UNIVERSITY OF WOLLONGONG
FACULTY OF INFORMATICS EDUCATION COMMITTEE

Minutes of Meeting 5/07 held at 1.30pm on Thursday 23 August 2007 in Building 67, room 208.

PRESENT: A/Prof G Williams (Chair), Dr R Caladine, A/Prof P Hyland, Ms B James, Dr K Michael, Prof F Naghdy, A/Prof P Nickolas, Prof P Ogunbona, Mr P Vial and Dr G Zhou.

IN ATTENDANCE: Ms A Lonard, Ms A Nealon.

1. PRELIMINARY BUSINESS

*1.1 Apologies/Leave of Absence

Apologies were received from Ms A Meldrum and Mr A Parkes. Dr W Li is on study leave.

*1.2 Arrangement of Agenda

1.2.1 Items 1.1, 1.2, 1.3, 2, 3, and 8 were starred for discussion.

1.2.2 A motion to adopt the draft resolutions for the items not starred was carried.

*1.3 Confirmation of the Minutes of the Meeting of 5 July 2007

The minutes of the meeting of 5 July 2007 were confirmed.

1.4 Business Arising from the Previous Minutes

A/Professor Peter Hyland advised that he had recently received some correspondence regarding the apparent lack of consultation between SISAT and the Faculty of Commerce in the revision of the MITM. He affirmed that he had requested feedback from the Faculty of Commerce with no reply and hence had used Commerce postgraduate subjects rather than the Graduate School of Business' subjects in the MITM proposal.

A/Professor Hyland responded to the correspondence with an apology and agreed to offer the MITM in its current form, with a view to further consultation and revision in 2008. He expressed concern that this would make the MITM less structured than the MICT, hence the risk of decreasing enrolments for next year.

A/Professor Hyland noted that there were still some Commerce degrees which weren't included in the IS/IT review recommendations, hence were not put up for review this year. These degrees have now been transferred and will be reviewed next year.

Professor Fazel Naghdy suggested to A/Professor Hyland that, as a last resort, a memo from the Informatics Dean or FEC Chair be sent to Commerce requesting feedback.
*2. REPORT FROM THE CHAIR – VERBAL REPORT

The Chair’s report encompassed the following:

- At the recent University Education Committee (UEC) meeting:
  - it was noted that the University had received nine Carrick Institute Citations. The Chair extended his congratulations to Dr Anne Porter who was one of these recipients.
  - the ESDF/Teaching and Learning Grant guidelines are expected to be released soon. This year the two applications will be combined. It is expected that there will be one large ($80,000) grant, some smaller ($50,000) grants, and a range of $20,000 grants available to staff. The Chair advised that if staff are considering applying, they should commence preparation of their proposals as soon as possible.
  - there will be discussion in future meetings about whether lecturers should be made to attend the first 15 minutes of exams.

- ESOS Act:
  - The latest update on the new Act is that the Government will insist that international students applying for Permanent Residency at the end of their degrees have at least two semesters (or 24 credit points) of full time study. This will disqualify those students who have some advanced standing in their degrees.
  - The Chair reported that some international students are requesting that their advanced standing be cancelled so as to comply with this new requirement. He advised that any students requesting this be directed to the Faculty’s International Unit for advice.

- Policies currently going through Academic Senate are: the Code of Conduct – Students and the Academic Consideration Policy (old Student Grievance policy). A Disabilities Policy is also being drafted to address the lack of such a policy at the University.

- The FEC Chairs meeting is approaching. Some issues to be considered include: consultation hours for academics, double degrees, sessional teaching (casuals, tutors, etc), and subject surveys.

- Subject Surveys: A list of the subjects to be surveyed for Spring session has been compiled. The Chair reminded members that the online subject review database, which was developed late in 2006, should be used in addition to the paper based subject surveys. He distributed a list of subjects which have been chosen for surveying this session and advised that, at a minimum, these subjects need to be added to the online subject review database. The Secretary was asked to email a reminder to staff with the link to the database attached.

*3. REPORT FROM CEDIR / LEARNING DEVELOPMENT

Dr Richard Caladine, the CEDIR representative, advised that input is being sought for the next eLearning and Teaching Strategic Plan. Specifically CEDIR is looking for comments on the seven UOW eLearning Strategic Objectives and for strategies and performance indicators that are relevant to Informatics. Dr Caladine advised that he would contact the Heads of each School by email to invite them to attend a meeting on 6 September for information and feedback.

Ms Bronwyn James, the Learning Development representative, distributed a list of subjects for which Learning Development are providing support for in this session. She
advised that subject surveys were very useful in helping Learning Development evaluate their support for these subjects. She expressed interest in becoming involved in the review process of subjects and suggested meeting with the Chair at the end of the session to discuss.

4. REPORT FROM THE LIBRARY

5. REPORT FROM STUDENT MEMBER

6. PROGRESS REPORTS ON STRATEGIC PLANNING OBJECTIVES

6.1 2007-2008 Faculty Plan Progress Report

7. SCHOOL ITEMS

SCHOOL OF COMPUTER SCIENCE AND SOFTWARE ENGINEERING (SCSSE)

SCHOOL OF ELECTRICAL, COMPUTER & TELECOMMUNICATIONS ENGINEERING (SECTE)

7.1 Subject Changes for Bachelor of Engineering

Resolved FEC07/38:
That FEC recommends approval of the addition of ECTE431 Real-Time Computing, to the BE(Telecommunications Engineering major) and changes to the pre- and co-requisites for ECTE203, ECTE281 and INFO202.

7.2 Amendments to the Master of Engineering Studies

Resolved FEC07/39:
That FEC recommends approval of the modifications to the MEngStud as set out below:

- Addition of ECTE931 Real-Time Computing and ECTE992 Internet Networking Protocols to the list of major subjects for the MEngStud – Telecommunication Engineering major and the list of electives as appropriate;
- Addition of a notation to the course program for the MEngStud regarding when ECTE906 and ECTE955 are to be undertaken;
- Addition of exclusions for ECTE901 and ECTE955;
- Minor modifications to ECTE906; and
- Removal of co-requisites for ECTE993, ECTE994, ECTE995, ECTE996 and ECTE997.

7.3 Minor Amendment: Master of Internet Technology

Resolved FEC07/40:
That FEC recommends approval of the minor amendments to the Master of Internet Technology, including the deletion of ECTE991 and modification to ECTE992.
7.4 Amendment to Part-time Program for Bachelor of Engineering

Resolved FEC07/41:
That FEC recommends approval of the minor modifications to the part-time program for the Bachelor of Engineering as attached to the agenda, effective from 2008.

7.5 Engineers Australia Illawarra/Sutherland Regional Group Prize

Resolved FEC07/42:
That FEC recommends approval of the revised Engineers Australia Illawarra/Sutherland Regional Group Prize, as attached to the agenda.

SCHOOL OF INFORMATION SYSTEMS & TECHNOLOGY (SISAT)

SCHOOL OF MATHEMATICS AND APPLIED STATISTICS (SMAS)

*8 ITEMS FOR DISCUSSION AND FEEDBACK

*8.1 Faculty Graduate Qualities

Dr Katina Michael gave a brief presentation which outlined the Faculty's need to develop new Graduate Qualities in line with the University's new Graduate Qualities.

A Faculty Graduate Qualities Working Party has been formed, its members are: Dr Katina Michael, Dr Holly Tootell, Ms Annette Meldrum, Ms Bronwyn James, A/Professor Peter Nickolas, Dr Don Platt and Dr Ian Piper. The Working Party will be looking at developing Graduate Qualities based on discipline-specific accreditation principles. The Committee discussed the importance of also acquiring Faculty-wide Graduate Qualities which will distinguish Informatics graduates from other Faculties.

The Committee agreed that the Faculty's Graduate Qualities framework should include discipline/institution-specific qualities as well as common Faculty qualities.

9. OTHER BUSINESS

9.1 The Learning Edge (Equella)

Ms Anne Nealon gave a brief demonstration and background of Equella, an online subject resource repository being used by SISAT and SCSSE. Once paper-based, this online repository allows lecturers to store useful resources for teaching subjects, which new lecturers can access in future sessions. Staff are able to log in and search by subject, session or year.

At present, there has been a mixed reaction from the Schools in regards to the implementation of this resource. A suggestion was made that Ms Nealon and Dr Katina Michael approach the Schools and give a presentation on Equella.

9.2 Teaching Facilities Subcommittee Report: Mark Nelson

The Committee noted the report from the Teaching Facilities Subcommittee.

10. NEXT MEETING

The next meeting is scheduled for Thursday 11 October.