AGENDA

1 PROCEDURAL MATTERS

*1.1 Introduction and Welcome
The Deputy Vice-Chancellor, Academic and Enterprise, Professor John Ingleson, will chair the meeting and welcome members.

*1.2 Apologies
Apologies have been received from Professor Stuart Campbell, Professor Barbara Holland and Professor Geoff Scott.
Any further apologies will be reported.

*1.3 Starring of Items
Members are invited to star any additional items they would like discussed.

Items currently starred are: 1.1, 1.2, 1.3, 1.4, 1.5, 3.1, 4.1, 4.2 and 4.3

It is recommended:
that the recommendations contained in the unstarred agenda items be endorsed.

*1.4 Other Business
Members are invited to nominate other relevant matters, noting that such items will normally be included on the agenda for a future meeting.

*1.5 Minutes of Previous Meeting
Attachment 1.5
Part B Annex only
The minutes of the meeting held on 1 April 2009 are attached for confirmation.

1.6 Action Sheet from last meeting
Attachment 1.6
To assist members with monitoring and controlling the work of the Committee, the action sheet from the meeting held on 1 April 2009 is appended.

In relation to the action item for 3.3, structure of courses, Professor Hesketh has advised that the issues of concern have been resolved and the item will be removed from the Action Sheet.

2 BUSINESS ARISING

There is no business arising that is not covered on the agenda.
* 3.1 Academic Planning and Courses Approvals Committee (APCAC)

On 8 April 2009 the Board of Trustees agreed amendments to the Academic Senate Standing Committees Policy. The Membership of APCAC, as defined in Clause 20 of the Policy, has been amended to include ‘One elected School member of Academic Senate, chosen by the Chair of Academic Senate’ (this position replaces that for “One Chair of a School Academic Standards and Quality Assurance Committee”, a committee now re-named “School Academic Committee”).

That position will be filled shortly.

Nominations for the one undergraduate student position and the one postgraduate position on APCAC were called on 23 March 2009 but there were no nominations and the positions will remain vacant until the next round of elections.

3.2 Proposal For Sub-major(s) Based On Existing Units Focused On Sustainability

Attachment 3.2

At its meeting on 20 April 2009 Senate’s Education Committee had before it a paper “UWS Course Units Focused on Sustainability”.

The Pro-Vice Chancellor (Quality) reported that part of the work of the Greening Task Force addressed educational issues, and he tabled a paper “Some Educational Options for Sustainability at UWS”. The Pro Vice-Chancellor said a large number of units, across many academic disciplines (business, environmental health, engineering etc.) address sustainability and there is considerable interest in sustainability as a subject area, with possibilities for offering sub-majors, or elective units, within courses.

It was suggested that if the University wishes to become a leader in this area, and have sustainability as a significant part of the University’s curriculum, this will need institutional commitment. It will not be appropriate for schools to develop new courses or units unilaterally. The delivery of sustainability as part of the curriculum will require a significant element of cooperation across a range of academic disciplines.

It was agreed that the Pro Vice-Chancellor (Quality) and the Pro Vice-Chancellor (University Engagement) would consolidate a report on the work already underway, and initiate discussions on sustainability in the curriculum through the Academic Planning and Courses Approvals Committee.

For noting

4 GENERAL BUSINESS

* 4.1 Organisation of the Academic Year

At the 1 April meeting, the Committee agreed that the permutations of an academic year comprised of three semesters or four quarters should be examined and presented to the next meeting by a small working party. Preliminary work has been undertaken and a paper will be tabled.
At its meeting on 1 April 2009 the Committee discussed a draft, by the Academic Registrar, of a proposed ‘Award Courses and Units Development Policy’. Further work has been undertaken to produce a ‘Courses and Curriculum Policy Framework’, and a revised draft of the ‘Award Courses and Units Approval Policy’, which are attached (as one document and as revised).

It is recommended
That the revised draft Award Courses and Units Approval Policy be endorsed and recommended to Education Committee for consideration and recommendation to Academic Senate.

Under the new academic governance arrangements, units for UWSCollege diploma programs, for which the Colleges are primarily responsible, will receive final approval from the College Education, Assessment and Progression Committees. However, the course and unit proposals associated with the Foundation Studies programs, for which responsibility rests at the University level, need to be approved by Academic Senate.

The Committee’s views are sought on the most appropriate way of handling the UWSCollege Foundation Studies course and unit changes.

For discussion

Attached is the summary of recommended new courses and course variations forwarded from the CEAPCs. The Committee is asked to recommend the proposals to Academic Senate or, if there is need, to refer the proposals back to the relevant College for further attention.

(Full documentation can be provided on request).

The Committee’s attention is drawn to the notes regarding items 4.4.1.6 to 4.4.1.10 about the structure of some of the double degrees proposed by the College of Health and Science. The course structures of the Bachelor of Medical Science, and the Mathematical Science key program of the Bachelor of Science, do not permit students to complete 60 credit points of Level 3 units (required by the Structure and Nomenclature of Bachelor Awards Policy) if they choose to graduate at the end of Year 3 with a single degree. If students complete the four year double degree the shortfall is made up by Level 3 units in the other discipline.

Items for consideration are attached.

It is recommended
that the recommendations contained in the attached ‘Summary of recommendations for new courses and course variations’ be endorsed and recommended to Academic Senate for approval.

Members are invited to nominate other relevant matters for discussion. The Chair will exercise his discretion in determining whether any matter raised will be discussed at the meeting or be referred to the next meeting.
The next scheduled meeting of the Academic Planning and Courses Approvals Committee will be held on **Wednesday 1 July 2009 at 2.00pm** in the Boardroom in Building AD, Werrington North.

**Dates of further meetings in 2009:**
Wednesday 9 September at 9.00am (Boardroom AD)
Thursday 5 November at 9.00am (Meeting Room 5, AD).