

THE AUSTRALIAN NATIONAL UNIVERSITY
DIVISION OF SOCIAL SCIENCES AND ARTS
DIVISIONAL EDUCATION COMMITTEE

Meeting No. 1 of the Divisional Education Committee was held on Thursday 19 February 2004 in the Mills Room, Chancelry.

Present: Professor Gillies (in the chair), Professor Brown, Mr Cornish, Dr Hooper, Professor Hull, Ms Kerr, Dr Leung, Dr Miller, Dr Ross, Dr Schwab, Dr Stern, Dr Vervoorn and Mr Walker.

By Invitation: Mr Haines (for item 6), Dr Hort, Professor Houghton (for item 9.2) and Dr Walker (for item 9.1)

In Attendance: Mr Bambrick, Dr Errington, Ms Heyko-Porebska, Professor Shoemaker (for Mr Adams) and Dr Cheng (for Mr Russell).

MINUTES

CONFIDENTIAL ITEMS

There were no items marked confidential in the agenda.

DISCLOSURE OF PECUNIARY OR MATERIAL PERSONAL INTEREST

There were no declarations of material personal interest in the matters on the agenda.

ITEM 1. MINUTES

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

ITEM 2. ANNOUNCEMENTS AND APOLOGIES

Apologies for absence from the meeting were received from Dr Behrens, Ms Douglass, Dr Thomas and Professor Tryon.

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

The Chair, Professor Gillies, informed the Committee of the arrangements for educational policy under the University's Divisional structure. Divisional Education Committees will take over responsibility from the Graduate Degrees Committee and the Undergraduate Program Committee for recommending the approval of coursework proposals. The new system will give greater coherence to coursework throughout the university by combining scrutiny of undergraduate and graduate coursework proposals in one body. The Chair, in his capacity as Deputy Vice-

Chancellor (Education), will ratify the decisions of the Divisional Education Committees on coursework proposals. A timetable outlining the administrative deadlines for coursework approval was distributed.

The Graduate Degrees Committee will continue to deal with individual student cases until Council has approved the new award rules, which will delegate authority to deal with such cases to the DVCE.

2.2 Membership of the Committee

The Committee resolved to recommend to the Vice-Chancellor the membership of the Committee, and the two representatives from this Division to sit on the Social Sciences and Arts Divisional Education Committee, as set out in paper 25a/2004.

2.3 Appointment of Coursework Shepherds

The Secretary outlined the role of shepherds in assisting academic areas in the preparation of coursework proposals. Arrangements for the appointment of shepherds to each academic area were noted.

2.4 Meeting Dates

The following meeting dates for 2004 were endorsed:

25 March
24 June
19 August
23 September
2 December (instead of February 2005)

2.5 Coursework Review

A proforma for the annual review of coursework programs was distributed by email to Deans and Directors. Completed forms will be tabled at the next meeting.

ITEM 3. STARRED ITEMS

The items starred were 1,2,3,4,5,6,9.1, 9.2, 9.4, 9.5

Item 9.3 was approved without debate.

ITEM 4. ITEMS OF OTHER BUSINESS

Dr Leung enquired as to the role and composition of the University Committee on Educational Policy. The Chair explained that the Committee will formulate policy to enhance graduate and undergraduate education, and ensure its implementation. It will be smaller than the existing Education Committee, with 14 members: DVCE (chair), Chair of the Graduate School, the Dean of Students, one undergraduate and one postgraduate representative, four academic staff from each Divisional Education Committee and a nominee of the Directors of SAS and SRIE. The inaugural meeting will be on 23 April.

ITEM 5. MATTERS UNDER CONSIDERATION

- **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

Mr Peter Haines, Manager, Statistical Services, explained the importance to the University of matching the resources involved in ensuring completion of research theses with a source of revenue. From 2005, ETTS students will remain enrolled until they submit or withdraw. Practice in charging fees varies widely between Group of Eight universities. Dr Miller pointed out the uncertain insurance status of any non-enrolled candidates. The Committee canvassed a number of options, from full fees similar to those paid by international students to a minimum option of GSF only.

Professor Shoemaker pointed out that no student enrolls with the intention of not submitting, and that more post-doctoral fellowships (tied to timely thesis submission) might provide a greater incentive to students to complete. Dr Vervoorn highlighted the case of a student whose candidature was delayed by circumstances beyond her control, and argued that penalizing such students would be unfair. Various members of the Committee pointed out that arrangements could be made to exempt students in such circumstances, and that bridging scholarships could be awarded to those students most likely to complete. Dr Leung noted that charging fees to ETTS students would force academic areas to manage their students in such a way that encourages completion.

Other members of the Committee noted the probable reluctance of AusAid to pay additional fees and the importance of improving the early period of candidature as a means of increasing completion rates. The prospect of charging fees departments and schools was also raised. The Chair reported that the issue of fees for ETTS students would be decided by the first meeting of the University Committee on Educational Policy.

PART 4: UNDERGRADUATE COURSEWORK PROPOSALS

8. Action by the Chair on Behalf of the Committee

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

- (i) Faculty of Law: new course for 2004
 - **LAWS2264** *Advanced International Law*
- (ii) Faculty of Arts: new course for 2004
 - **TURK1002** *Elementary Turkish B*

Copies of these proposals are available from the Committee Secretary.

PART 5: GRADUATE COURSEWORK PROPOSALS

Action by the Chair on Behalf of the Committee

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

(i) Faculty of Economics and Commerce: **Master of Actuarial Statistics**

New courses for 2004:

- *Applied Financial Management*
- *Applied International Financial Management*

New course for 2004 in the School of Business and Information Management

- *Qualitative Research Methods*

(ii) Faculty of Law: new courses for 2004 in various programs:

- **LAWS8148** *Special Topics in Law*
- **LAWS8149** *Themes in Administrative Law*
- **LAWS8150** *Evidence Update*

Name changes to courses:

- **LAWS8136** *International Intellectual Property Law* (was *International Intellectual Property Law, Issues and Practice*)
- **LAWS8126** *Principles of Intellectual Property Law* (was *Principles in Intellectual Property*)
- **LAWS8135** *Trade Mark Law and Related Rights* (was *Trade Mark Law and Geographic Indications*)

(iii) APSEG: Three new compulsory courses in the **Graduate Diploma in International and Development Economics**, commencing in semester one:

- **IDEC8015** *Mathematical Methods in Applied Economics*
- **IDEC8016** *Microeconomic Analysis and Policy*
- **IDEC8017** *Econometric Techniques*

The Dean, Faculty of Economics and Commerce agreed to the creation of these courses.

(iv) Faculty of Arts: new course for 2004:

- **TURK6002** *Elementary Turkish B*

New compulsory and core courses in the **Master of Anthropology**, replacing ANTH8017 and ANTH8020:

- **ANTH8034** *Advanced Issues in Anthropology*
- **ANTH8035** *Topics in the History of Anthropology*

Copies of the proposals are available from the Committee Secretary.

9.1 Research School of Pacific and Asian Studies RSPAS PhD Bridging Program

The Committee received a proposal (81/2004) from the Resource Management in the Asia Pacific Program (RMAP) for a PhD Bridging Program specialising in Social Dimensions of Asia Pacific Resource Management. This specialisation is primarily for AusAid students who require some preparation prior to the commencement of their PhD. This proposal gives official recognition to an existing informal bridging program.

The following four new courses were proposed:

- *Social Dimensions of Asia Pacific Resource Management* (12 units)
- *Social Science Field Methods in Resource Management* (12 units)
- *Case Studies in Asia Pacific Resource Management* (12 units)
- *Research Design in Resource Management* (12 units)

The Committee resolved to approve the RSPAS PhD Bridging Program, including the RMAP specialisation and four new courses, and to approve the transfer of the PhD Bridging Program in Anthropology from program to plan level.

9.2 Faculty of Economics and Commerce Master of Accounting Master of Professional Accounting Master of Applied Information Science Master of Business Information Systems Master of Business Master of Commerce Master of Finance Master of Actuarial Studies Master of Marketing

The Dean, Faculty of Economics and Commerce, presented a proposal (28/2004) for a suite of new awards in the Graduate Programs in Commerce, Applied Commerce, Information Systems, Finance, Statistics and Marketing. The new programs are of two types recognised under the Australian Qualifications Framework, professional awards and those providing advanced disciplinary training. The two-tiered structure provides a Faculty-wide framework for coursework Masters degrees, replacing a school-based structure.

The following proposals for 48 or 72 unit professional programs were received:

- Master of Professional Accounting (72 units -1400/2003)
- Master of Information Systems Studies (48 units -1402/2003)
- Master of Business (48 units - 1404/2003)

The following proposals for 96-unit advanced programs were received:

- Master of Accounting (1401/2003)
- Master of Business Information Systems (1403/2003)
- Master of Commerce (1405/2003)
- Master of Finance (1406/2003)
- Master of Actuarial Studies (1407/2003)
- Master of Marketing (1408/2003)

Proposals for 40 new courses, all 6 units, for the above programs were also received (1399/2003):

- *Advanced Audit and Assurance Services*
- *Advanced Market Research*
- *Applied Market Research*
- *Asian Business Systems*
- *Auditing and Assurance Services*
- *Business Association Law*
- *Business Economics*
- *Business Research Methods*
- *Commercial Law*
- *Comparative Business Development*
- *Consumer Behaviour and Analysis*
- *Corporate Accounting*
- *Corporate Financial Reporting*
- *Critical Thinking and Decision Making*
- *Databases and Information Systems*
- *E-Business Systems*
- *Electronic Marketing*
- *Entrepreneurship and Innovation*
- *Global Marketing*
- *Human Resource Management*
- *Information Systems Analysis and Modelling*
- *Information Systems and Communication Technologies*
- *Information Systems Development Methodologies*
- *Information Systems Management in Organisation*
- *International Management*
- *Leadership in Organisations*
- *Managing Accounting and Cost Analysis*
- *Management and Organisations*
- *Managing Change in Organisations*
- *Marketing Communications*
- *Marketing Strategy*
- *Non-Profit and Public Sector Marketing*
- *Organisational Theory and Behaviour*
- *Project Management Principles*
- *Quantitative Methods*
- *Services Marketing*
- *Strategic Management*
- *Taxation Law*

- *The European Business System*
- *The Global Business Environment*

Dr Miller pointed out that explicit transition arrangements would be required for students in existing programs with the same titles as those proposed. Dr Hooper requested clarification of the exit standards for the in-depth programs, which Professor Houghton agreed should be written into the working rules. Dr Hooper also questioned whether the proportion of undergraduate courses was in accordance with the guidelines established by the Graduate Degrees Committee, and whether 'automatic' was an appropriate use of language for pass grades.

Dr Stern confirmed the differences in education and assessment between graduate and re-badged undergraduate courses. Professor Brown questioned the mathematical prerequisites for a number of courses in the Master of Actuarial Studies, in reply to which Dr Stern pointed out the differing uses to which Actuarial and Science students would put their mathematical skills.

The Dean, FEIT, had endorsed the Master of Information Systems Studies and the Master of Business Information Systems. Dr Cheng noted that while the National Graduate School of Management agreed to the use of the title Master of Business, an overlap in course content between that program and the Master of Business Administration and consequent competition for students might impact on the MBA. Professor Houghton pointed out that FEC concentrated on the Canberra market in contrast to the national and international focus of NGSM.

Resource proforma for these programs and courses were received and are available from the Committee Secretary. The Committee resolved to approve the nine proposed new programs and 40 new related courses, subject to clarification of transition arrangements, exit standards, the proportion of re-badged undergraduate courses, and further discussions with the Dean, Faculty of Science, over the mathematics courses for the Master of Actuarial Studies.

9.3 Asia Pacific School of Economics and Government

Master of Public Policy

Master of International and Development Economics

The Committee received a proposal from the Director, APSEG, for a new 6-unit course for 2004, **POGO8008** *Participation and Program Management* (19/2004), to be added to the list of electives for the Master of Public Policy. APSEG also proposed removing **IDEC8011** *Research Essay* from the list of compulsory courses in the Master of International and Development Economics and adding that course to the list of electives.

The Committee resolved to approve the new course and changes to the program structure for the Master of Public Policy and Master of International and Development Economics.

9.4 National Graduate School of Management Executive Master of Business Administration

The Committee received a proposal from the Director, NGSMS, for a new specialisation in the Executive Master of Business Administration, Media Management (26/2004). The additional specialisation had been developed as a part-time program conducted over approximately 15-24 months at Tsinghua University on the main campus in Beijing or Shenzhen, for candidates from China to further enhance their understanding and knowledge of international management practices, particularly in the critical area of media management.

The program and all its courses will be offered offshore, commencing in August 2004, and will be taught and examined in English or Mandarin. A statement to clarify the language of instruction will appear on the testamur to be issued to candidates completing the program in Mandarin.

The following five new 6-unit courses were proposed as part of the new specialisation:

- **BUSI8220** *Ethics and the Media Professional*
- **BUSI8221** *Integrated Communications Campaigns*
- **BUSI8222** *Media Management and Leadership*
- **BUSI8223** *Media Policy and Practices*
- **BUSI8224** *Media Technologies*

Dr Miller pointed out that a 24 unit offshore Research Thesis in Mandarin may provide administrative difficulties and delay completion of the program, and that a sub-thesis or essay may be a better alternative. Dr Miller also requested clarification of the exact breakdown of which courses would be taught in English and which in Mandarin, since that information would be necessary for the transcript and testamur.

The Committee resolved to approve the new specialisation and five related new courses, subject to provision of advice to SAS on the language for each course. Ratification by the DVCE will be subject to finalisation of a legally binding agreement with Tsinghua University.

9.5 Graduate Course Awards

The Dean of the Graduate School, Dr Hooper, informed members that Graduate Course Awards were established in 1997 to enhance the experience of ANU PhD students and to give non-ANU students a taste of graduate coursework. The Chair noted the potential for confusion between research degrees that included coursework and those that offer Graduate Course Awards, as well as those courses that could be offered by ANUTech.

The Committee noted a resolution of the Science, Health and Engineering Divisional Education Committee to form a working party, chaired by Dr Hooper, to look into the economic and educational issues surrounding Graduate Course Awards, which would

report to the 18 March meeting of that Committee, and to the 25 March meeting of the Social Sciences and Arts Divisional Education Committee.