E-AGENDA

1. PROCEDURAL MATTERS

1.1 Attendance and Apologies
Your electronic participation will indicate attendance. A no response will be considered an apology.

2. INSTRUCTIONS
Members are requested to consider items for decision, then vote either for or against the recommendation by placing an X in the table, as indicated below. The ‘Comments’ section is available if any amendments are required or to provide additional information for further discussion. Please email your response to g.wheatley@uws.edu.au no later than close of business on Monday 28 September 2009.

Example:

<table>
<thead>
<tr>
<th>Item 2 Recommendation</th>
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Decision
Please indicate your decision by marking an X in the appropriate box below and return to g.wheatley@uws.edu.au by Monday 28 September 2009.

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING (Attachment 3)
The minutes of the previous meeting held on 24 July 2009 require confirmation.

It is recommended
That the unconfirmed minutes of the Senate Executive Committee meeting held on 24 July 2009 be accepted as an accurate record.

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<th>Item 3 Recommendation</th>
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4. ACTION SHEETS FROM RECENT MEETINGS
To assist the Committee with monitoring and controlling the flow of work to the Senate and the Senate Executive Committee, and progress with the business of Academic Senate, the action sheet from Academic Senate meetings held on 29 May and 14 August 2009 are attached. The status of active items is indicated where appropriate.
Comment:

5. **UWSCOLLEGE FOUNDATION STUDIES COURSES** (Attachment 5)
The Senate Executive Committee is requested to consider recommendations from UWSCollege in respect of the UWSCollege Foundation Studies courses covering the following:

- the calculation of the GPA for UWSCollege Foundation Studies courses;
- the graduation of students from the UWSCollege Foundation Studies courses; and
- a proposal for a "statement of attainment."

The recommendations have been endorsed by the Senate Education Committee.

**It is recommended:**
*That Senate Executive Committee approve, on behalf of Academic Senate, with respect to UWSCollege Foundation Studies Courses, and with effect from 1 October 2009:*

1. That the final Grade Point Average calculation used in Foundation Studies Courses at UWS include only the highest result in any subject attempted.

2. That the GPA calculation for each Foundation Course has a fixed denominator which is 45 for the one semester course, 80 for the two semester course and 80 for the three semester course.

3. That for the three semester course, only results from the unit sets in common with course 9007 (2 semester specialised course) be included in the calculation of the final Grade Point Average.

4. That all students who achieve a final GPA of 5.5 and a C grade in Academic English graduate with a Foundation Studies Certificate.

5. That all students who finish their course and sit for exams regardless of their level of achievement receive a Statement of Attainment in addition to their transcript.

If so approved, UWSCollege will calculate GPAs manually, until system changes are made to automate the calculation.

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<th>Item 5 Recommendation</th>
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6. **REPORT FROM ACADEMIC PLANNING & COURSES APPROVALS COMMITTEE** (Attachment 6)
The report of the Academic Planning and Courses Approvals Committee (APCAC) meetings held on 8 and 11 September 2009 is at Attachment 5.

The Senate Executive Committee is requested to consider the APCAC report and approve, on behalf of Academic Senate, the recommendations contained therein.

**It is recommended:**
*That the Senate Executive Committee notes the report from the Academic Planning and Courses Approvals Committee meetings held on 8 and 11 September 2009, and approves, on behalf of Academic Senate, the recommendations contained therein.*
7. SCHOLARSHIP PROPOSAL: AUSTRALIAN MUSHROOM GROWERS ASSOCIATION
   (Attachment 7)
   
   The Senate Executive Committee is requested to approve, in accordance with the
   University’s Scholarships and Prizes for Undergraduates Policy, the scholarship proposal
   donated by the Australian Mushroom Growers Association entitled The Professor Kai Yip
   Cho Honours Project Scholarship.
   
   The proposal comprises three scholarships to be offered over the course of three years.
   Each scholarship is to consist of an amount of $5,000 and relates to students within the
   College of Health & Science taking their honours year of study. Professor Cho was a
   former UWS staff member who passed away in 2009.
   
   It is recommended
   That Senate Executive Committee approve, on behalf of Academic Senate, the proposed
   Professor Kai Yip Cho Honours Project Scholarships, donated by the Australian
   Mushroom Growers Association, for eligible students in the College of Health and
   Science.

8. NEXT MEETING OF SENATE EXECUTIVE COMMITTEE
   
   The next meeting of the Senate Executive is provisionally scheduled for 30 October 2009
   in meeting room 3, Building AD, Werrington North, commencing at 9:30am.
   
   The next meeting of Academic Senate is scheduled for 16 October 2009.