MEMBERS OF THE BOARD OF STUDIES FOR THE BACHELOR OF PHILOSOPHY (HONS)
Senior Deputy Vice-Chancellor’s Nominee as Chair (Winthrop Professor Krishna Sen)
Deputy Vice-Chancellor (Research) (Professor Robyn Owens)
Dean, Graduate Research School (Winthrop Professor Alan Dench)
Pro Vice-Chancellor (Education) (Winthrop Professor Jane Long)
Member with expertise in honours education (Winthrop Professor Ian McArthur)
Member with expertise in honours education (Assistant Professor Vance Locke)
Member with expertise in honours education (Associate Professor Fiona Pixley)
Member with expertise in honours education (Professor Trish Todd)
Member with expertise in honours education (Winthrop Professor Philippa Maddern)
Registrar’s Nominee (Dr Sato Juniper)
Guild President (Mr Matthew Mackenzie)

STANDING INVITEE
Associate Professor Jenna Mead, Academic Coordinator for Bachelor of Philosophy (Hons)

IN-ATTENDANCE
Senior Academic Reviewer (Winthrop Professor Ian Reid)
Education Policy Officer (Dr Kabilan Krishnasamy)

BOARD OF STUDIES FOR THE BACHELOR OF PHILOSOPHY (HONS) MEETING – ITEM FOR CONSIDERATION BY CIRCULAR

Members are asked to note items in Part 1 and consider an item in Part 2 by circular. If you do not agree with the recommendation from the Chair in Part 2 or would prefer that the item be referred to the next meeting for discussion please contact the Executive Officer (kaye.macphersonsmith@uwa.edu.au) no later than mid-day Monday, 13 February 2012. If there are no objections by that date the item will be processed in the normal way and the recommendation recorded as a resolution of the Board of Studies for the Bachelor of Philosophy (Hons) in the next set of minutes.

Ms Kaye Macpherson-Smith
Executive Officer
Academic Policy Services

PART 1 – ITEM(S) FOR COMMUNICATION TO BE DEALT WITH EN BLOC

1. THE INTERIM BOARDS OF STUDIES – Ref F28646, F28647, F28648, F28649, F28650

Members will note that the Interim Boards of Studies were established in April 2009, as part of the University’s governance arrangements, to facilitate the implementation of the new undergraduate degrees. With the implementation of New Courses in 2012, it is timely to address the interim status of these Boards.

At its meeting held in November 2011, Academic Council approved by R230/11 the proposition that the Interim Boards of Studies be made as Boards of Studies effective immediately.

For noting.
2. MEETING DATES IN 2012 FOR THE BOARD OF STUDIES FOR THE BACHELOR OF PHILOSOPHY (HONOURS) – Ref: F27161

Members are reminded that the meeting dates for 2012 for the Board of Studies for the Bachelor of Philosophy (Honours) have been confirmed as follows:

<table>
<thead>
<tr>
<th>Meeting Dates</th>
<th>Cut-off date for receipt of Agenda Material (by Mid-day)</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, 14th February 2012</td>
<td>Monday, 30th January 2012</td>
<td>Chancellor’s Room</td>
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<tr>
<td>Tuesday, 13th March 2012</td>
<td>Monday, 27th February 2012</td>
<td>Chancellor’s Room</td>
</tr>
<tr>
<td>Tuesday, 10th April 2012</td>
<td>Monday, 26th March 2012</td>
<td>Chancellor’s Room</td>
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<tr>
<td>Tuesday, 15th May 2012</td>
<td>Monday, 30th April 2012</td>
<td>Senate Room</td>
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<tr>
<td>Tuesday, 12th June 2012</td>
<td>Monday, 28th May 2012</td>
<td>Chancellor’s Room</td>
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<td></td>
<td><strong>No meeting scheduled in July</strong></td>
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<tr>
<td>Tuesday, 14th August 2012</td>
<td>Monday, 30th July 2012</td>
<td>Chancellor’s Room</td>
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<tr>
<td>Tuesday, 11th September 2012</td>
<td>Monday, 27th August 2012</td>
<td>Chancellor’s Room</td>
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<tr>
<td>Tuesday, 9th October 2012</td>
<td>Monday, 24th September 2012</td>
<td>Chancellor’s Room</td>
</tr>
<tr>
<td>Tuesday, 13th November 2012</td>
<td>Monday, 29th October 2012</td>
<td>Meeting Room W1</td>
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</tbody>
</table>

For noting.

3. PRINCIPLES AND RULES FOR THE OPERATION OF COMMITTEES – Ref F12202

Members will be aware that all committees of the University are expected to operate according to the principles set out in the Principles for the Operation of Committees.

In 2005 the Deputy Vice-Chancellor and the Executive Director (Academic Services and Registrar) commissioned a “Working Smarter Through Committees” working party in order to investigate ways of streamlining and improving committee processes without compromising collegiality.

In accordance with Recommendation 9 – That the University’s principles and rules for the operation of committees are distributed (as part of the agenda) to all committee members and the Chair explicitly address these at the first meeting of each year – the principles and rules are attached along with the code of conduct. (Attachment A)

For noting.

4. UNIVERSITY POLICY ON CHANGES TO UNITS – Ref: F39827

Members are asked to note that Academic Council approved by R236/11 a revised University Policy on Changes to Units, which identifies the principles that will need to be considered when proposing a change to a unit offered at either undergraduate or postgraduate level. The revised policy replaces the following policies and aligns with the structural requirements of the New Courses:

- Policy on the Cancellation of Units (UP07/114)
- University Policy on the Cancellation of Units (UP07/106)
- Changing the Availability of Units (Policy and Procedure)
- Changing a Unit Title (Policy and Procedure)
- Non-Standard Semester Teaching


For noting.
5. UNIVERSITY POLICY ON CREATING SPECIAL UNITS – Ref: F39926

At its meeting of November 2011, Academic Council by R228/11 approved the following:

(i) that existing provision to create special units be permitted only in transitional courses that were being taught out.

(ii) that provision to fast-track, within the governance structure of New Courses, a new unit proposal for offering within a teaching period to accommodate certain teaching or urgent circumstantial-based needs be permitted from 2012.

(iii) faculties be requested to review the rules for postgraduate courses forming part of the new courses framework with a view to removing provision for substitution of units by 2013.

(iv) faculties be permitted to approve substitution of units in postgraduate degree courses that will not form part of the new courses framework, (namely those being taught out) to the extent previously permitted by University General Rule 1.2.1.14A: *A faculty may permit or require a student to substitute for units up to a maximum value of 12 points in a course another unit or other units of equivalent value.*


For noting.

PART 2 – ITEM(S) FOR DECISION TO BE DEALT WITH EN BLOC

6. CONSTITUTION OF THE BOARD OF STUDIES FOR THE BACHELOR OF PHILOSOPHY (HONOURS) – REF: F27161

Members will note that Academic Council in November 2011 reviewed the interim status of the Boards of Studies and approved (by R230/11) the proposition that they be made Boards of Studies effective immediately.

Since the Board of Studies for the Bachelor of Philosophy (Honours) has been formally constituted as a University Committee, the Terms of Reference of the former Interim Board of Studies for the Bachelor of Philosophy (Honours) will need to be amended accordingly.

Attached (Attachment B) for members’ consideration is the constitution of the Board of Studies for the Bachelor of Philosophy (Honours).

The Chair recommends that the constitution for the Board of Studies for the Bachelor of Philosophy (Honours) be endorsed and that it be forwarded to the Board of Coursework Studies for consideration.