UNIVERSITY OF WOLLONGONG  
FACULTY OF INFORMATICS EDUCATION COMMITTEE  

Minutes of Meeting 1/07 held at 1.30pm on Thursday 8 February 2007 in the Faculty Meeting Room, Building 39, room 150a.

PRESENT:  A/Prof G Williams (Chair), Dr R Caladine, A/Prof P Hyland, Ms B James, Ms A Meldrum, A/Prof F Naghdy, A/Prof P Nickolas, Dr A Porter, Ms H Tootell and Mr P Vial.

IN ATTENDANCE:  Ms C Rossetto (Learning Development) and Ms A Panetta.

1. PRELIMINARY BUSINESS
   *1.1 Apologies/Leave of Absence

   Apologies were received from Dr A Worthy.

   The Chair welcomed A/Prof P Hyland as the new Head of the School of Computer Science and Software Engineering.

   *1.2 Arrangement of Agenda

   1.2.1 Items 1.1, 1.2, 1.3, 2, 6, and 8 were starred for discussion.

   1.2.2 A motion to adopt the draft resolutions for the unstarred items was carried.

   *1.3 Confirmation of the Minutes of the Meeting of 7 December 2006

   The Committee confirmed the minutes of Meeting 7/06 held on 7 December 2006.

   1.4 Business Arising from the Previous Minutes

   *2. REPORT FROM THE CHAIR – VERBAL REPORT

   The Chair reported that from 1 July 2007, DEST will introduce a new requirement for international students. This requirement will mean that international students must enrol in and pass 24 credit points in each session or face exclusion from university. Two postgraduate training degrees have been exempted from this requirement – the Master of Computer Studies and the Master of Professional Accounting.

   This requirement is likely to impact on the Faculty due to its high international student cohort. The Chair advised that he would distribute a web link and email for members to find out more information.

   Mr Peter Vial requested an update on the recent BIST review. A/Prof Fazel Naghdy advised that the review report is currently being looked at by the Dean and will be forwarded to the Deputy Vice-Chancellor (Academic and International) shortly. The Committee noted that any amendments to the degree should be forwarded to the FEC by the 5 July meeting at the latest, preferably earlier.
6.1 QUALITY101 Working Party

"Improve learning outcomes and pass rates in first year subjects with high failure rates."

Dr Anne Porter reminded the Committee that membership of the QUALITY101 working party is still to be resolved. She asked that the Heads of the Schools provide feedback on what should they would like the working party to address. The Chair suggested Dr Porter develop a proposal for the review and re-focus of the working party.

Dr Porter reported that she had been successful in gaining an ESDF grant for her problem through play project group. The group consists of five first year teachers, two CEDIR staff members and Dr Porter. The idea for the project arose from discussion at the FEC meeting 6/06, where members cited problem solving skills as lacking in the Faculty. Dr Porter asked that feedback also be given on what maths skills are lacking.

ACTIONS:
- Dr Anne Porter to develop a proposal for the review of the QUALITY101 Working Party.
- Heads to provide feedback on what issues they would like the Working Party to address.

6.2 Tertiary Literacies Integration Working Party

"Integrate academic and information literacy, language and learning support into curricula."

Ms Bronwyn James gave a brief update on which subjects will be serviced by Learning Development in Autumn session 2007:

- ECTE171 – looking at support for oral presentations and a literacy assessment in Week 3 which will be targeted to real assessment practice.
- ECTE250/INFO202 – looking at written and oral presentation. There will be five lectures held and tutorials for students who perform poorly in their first assessment.
- ECTE955/ECTE991/ECTE956
- ECTE906 – resources currently in development stage, however feedback from the Committee suggests that this may be cancelled as students doing this subject will have already done ECTE955, hence duplication of support.

Ms James noted that in the past, a lot of IACT subjects had support, but the lecturers are now doing their own tertiary literacies work for students. The Chair suggested that Ms James compile a list of subjects noting what support has been in place in the past and what is currently happening within those subjects, if the lecturers are doing their own work.
Mr Peter Vial noted that students, in particular international students, who are not performing well in their subjects, are not attending these Learning Development workshops. The Chair advised that the Faculty put into place some intervention policies, which will force poor performing students to attend workshops, especially international students who will be affected by the new DEST requirement outlined in the Chair’s report.

Ms Annette Meldrum also gave an update on information literacies. She noted that some BUSS subjects will be included in this year’s Library skills classes and that the Tertiary Literacies Integration Working Party had identified some CSCI subjects which have not been included.

Ms Meldrum reported that a Teaching and Learning grant project for IACT201 has enabled all infolit support to be offered online.

The Library is reviewing subject outlines.

Ms Meldrum also advised that one of the recommendations from the TLIWP is the use of more specific learning outcomes in subject proposals to make them more meaningful and achievable.

6.3 Dean’s Scholars Program

“Develop Dean’s Scholars Program across Faculty degrees.”

A/Prof Fazel Naghdy spoke to the Dean’s Scholars proposal attached to the agenda. The proposal to introduce Dean’s Scholars programs across the Faculty was agreed to in principle in 2006 and as such, has been formally proposed to the Committee for action.

A/Prof Naghdy advised that there are nine Informatics degrees being targeted for Dean’s Scholars, the course structures remaining identical to non-Dean’s Scholars courses. The Creative Arts model has been followed for the Informatics Dean’s Scholars degrees, with a set of privileges being available for students. The only major change to existing non-Dean’s Scholars degrees is a change to the entry requirement – being that entry is granted for students who achieve a UAI above 90.

A/Prof Peter Nickolas made a suggestion to add the words “if possible” following “Access to accelerated program” in the Course Rationale section of the proposal. The Committee agreed and approved the proposal with this change.

Resolution 07/01:
That FEC recommend approval of the Dean’s Scholars Programs for the following Informatics degrees, for implementation in Autumn session 2008:

- Bachelor Engineering (Dean’s Scholars)
- Bachelor of Computer Science (Dean’s Scholars)
- Bachelor of Information and Communication Technology (Dean’s Scholars)
- Bachelor of Information Technology (Dean’s Scholars)
- Bachelor of Bioinformatics (Dean’s Scholars)
- Bachelor of Geoinformatics (Dean’s Scholars)
- Bachelor of Mathematics and Finance (Dean’s Scholars)
- Bachelor of Mathematics and Economics (Dean’s Scholars)
- Bachelor of Internet Science and Technology (Dean’s Scholars)
7. SCHOOL ITEMS

SCHOOL OF ELECTRICAL, COMPUTER & TELECOMMUNICATIONS ENGINEERING

There were no items from SECTE.

SCHOOL OF COMPUTER SCIENCE AND SOFTWARE ENGINEERING

There were no items from SCSSE.

SCHOOL OF INFORMATION SYSTEMS & TECHNOLOGY

There were no items from SISAT.

SCHOOL OF MATHEMATICS AND APPLIED STATISTICS

There were no items from SMAS.

8 ITEMS FOR DISCUSSION AND FEEDBACK

*8.1 Subject Outline Checklists

The Committee considered the revised subject outline checklist, which was compiled by the Subject Outline Checklist Working Group in September 2006 to provide a standard form across the Faculty. The Chair advised that Schools may add extra checkpoints to the list. The checklists do not need to be submitted however should be kept by the Schools in case of future audits.

A/Prof Nickolas suggested including an approval date in the footer of the document so that Schools use the most up to date versions. It was also suggested that the checklist be made available online.

The Committee agreed and approved the adoption of the revised checklist, for implementation in Spring session 2007.

Resolution 07/02:
That FEC recommends the adoption of the revised Subject Outline Checklist across the Faculty from Spring session 2007.

*8.2 Membership of FEC

The Chair reported that since the split of SITACS, the membership of the FEC needs to be revised. Currently each Head of School is an ex-officio member of the Committee, each with a Head’s nominee and a representative from each School.

The Chair suggested removing the three SITACS positions and adding three new positions from the School of Computer Science and Software Engineering and three new positions from the School of Information Systems and Technology. The Committee also noted that only the Head OR the Head’s nominee should attend meetings.
ACTION: Angelina Panetta to email the Schools for nominations for the above positions.

9. OTHER BUSINESS

9.1 Grants scheme proposal

The Chair reported that he had approached the Dean with a proposal for a grants scheme, similar to the FIRDS scheme, to be made available for teaching projects.

The Chair encouraged members to think about the sorts of themes that could be included in the criteria for the scheme. Any feedback should be sent to the Chair before the next FEC meeting, 29 March.

10. NEXT MEETING

The next meeting is scheduled for 29 March.

The meeting closed at 2.30pm.

Angelina Panetta
Secretary
12 February 2007