Minutes of Meeting No. 3/2006 held on Thursday, 22 June, 2006 at 1:30pm in Faculty Meeting Room, 39.150A.

PRESENT: Prof J Chicharo (Chair), Ms V Baker, A/Prof I S Burnett, Dr J Goard, A/Prof N A Gray, Dr C M Gulati, A/Prof P Hyland, Mr A Krishna, Dr W Li, Dr Y-X Lin, Dr L McAven, A/Prof F Naghdy, Prof P Ogunbona, Dr S L Phung, Dr I Piper, Dr C Ritz, A/Prof K Russell, Prof R Safavi-Naini, Prof J Seberry, Dr J Shen, A/Prof W Susilo, Dr K Ward, Mr B Webb, A/Prof G Williams, Dr K T Win, Dr A L Worthy, Dr T Xia, A/Prof J Xi, Dr J Yan, A/Prof M Zhang, Dr Z Zhou, Dr G Alici, Dr J Fan, Ms A Meldrum, Mr L Mitchell, Ms S Neville, Mr B Wonson, Mr A Michielin, Mr Q Bai

IN ATTENDANCE: Ms S Dewhurst, Ms J Johnson

1. PRELIMINARY BUSINESS
   1.1. Apologies, Leave of Absence
   Apologies were received from Dr A Porter, A/Prof S Wilson, Dr M Nelson, Prof J Fulcher, Ms H Tootell, Prof D Steel, Prof S Bouzerdoum, Mr G Elmers, Dr R Macgregor, A/Prof P McKerrow, Mr R Chambers, Dr A Chatfield
   It was noted that, Dr P Doulai, Prof A Ghose, Dr X-P Lu, A/Prof Y Mu, and Mr W Tibben are on study leave.
   1.2. Confirmation of Minutes from previous meeting held 27 April, 2006
   The minutes from the previous meeting, held 27 April, were confirmed as being a true and accurate recording. (Moved Prof P Ogunbona; seconded A/Prof W Susilo)
   1.3. Business Arising from the Minutes
   There was no business arising from the previous meeting.

2. STARRING OF ITEMS FOR DISCUSSION
   2.1. Starred Items
   The following items were starred for discussion:
   3. Dean's Report
   4. Associate Dean (Research) Report
   5. Associate Dean (Academic) Report
   6. Heads of Schools Reports
   11. Community Engagement Presentation
   2.2. Unstarred Items
   All unstarred items were endorsed.

3. DEAN’S REPORT
   Congratulations
   Prof Chicharo:
   - congratulated A/Prof Graham Williams, A/Prof Fazel Naghdy, and Dr Zheng Li on their success in receiving Faculty Teaching and Learning funding grants and to Dr Anne Porter for receiving a Faculty Teaching Fellowship;
• thanked Prof Philip Ogunbona on agreeing to stand as Head of School for a second term. Comments forwarded to Prof John Patterson indicated overwhelming support for Philip; an email announcement will follow from the VC’s office;
• congratulated Prof David Griffiths for being elected as Chair of the Academic Senate until June 2008;
• congratulated Dr Anne Porter for being elected as Academic Senate Representative on the UEC until June 2008.

**Staff**

Prof Chicharo reported that:

• that nominations for Faculty Representatives close on Friday 23 June and encouraged staff to nominate;
• that the Wireless Technology Group, which came from the ex-Motorola group, have moved from building 39 back to SECTE, with full teaching and research capacity. Dr Ian Burnett’s group, Enikos, has moved into building 39 with a significant level of funding;
• his disappointment with the outcome from the recent Promotions round with no Faculty staff receiving promotion to Professor. With the Faculty being third largest, he is undertaking further discussions with the V-C.

**Activities**

Prof Chicharo reported that Faculty staff attended careers markets in the Illawarra, Sutherland, St George, Macarthur, and Smith’s Hill, with Canberra still to come; the Western region careers market had a 100% increase in enquiries from 2005. Extra efforts need to be injected into the careers markets with the Faculty 25% down in combined domestic and international undergraduate student numbers as against last year.

**Other Campuses**

Prof Chicharo reported that:

• the HKUST Hong Kong program is to commence shortly; INTI, Malaysia and SIM, Singapore are doing well;
• offshore programs are very important to the Faculty with offshore fees accounting for 10% of the Faculty budget;
• Dubai numbers have dropped; the undergraduate programs may be discontinuing with postgraduate programs continuing; reasons are that internationally there is a softness in IT and the recruitment arm in Dubai is unfamiliar with Faculty degrees.

**Students**

Prof Chicharo reported that:

• the Enrichment Program is currently underway with over 610 high school students attending to date; the registration database had to be closed due to overwhelming demand and enquiries are still coming through from interested students. Over 1500 students attended last year. There has been an enormous effort on behalf of staff towards the success of the program. He would like to request that the schools put forward some fresh new presentations to promote our various degrees in the future;
• the Postgraduate Orientation evening is being held early July.

**Budget**

Professor Chicharo reported that he is unsure of the budget the Faculty will receive but there will be an impact due to low enrolment numbers. He has put a freeze on any budget requests for a few weeks.
Other

Prof Chicharo reported that:

- there has been much achieved against milestones set in the Faculty Plan Progress Report 1; thank you to all staff who have reported and to Solveig Dewhurst for orchestrating this huge task;
- Advisory Committee Chair, Mr John Mann has resigned and is now retired. John’s enormous contribution has been a stalwart and he will be a great loss as Chair but he will continue as a member which is valued due to his experience in the corporate sector;
- the IT/IS Review is progressing with the external group committee review nearing; closing date will be 21/22 July. A/Prof Peter Hyland, A/Prof Philip Ogunbona and Dr Katina Michael have all put in a huge effort;
- the Web Development Project evaluation of preferred CMS packages is now complete. The Web Development Project Team from will be using the ex-Honours Lab (39.153 and 153A) for six months to work on the project; the CMS Implementation Committee is looking at current and potential use of Blogs and Wikies;
- the Research Information System project is working on the Publications module, currently mapping 2000–2003 publications to research groupings; 2004 publications are being audited and will be mapped by the end of June. The module is be slated for end June roll-out;
- the BCP Disaster Walkthrough has been rescheduled to September after initially being scheduled in February;
- the Space Utilisation Project audit check conducted by the Faculty is now complete having added further information. As a result of this Project, Faculty lost the Honours Lab and meeting room (153&153A) in building 39 to the CMS group.

4. Associate Dean (Research) and Faculty Research Committee Report

Prof David Steel reported that:

- the Faculty made six applications to the RIBG Pool 2 Scheme, of which three were successful;
- the Faculty made two out of the university's ten ARC Linkage applications in the first round for this year;
- the number of publications submitted by the Faculty for 2005 is 312 compared with 269 in 2004;
- ARC Discovery assessments have been released and draft rejoinders are due to Research Services Office by 24 June. Final rejoinders are to be locally submitted to the RSO by 9:00am (without exception);
- expressions of interest for research groups wanting to be considered as research strengths were due on 19 June; three were submitted by the Faculty out of a total of eleven:
  - Industrial Mathematics
  - Intelligent Software Systems and Engineering
  - Statistical and Survey Methodology

Those that get past the expression of interest stage and existing research strengths (TITR, Engineering Manufacturing) will then submit a full application.

5. Associate Dean (Academic) Report

A/Prof Fazel Naghdy reported that:

- the web-based database for subject review process is ready. It is important that the process is built into assessment committees for this session. The forms are filled in by the subject coordinators and then entered into the database by the administrative staff in each school. Contact your Head of School or administrator if you haven't seen the form as yet;
- the working party on student equity has identified the priorities and established a strategy to address those priorities. One of the actions is to appoint Student Equity and Diversity Officers
for faculties to assist in implementing the framework. Engineering and Informatics will share an officer to be funded by the university;

- the first progress report on the strategic plan for teaching and learning has been submitted;
- there are reviews in progress on Special Considerations and latest enrolment dates without approval;
- subject evaluation surveys are now open for students and guidelines for utilisation of data have been updated;
- there have been 52 applications to the Carrick Institute; only six funded, two of which UoW is involved in. One of them is about attributes of engineers headed by CEDIR with some staff from the Faculty of Engineering, IEAus and two other universities. SECTE has not been consulted in developing the project;
- BIST review: the committee is finalised and the Assoc Dean (Academic) is consulting with different people while writing the terms of reference, checklist and schedule. It is important that the scope of the review is kept right to address the issues of concern without taking too much time and energy.

6. HEADS OF SCHOOL REPORTS

6.1 SITACS – Prof Philip Ogunbona

Prof Philip Ogunbona reported that:

- the IT/IS review continues with the final submission to the review panel who will meet with some members of staff by 14 July;
- SITACS will be holding their assessment committee meeting today;
- new staff member, Dr Feiching Diana Kuo commences with SITACS on 3 July replacing Dr Tim Coltman who is on a three year APDI fellowship.

6.2 SMAS – A/Prof G Williams

A/Prof G Williams reported that:

- a new staff member has been appointed to commence in 2007, Professor Matt Wand. He is a professor of statistics and a former graduand from SMAS with one of the highest citation rates amongst all scientists in Australia;
- Prof David Griffith has again been appointed to the Chair of Senate; a plan will be put in place to relieve him from his teaching duties so that he can concentrate on the Chair’s job plus research;
- Two groups from SMAS have put in expressions of interest to be considered as Research Strengths:
  
  ➢ Statistics: there are now four Professors of statistics plus other strong researchers and so this is possibly the strongest groups of statisticians in the country. Already they have substantial consulting contracts.

  ➢ MISG and Nanomechanics: these two groups of applied mathematicians have been combined in the application. Maths in Industry Study Group is being directed by A/Prof Tim Marchant and Dr Maureen Edwards and it is the most important link between Applied Maths and Industry in Australia and New Zealand. It has already received funding from the University, the Faculty and externally. The NanoMechanics group is headed by Prof Jim Hill and has grown dramatically in the last year. There are now fifteen PhD students and Postdoctorates in this strong group;

- SMAS recently received a Teaching and Learning grant of $57,000 to pay for an access grid room at Loftus and the School is looking at offering courses at Loftus without staff having to leave the Wollongong campus. The staff involved are Dr Annette Worthy,
Dr Anne Porter, Dr Mark Nelson, Dr Peter Nickolas, Prof David Steel, A/Prof Graham Williams and Dr Ric Caladine from CEDIR;

- an ESDF grant of $8,800 was awarded to the Summer Time Maths Project which is to produce a CD on first year maths subjects; the aim will be to provide tests, knowledge and support to students as well as advertising UoW courses within the School along with mathematics and statistics in general. This will allow students to determine what knowledge is assumed in the various subjects and, importantly, allow them to identify and remedy their weaknesses. The staff involved are Dr Anne Porter, Dr Annette Worthy, Dr Mark Nelson, A/Prof Graham Williams and Dr Ric Caladine;

- Dr Anne Porter has been awarded a Teaching and Learning Fellowship to work with CEDIR on the Faculty wide project of Quality101 as well as the two projects above;

- UEC are looking at Maths and Science with the aim of strengthening student perceptions of the need and utility of maths/stats in Science degrees;

- Maths Teachers Day will be held Tuesday 27 June; fifty teachers have replied as attending what is regarded as one of our most important SMAS marketing events for the year.

6.3 SECTE – Prof A Bouzerdoum

Prof Bouzerdoum reported that:

- Dr WW (Vic) Keerthipala has been appointed senior lecturer in Power Engineering, he will replace Dr Duane Robinson. Dr Keerthipala commenced work this week;

- Dr Stephen Pan joined the School as Lecturer Level B in Automation and Control;

- WTL group members, Prof Eryk Dutkiewicz, A/Prof Xiaojing Huan, Dr Kwan-Wu Chin, Raad Raad and Darryn Lowe, are moving to the Building 35, and Assoc. Prof Ian Burnett and his group, Enikos are moving to building 39. The School needs to find six staff offices;

- congratulations are in order to Dr Tony Eyers, who is getting married this Friday; Ibrahim Raad is also getting married.

7. COMMITTEE MEMBERS’ REPORTS

7.1 Academic Senate – Dr I Piper/Prof J Seberry/A-Prof R Nillsen/ Dr A Porter/ Assoc Prof T Wysocki

No report received.

7.2 Faculty of Arts – Mr P Vial

Faculty of Arts meeting 2/5/06

- The Dean thanked Adrian Vickers for being acting Dean during his absence

- Staffing Issues:
  - A new Chair of English will join the Faculty of Arts on 1/8/2006, she is currently Professor of English at Deakin, she has an outstanding research program and ARC linkage project to be undertaken with some of her colleagues at Wollongong.
  - History and Politics have short listed four candidates at Lecturer Level (Level B) for 25/5/2006 and there should be an offer made by the end of the month (it was noted that there had been 50 applicants for these positions many of them from international applicants)
  - They have short listed the position in cyber culture in media (a level E position – Professor) with 3 candidates (strong international candidates)
  - There was a short list for ‘film Illawarra’ positions but some delays had occurred
  - The Head of School for History and Politics was stepping down so the Dean and John Patterson would soon start the process of initiating a new Head of School which would be
based on expressions of interest. The Dean thanked the outgoing Head of School for their contribution.

• IT issues:
  - Some progress has occurred in this area
  - It appears that the argument about Mac’s and PC’s should not be made by ITS but by the faculties
    ➢ However this does not mean open slather
    ➢ There will be six different setups staff can choose for their PC’s
    ➢ This issue now appears to be resolved and off the table /agenda
    ➢ However, there will be some centralised control of computer types, bundled software etc., but the Dean can approve variations (when required)
    ➢ It seems that there is a move away from leasing and hiring computers back towards purchasing
    ➢ Some costs had been obtained with a well specified Dell costing $77/month or $2000 / 3 years with software
    ➢ Also the question of leasing or purchasing is now left up to the faculty
    ➢ The issue does arise that if one wants to purchase and keep past 3 years who pays for the added cost of maintenance?
    ➢ A Service Level Agreement (SLA) document has been produced which contains both ITS and Deans wants / wishes. This document is still under discussion.
  - Deans want detail in document
  - ITS wants broad headings
    ➢ The last issue with IT is where do IT staff finish up?
  - Seems faculty based staff will stay (at least at this early stage of the discussion)
  - Seems that upper management now supports the idea of ITS and Faculty IT staff
  - The IT committee now has 3 Deans (Informatics and Arts Dean included), and John Patterson – this means that faculties outnumber IT personnel on IT committee
• Philosophy and Modern Languages review
  - A philosophy document has been circulated
  - There are timing issues but early August is flagged as a deadline
  - As a result administrative assistance has been recruited (from admin?)
  - Philosophy program changes still being considered but they are well underway for curriculum development which will lead to the need for additional staff in the targeted curriculum areas
• Workloads
  - There is a new elected workloads committee
  - The Dean praised former members of the workloads committee such as Henri Jeanjean and Lorraine (who continues)
  - Most of the issues have been resolved with the exception of ‘offshore’ teaching which will be left for the incoming committee to resolve
  - A formal motion of thanks was moved for the previous incumbents of the workload committee
• RQF: this change has been slowed down for 2007 as government has another board giving advice linking more closely to this so the way research is to be evaluated will change but the form of this change is yet to be determined
• In terms of research committee for funding the Dean was aware that pressure has been forthcoming from upper management that the Deans have a responsibility to ensure allocations are correct and if this is wrong (in some way) the research allocation will not occur, so the Dean has put together (another person’s idea) an issue fund to be used by the Dean in a responsible and accountable fashion (eg for grant application where some fee is charged for submission)
• Finances: The report from Penny on faculty finances as relayed by the Dean indicating that the budget is in a sound financial position with only 2 or 3 areas where the faculty was
operating over budget. Penny will provide a report on these over budget areas later. There is a big ticket area of Voluntary Early retirement agreements plus some smaller ticket items (10,000's of dollars only)

- The Dean was looking at putting faculty income and expenditure on web so that all in the faculty can become aware of faculty finances (Penny will advise on this)
- Australian Workplace Agreements (AWA's):
  - The University is required by law to offer everyone an AWA pretty soon
  - Some AWA issues such as extra allowances which could be bundled may be placed on a website available to all staff
  - All those who started at University since October have been offered AWA's or EB (Enterprise Bargaining Agreement); the Dean saying that they have been offered both and they have made their own decisions
  - The university will hire (or has hired) consultants to look at what could be offered in AWA's – the Dean maintaining that both AWA's and the EB have been offered to all incoming staff
  - One staff member indicated that he was aware that covering letters had gone out to new staff with AWA's attached and the covering letter stating that the staff member could have AWA's or EB (after closer reading) but only the AWA had been sent out.

- Enrolments
  - The enrolment pattern for Arts 0.6-0.8 EFTSU for average south coast students
  - The current 673 EFTSU is new enrolments which is almost the same as new enrolments this time last year, which means that the faculty will require a relatively modest mid-term intake
  - The trend for overall enrolments is a bit softer for this year so new growth areas are unlikely from Arts.
  - The new growth areas appear to be Engineering (Faculty), Creative Arts, and Education
  - The big problem area is Informatics, with Arts being neutral
  - These EFTSU generate real dollar incomes into the faculty and hence are important
  - Arts in terms of enrolments has had 3 very good years followed by 2 somewhat soft years and the Dean was not sure where the trend will head to next
  - It should be noted that other universities Arts departments were in major financial straits

Lucia took the floor talking about RQF, she was not sure where it's going to and if publishing one should try to publish in a high impact journal. Lucia had designed a library page specifically for the Arts faculty which was displayed, and also the listing of recent publications. I asked a question concerning copyright ownership and was told that permission had been sought for putting up fully published papers or (if not obtained) text only versions could be published. A web of science site was also displayed which could be of interest also to Informatics staff.

A brief overview of research, research funding etc was presented and a small change made to those who could be listed on grant applications was made along with a provision that further changes to research funding guidelines would not be changed unless urgently needed for the next two years.

Next meeting will be 27/6/2006

7.3 Faculty of Commerce – Dr P Yu
No report received.

7.4 Faculty of Creative Arts – Mr D Saffioti
No report received.

7.5 Faculty of Education – Dr P Doulai
No report received.

7.6 Faculty of Engineering – Dr K Ward
No report received.
7.7 Faculty of Health and Behavioural Sciences – Dr K T Win

Report from Interim Dean

- EEO online: Currently 80% of staff completed. The list containing who hasn’t completed will be provided to the faculty by EEO in near future.
- Assessment return policy was discussed.
  ➢ According to the University Policy assessment items need to be kept for 21 days after being marked.
  ➢ Written assessment return procedure was distributed in the meeting.
- Review of demonstrators/tutors payment to reflect the payment according to their level of demonstration
- Faculty IT: agreed with ITS to practice leasing model.
- Several positions were advertised from HBS.

Faculty Education Committee Report

- Special Consideration Review - academic staff to give feedback
- Plagiarism Policy
- Late enrolment should be finalised by week 3

Faculty Research Committee Report

- CVs can be uploaded to Research Information System
- HDR student application form and the scholarship will be in the same form. Deadline moved back to October
- Honours breakfast day for honours students

7.8 Faculty of Law – Mrs H Tootell

No report received.

7.9 Faculty of Science – Dr W Susilo

There has been no meeting since our last Faculty meeting.

7.10 University Research Committee – Prof D Steel (Dealt with under item 4)

7.11 Faculty Research Committee – Prof D Steel (Dealt with under item 4)

7.12 University Education Committee – A-Prof F Naghdy (Dealt with under item 5)

7.13 Faculty Education Committee – A-Prof F Naghdy (Dealt with under item 5)

7.14 Library Committee – Mrs H Tootell

No report received.

7.15 Report from the Faculty Librarian – Ms A Meldrum

The library was successful in their application for funding under the recently announced Teaching and Learning Fund Projects. The project aims to optimise educational technologies and effective online pedagogy to:
  ➢ complement face to face information literacy education to UOW students
  ➢ embed the Graduate Attribute of information literacy into an Informatics core subject IACT201
  ➢ improve staff resource utilisation in managing a large, second year subject
  ➢ contribute to ongoing skill development within the Information and Research Services team

7.16 University Internationalisation Committee – A-Prof G Williams

No report received.
7.17 Faculty WAC Committee – Ms S Dewhurst
Committee representative terms expired and a new Committee was convened. The new Committee ratified the Faculty Executive Officer's decision to turn over only half of the Committee every year. Therefore, the recently-elected Academic reps' term on the Committee will only be 12 months, whilst the General staff rep terms will be the normal two years. Next year, when the Academic rep terms end and elections are held, their term will revert to the normal two years.

In this way, the Committee retains corporate memory and ongoing carriage of Committee work.

Workplace audits are currently taking place in all Schools and the Committee noted the establishment of the SECTE OH&S sub-committee. It was further noted that this sub-committee would take carriage of the OH&S Induction Checklist Addendum (Student Projects).

The Committee was advised that the OH&S unit had developed an online system, Safety Net: Report an Injury/Hazard, to replace the previous Hazard Log and Incident Reporting process.

The Committee noted that TITR, along with Buildings 6 and H.114, did not have OH&S representation but that they came under SECTE’s responsibility. The Committee will clarify the relationship of these areas with the SECTE Head of School to ensure that they are captured within the scope of the WAC.

7.18 Wollongong University College – Mr G Bewsell
- WUC has approval as a Higher Education Provider (HEP).
- The WUC Education Committee has not met this year and this committee is now replaced by the WUC Liaison Committee.
- In future, please refer to reports from the WUC Liaison Committee representative (A/Prof Fazel Naghdy in his capacity as Associate Dean (Academic)).

8. Business from the Faculty Executive Committee - 8 June, 2006

8.1 New Major for Bachelor of Computer Science Degree
SITACS wishes to add a new major in Database and Enterprise Systems to the Bachelor of Computer Science degree. The Database and Enterprise Systems major has been developed in response to the rapidly growing needs of the industry, where employees require skills in programming and managing database systems as well as in implementation of enterprise applications.

Resolution FAC06/03:
It was resolved to approve the new major “Database and Enterprise Systems” to the Bachelor of Computer Science, effective from 2007.”

8.2 New Entry Requirements for Research Degrees in Computer Science and IT
SITACS wishes to revise the entry requirements for the Master of Computer Science – Research and the Master of Information and Communication Technology – Research.

In the past, applications from students finishing coursework masters degrees wanting to proceed onto a research masters have been rejected if they have not previously undertaken a minor (12cp) project as part of their coursework masters, or cannot provide some other evidence of their ability to undertake research (eg publication).

The change in entry requirements will ensure students are aware of this ruling when they initially enrol in the coursework masters degree.
Resolution FAC06/04:

*It was resolved to approve the revised entry requirements for the MCompSc – Research and the MICT – Research as attached to the agenda, effective from 2007.*

8.3 New Entry Requirements for BIT

SITACS wishes to revise the entry requirements for the Bachelor of Information Technology, allowing domestic intakes in Year 1.

This degree was originally set up as an “off-shore” degree in which international off-shore students completed Year 1 in their home institution and then completed Years 2 and 3 on campus at Wollongong. Domestic students could only take this degree if they had 48cp of advanced standing. A 3-year BIT degree would be very popular with domestic students and more consistent with offerings by our domestic competitors.

Resolution FAC06/05:

*It was resolved to approve the revised entry requirements for the Bachelor of Information Technology as attached to the agenda, allowing domestic intakes from 2007.*

8.4 Changes to Content for IACT201/ITCS908/MCS9201 – Information Technology & Citizen’s Rights

The content of this subject has been progressively modified since its introduction in the early ’90s. SITACS wishes to formally change the content to reflect issues that are relevant today.

Resolution FAC06/06:

*It was resolved to approve the revised content for IACT201/ITCS908/MCS9201 Information Technology & Citizen’s Rights as attached to the agenda, effective from 2007.*

8.5 Change of Entry Requirements for Master of Information and Communication Technology (MICT)

The current entry requirements for the Master of Information and Communication Technology allow for applicants with a degree in any area plus work experience in the ICT industry to be considered. The requirements also allow for students with an average mark of at least 60% in their three-year degree, but with little or no background in IT, to be considered.

SITACS wishes to change the entry requirements for the MICT to delete the above clauses, allowing only applicants with a three-year degree in an area related to the ICT industry or Graduate Certificate in ICT, with an average of at least 60%, to be considered. From 2007 onwards, all students entering this degree will have undergraduate qualifications in ICT. This proposal follows a directive from the ACS to change entry requirements for the MICT in order to gain Professional Level Accreditation.

Resolution FAC06/07:

*It was resolved to approve the revised entry requirements for the Master of Information and Communication Technology, as follows, effective from 2007:*

<table>
<thead>
<tr>
<th>Current wording</th>
<th>Proposed wording</th>
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<tr>
<td>A degree equivalent to a three-year Australian Bachelor degree, with at least a 60% average, in an area related to ICT (eg Computer Science, Information Technology, Business Information)</td>
<td>A degree equivalent to a three-year Australian Bachelor degree, with at least a 60% average, in an area related to ICT (eg Computer Science, Information Technology, Business)</td>
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Systems, Computer Engineering, Electrical Engineering, Telecommunications Engineering), or a Graduate Certificate in Information and Communication Technology with at least a 60% average.

Applicants with a degree in any area plus at least one year full-time employment in the ICT industry will be considered.

Students with an average mark of at least 60% in their three-year Bachelor degree, but with little or no background in IT, may be considered.

8.6 Changes to Current Master of Computer Science and Master of Computer Science (Advanced) Degrees – Introduction of New Subject CSCI918 Software Engineering Practices & Principles

SITACS wishes to introduce a new subject into the Master of Computer Science and Master of Computer Science (Advanced).

The introduction of optional majors into the Master of Computer Science and Advanced degree was “fast-tracked” and a number of problems have arisen with the changes that were approved in late 2005.

Firstly, it was noted that most students enrolling in Autumn 2006 were interpreting the rules as requiring them to elect to take one of the three majors. As intended, the rules do in fact permit the Master Degree to be completed without a specific major. These amendments include a change of wording that makes the rules more explicit in this regard.

Secondly, the proposed structure for majors with core and elective subjects is unnecessarily complex. These amendments simplify the structure.

Thirdly, the lists of subjects associated with majors require some additions and deletions.

Finally, concomitant changes for the new majors resulted in a number of subjects being added to the Computer Science graduate subject schedule.

Minor amendments were made at the last FEC meeting and have been incorporated in the attached proposal.

Resolution FAC06/08:

It was resolved to approve the introduction of the following new subject, CSCI918 – Software Engineering Practices & Principles, into the Master of Computer Science and Master of Computer Science (Advanced), effective from 2007.

8.7 Inclusion of IACT201 as Core for Bachelor of Computer Science

SITACS wishes to include IACT201 Information Technology & Citizen’s Rights as a core subject for the Bachelor of Computer Science, as required in order to continue to receive the Professional Level Accreditation from ACS.
Resolution FAC06/09:
*It was resolved to approve the following additional core subject for the Bachelor of Computer Science, effective from 2007:*

“IACT201 – Information Technology & Citizen’s Rights”

8.8 Inclusion of MCS9201 as Core for Master of Computer Studies

SITACS wishes to include MCS9201, Information Technology & Citizen’s Rights as a core subject for the Bachelor of Computer Studies, as required in order to continue to receive the Professional Level Accreditation from ACS.

Resolution FAC06/10:
*It was resolved to approve the following additional core subject for the Master of Computer Studies, effective from 2007:*

“MCS9201 – Information Technology & Citizen’s Rights”

8.9 Changes to Bachelor of Computer Science (Hons) Schedule

SITACS recommends changes to how students currently enrol in the Bachelor of Computer Science (Hons). There is no change to the structure of the degree; the School simply wants to make it more transparent.

At present, students enrol in an umbrella subject called CSCI401 Computing Science IV Honours, with a value of 48cp. The proposal is to split this into a project with the value of 18cp (called CSCI400); a methodology subject (6cp) and 24cp of electives. These subjects will then be recorded on the academic record as individual subjects. This will also assist with WebVista access, exam attendance class lists.

Resolution FAC06/11:
*It was resolved to approve splitting the current 48 cp umbrella subject, CSCI401 Computing Science IV Honours, into an 18cp project (CSCI400), a 6cp methodology subject, and 24cps of electives from the BCompSc(Hons) schedule, to make it more transparent.*

8.10 Change in Sequence of Subjects – Bachelor of Mathematics Advanced (Hons)

SMAS wishes to change the way in which students enrol in the Bachelor of Mathematics Advanced Honours.

In the Bachelor of Mathematics Honours year and the Bachelor of Mathematics Advanced Honours year, students enrol into a single 48 credit point subject under the code MATH401 or STAT401, indicating either a major in mathematics or a major in statistics. MATH401 and STAT401 consist of a research project (weighted 25%) and coursework (weighted 75%). It is proposed that students in the Bachelor of Mathematics Advanced Honours year now enrol into a single 48 credit point course under the code MATH409 or STAT409. The components of these new subjects are to be weighted research project 37.5% and coursework 62.5%. The introduction of the new subjects MATH409 and STAT409 is a mechanism by which the weightings given to the research project/coursework components of the honours year can be varied between students in the Bachelor of Mathematics Honours years and students in the Bachelor of Mathematics Advanced Honours year.

Minor amendments were tabled at the last FEC meeting and approved.
Resolution FAC06/12:

*It was resolved to approve the change in sequence of subjects for the Bachelor of Mathematics Advanced Honours.*

8.11 Introduction of New Subject MATH250 and MATH350

SMAS wishes to introduce two new subjects into the Bachelor of Mathematics Education, administered by the Education faculty.

MATH250 and MATH350 will be electives within the structure of the Bachelor of Mathematics Education program. Currently, these subjects have been running under the codes MATH235 (Project A) and MATH345 (Project B), respectively, but are designed for Bachelor of Mathematics Advanced students. MATH250 and MATH350 will reflect the same type of structure, namely, project based work, but not necessarily the same content and level. MATH250 and MATH350 will supplement existing offerings and will deepen students’ mathematical knowledge and enhance both the students’ oral communication and written skills.

Within a structured framework of the learning outcomes and assessment format, the content will vary according to (both part and full-time) staff availability and students’ interests.

Minor amendments were made to the wording of the subject proposals in response to the Faculty of Education FEC’s query on the detail on the assessment tasks. The amendments were approved at the FEC meeting.

Resolution FAC06/13:

*It was resolved to approve the addition of the following new subjects:*

MATH250 Mathematics Project 1 and
MATH350 Mathematics Project 2

*into the Bachelor of Mathematics Education, effective from 2007.*

8.12 New Prizes

SITACS wishes to introduce the following new prizes:

- Andrew Corporation (Australia) Prize for Software Engineering Practices and Principles
- Andrew Corporation (Australia) Prize for Software Engineering Requirements and Specifications

both based on 2006 results in CSCI450 and ITCS933 or CSCI918 and MCS9318.

- Outstanding Achievement in CSCI322 Systems Administration
- Outstanding Achievement in Final Year Project (ie. CSCI321)

both for students enrolled in 2006.

- The Thelden Prize for Applied ICT Research into Humanitarian Relief and/or Social Justice

only to be awarded if the 18cp Honours project is in this specific area, effective from 2007.

Resolution FAC06/14:

*It was resolved to approve the following new prizes:*

- ‘Andrew Corporation (Australia) Prize for Software Engineering Practices and Principles’, based on 2006 results in CSCI450 and ITCS933 or CSCI918 and MCS9318;
9. BUSINESS FROM THE FACULTY RESEARCH COMMITTEE
   No business received.

10. FACULTY PLAN 2005–06
    It was noted that the first progress report against the Faculty Plan is now on the Faculty's web page
    (under Staff, Faculty Reports).

11. COMMUNITY ENGAGEMENT PRESENTATION
    The presentation by Mr David Morgan Williams from the local business community and
    Ms Monique Harper-Richardson from the office of Community and Partnerships was noted.

12. ANY OTHER BUSINESS
    There was no other business.

13. DATE OF NEXT MEETING
    The next meeting is scheduled for 10 August, 2006.

Signed as a true record

Professor Joe Chicharo Chair

Ref: FAC. 03/2006
Committee Secretary (JJ Ext.5417)
7 July, 2006