1. PRELIMINARY BUSINESS

*1.1 Apologies/Leave of Absence

Apologies were received from Ms Annette Meldrum.

*1.2 Arrangement of Agenda

1.2.1 Items 1.1, 1.2, 1.3, 2, 3, 6, 7.6, 7.7, 7.8, 7.12, 7.13, 8.2 and 8.3 were starred for discussion.

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

*1.3 Confirmation of the Minutes of the Meeting of 23 March 2006

The Committee confirmed the minutes of Meeting 2/06 held on 23 March 2006.

1.4 Business Arising from the Previous Minutes

*2. REPORT FROM THE CHAIR – VERBAL REPORT

The Chair reported on the following:

- The Teaching and Learning Showcase is scheduled for Tuesday 23 May. Successful applicants for ESDF and Quality Teaching and Learning grants will be announced at this event. Three applications were submitted from the Faculty for Carrick grants, four applications were submitted for ESDF grants.

- Special consideration is being reviewed at University level. Information on the review will be shared with FECs.

- Subject evaluation surveys. There is a push from the University to increase the participation rate of students filling out the surveys.

*3. REPORT FROM CEDIR / LEARNING DEVELOPMENT UNIT
4. REPORT FROM THE LIBRARY – ANNETTE MELDRUM

5. REPORT FROM STUDENT MEMBER – BOB BROWN

*6. PROGRESS REPORTS ON STRATEGIC PLANNING OBJECTIVES

6.1 QUALITY101 Working Party

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

Dr Anne Porter tabled a document outlining the progress of the working party, including change evaluations the working party aims to have in place for the week following this meeting, and mathematics projects.

6.2 Tertiary Literacies Integration Working Party

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

6.3 Quality Review Framework

“Ensure compliance with University’s new Quality Review Framework.”

6.3.1 Review of BIST

The Committee discussed the membership of the BIST Review Committee, as outlined below:

- Fazel Naghdy, Chair
- Fiona Abercrombie (external member)
- Peter Nickolas
- David Vance (Sub Dean, Creative Arts)
- Bob Brown (student member of FEC)
- Emily Purser, Learning Development
- Aneesh Krishna, rep from SITACS

7. SCHOOL ITEMS

SCHOOL OF ELECTRICAL, COMPUTER & TELECOMMUNICATIONS ENGINEERING

SCHOOL OF INFORMATION TECHNOLOGY & COMPUTER SCIENCE

7.1 Report to FEC on proposed changes to SITACS courses

7.2 New Major for BCompSc degree

Resolved (FEC06/02)

That FEC recommends approval of the addition of the new major “Database and Enterprise Systems” to the Bachelor of Computer Science, effective from 2007.
7.3 New Entry Requirements for Research Degrees in Computer Science and IT

Resolved (FEC06/03)
That FEC recommends approval of the revised entry requirements for the MCompSc – Research and the MICT - Research, effective from 2007.

7.4 New Entry Requirements for BIT

Resolved (FEC06/04)
That FEC recommends approval of the revised entry requirements for the Bachelor of Information Technology, allowing domestic intakes from 2007.

7.5 Changes to content for IACT201/ITCS908/MCS9201 Information Technology & Citizen’s Rights

Resolved (FEC06/05)
That FEC recommends approval of the revised content for IACT201/ITCS908/MCS9201 Information Technology & Citizen’s Rights, effective from 2007.

*7.6 Change of entry requirements for Master of Information and Communication Technology (MICT)

Student member, Bob Brown, asked for clarification on the change of entry requirements and whether it meant that students would be exempt from enrolling in the tertiary literacies 900 level subjects.

Professor Philip Ogunbona clarified that the change was more to fulfil the ACS requirements.

Resolved (FEC06/06)
That FEC recommends approval of the revised entry requirements for the Master of Information and Communication Technology, effective from 2007.

*7.7 Changes to current MCompSc and MCompSc (Adv) degrees – Introduction of new subject CSCI918 Software Engineering Practices & Principles

Professor Philip Ogunbona advised that changes have been made to the current wording of the MCompSc and MCompSc Advanced degrees to make it clearer to students that the degrees may be taken without a major, and to avoid ambiguity in the wording of the rules.

The Chair requested that the tertiary literacies outcomes for CSCI918 Software Engineering Practices and Principles be amended to comply with the University’s standard wording. Outcomes used in the proposal cannot be measured.

The Committee also requested that the assignments be specified.
ACTIONS

CSCI918 Software Engineering Practices and Principles: tertiary literacies outcomes to include more specific descriptors and assignments to be specified

Resolved (FEC06/07)
That FEC recommends introduction of the following new subject, CSCI918 – Software Engineering Practices & Principles, into the MCompSc and MCompSc (Adv), subject to identified changes, to be effective from 2007.

7.8 Inclusion of IACT201 as core for BCompSc

Resolved (FEC06/08)
That FEC recommends approval of the following additional core subject for the Bachelor of Computer Science, effective from 2007:

“IACT201 – Information Technology & Citizen’s Rights”

7.9 Inclusion of MCS9201 as core for MCompStud

Resolved (FEC06/09)
That FEC recommends approval of the following additional core subject for the Master of Computer Studies, effective from 2007:

“MCS9201 – Information Technology & Citizen’s Rights”

7.10 Changes to BCompSc(Hons) schedule

Resolved (FEC06/10)
That FEC recommends approval of the revision to the BCompSc(Hons) schedule, to make it more transparent.

7.11 New Prizes

Resolved (FEC06/11)
That FEC recommends approval of 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;
- ‘Andrew Corporation (Australia) Prize for Software Engineering Requirements and Specifications’, based on 2006 results in CSCI450 and ITCS933 or CSCI918 and MCS9318;
- ‘Outstanding Achievement in CSCI322 Systems Administration’, for students enrolled in 2006;
- ‘Outstanding Achievement in Final Year Project’ (ie. CSCI321), for students enrolled in 2006;
- ‘The Thelden Prize for Applied ICT Research into Humanitarian Relief and/or Social Justice’, to be awarded if the 18cp Honours project is in this specific area, effective from 2007.
SCHOOL OF MATHEMATICS AND APPLIED STATISTICS

*7.12 Change in sequence of subjects – Bachelor of Mathematics Advanced (Hons)

Associate Professor Peter Nickolas advised the Committee that minor changes have been made to the phrasing of the course proposal to clearly differentiate the subjects from project subjects.

Resolved (FEC06/12)
That FEC recommends approval of the change in sequence of subjects for the Bachelor of Mathematics Advanced Honours.

*7.13 Introduction of new subject MATH250 and MATH350

Associate Professor Peter Nickolas advised that this proposal was for a minor amendment to the Bachelor of Mathematics Education. The Faculty of Education FEC queried the detail of the assessment tasks. A/Professor Nickolas advised the changes have been made to the proposal to address this query and specify that the tasks will vary from year to year due to staff availability.

ACTION
A/Prof Peter Nickolas to forward to Angelina Panetta, response to Education query on the course proposal

Angelina Panetta to draft memo to forward to Education*

Resolved (FEC06/13)
That FEC recommends approval of the following new subjects:
MATH250 Mathematics Project 1 and
MATH350 Mathematics Project 2, effective from 2007.

8 ITEMS FOR DISCUSSION AND FEEDBACK

8.1 Approaches to plagiarism in the schools

*8.2 Late enrolments and attendance issues

The Committee discussed the issues involved with late enrolments, the discussion encompassing the following:

- WebCT – students enrolling late are not included on WebCT, hence causing issues with participation in group activities, etc.

- International students are often held up with visas and sitting for English exams. This is an issue which should perhaps be raised with WUC, so that dates for English exams are set earlier, allowing more time for release of results. Perhaps there should be the option to provisionally enrol students in this situation, so that they may be granted access to WebCT and other important activities.

- Many dates are set by external bodies, ie. HECS census dates, WUC, DIMIA, which means that there are certain parameters that limit movement of the enrolment dates.
• There are implications for assessments, as students are required to receive feedback by Week 6.

• There needs to be support all round if staff are to be strict on not allowing students to enrol after a certain date. Staff also need to be sympathetic to those students that are not at fault. Perhaps the Sub-dean’s Committee needs to consider policy for special cases as well as general.

The Chair advised that any further comments should be forwarded to Angelina Panetta to be collated and submitted to the Sub-dean’s Committee.

*8.3 Results of the Course Experience Questionnaire (CEQ)

The Committee was asked to provide feedback on the CEQ.

Members observed that the response rate seemed to be similar to last year’s although the student population had changed.

Ms Holly Tootell advised that a presentation by the Strategic Planning Unit had been given to the Quality Assurance Subcommittee, informing them that in the future, the CEQ would be placed before the Graduate Destination Survey in order to try to increase the response rate.

The Chair advised that feedback from today’s meeting would be collated with feedback from the Heads of Schools. Any member wishing to provide further feedback should contact their Head.

8.4 Subject Outline Checklists

9. OTHER BUSINESS

9.1 Language Issues

Ms Emily Purser tabled a document which she drafted to discuss the issue of language proficiency in international students. The paper outlines the issues, current practices and recommendations.

The Committee was invited to provide feedback to Ms Purser.

The Chair advised that this issue fits well within the Tertiary Literacies Integration Working Party’s scope, and if needed, a language working party be appointed to address the issues.

10. NEXT MEETING

The next meeting is scheduled for Thursday 6 July.

The meeting closed at 2.55pm

Angelina Panetta
Secretary
19 May 2006