Minutes of Meeting No. 5/2003 held on Thursday, 2 October 2003 commencing at 1:30pm in the Faculty Meeting Room (39/150A).

PRESENT: Dr G Trott (Chair), Mr B Brown, A/Prof N Gray, Dr F Naghdy, Dr G Naghdy, A/Prof R Nillsen, Mr L Ohlbach, A/Prof T Wysocki and A/Prof M Zhang.

IN ATTENDANCE: Ms K Oborn.

(Sub-Dean, Dr G Trott chaired the meeting)

1. PRELIMINARY BUSINESS
   1.1 Apologies, Leave of Absence
       Apologies from A/Prof C Alcock, Prof J Chicharo, Dr P Doulai, Prof J Hill, Prof M Sheil, Prof David Steel and A/Prof S Zhu were noted.
       It was noted that Prof P Croll was on leave.
       It was further noted that Dr G Naghdy was replacing Prof J Chicharo and A/Prof T Wysocki was replacing Dr P Doulai.
   1.2 Confirmation of Minutes from previous meeting held 7 August, 2003
       The minutes of the previous meeting, held 7 August 2003, were confirmed.
   1.3 Business Arising from the Minutes
       There was no business arising from the Minutes.

2. STARRING OF ITEMS FOR DISCUSSION
   The following items were starred for discussion:
   4.5. Replacement of ECTE364 in BE (Internet Engineering) Degree
   4.8. WUC – Diploma in Information Technology
   9. Other Business

3. DEAN’S REPORT
   3.1 Update on Dean’s position
       The Sub-Dean reported that there were seven applicants for the Dean’s position with six being scheduled for interview. The six applicants will give their presentations and visit the Faculty on Monday 3 November. Interviews are scheduled for Tuesday 4 November.
   3.2 Early Entry
       The Sub-Dean reported that Early Entry interviews went well and that positive feedback has been received.
       A/Prof Gray questioned the need to conduct separate interviews for each school.
Dr Golshah Naghdy explained that interviewing for Engineering allowed staff to direct prospective students towards the areas more suitable for them as she has found that some students choose an Engineering degree to gain entry into other faculties particularly those that are not offering early entry.

Bob Brown suggested that next year an attempt should be made to have an Information Technology and a Computer Science person on each table to reduce the number of interviews for some students.

4. **REPORT FROM THE FACULTY EDUCATION COMMITTEE – 11 SEPTEMBER 2003**

4.1. **Amendment to Pre requisite for ECTE953 – Report**

SECTE has requested that the pre-requisite for ECTE953 Report be amended to read:

A WAM of 72.5% for the full-time first session load (i.e. four six credit point subjects, including ECTE955 Advanced Laboratory).

The current pre-requisite is ECTE955 Advanced Laboratory.

**Resolution Exec. 03/22**

*It was resolved to recommend the approval of the amended pre-requisite for ECTE953.*

4.2. **Progression to ME-Res or PhD**

SECTE has requested that the requirements for students who wish to articulate from the Master of Engineering Studies (MEngStud) or Master of Internet Technology (MIT) to a Master of Engineering – Research (ME-Res) or Doctor of Philosophy (PhD) in SECTE be changed as follows:

**MEngStud to ME-Res or PhD**

Current: WAM of 67.5% or higher  
Proposed: WAM of 67.5% or higher and satisfactory completion of ECTE953.

**MIT to ME-Res or PhD**

Current: WAM of 72.5% or higher  
Proposed: WAM of 72.5% or higher and satisfactory completion of ECTE957

**Resolution Exec. 03/23**

*It was resolved to recommend the approval of the changes to WAM from 2004:*

(i) requirements for articulation from the MEngStud to a SECTE ME-Res or PhD degree be changed to ‘a WAM of 67.5% or higher and satisfactory completion of ECTE953’ and  
(ii) requirements for articulation from the MIT to a SECTE ME-Res or PhD degree be changed to ‘a WAM of 72.5% or higher and satisfactory completion of ECTE957’.*
4.3. **Deletion of Options in BE degrees** (attached)
Further information was attached to the agenda.

**Resolution Exec. 03/24**
It was resolved to recommend that ECTE282, ECTE283 and ECTE392 are no longer listed as options available in the BE degrees in Computer, Electrical and Telecommunications Engineering.

4.4. **Renaming of NDC Prize** (attached)
The NDC Prize for ECTE457 must be renamed the Telstra Wholesale Prize due to Telstra’s re-absorption of NDC.

**Resolution Exec. 03/25**
It was resolved to recommend approval of:
(i) the renaming of the NDC Prize as the Telstra Wholesale Prize, and
(ii) the consequent changes in wording to the prize conditions.

4.5. **Replacement of ECTE364 in BE (Internet Engineering) Degree**
SECTE has requested that the subject ECTE364 *Telecommunications Networks 1* be replaced by CSCI213 *Java Programming and the Internet* in the BE (Internet Engineering). This change is required as there is currently an overlap of material with ECTE291/292, which are core subjects in this degree.

**Resolution Exec. 03/26**
It was resolved to recommend, approval effective from 2004, that ECTE364 – *Telecommunications Networks 1* be replaced by CSCI213 – *Java Programming and the Internet in the Bachelor of Engineering (Internet Engineering) degree.*

4.6. **Deletion of ITCS437**
SITACS wishes to delete the subject ITCS437 *Security, Risk Management and Control in E-Commerce* from 2004 as there is too much overlap in content with a core subject for the BInfoTech, IACT301.

This subject is also offered as ITCS937, which will not be deleted.

**Resolution Exec. 03/27**
It was resolved to recommend approval of the following changes:
(i) ITCS437 – *Security, Risk Management and Control in E-Commerce* be deleted from 2004; and
(ii) Note that the 900-level equivalent subject, ITCS937, will continue to be offered.

4.7. **Addition of Rule to BMath(Adv)**
The BMath(Adv) is an elite degree for high achieving students, however currently the degree rules do not require students to continue to perform at a high level after they are admitted. It has become evident over the time that the degree has been offered, that the University should be able to remove underachieving students from this course and move them into the standard BMath degree.
Accordingly, SMAAS has requested that the following requirement be introduced into the BMath(Adv) degree:

Continuation in the Bachelor of Mathematics (Advanced) (code 762A) will normally be dependent upon achieving an average of at least 75% each year. Students who do not meet the required average will be transferred to the Bachelor of Mathematics degree (code 762).

Resolution Exec. 03/28

It was resolved to recommend the approval of the addition of the following rule to the BMath(Adv) degree, effective from 2004:

Continuation in the Bachelor of Mathematics (Advanced) (code 762A) will normally be dependent upon achieving an average of at least 75% each year. Students who do not meet the required average will be transferred to the Bachelor or Mathematics degree (code 762).

4.8. Wollongong University College – Diploma in Information Technology

Further information was attached to the agenda.

The executive decided that the draft resolution should remain until final confirmation is received from WUC on articulation agreements and recommended that this issue be passed on to the Faculty Committee.

Draft Resolution:

1. To recommend that the following issues need to be addressed by WUC:
   (c) Articulation from the Diploma to the Faculties degrees should be clearly outlined, and evidence of approval of this articulation agreement must be provided.

2. To recommend that the WUC proposals for the Diploma in Information Technology and Diploma in Information Technology – Industry Based (CISCO Systems CCNA™) be forwarded to Academic Senate Standing Committee for approval, subject to the above issues being addressed to the satisfaction of the FEC Chair.

4.9. Response to Dean’s Scholars and Advanced Degrees Issue Paper (attached)

At the last FEC meeting it was requested that a working party meet to discuss the Dean’s Scholars and Advanced Programs Issue Paper prepared by David Griffiths, Rob Castle and Gillian Luck.

The working party met and the attached Response to the Issue Paper is based on the discussion at that meeting. The paper was circulated to all FEC members and the Heads of School before being forwarded to ARD as the Faculty input into the issue of Dean’s Scholars degrees.

Resolution Exec. 03/29

It was resolved to recommend that Faculty note the response to the Dean’s Scholars and Advanced Degrees Issue Paper.
5. REPORT FROM THE FACULTY RESEARCH COMMITTEE – 25 SEPTEMBER, 2003

5.1 2004 URC Small Grants Scheme

Resolution Exec. 03/30

It was resolved to recommend that the URC Small Grants Scheme Guidelines regarding the purchase of computer equipment be reconsidered in view of the central role technology plays in the Faculty of Informatics noting that the Faculty is particularly disadvantaged by this stipulation and requests that specialised computers for research should be allowed and that the guidelines should be revised to reflect this.

6. REPORT FROM WORKPLACE ADVISORY COMMITTEE

No meeting held since last Executive Committee meeting.

7. FINANCIAL REPORT

No report.

8. REPORT ON STUDENT ENROLMENT NUMBERS

No report.

9. OTHER BUSINESS

Bob Brown raised the issue of who will be providing support for junior staff in the upcoming round of Probations and Promotions now that Prof Joan Cooper is no longer available. After some discussion it was suggested that all staff requiring support should contact the Interim Dean, Prof Sheil to discuss their application with her.

10. DATE OF NEXT MEETING

The next meeting will be held on Thursday, 6 November 2003 at 1.30pm in Building 39, Room 150A.

There being no further business, the Sub-Dean thanked members for their input and closed the meeting at 2:00pm.

Signed as a true record

Dr Geoff Trott, Chair