

**THE AUSTRALIAN NATIONAL UNIVERSITY
DIVISION OF SCIENCE, HEALTH AND ENGINEERING
DIVISIONAL EDUCATION COMMITTEE**

Meeting No 1

Meeting No. 1 of the Divisional Education Committee will be held on

Thursday 12 February 2004

from 2pm until 4pm in the

Mills Room, Chancelry

Apologies:
Ext. 50429
e-mail: wayne.errington@anu.edu.au

**Wayne Errington
Secretary**

Members who are unable to attend the meeting should notify the Secretary in advance.

AGENDA SUMMARY

PART 1: GENERAL ITEMS

- **1. Minutes**
- **2. Announcements and Apologies**
- **3. Starred Items**
- **4. Items of Other Business**
- **5. Matters Under Consideration**

PART 2: POLICY ITEMS

- **6. Extension of Time in Which to Submit (ETTS) Student Enrolment**

PART 3: HIGHER RESEARCH DEGREE ITEMS

- **7. Proposed Reclassification of a Coursework and Research Doctoral Degree
– The Doctor of Clinical Psychology**

PART 4: GRADUATE COURSEWORK ITEMS

- 8. Action by the Chair on Behalf of the Committee**
- **9. New or Revised Graduate Coursework Proposals**

PART 5. OTHER BUSINESS

Procedural Matters for Members to note:

OPERATING PROCEDURES

The Divisional Education Committees' operating procedures are forthcoming.

CONFIDENTIAL ITEMS

Consistent with the policy and practice of Council, all matters in the agenda of the Divisional Education Committees relating to individual persons, including appointments, enrolment, candidacy for degrees, personal details, performance and conduct are declared to be confidential.

DISCLOSURE OF PECUNIARY OR MATERIAL PERSONAL INTEREST

Sections 27F to section 27H of the *Commonwealth Authorities and Companies Act 1997* <http://www.dofa.gov.au/ff/acts/cacact1997/top.htm> impose a duty to disclose any material personal interest in a matter which relates to the affairs of the University. This disclosure must give details of the nature and extent of the interest, the relation of the interest to the affairs of the University, and be given at a meeting as soon as practicable after the person becomes aware of the interest. The nature and extent of the interest must be recorded in the minutes of the meeting. Unless the meeting determines otherwise, a person who has a material personal interest in a matter must not be present while the matter is being considered at the meeting, and must not vote on the matter.

USE OF INSIDE INFORMATION OR POSITION

Under sections 24 and 25 of the *Commonwealth Authorities and Companies Act 1997*, a member of the Divisional Education Committee must not make improper use of his or her position or of inside information to gain an advantage for himself or herself or to cause detriment to the University or to another person.

PART 1: GENERAL ITEMS

****ITEM 1. MINUTES**

The minutes of the final meetings of the Undergraduate Programs Committee and the Graduate Degrees Committee are attached (1305 and 1297/2003). They were distributed by email to UPC/GDC members in October 2003. DEC members unfamiliar with the policy issues raised at these committees (the precursors to the DECs) may wish to peruse the minutes from 2003 at the DEC web site:

<http://www.anu.edu.au/sas/committees/dec/>

Minutes of Divisional Education Committee meetings will be circulated to members and other interested staff by email.

For confirmation

****ITEM 2. ANNOUNCEMENTS AND APOLOGIES**

2.1 Statement from the Chair Updating the Education and Educational Policy Decision-Making Arrangements in 2004

Document to be distributed.

2.2 Membership of the Committee

A list of members will be distributed.

2.3 Appointment of Coursework Shepherds

Arrangements to be finalised. A provisional list of shepherds and their duties will be distributed.

2.4 Meeting Dates

The following meeting dates for 2004 are proposed:

18 March
17 June
12 August
16 September
25 November (instead of February 2005)

For Noting

****ITEM 3. STARRED ITEMS**

The items starred are 1, 2, 3, 4, 5, 6, 7, 9

The Chair will ask whether any member wishes to star other items. The Chair will then ask for a motion that the unstarred items be approved without debate as set out in the Agenda.

****ITEM 4. ITEMS OF OTHER BUSINESS**

The Chair will ask whether members intend to raise matters under **Other Business**.

****ITEM 5. MATTERS UNDER CONSIDERATION**

- Issues relating to the Processes for Fee Paying Graduate Coursework and Programs
Referred to a working party by GDC in June 2002 to consider the complex issues of managing fee distribution and to advise the Committee on possible solutions to problems which had been raised. A draft alternative funding model has been tabled with SAS. The matter is being discussed with relevant stakeholders.
- PhD Attendance Requirements
Referred to a working party by GDC in June 2003 to consider further changes to the policy based on appropriate supervision. Working party recommendations (tabled September GDC) under consideration by stakeholders.
- Minimum Resources Policy for Research Students
Referred to a working party by GDC in October 2003 to review and recommend and improvements to the policy.

PART 2: POLICY ITEMS

****ITEM 6. EXTENSION OF TIME IN WHICH TO SUBMIT (ETTS) STUDENT ENROLMENT**

PURPOSE

To consider whether, and at what level, fees should be charged to domestic higher degree by research students who have exceeded their EFTSU allowances.

BACKGROUND

At its September meeting, the Graduate Degrees Committee received a paper (1040/2003 attached) from Mr Peter Haines, Manager, Statistical Services, which addressed the issue of the identification and reporting of domestic higher degree by research (HDR) students who have exceeded their effective full-time student unit (EFTSU) allowances. Current University policy is to make the enrolment for higher degree research students inactive as soon as they exceed their ANU allowance. The main adverse consequence of this is that the EFTSU these students consume beyond their ANU allowance is not recorded. Consequently they become difficult to identify and report accurately, both for statutory DEST reporting and internal management information purposes.

The Manager, Statistical Services made the following recommendations:

1. Current ANU degree legislation, and associated policy, be changed to require
 - ETTS research students to remain actively enrolled until they either submit or formally withdraw, and
 - All research students to be re-enrolled if they intend to revise and resubmit their thesis;
2. A decision be made whether or not tuition fees be charged against ETTS students in addition to GSF;
3. An implementation date of 1 January 2005 be set for recommendations 1 and 2, to allow time for students to be advised of the proposed changes; and
4. A working group be established to identify and implement transition arrangements, ensuring all ETTS students (including those over-time against DEST allowances) are reported to DEST in 2004.

The Committee resolved to recommend that ETTS students remain enrolled from 1 January 2005, and a working party be established to consider transition issues including the question of fees for ETTS students.

SPONSOR

Deputy Vice-Chancellor (Education)

RECOMMENDATION

That the Committee make a recommendation on fees for ETTS students to the University Committee on Education Policy

PART 3: HIGHER DEGREE RESEARCH ITEMS

****ITEM 7 PROPOSED RECLASSIFICATION OF A COURSEWORK AND RESEARCH DOCTORAL DEGREE – THE DOCTOR OF CLINICAL PSYCHOLOGY**

PURPOSE

To consider a proposal from the Faculty of Science to convert the Doctor of Clinical Psychology from a coursework and research to a research program.

BACKGROUND

The School of Psychology seeks to convert the 3-year Doctor of Clinical Psychology into a four-year RTS program. A four-year program would adhere to both the RTS requirement of two-thirds research content, as well as the requirements for accreditation of the Australian Psychological Society. The four-year duration is necessary to incorporate 1500 hours of supervised placements and three years of coursework. The Council of Deans and Directors of Graduate Schools of Australia has sought such reclassifications. There are currently five students enrolled in the Doctor of Clinical Psychology, three of whom have indicated interest in converting to the reclassified program.

The Doctor of Clinical Psychology will continue to target a different group of students to the clinical PhD. The purpose of the conversion is to ensure that the University receives credit under the RTS for the research masters size thesis that DPsych (Clinical) students presently complete.

The proposal is attached (1397/2003.)

SPONSOR

Dean, Faculty of Science

RECOMMENDATION

That the Committee consider the proposal.

PART 4: GRADUATE COURSEWORK PROPOSALS

ITEM 8. Action by the Chair on Behalf of the Committee

The Chair, acting on behalf of the Committee (or, where appropriate, on behalf of the Education Committee), approved the following coursework proposals out of session.

(i) Faculty of Science:

New courses for 2004 in the **Master of Contemporary Science**:

- **BIOL8705** *Challenges in Conservation Biology*
- **CHEM8023** *Chemistry and the Pharmaceutical Industry*
- **MATH8011** *Poetry of the Cosmos*

New and changed courses for various programs in the School of Resource and Environmental Studies. New courses:

- **SRES6006** *Australian Soils & Vegetation*
- **SRES6004** *Fire, Flood, & Drought*
- **SRES6007** *Hydrology for Natural Resource Management*
- **FSTY6519** *Ecology of Forests & Woodlands*
- **SRES6008** *Fire in the Australian Environment*
- **FSTY6520** *Wildlife Research*

Name changes:

- **SRES6502** *Soil Resources* (was *Soil Mapping*)
- **SRES6504** *Land & Catchment Management* (was *Environmental Geoscience Land and Catchment Management*)
- **FSTY6571** *Forest & Woodland Silviculture* (was *Silviculture*)
- **SRES6505** *Regolith and Hydrology* (was *Regolith*)

Course Deletions:

- **SRES6005** *Australian Soils*
- **SRES6503** *Modelling for Environmental Management*
- **SRES6506** *Recycling and Renewable Materials*
- **GEOG6011** *Atmosphere, Weather & Climate*
- **GEOG6519** *Northern Australian Field School*
- **GEOG6544** *Fire in the Australian Environment*

Descriptions of the new and changed courses are available from the Committee Secretary.

For Noting

ITEM 9. New and Amended Graduate Coursework Proposals

**9.1 Faculty of Engineering and Information Technology Master of Engineering (Honours)

The Committee has received a proposal from the Dean, FEIT, for a two-year Master of Engineering (Honours), to commence in Semester Two, 2004. During 2003 FEIT successfully introduced a one-year Master of Engineering (ME) Program primarily targeted at international full fee paying students. Feedback from current students and potential students during marketing activities has indicated a demand for a two-year Masters program would be viable, particularly if it contained a significant research project component. It is therefore proposed that FEIT deliver a one-year 'Honours' add on to the existing Master of Engineering Program to provide a Master of Engineering (Honours).

The notion of an Honours level consisting of four extra units and a major project consisting of 50% of the year is academically consistent with the one year Master of Engineering course. The aim of the existing course is to “convert” domestic and international engineering and science graduates to the Systems Engineering approach typified by an ANU engineering degree. The honours year allows students to engage in a significant individual research project adding not only to their knowledge base, but also their research skill base.

The following new courses are proposed:

- **ENGN8102** *Project Management* (6 units)
- **ENGN8103** *Research Methods and Techniques* (6 units)
- **ENGN8104** *Research Project* (24 units)

No ANU Masters award presently uses the term “Honours” in its title. The Australian Qualifications Framework does not recognise a Masters degree with Honours, although this would not prevent ANU using the title, which is in use in many Australian universities. The proposal, including the details of the proposed new courses, is attached (972/2003).

For Approval

**9.2 Graduate Course Awards

The Dean of the Graduate School, Dr Hooper, will inform members of the nature and role of Graduate Course Awards.

The Committee has received a proposal from the Research School of Information Sciences and Engineering for nine new Graduate Course Awards for 2004:

- *H-two and H-infinity Optimal Control*
- *An Introduction to Convex Optimisation*
- *Model Reduction, Uncertainty and Robustness*
- *Linear Systems Theory*
- *Advanced Calculus*
- *Applied Linear Algebra*

- *Advanced Course in Statistical Machine Learning: Theory and Applications*
- *Advanced Reading Course on Simultaneous Localisation and Mapping*
- *Autonomous Mobile Robots*

Details of these Graduate Course Awards are attached (1399/2003)

For Approval