

**COMMITTEE OF CHAIRS OF ACADEMIC BOARDS/SENATES  
OF UNIVERSITIES IN NSW AND THE ACT**

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Minutes of the meeting (04/2) of the *Committee of Chairs* held at 9.30 am on  
*Thursday, 24 June 2004* at the University of Newcastle.

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**PRESENT**

Kevin McConkey (UNSW), Chair  
Tony Baker (UTS)  
Tim Bambrick (ANU)  
Peter Camilleri (ACU)  
Linda Connor (Newcastle)  
David Green (CSU)  
David Griffiths (Wollongong)  
Bruce Kercher (Macquarie)  
Ellis Magner (UNE)  
Tony Masters (Sydney)  
Brailey Sims (Newcastle)

**IN ATTENDANCE**

David Patterson and Gordon Stanley, NSW Board of Studies (Item 5)  
Rhona Fraser (UNSW)

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**1. APOLOGIES/WELCOMES/FAREWELLS**

Apologies had been received from Michael Atherton (UWS), Roger Bronks (SCU), Ray Cooksey (UNE).

Professor McConkey thanked the hosts Linda Connor and Brailey Sims.

**2. MINUTES OF THE MEETING OF 1 APRIL 2004**

The minutes of the previous meeting were confirmed.  
(See [http://www.secretariat.unsw.edu.au/committee\\_chairs04.htm](http://www.secretariat.unsw.edu.au/committee_chairs04.htm))

**3. BUSINESS ARISING FROM THE MINUTES**

**9. Plagiarism Policy Management**

It was agreed the available Student Charters would be circulated for information.

**4. BOARD OF STUDIES – MEMBERSHIP OF BOARD CURRICULUM COMMITTEES AND  
INDUSTRY CURRICULUM COMMITTEES**

The Committee endorsed the recommendation that updated information on the membership of Board Curriculum Committees (BCCs) and Industry Curriculum Committees (ICCs) be provided to each meeting.

**5. HSC CATEGORY B COURSES**

**5.1 *Categorisation Review Schedule***

The Committee agreed to conduct the review of the HSC Category B Courses over the next six months and members nominated to review specific courses as follows:

<i>Course</i>	<i>Designated CofC Member</i>	<i>Review Period/Decision Date</i>
Industrial Technology	1. Bruce Kercher 2. Brailey Sims	Review from 1 July 2004 Decision on 26 August 2004
Information Technology	1. UNSW (person to be advised) 2. David Green	Review from 1 July 2004 Decision on 26 August 2004
Hospitality	1. Ray Cooksey/Eillis Magner 2. Tony Baker	Review from 1 July 2004 Decision on 26 August 2004
Entertainment	1. Peter Camilleri 2. Michael Atherton (to be confirmed)	Review from 1 July 2004 Decision on 26 August 2004
Retail	1. David Griffiths 2. John Rayner (to be confirmed)	Review from 1 July 2004 Decision on 26 August 2004
Accounting	1. Tony Masters 2. Peter Camilleri	Review from 1 September 2004 Decision on 11 November 2004
Business Services	1. Tony Baker 2. UNSW (person to be advised)	Review from 1 September 2004 Decision on 11 November 2004
Tourism	1. Linda Connor 2. Roger Bronks (to be confirmed)	Review from 1 September 2004 Decision on 11 November 2004
Primary Industries	1. Ray Cooksey/Eillis Magner 2. David Green	Review from 1 September 2004 Decision on 11 November 2004
Construction	1. Tony Masters 2. Tony Baker	Review from 1 September 2004 Decision on 11 November 2004
Metal and Engineering	1. David Green 2. Tony Masters	Review from 1 September 2004 Decision on 11 November 2004

Professor Baker would draft a template identifying the matters to be addressed in the appraisal and guidance notes, which would be forwarded to members as soon as possible. Rhona Fraser would provide the relevant materials to be reviewed. In addition, members noted that a good deal of information that would assist in the categorisation review could be found in the Report on the Scaling of the 2003 NSW Higher School Certificate, which would be distributed to members.

## **5.2 Categorisation of Industrial Technology – Engineers Australia**

The Committee noted the letter received from Engineers Australia with regard to the categorisation of the Industrial Technology category B course, and agreed the course would be reviewed in the first part of the upcoming review process.

## **6. ASSOCIATE DEGREES**

Professor Kercher summarised the principles and guidelines from the paper provided and noted the credit granted for TAFE completed diplomas and advanced diplomas in comparison to Bachelor degrees. The general principle for associate degrees was that exemptions would only be granted for completed awards. Members noted that negotiations between Macquarie University and TAFE for recognition of associate degrees were ongoing with issues of academic quality and financial matters still to be addressed.

Professor Green confirmed the Academic Board at CSU had set a maximum credit limit, which allowed Faculties to determine specific credit based on academic decision. The Academic Board deliberation would be circulated to members for information.

In response to discussion on the performance of students from the TAFE sector, Professors Connor and Kercher indicated that data had shown these students had performed on a par with other students, and

in some instances had attained high academic standing.

**7. FOUNDATION STUDIES PROGRAMS: DISCUSSION AND TEMPLATE FOR COMPLETION**

Professor McConkey highlighted the need to provide guidance on what is a good Foundation Studies program, and presented the suggested questions for consideration with a view to surveying the programs offered by the member universities. Members suggested the benchmarking information could be provided to UAC, the national meeting of the Chairs of Academic Boards, and the AVCC.

It was agreed members would provide comments and amendments to the questions, and submit the completed surveys for discussion at the next meeting.

**8. ELECTION OF CHAIR*****RESOLVED CofC04/1***

That the Committee of Chairs elects Professor Tony Baker to the position of Chair of the Committee of Chairs of Academic Boards/Senates in NSW/ACT for the period from 1 August 2004 to 31 July 2006, subject to the Chair remaining a member of the Committee.

The committee congratulated Professor Baker by acclamation.

**9. FINANCIAL STATEMENT**

The Committee acknowledged contribution payments were being processed.

**10. TAFE NSW HIGHER EDUCATION ACADEMIC BOARD**

Professor McConkey reported the TAFE NSW Higher Education Academic Board had been established under the ***NSW Higher Education Guidelines 2003***. The Board would focus on standards and quality, but was not representative in the usual sense of an Academic Board. Members of the inaugural Board included Professors Baker and Sachs, as well as Professor McConkey; however, Professors Baker and Sachs had recently resigned due to a possible conflict of interest with their membership on the NSW Higher Education Advisory Committee.

The Board had recommended three associate degrees be accredited with the key aspects that these would be similar in quality and quantity to the first two years of a Bachelor degree. It was noted TAFE had been eager to develop associate degrees but that it would take 2-3 years for proper assessment of their success including articulation results and the reaction from professional bodies.

**11. NSW HIGHER EDUCATION ADVISORY COMMITTEE**

Professor McConkey reported the establishment of the NSW Higher Education Advisory Committee under the ***NSW Higher Education Act 2001***. The membership included Professors Baker, Sachs and McConkey. The Committee would have oversight of and provide advice to the Director General on tertiary education providers, excluding universities in NSW. It is anticipated the Committee would provide guidance for planning, and would have a role in the accreditation process of courses from institutions including private providers, international universities and Australian universities not based in NSW that teach international students in NSW.

## **12. CONFERENCES AND MEETINGS**

The Committee noted:

- (a) National Meeting of the Chairs of Academic Boards/Senates – 21-22 October 2004, Melbourne
- (b) 2004 National Conference on University Governance– 22-23 October 2004, Sydney
- (c) The 2004 University Governance Forum – 27 August 2004, Sydney

## **13. ANY OTHER BUSINESS**

### **13.1 MCEETYA Recommendations**

Professor Stanley reported the Commonwealth Minister had been considering the issue of consistency across the States including evaluation of education systems, common indicators of performance, skills based examination, senior secondary certificates, and international baccalaureate. The Committee noted the potential impact in the event of an expeditious Ministerial decision on a national university entrance examination, and other related matters such as best practice for university selection and generic skills testing of university graduates.

It was agreed Associate Professor Sims and Professor Cooney would prepare a briefing paper for the next meeting, to provide suggestions on the way forward.

### **13.2 Schedule of Meetings**

Professor Baker would draft a schedule of meeting dates and venues for consideration at the next meeting.

### **13.3 Concluding Comments from Chair**

Professor McConkey thanked the people that have helped during his term as Chair and acknowledged the work of Victoria Eyles, Margot Lee and Rhona Fraser. He acknowledged the Vice-Chancellors that have been Chairs of the NSW Vice-Chancellors' Committee and commended also members of the NSW Board of Studies and Professor Cooney.

Professor McConkey concluded by thanking the range of colleagues involved in the Committee for their opinions, their sharing of different views, and for their commitment to and support to each other.

The Committee acknowledged Professor McConkey's contribution and commitment and showed thanks by acclamation.

## **13. NEXT MEETING**

The next meeting is scheduled for Thursday, 26 August 2004 at University of Technology, Sydney.