1. PRELIMINARY BUSINESS

*1.1 Apologies/Leave of Absence

Apologies were received from Ms A Meldrum, Dr K Michael and Prof F Naghdy. Dr W Li and Dr A Worthy were on study leave.

*1.2 Arrangement of Agenda

1.2.1 Items 1.1, 1.2, 1.3, 2, 3, 7.2, 7.5, 7.6 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 23 August 2007

The minutes of the meeting of 23 August 2007 were confirmed.

1.4 Business Arising from the Previous Minutes

*2. REPORT FROM THE CHAIR – VERBAL REPORT

The Chair’s report encompassed the following:

- ESDF and Teaching and Learning Fund applications are due 16 November 2007. The Chair advised that he has been talking with staff from the Schools and has discovered that there are some good ideas circulating within the Faculty. The Chair proposes that staff send expressions of interest to him by 1 November to ascertain whether there are any overlaps within the Faculty and any opportunities for staff to collaborate on proposals for the awards.

- The Faculty’s Sky Lab in Building 17 will be occupied by ARD from Monday 15 October, due to the Building 36 refurbishment. This has implications for current labs and exams as there are still two weeks before the end of session. It is probable that this loss will be a permanent one for the Faculty.

- The Bachelor of Computer Science major which was recently deleted has been reinstated. It is believed that the deletion will cause confusion for students, especially in the case where a student chooses to do a second major with Computer Science. For example, when a student chooses to do Computer Science with a double major in Marketing, the student’s testamur will only list the Marketing major
when the student graduates. SCSSE will investigate the issue further and revise the rule.

- General skilled migration, Department of Immigration and Citizenship (DIAC): the recently implemented requirement for international students to complete two full-time years of study to qualify for permanent residency has caused implications for international students currently completing 18 credit points per session, as well as those eligible for advanced standing. The ruling is being applied retrospectively and as a result, there will be some graduating Informatics students affected. The Faculty is well prepared however, as it currently offers 72 credit point or two year Masters courses, which allow students to count 18 credit points per session as a full time load. The Faculty also has articulation agreements for the MIT and MICT Adv. A proposal is being fast tracked at the moment to include ICT Management as a second major with the MCompSc Adv and the MEngStud.

- The University has allowed $10,000 funding per Faculty for equity projects which address certain equity groups. Under the guidelines, international students and women (except in Informatics/Engineering) are not considered equity groups. Students from rural, low socio-economic, indigenous and isolated areas can be considered. Ideas and suggestions for projects or activities for these groups are welcome and can be forwarded to the Chair or Ms Virginie Schmelitschek, the Faculty’s Student Equity and Diversity Liaison Officer (SEDLO).

3. REPORT FROM CEDIR / LEARNING DEVELOPMENT

Dr Richard Caladine distributed application forms for the next round of Faculty Service Agreements (FSAs). He advised that applications will close 30 November and projects should be in line with the Faculty’s strategic objectives. The applications will be ranked by the Dean or FEC Chair. A showcase of projects will be held at the next Faculty Committee meeting.

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)

7.1 Alternative Pre-requisite for CSCI322 Systems Administration

Resolved FEC07/43:
That FEC recommends approval of the addition of an alternative pre-requisite for CSCI322 Systems Administration, being a combination of ISIT114 Object Oriented Programming and ISIT212 Corporate Network Planning and Design, effective from 2008.
7.2 Inclusion of a statement in the UOW Subject Database

The SECTE members raised some concerns with the proposed statement by SCSSE, that it would exclude Engineering students from transferring to computer science.

Professor Philip Ogunbona advised that the intent of the statement was to reduce the number of subjects available to Engineering students. However it will impact on any students who wish to change degrees from Engineering to Computer Science.

Resolved FEC07/44:
That FEC recommends approval of the inclusion of the following statement in the UOW Subject Database, effective from 2008:

“CSCI191 Engineering Programming 1 and CSCI192 Engineering Programming 2 are not suitable replacements for CSCI114 or CSCI124”.

7.3 Deletion of Business Information Systems Double Major in BCompSc degree

Resolved FEC07/45:
That FEC recommends approval of the deletion of the Business Information Systems Double major in the Bachelor of Computer Science degree, effective from 2008.

7.4 Change to contact hours for IACT305/ITCS938 eBusiness Technologies

Resolved FEC07/46:
That FEC recommends approval of the change of contact hours for IACT305/ITCS938 eBusiness Technologies from 1 hour lecture, 1 hour tutorial, 1 hour laboratory to 1 hour lecture, 2 hour tutorial, effective from 2008.

7.5 Amendment to MATH322 Algebra

The Chair advised that the resolution for items 7.5 and 7.6 are to be amended as the subject changes will not come into effect until 2009 due to the passing of the DEST reporting deadline.

Resolved FEC07/47:
That FEC recommends approval of the revisions to MATH322 Algebra, effective from 2009.
7.6 Amendment to MATH222 Continuous and Finite Mathematics

Resolved FEC07/48:
That FEC recommends approval of the revisions to MATH222 Continuous and Finite Mathematics, including a name change to MATH222 Continuous Mathematics, effective from 2009.

*8 ITEMS FOR DISCUSSION AND FEEDBACK

*8.1 Faculty Graduate Qualities

The Chair reported on this item as Dr Katina Michael was unable to attend.

The Chair reported that the Faculty Graduate Qualities Group met recently. It is proving difficult to devise a common set of qualities for the Faculty; hence the Schools have been invited to develop a set of qualities to match their disciplines. Submissions need not be more than one page or more than ten qualities. The Faculty’s Graduate Qualities can be aligned with the qualities required for some accreditation bodies and must also be aligned with the University’s five (5) qualities.

The Faculty Graduate Qualities Group’s current leader, Dr Katina Michael, will be away on maternity leave in 2008, hence the process has begun to find an alternative leader for the Group.

*8.2 New Course Approval Process

Ms Leonie Kirchmajer, the Course Management Coordinator, presented the new process for course approvals. The main features of the new process include:

- Minor amendments no longer need to be processed through Senate Standing Committee and Academic Senate. These proposals will now be forwarded to the Course Approval Management Group, which consists of various key people involved in the approval process, who will then provide feedback to the Faculties. The recent minor amendments from SECTE were processed via this new process.

- Major amendments will now be forwarded to the Course Approval Management Group at the concept stage, feedback is then given back to the Faculty and once approved in concept, and the University may commence promotion. The Faculty will then be required to develop the full proposal and ECAC if required, then forward back to the Course Approval Management Group for endorsement before following the old process of being considered at SSC and Academic Senate.

Ms Kirchmajer advised that there would be a meeting of the Course Approval Management Group on 26 November. Any major amendments or new courses being planned by the Faculty for 2009 should be submitted to the Group in concept form by 5 November. Some members expressed concern with the tight timeframe. Ms Kirchmajer advised that there will be other meetings of the Group in 2008. The only advantage of submitting the course concept at this early stage would be to allow early promotion of the changes.

The Chair queried whether the deadlines for submitting courses for 2009 would be similar to this year’s deadlines. Ms Kirchmajer advised that the DEST schedule would still remain the same, i.e. courses to be finalised by July.
Ms Kirchmajer also advised that fast-tracking of courses would still be allowed if needed and appropriate.

All forms and information about the new Course Approvals process is available on the intranet: https://intranet.uow.edu.au/coursemgmt/index.html

9. OTHER BUSINESS

There being no other business, the meeting closed at 2.50pm.

10. NEXT MEETING

The meeting schedule for 2008 will be released at the beginning of next year.

Angelina Lonard
FEC Secretary
19 October 2007