolution. The Committee noted that clause 2, the standard clause that provides that selection panels may conduct interviews and tests and seek referee reports, is not required as students will already have been admitted to the University. With this amendment, the Committee approved the entry provisions.

8.6 Diploma of Languages

8.6(a) Diploma of Languages Draft Resolution on Selection

The Committee received the proposal for the Diploma in Languages and noted that offering this program at the same time as the Diploma in Modern Languages will be confusing to students. The Committee suggested that the final clause of the selection resolution should refer to approval by the

student's home course standing committee rather than home faculty. The Committee questioned whether the 75% average hurdle requirement would apply to fast track students only or to all students. It was also agreed to seek clarification of the administrative process that would apply to provisional offers, especially for overseas students, the criteria for provisional offers, and overload provisions.

8.7 Master of Agribusiness

The Committee received the proposal for amendment to the entry requirements for the above course and sought advice on whether the Faculty wished to specify an area of undergraduate study in which the honours degree should have been completed, or to require that it should be in a cognate area, and whether the first dot point should in fact be two dot points, thus:

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

- An honours degree or equivalent qualification in a cognate area
- or
- An undergraduate tertiary qualification with a weighted average of 65% or better in the final year of study in a cognate area, and at least two years of full time documented, relevant professional or management experience
- or
- Successful completion of the Graduate Certificate in Agribusiness at H3 level (65% or greater)

ii 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.

The Committee agreed that, pending confirmation by the Faculty, the Chair could approve the proposed selection resolution for the Master of Agribusiness executively. The Committee approved the selection resolution for the Graduate Certificate in Agribusiness as circulated.

8.8 University of Melbourne Extension Program Selection Criteria – Earth Sciences

The Committee received and approved the proposed amendment to the selection criteria for UMEP Earth Sciences applicants for 2008.

8.9 University of Melbourne Extension Program Selection Criteria – Linguistics

The Committee received the proposal for amendment to the selection criteria for UMEP Linguistics applicants for 2008 and noted that the reference to VCE Units $\frac{3}{4}$ in English in the proposed criteria should be changed to VCE Units $\frac{1}{2}$ in English. With this amendment, the Committee approved the proposal.

8.10 Bachelor of Biomedicine Entry Requirements

The Committee received the proposal for amendment to the VCE requirements for entry to the Bachelor of Biomedicine and noted that it was now proposed that the change should apply from 2011 rather than 2010. The proposed change would introduce a compulsory mathematics prerequisite, and require four prerequisites: English, Mathematical Methods, Chemistry

and one more subject from a list. In discussion, it was suggested that expanding the number of prerequisite subjects was contrary to the Melbourne Model, would be problematic for the International Baccalaureate and UK A-levels, and would need to be justified on the basis of the content of the Biomedicine program. The Committee agreed that its preference is to retain the existing number of prerequisite subjects. If the prerequisites are to be changed in any way for 2011 from those currently approved for 2010, the Course Standing Committee should present a clearly argued case to SPC by the end of this year, so that the proposal, if acceptable to the committee, could receive Academic Board approval early in the new year.

8.11 Master of Architecture

The Committee received the tabled proposal for amendment to the entry provisions for the Master of Architecture, the Master of Property and the Master of Construction Management and agreed to seek clarification of which students would be eligible for CSPs and agreed that there should be no disadvantage to any category of students. Subject to confirmation of the foregoing by the Faculty, the Committee agreed to recommend the changes to Academic Board.

9 MATTERS APPROVED EXECUTIVELY

The Committee noted the approval of minor amendments to Faculty of Arts Postgraduate selection resolutions.

10 ANY OTHER BUSINESS

Nil

11 NEXT MEETING

The next meeting of the Selection Procedures Committee will be held on **Monday 27 August 2007** in the Jim Potter Room, Old Physics Building.

The meeting closed at 3.50 pm