PRELIMINARY BUSINESS

*1.1 Apologies/Leave of Absence

Apologies were received from Ms B James and Ms H Tootell. Dr R Caladine and A/Prof F Naghdy are on leave. Dr A Carew was in attendance for Dr R Caladine.

*1.2 Arrangement of Agenda

1.2.1 Items 1.1, 1.2, 1.3, 2, 3, 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 31 August 2006

The Committee confirmed the minutes of Meeting 5/06 held on 31 August 2006.

1.4 Business Arising from the Previous Minutes

*2. REPORT FROM THE CHAIR – VERBAL REPORT

The Acting Chair’s report encompassed the following:

- BIST Review: the BIST Curriculum Working Group, chaired by Dr Annette Worthy is progressing in its preparation of documentation for the review.

- Diversity Week 2007: Faculties have been asked to think about organising activities to be held in Diversity Week in 2007. Diversity Week will be held in March next year with a focus on ethnicity, religion, sexuality and indigenous issues.

- SEDLO positions: Five new staff have been hired as Support, Equity and Diversity Liaison Officers (SEDLOs). These new staff will sit in Faculties and assist students as the first point of call in relation to the services offered by Student Services. The Faculties of Informatics and Engineering will share one of these positions. The SEDLO for these faculties is Ms Virginie Schmelitschek.

- Graduate attributes: The graduate attributes working party has drafted a revision of the attributes. A representative from the working party may attend the next FEC meeting.
• Special consideration review: The revised policy has had another name change from “Academic Consideration” to “Student Academic Consideration”. The revised policy is now more simplified (consisting of four pages instead of ten) and requires that all special consideration forms are processed through SOLS.

*3. REPORT FROM CEDIR / LEARNING DEVELOPMENT UNIT

Dr Anna Carew reported on behalf of Dr Richard Caladine who is on leave; her report encompassed item 8.2.

Dr Carew informed the Committee that it is now time to start thinking about Faculty Service Agreements for 2007. She advised that an amended form would be forwarded to the Acting Chair with the deadline for expressions of interest to be set for one week before the Faculty Planning Conference. Members discussed the option of vetting the FSAs at the Planning Conference, in order to finalise the FSAs before end 2006.

The Committee agreed that the form should be amended to state that preference would be given to projects which fit with the objectives of the Faculty’s strategic plan, rather than list specific criteria.

The Committee also discussed scheduling future FSA showcases for the last FEC meeting of the year.

Resolved FEC06/20: That FEC recommends that at least one representative from each School on the FEC be present at the Faculty Planning Conference on 30 November/1 December to vet FSA applications for 2007.

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 reported that since the departure of key staff members, the fundamental nature of QUALITY101 Working Party has changed. It is proposed that the Faculty and subject by subject approach used by the working party is moved to a School and program approach. Dr Porter advised that she is the common nexus calling on members from the Schools at various times.

The Committee discussed the need to look at how the Faculty would like to continue QUALITY101, in light of the departure of the key staff.

Dr Porter advised that there is an opportunity for extra funding from the Deputy Vice-Chancellor (Academic) for the development of additional resources for a University-wide mathematics program. In relation to this opportunity and item 8.1, which is covered here, Dr Porter advised that there is a need to determine
which skills are required and target these in the program. She also advised that she would follow up with members via email. The Committee also discussed holding a session at the upcoming Faculty Planning Conference. The Acting Chair agreed to approach the Dean for approval.

6.2 Tertiary Literacies Integration Working Party

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

Ms Emily Purser advised that the Working Party will be meeting in mid November to plan for 2007 integration.

7. SCHOOL ITEMS

SCHOOL OF ELECTRICAL, COMPUTER & TELECOMMUNICATIONS ENGINEERING

There were no items from SECTE.

SCHOOL OF INFORMATION TECHNOLOGY & COMPUTER SCIENCE

7.1 Deletion of subjects – CSCI408/CSCI908 Distributed Java

Resolved FEC06/21:
That FEC recommends approval of the deletion of the following subjects, effective from 2007:

“CSCI408 Distributed Java and CSCI908 Distributed Java”.

SCHOOL OF MATHEMATICS AND APPLIED STATISTICS

7.2 Broadbridge Prize – New

Resolved FEC06/22:
That FEC recommends approval of the Broadbridge Prize.

8 ITEMS FOR DISCUSSION AND FEEDBACK

*8.1 Developing support for students lacking the required mathematical skills in Informatics

This item was discussed under 6.1.

*8.2 Faculty Service Agreements

This item was discussed under 3.
9. OTHER BUSINESS

10. NEXT MEETING

Meeting dates for 2007 to be advised.

The meeting closed at 3.20pm.

Angelina Panetta
Secretary
1 November 2006