



Academic Board Agenda

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NOTICE OF MEETING

A special meeting of the **Academic Board** will be held at **1.00 pm** on **Tuesday 10 March 2009** in the Eastern Avenue Lecture Theatre.

Members who are unable to attend are asked to notify Megan Kemmis at the above address. Enquiries concerning this meeting may also be directed to Ms Kemmis.

Matthew Charet
for
Dr M Edmond
Acting Registrar

02 March 2009

AGENDA

Pages

1. Apologies

2. Review of Academic Board

page 3

In the light of recent changes to the senior management structure of the university, the Chair is proposing that the Academic Board commission a review of its structure and operations, to better align both with its role and the other portfolios in the University. The revised draft terms of reference, including a suggested list of review team members, is enclosed.

Recommendation

That the Academic Board approve the formation of a team to review the Academic Board's structure and operations, and approve the draft terms of reference for this review, as set out in the report presented.

3. Academic Board Membership for 2009

pages 4-7

Since the Academic Board's meeting in December 2008, a number of amendments have occurred to the membership of the Board, as follows:

- Professor Jill Trehwella has been confirmed as the Deputy Vice-Chancellor (Research);
- Professor Scott Kable is now an academic staff representative for the Faculty of Science, taking up the vacancy created by Professor Trehwella's appointment;
- Associate Professor Nicole Gurrán will be on leave for 2009, and her position as an academic staff representative for the Faculty of Architecture, Design and Planning will be filled by Professor Alan Peters; and
- Associate Professor Tania Gerzina has transferred to the Institute for Teaching and Learning, and her position as an academic staff representative for the Faculty of Dentistry will be filled by Associate Professor Elaine Blignaut.

Two further nominations to vacancies among the student representatives on the Academic Board have also been received. The Academic Board is asked to approve the following student nominations for membership of the Board from 1 January 2009 to 31 December 2009 as set out below:

NAME	FACULTY
Mr James Quilty	Faculty of Agriculture, Food & Natural Resources
Mr Danny Liu	Faculty of Science

Recommendation

That the Academic Board:

- (1) *note the report on the membership of the Academic Board for 2009; and*
- (2) *approve the nominated student members from the faculties as set out in the report presented.*

4. Actions taken by Chair since 10 December 2008 meeting

Recommendation

That the Academic Board note the report of the Chair of the Academic Board on actions taken since the meeting of the Academic Board held on 10 December 2008.

5. Position of Deputy Vice-Chancellor (Education)

Due to restructuring of some senior portfolios within the University it is necessary to update the terms of reference of Standing Committees of the Academic Board to reflect the change from the previous position of Pro Vice-Chancellor (Learning and Teaching) to the new position of Deputy Vice-Chancellor (Education). The Deputy Vice-Chancellor (Education) position is also to be added to the membership of the Research and Research Training Committee.

Recommendation

That the Academic Board note the replacement of references to Pro Vice-Chancellor (Learning and Teaching) with Deputy Vice-Chancellor in terms of reference for Standing Committees of the Academic Board and the addition of Deputy Vice-Chancellor (Education) to the membership of the Research and Research Training Committee.

6. Academic Board Policy on Advanced Standing, Credit and Exemption *pages 8-13*

At its meeting of 10 December 2008, the Academic Board considered and discussed amendments to the Academic Board Policy on Advanced Standing, Credit and Exemption. The issues raised at this meeting and earlier meetings of the Graduate Studies Committee, and responses received from various sections of the University, have fed into a revised version of this document. The latest version of the policy is now submitted to the Academic Board for approval.

Recommendation

That the Academic Board approve the revisions to the policy on Advanced Standing, Credit and Exemption, with effect from 1 July 2009, as set out in the report presented.

Item 2 Review of Academic Board

Proposed Review of the Academic Board

Review Committee

- Professor Derryck Schreuder, Visiting Professor, Faculty of Education and Social Work (Chair)
- Professor John Carter, Pro-Vice Chancellor, Engineering and Built Environment, University of Newcastle
- Ms Kim Anderson, Fellow of Senate
- Professor Margaret Harris, faculty of Arts and Fellow of Senate
- Associate Professor Tony Masters, Faculty of Science
- Professor Gillian Triggs, Faculty of Law
- Ms Rebecca Santos, Undergraduate Student, Faculty of Arts
- Mr Daniel Brooks, Postgraduate Coursework Student, Faculty of Education and Social Work
- Dr Michael Spence, Vice Chancellor
- Professor Bruce Sutton, Chair, Academic Board

Reserve: Professor Anthony Dooley, School of Mathematics and Statistics, University of NSW

Terms of Reference

On the basis of appropriate consultation with the wider academic community, the Review Panel will:

1. ~~To r~~Review membership of the Academic Board, with a view to fostering broad collegial engagement across the University, with particular attention to the balance between elected and *ex-officio* members, and the involvement of heads of schools and disciplines.
2. ~~To e~~Examine and report on ways of optimising the effectiveness of the working relationship between the Academic Board, the Senior Executive Group and the senior portfolios of the University.
3. ~~To r~~Review and report on the effectiveness of the Academic Board's committee structure.
4. ~~To e~~Examine and report on ways of optimizing and improving the Academic Board's role
 - a. in ensuring quality in the University's academic activities and
 - b. as the central collegial forum for debate of significant academic issues within the University.
5. Report to the Academic Board by mid-2009.

Item 3 Academic Board Membership for 2009

MEMBERSHIP OF THE ACADEMIC BOARD 2009: As at 1 January 2009

The Board consists of:

5.1.1 *the Chair;*

Professor Bruce Sutton

5.1.2 *the Vice-Chancellor;*

Dr Michael Spence

5.1.3 *the following members ex officio:*

5.1.3.1 *the Deputy Vice-Chancellors;*

Deputy Vice-Chancellor (International)	Professor John Hearn
Provost & Deputy Vice-Chancellor	Professor Don Nutbeam
Deputy Vice-Chancellor (Research)	Professor Jill Trehwella
Deputy Vice-Chancellor (Community)	Professor Andrew Coats
Deputy Vice-Chancellor (Education)	Professor Derrick Armstrong
Chief Operating Office & Deputy Vice-Chancellor	Mr Bob Kotic
Chief Executive Officer & Deputy Vice-Chancellor (University College Sydney)	Professor Ann Brewer

5.1.3.2 *the Pro-Vice-Chancellors;*

Pro Vice-Chancellor (Research)	Professor Carol Armour (Acting)
Pro Vice-Chancellor (Strategic Planning)	Professor Charlie Benrimoj
Pro Vice-Chancellor (Campus Planning & Infrastructure)	Professor Richmond Jeremy (Acting)

5.1.3.3 *the Executive Deans and Deans;*

Faculty of Agriculture, Food and Natural Resources	Professor Mark Adams
Faculty of Architecture, Design and Planning	Professor Warren Julian
Faculty of Arts	Professor Stephen Garton
Faculty of Dentistry	Professor Eli Schwarz
Faculty of Economics and Business	Professor Peter Wolnizer
Faculty of Education and Social Work	Professor Robyn Ewing (Acting)
Faculty of Engineering and Information Technologies	Professor Gregory Hancock
Faculty of Health Sciences	Professor Gwynnyth Llewellyn
Faculty of Law	Professor Gillian Triggs
Faculty of Medicine	Professor Bruce Robinson
Faculty of Nursing and Midwifery	Professor Jill White
Faculty of Pharmacy	Professor Iqbal Ramzan
Faculty of Science	Professor David Day
Sydney College of the Arts	Professor Colin Rhodes
Sydney Conservatorium of Music	Professor Kim Walker
Faculty of Veterinary Science	Professor Leo Jeffcott
Dean of Graduate Studies	Professor Alison Bashford

5.1.3.4 *the Director of the Graduate School of Government;*

Professor Geoff Gallop

5.1.3.5 *the University Librarian;*
Mr John Shipp

5.1.3.6 *the Director of the Koori Centre;*
Ms Janet Mooney

5.1.3.7 *the Director of the Institute for Teaching and Learning;*
Professor Keith Trigwell

5.1.3.8 *the Director of the International Office;*
Mr Peter Ball

5.1.3.9 *the Director of Student Administration and Support;*
Dr Margaret Edmond

5.1.3.10 *the President of the Students' Representative Council; and*
Mr Noah White

5.1.3.11 *the President of the Sydney University Postgraduate Representative Association;*
Ms Rashmi Kumar

5.1.4 *the following elected academic staff members, who do not already hold office as members under Rule 5.1.1, 5.1.2 or 5.1.3 elected:*

5.1.4.1 *by a group of voters defined by each relevant Faculty and approved by the Academic Board; and*

5.1.4.2 *according to guidelines approved from time to time by the Academic Board and the Senate:*

5.1.4.2.1 *three academic staff members for each faculty with 40 or fewer full-time academic staff:*

Architecture, Design and Planning	<ul style="list-style-type: none"> • Dr Greg Castillo • Professor Alan Peters • Dr Marc Aurel Schnabel
Dentistry	<ul style="list-style-type: none"> • Dr Stephen Cox • Associate Professor Elaine Blignaut • Ms Clare McNally
Nursing and Midwifery	<ul style="list-style-type: none"> • Dr Sue Ronaldson • Associate Professor Maureen Boughton • Mr Murray Fisher
Sydney College of the Arts	<ul style="list-style-type: none"> • Mr John Conomos • Associate Professor Meryl Fairskye • Mr Geoffrey Weary

5.1.4.2.2 *four academic staff members for each faculty with more than 40 but fewer than 100 full-time academic staff:*

Agriculture, Food and Natural Resources	<ul style="list-style-type: none"> • Professor Alex McBratney • Dr Inakwu Odeh • Dr Sarah Mansfield • Dr Brian Jones
Education and Social Work	<ul style="list-style-type: none"> • Associate Professor Robyn Ewing • Dr Robyn Gibson • Professor Brian Paltridge • Dr Lesley Scanlon
Law	<ul style="list-style-type: none"> • Professor Roger Magnusson

	<ul style="list-style-type: none"> • Dr Thalia Anthony • Professor Belinda Bennett • Associate Professor Anne Twomey
Pharmacy	<ul style="list-style-type: none"> • Associate Professor Greg Ryan • Associate Professor David Hibbs • Dr Jane Hanrahan • Professor Jo-Anne Brien
Sydney Conservatorium of Music	<ul style="list-style-type: none"> • Associate Professor Michael Halliwell • Associate Professor Peter McCallum • Professor Anne Boyd • Dr Kathleen Nelson
Veterinary Science	<ul style="list-style-type: none"> • Dr Vanessa Barrs • Dr Damien Higgins • Dr Jan Slapeta • Dr Chris Grupen

5.1.4.2.3 *five academic staff members for each faculty with more than 100 full-time academic staff:*

Arts	<ul style="list-style-type: none"> • Dr Richard Stanton • Dr Fran Collyer • Dr Kathryn Crameri • Dr Gaynor Macdonald • Dr Peter Marks
Economics and Business	<ul style="list-style-type: none"> • Professor Anthony Aspromourgos • Professor Elizabeth Cowley • Ms Patty Kamvounias • Associate Professor Sue Newberry • Dr Leanne Cutcher
Engineering and Information Technologies	<ul style="list-style-type: none"> • Dr Douglass Auld • Associate Professor Alan Fekete • Associate Professor Liaquat Hossain • Associate Professor Abbas Jamalipour • <i>Vacancy</i>
Health Sciences	<ul style="list-style-type: none"> • Associate Professor Nick O'Dwyer • Dr Steve Cumming • Dr Joanne Callen • Dr Toni Schofield • Associate Professor Lynne Harris
Medicine	<ul style="list-style-type: none"> • Associate Professor Andrew Holland • Associate Professor Simon Willcock • Associate Professor Merrilyn Walton • Professor Stephen Clarke • Professor Chris Murphy
Science	<ul style="list-style-type: none"> • Professor Scott Kable • Associate Professor Charles

	<p>Collyer</p> <ul style="list-style-type: none"> • Dr Charlotte Taylor • Ms Jennifer Henderson • Associate Professor Tony Masters
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5.1.4.3 for each group of academic staff members elected from a faculty at least one should be appointed at professorial level and at least one should be appointed at a non-professorial level;

5.1.5 the following elected student members:

Faculty of Agriculture, Food & Natural Resources	Mr James Quilty	PGR
Faculty of Architecture, Design & Planning	Mr William Chan	UG
Faculty of Arts	Ms Rebecca Santos	UG
Faculty of Dentistry	Vacancy	
Faculty of Economics & Business	Mr Andrew Thomas	UG
Faculty of Education & Social Work	Mr Daniel Brooks	PGC
Faculty of Engineering & Information Technologies	Mr Michael Kalonikos	UG
Faculty of Health Sciences	Vacancy	
Faculty of Law	Mr Andrew McLeod	UG
Faculty of Medicine	Ms Moira Stephens	PGR
Faculty of Nursing & Midwifery	Ms Jameela Truman	PGC
Faculty of Pharmacy	Vacancy	
Faculty of Science	Mr Danny Liu	PGR
Faculty of Veterinary Science	Ms Rachel Rodney	UG
Sydney College of the Arts	Vacancy	
Sydney Conservatorium of Music	Vacancy	
Board of Studies in Indigenous Studies	Ms Liza-Mare Syron	PGR

5.1.6 up to four members, who do not already hold office as members under Rules 5.1.1 to 5.1.5 inclusive, appointed by resolution of the Academic Board at an ordinary meeting of the Academic Board on the recommendation of the Chair;

5.1.7 up to four members, who do not already hold office as members under Rules 5.1.1 to 5.1.6 inclusive, co-opted by resolution at an ordinary meeting of the Academic Board on the recommendation of the Chair (Note: co-opted members are defined as short-term appointees who are identified to assist the Academic Board with a specific issue or project, and their term of office will normally reflect the time-span of that issue or project).

Professor Kevin Parton, Dean, Faculty of Rural Management

Secretary: The Registrar, or the Registrar's nominee, is to act as secretary of the Academic Board

Dr Margaret Edmond (Acting)

Item 6 Academic Board Policy on Advanced Standing, Credit and Exemption



The University of Sydney

Admission: Advanced Standing, Credit and Exemption Policy

Approved by: Academic Board on 15 April 1998
Date of effect: 16 April 1998
Reviewed and amended by the Academic Board in 2008
Revised policy date of effect: 1 January 2009

1. Introduction

The following resolutions of the Academic Board must be read in conjunction with the *University of Sydney (Amendment Act) Rule 1999 Part 9: Admission to Courses, Division 8* and the *University of Sydney (Coursework) Rule 2000*.

2. Recognition of Institutions and Programs

Recognition of institutions and programs under these policies and procedures is the responsibility of the Undergraduate and Graduate Studies Committees of the Academic Board.

3. Definitions

~~**Australian Tertiary Institution** means a tertiary institution within the Australian Unified National System.~~

University As defined by the Department of Education, Employment and Workplace Relations, a University means a body:

1. that is established as a university, or recognised as a university, by or under a law of the Commonwealth, a State, the Australian Capital Territory or the Northern Territory, and
2. meets nationally agreed criteria for a university.

Course means a structured academic program leading to the award of a degree, diploma or certificate of the University.

Unit of Study (a unit) means a stand-alone component of a course.

Advanced Standing is the formal acknowledgment by the University- generally through the granting of credit- of previous academic attainment by students prior to their enrolment in their current course.
~~means students admitted to a course at the University of Sydney may be granted Advanced Standing based on previous attainment in another course at a recognized tertiary institution.~~

Advanced standing can be is granted in the form of credit points which count towards the requirements for the course.

Credit

Advanced standing may be granted as specific credit or non-specific credit.

Specific credit is the recognition of previously completed studies as directly equivalent to a unit of study at the University of Sydney (e.g. specific credit is given for Physics 1 [PHYS1001] at the University of Sydney for Physics 1 taken at the University of Adelaide).

Non-specific credit takes the form of a block credit for a specified number of credit points at a particular level e.g.

- this University does not teach Russian but credit may be given towards the degree of Bachelor of Arts for full first year study in Russian taken at the University of New South Wales, as 12 Junior credit points; or
- a student may be granted 48 junior credit points for the first year of an Arts degree completed at another Australian tertiary institution.

These credit points may be in a particular subject area. Non-specific credit is not linked to a specific unit of study at this University.

Exemption

A student taking a particular unit of study is normally required to attend all prescribed lectures, seminars, tutorials and practical work. On the basis of previous study a student can, however, be exempted from completing parts of the prescribed work for a particular unit of study within a course. ~~Exemption may also be granted for the whole of a prescribed unit of study (this may also be known as a 'Waiver'). In such cases, no advanced standing will be granted and the student will be required to complete an alternative unit of study as prescribed by the Faculty.~~

Waiver

Exemption may also be granted for the whole of a prescribed unit of study: this is known as a 'Waiver'. A waiver may be in order to exempt a student from a prerequisite or the requirement to do a compulsory course on the basis of previous learning or experience. In such cases, no credit will be granted and the student will be required to complete an alternative unit of study as prescribed by the Faculty, in order to gain sufficient credit points to meet the requirements for the degree.

Embedded Program Award courses in the graduate certificate, graduate diploma and master's degree by coursework sequence which allow unit of study credit points to count in more than one of the awards, e.g. the Graduate Certificate in Information Technology, Graduate Diploma in Information Technology and Master of Information Technology.

4. Preamble

Faculties have the authority to grant credit on the basis of previous study. This policy provides a broad framework under which faculties may exercise their academic judgement in the granting of credit. The University of Sydney's policy on advanced standing, credit and exemption is based on the following broad principles:

- 4.1 granting maximum credit for appropriate ~~prior learning~~ previous study;
- 4.2 support for articulation with other tertiary providers and with other courses at the University of Sydney;
- 4.3 a consistent and transparent approach to the granting of credit;
- 4.4 consistency with the Group of Eight Credit Transfer Agreement (March 2007)

5. Policy

5.1 Entry to the University's courses is competitive and eligibility for credit or advanced standing does not guarantee an applicant a place in a course.

5.2 The level of credit to be granted towards a particular course shall be determined at Faculty level in accordance with this policy and the degree and faculty resolutions. Any credit granted must be consistent with the current resolutions governing progression within the course for which credit is sought. If a student is admitted to candidature for an undergraduate degree at the University of Sydney with credit for completed units of study, the maximum credit allowed will be determined by the requirement that the student complete a minimum of the equivalent of two full-time semesters of their course at the University of Sydney.

5.3 Regardless of the level of credit granted, any pre-requisite and co-requisite requirements must be met, unless approval to waive these requirements has been given (see 'Waiver').

5.4 Amount of credit to be granted.

Generally, the same unit of study cannot be counted towards the requirements for two different courses, except for approved combined degrees and the instances set out below:

5.4.1 Undergraduate coursework: If a student is admitted to candidature for an undergraduate degree at the University of Sydney with credit for completed units of study not counted towards an award, the maximum credit allowed will be determined by the requirement that a minimum of the equivalent of 48 credit points of their course be completed at the University of Sydney.

Graduates, however may be given a limited amount of credit for units of study already counted in a completed qualification. Except where provided otherwise in the specific resolutions for the course concerned, the maximum credit granted in such cases will be determined by the requirement that a graduate who is admitted to candidature for a degree of bachelor with credit for completed units of study shall attend units of study for the equivalent of at least two full-time years in that course, unless additional credit from an uncompleted course or courses has also been granted.

5.4.2 Postgraduate coursework: Credit towards a postgraduate coursework degree (GradCert, GradDip, Masters) will not be given for

undergraduate units of study or for completed postgraduate awards except in the case of embedded programs at the University of Sydney or programs deemed by the relevant faculty to be the equivalent of such programs.

5.4.3 Specific or non-specific credit for postgraduate study undertaken at another tertiary institution, for which an award was not made, may be granted by the faculty subject to a maximum equivalent of one-third of the credit point requirements for the award.

5.5 Credit will not normally be granted for units of study completed more than ten ~~two~~ years prior to application. Faculties may prescribe a shorter timeframe.

5.6 Credit may be granted for units of study completed at an Australian University as follows:

5.6.1 Subject to limitations outlined in University policy, units of study which are part of award courses at Australian tertiary institutions shall generally be recognised for the consideration of applications for credit towards appropriate or equivalent awards of the University of Sydney.

5.6.2 Subject to limitations of University policy and the academic judgement of faculties, credit shall generally be granted for a specific unit of study where there is substantial overlap of skills, knowledge and experience at a level deemed to be equivalent to a University of Sydney unit of study.

5.6.3 Non-specific credit appropriate to the award may be granted in accordance with faculty policies and guidelines.

~~5.6 Credit will not be automatically granted for units of study completed at an institution from which an applicant was either excluded or asked to show good cause. Faculties do, however, have the discretion to grant credit or exemption in such cases on the grounds of work completed at the other institution.~~

~~5.7 Credit may be granted for units of study completed at Australian tertiary institutions as follows:~~

~~5.7.1 Units of study which are part of award courses at Australian tertiary institutions shall generally be recognised for credit towards appropriate or equivalent awards of the University of Sydney.~~

~~5.7.2 Credit shall generally be granted for a specific unit of study where there is substantial overlap of content at a level deemed to be equivalent to a University of Sydney unit of study.~~

~~5.7.3 Non-specific credit appropriate to the award may be granted in accordance with Faculty policies and guidelines.~~

5.7 Units of study completed through:

5.7.1 recognised overseas tertiary institutions

5.7.2 registered private providers of accredited higher education courses

5.7.3 the Vocational Education and Training sector

may be recognised for specific or non-specific credit towards appropriate courses of the University of Sydney.

- 5.8 Credit shall be granted for completed units in other programs after evaluation by the Faculty of the program which forms the basis for the ~~for which the applicant claims~~ credit application. The program of study will be measured against factors including:
- 5.8.1 the general educational practices and standards of the institution(s) or system;
 - 5.8.2 the objectives of the particular course and the methods adopted to achieve these objectives;
 - 5.8.3 admission requirements for the course;
 - 5.8.4 the duration of the course;
 - 5.8.5 the breadth, depth and balance of the course material;
 - 5.8.6 the methods of assessment;
 - 5.8.7 the teaching staff conducting the course, including numbers, professional qualifications and experience and educational expertise;
 - 5.8.8 the accommodation and facilities including equipment, library, laboratories, workshops and other instructional or research resources for the particular course.
- 5.9 Recognition of Other Prior Learning
Credit may be granted for other prior learning ~~previous study~~ prior learning where that experience can be documented. The onus shall be on the applicant to provide appropriate evidence or demonstrate the relevant skills, knowledge and understanding gained. The criteria in s5.8 may be used as a guide. Skills and knowledge gained through work or life experience may, at the discretion of the faculty, be recognised ~~by the granting of a waiver~~, where it can be shown that such skills and knowledge are equivalent to those that would be gained in relevant University of Sydney studies, ~~but not through credit~~. Such credit shall be granted only when the applicant can demonstrate equivalent skills and knowledge to that gained if the relevant University of Sydney studies were undertaken.
- ~~5.11 Amount of Credit to be Granted
Any credit granted must be consistent with the current resolutions governing progression within the course in which credit is sought. If a student is admitted to a candidature for an undergraduate degree at the University of Sydney with credit for completed units of study, the maximum credit allowed will be determined by the requirement that the student will be required to complete a minimum of the equivalent of two full-time semesters of their course at the University of Sydney (see also section (iv) above for provisions relating to graduates admitted with credit for units of study already counted towards a degree).~~
- 5.10 Honours level study Degrees
Where course resolutions permit, students who have been awarded the degree of bachelor at pass level may be permitted to enrol for that degree at honours level.

6. Procedures

- 6.1 Each Faculty shall publish annually details of its advanced standing and credit transfer policy including the criteria to be applied and relevant deadlines.
- 6.2 Credit will be approved by the Faculty administering the course for which the student is enrolled and will not automatically be transferred from one course to another. With respect to combined programs, applications must be made to the faculty delivering the equivalent unit of study for which credit is sought.
- 6.3 Applicants seeking credit must apply to the Faculty using the University ~~on the required~~ form, and must provide satisfactory documentary evidence in support of their application.
- 6.4 Individual decisions about granting of credit to applicants will be made by the relevant Dean or nominee ~~Faculty officers~~ within procedures and frameworks established and maintained by the Faculty in accordance with this policy.
- 6.5 Advice on possible credit to be gained will be given by the relevant faculty officer to a potential student on the understanding that a final decision will be communicated if the student is admitted to the course.
- 6.6 A fully documented decision to grant or not grant credit shall be attached to the student's file. Documentation, including any supporting documents, must be stored and filed in accordance with current University practice.
- 6.7 A student wishing to contest a faculty's decision on the granting of credit should follow the procedures in "Resolutions of the Academic Board: Principles for student appeals against academic decisions".
- 6.8 By the end of each calendar year, each faculty will submit to the Academic Board a summary of applications for granting of credit, indicating the courses for which credit was sought and the amount granted.