The University of Western Australia

MINUTES OF THE BACHELOR OF SCIENCE BOARD OF STUDIES MEETING HELD ON
MONDAY, 20TH MAY 2013 AT 10AM IN THE CHANCELLOR’S ROOM

MEMBERS OF THE BOARD OF STUDIES FOR THE BACHELOR OF SCIENCE
Deputy Vice-Chancellor’s (Education) Nominee as Chair (Professor Cara MacNish)
Dean, Coursework Studies (Winthrop Professor Grady Venville)
Academic Board Chair Nominee (Professor Elizabeth Geelhoed)
Dean, Faculty of Engineering, Computing and Mathematics Nominee (Associate Professor Nicole Jones)
Dean, Faculty of Science Nominee (Winthrop Professor Brendan Waddell)
Dean, Faculty of Medicine, Dentistry and Health Sciences Nominee (Professor Peter Henry)
Guild President’s Nominee (Mr Alex Bennet)
Executive Officer (Dr Kabilan Krishnasamy)
Executive Officer (Ms Katherine Williams)

APOLOGIES
Dean, Faculty of Arts Nominee (Professor Andrea Gaynor)
Registrar’s Nominee (Ms Sylvia Lang)
Ms Marjan Heibloem (Faculty of Science)

WELCOME
The Chair welcomed members, including the following new members, to the first meeting of the Board of Studies for the Bachelor of Science:
• Winthrop Professor Grady Venville as the Dean of Coursework Studies;
• Associate Professor Nicole Jones as the nominee of the Dean of the Faculty of Engineering, Computing and Mathematics;
• Mr Alex Bennet as the nominee of the President, Guild of Undergraduates; and
• Ms Katherine Williams as one of the Executive Officers to the Board of Studies for Bachelor of Science.

DECLARATIONS OF POTENTIAL FOR CONFLICT OR PERCEIVED CONFLICTS OF INTEREST
Members noted the following conflicts of interest:
• The Chair declared a conflict of interest with item 5.1 (agenda item 7.1.) and subsequently the Dean of Coursework Studies took up position of the Chair for this item;
• The nominee of the Dean, Faculty of Medicine, Dentistry and Health Sciences declared a conflict of interest with item 4. (agenda item 5.0.);
• The nominee of the Dean, Faculty of Engineering, Computing and Mathematics declared a conflict of interest with items that related to submissions from the School of Earth and Environment.

1. MINUTES – Ref F50128

RESOLVED – 1/13
that the minutes of the Board of Studies for the Bachelor of Science meeting held on 3rd September 2012 be confirmed.

2. ITEMS FOR COMMUNICATION DEALT EN BLOC

Members noted the following items as outlined in Part 1 of the Agenda:
(i) Board of Studies (Bachelor of Science) – Constitution – Ref: F50129
(ii) Meeting dates for 2013 for the Board of Studies (Bachelor of Science) – Ref: F50128
(iii) Induction of new members to the Board of Studies (Bachelor of Science) – Ref: F50115
3. MODUS OPERANDI FOR THE BOARD OF STUDIES (BACHELOR OF SCIENCE) – Ref F50115

In accordance with the Committee’s practice, the Chair briefly outlined the role of the Committee and the expectations of its members, which are guided by the following University policies and practices:

- Principles for the Operation of Committees
- Rules for the Operation of Committees
- University Committee Members’ Code of Conduct
- The Effective Committee Member

It was noted that the “Information Package: A Handbook for Members of the Board of Studies” had been circulated to new members and had been made available on the web for reference by all members.

The Chair noted that the Board of Studies (Bachelor of Science), as a standing committee of the Board of Coursework Studies, is subject to annual review by its members. Members had before them the review report from 2012, comprised by the Institutional Research Unit.

Members noted that one of the comments stated that “there are too many committees and too many layers”. Members were informed that the annual change process and the fast track change request process had been introduced to expedite and streamline curriculum approval process. It was noted that the Committee structures would be reviewed by the Deputy Vice-Chancellor (Education) in the future and the Board would be updated on any developments.

RESOLVED – 2/13

that the 2012 Survey Report would be forwarded to the Board of Coursework Studies for its information.

4. PHARMACOLOGY MAJOR: PROPOSED CHANGES TO UNIT SEQUENCE – Ref F29730, F32101, F32096

Members noted that CHEM1004 Biological Chemistry had been approved as a Level 1 core unit within the Pharmacology major.

The Faculty of Medicine, Dentistry and Health Sciences proposed the following changes to the sequence of units within the Pharmacology major (without altering its approved structure of 2+2+4):

- that there be only one core (SCIE1106 Molecular Biology of the Cell) at Level 1;
- that CHEM1004 Biological Chemistry be listed as Level 1 option; and
- that CHEM1002 Chemistry – Structure and Reactivity (currently offered within the Chemistry and the Biochemistry and Molecular Biology majors) be introduced as a second option within the Pharmacology major.

Members had before them the following:

- Approved sequence for Pharmacology major
- Proposed new sequence for Pharmacology major

RESOLVED – 3/13

to recommend to the Board of Coursework Studies that the changes to the sequence of units within the Pharmacology major, as set out in the agenda attachment, be approved effective from 2014.
5. NEW PROPOSALS FOR OFFERING FROM 2014

The Board considered the following new proposals:

5.1. Faculty of Engineering, Computing and Mathematics – Proposed new end-on honours specialisation in Engineering Science – Ref F31409, F51917, F51918, F51915

By R24/13, the Faculty of Engineering resolved to recommend to the Board the following end-on honours specialisation which could be offered either:

(i) as a stand-alone honours specialisation;
(ii) as an alternative pathway, which allowed students to deepen their knowledge in an allied area of Engineering Science, to the accredited Master of Professional Engineering (MPE) (61550); or
(iii) as a course that could be taken in conjunction with the MPE (that is, Engineering Science honours students would be permitted to enrol concurrently in the MPE).

In light of the above, the proposed honours specialisation in Engineering Science comprised a standard structure of eight-unit value, as follows:

- four standard units (6-credit points each), of which at least two needed to be taken at level four, chosen from one of the specialisations in the MPE; and
- one research dissertation unit equivalent to four standard units (24 credit points) chosen from one of the following:
  - For taking the Engineering Science honours specialisation as an alternative pathway to the MPE: Engineering Science Honours Research Project units taken from any area of Engineering Science – ENSC4011 Engineering Science Honours Research Project Part 1 (12 credit points) and ENSC4012 Engineering Science Honours Research Project Part 2 (12 credit points). This project does not count for credit towards the MPE.
  - OR
  - For concurrent enrolment in the MPE: Engineering Honours Research Project units taken in the same specialisation as the four units from the MPE – GENG5011 Engineering Honours Research Project Part 1 (12 credit points) and GENG5012 Engineering Honours Research Project Part 2 (12 credit points). This project had more prerequisites and could be credited towards the MPE.

Noting that it was anticipated that the majority of students would opt for option (iii) listed above, the Board:

RESOLVED – 4/13

to recommend to the Board of Coursework Studies that the end-on honours specialisation in Engineering Science proposal, as set out in the agenda attachment, be approved for offering in the Bachelor of Science from 2014.

5.2. Faculty of Science – New Unit Proposals

The Faculty of Science had submitted the following unit proposals for consideration by the Board of Studies for Bachelor of Science:

5.2.1. Proposed new ‘Category A’ broadening unit: – Ref F51923

The Board considered a new Level 2 unit proposal EART2202 International Fieldwork in Geography, for offering from 2014 as a:

- category A broadening unit and be made available to students enrolled in degrees other than the Bachelor of Science; and
- Level 2 unattached elective

The following feedback was noted in the ensuing discussion:

(i) That the way in which individual contribution of the group work, which made up 65% of the total mark, would be assessed should be explained;
(ii) That the process for selecting students to fill the allocated quota places should be transparent and any criterion used for such a selection should be made explicit;
(iii) that the “Assessment Tied to Outcomes” statement required clarification;

[Executive Officer’s note: Since the meeting, the Faculty of Science has revised the assessment statements with a view to including a clearer means of determining the contribution of individual students and clarified that the selection of students to fill the allocated quota places would be on the basis of academic merit in that students would be ranked according to their highest mark in one of the pre-requisite units. The proposed changes have been approved by the Chair by way of delegated authority from the Board.]

RESOLVED – 5/13

To recommend to the Board of Coursework Studies that the unit proposal EART2202 International Fieldwork in Geography, be approved as a Level 2 unattached elective and as a ‘Category A’ broadening unit in the Bachelor of Science (available to students enrolled in degrees other than the Bachelor of Science) from 2014.

5.2.2. Proposed new Level 4 option: – Ref F52092, F31444, F31446, F31445

The Board considered a new Level 4 unit proposal ENVT4406 Catchment and River Processes, for offering from 2014 as an option in the following honours specialisations:

- Environmental Science
- Geography
- Natural Resource Management

The following feedback was noted in the ensuing discussion:

(i) That the way in which individual contribution of the group work, which could make up to 80% of the total mark, would be assessed should be clearly explained.
(ii) That a summary of consultations with other Faculties should be provided to detail any potential overlap with already approved units (for example, ENVE4402 Hydrology).
(iii) That the assessment tied to outcomes statement for the unit ENVT4406 Catchment and River Processes should align with the assessment items.

[Executive Officer’s note: Since the meeting the Faculty of Science has confirmed that (1) “the group work assessment will be conducted in line with UWA’s guidelines. Students will be provided with teamwork skills training in-class and tracked through their research work to ensure that the group work is a beneficial and enriching learning environment. Training in group-work will include a tutorial on team roles and managing group-work projects. Monitoring of group progress during in-class sessions will track equitable student contribution, and support students in developing and enhancing their teamwork skills through these learning activities and assessments” and (2) that extensive consultations have occurred with the School of Earth and Environment and the School of Environmental Systems Engineering, and any duplication of content is minimal. (3) that the assessment tied to outcomes now aligned with the assessment item. The above responses have been accepted by the Chair by way of delegated authority from the Board.]

RESOLVED – 6/13

To recommend to the Board of Coursework Studies that the unit proposal ENVT4406 Catchment and River Processes be approved as an option in the Bachelor of Science honours specialisations listed above from 2014.

5.2.3. Proposed new Level 5 option: – Ref F52090

The Board considered a new Level 5 unit proposal SCIE5505 Global Changes and Marine Environment, for offering from 2014 as an option in the Marine Science honours specialisation.

The following feedback was noted in the ensuing discussion:
(i) That a summary of consultations with other Faculties should be provided to detail any potential overlap with already approved units (for example units in the Environmental Systems Engineering discipline).

RESOLVED – 7/13

that the unit proposal SCIE5505 Global Changes and Marine Environment be approved subject to revisions in line with the above minuted feedback.

6. CURRICULUM MANAGEMENT – ANNUAL (PLANNED) CHANGE PROCESS FOR 2014

The Board noted that the University’s change process for Cycle I undergraduate curriculum had been designed to accommodate both annual (planned) and late change requests. The latter, if assessed to have no impact on the structure of a major, are administered via the fast-track process and approved by the Chair by way of delegated authority from the Board. Planned annual changes to undergraduate curriculum may occur at the unit level and/or major level and would need to take place, where relevant, in line with the University Policy on Changes to Units and the University Policy on Changes to Approved Majors.

By way of an ongoing agreement by the Board, all change requests assessed to have no impact on the structure of a major are considered by the Chair on behalf of the Board. In so considering the Chair might refer a change request, if contentious, to the Board for wider discussion and consideration. All change requests assessed to have an impact on the structure of a major or on the unit sequence of a major were presented to the Board for consideration.

The Board also noted that in March 2012 faculties received a letter, from both the Senior Deputy Vice-Chancellor and the Chair of the Academic Board, which stated that “there are strong reasons for minimising changes at this stage” and “although the process for seeking approval to modify units and majors has been kept as simple as possible to facilitate any necessary submissions, it is important to emphasise that changes should be requested at present only where there is a compelling case for them”.

To this end, the Board considered change requests to the following honours specialisations and majors for implementation in 2014:

6.1. Faculty of Medicine, Dentistry and Health Sciences: Proposed changes to unit sequence of and units offered within the major in Pathology and Laboratory Medicine – Ref F29732, F29732, F31940, F31587, F29732, F31927, F31564

Members considered the following requests from the Faculty of Medicine, Dentistry and Health Sciences which proposed a change to the unit sequence of Level 3 units in the Pathology and Laboratory Medicine major:

(a) Deletion of units
The Faculty proposed that the following two units offered within the Pathology and Laboratory Medicine major be deleted: PATH3311 Biotherapeutics and Regenerative Medicine and PATH3354 Immunology and Immunopathology.

(b) Content change to units offered within the major
The content of the two units proposed to be deleted in (a) would be absorbed into PATH3303 Advanced Pathology and Laboratory Medicine (to be retitled ‘Pathology and Laboratory Medicine I’) and PATH3306 Integrated and Applied Pathology (to be retitled ‘Pathology and Laboratory Medicine II’).

(c) Change to credit points for PATH3302 Pathology: Human Oncobiology (to be retitled ‘Cancer Pathology’)
The Faculty has confirmed that PATH3302 Pathology: Human Oncobiology, which would be retitled to ‘Cancer Pathology’, has been inadvertently approved and recorded to be a 12 points unit. This was an error and it was proposed that the credit points be amended to 6 credit points.

(d) Change to unit sequence
The Board noted that the proposed amendments in (a) and (b) above, if approved, will reduce the number of available Level 3 units in the Pathology and Laboratory Medicine major from 6 (2 core plus 4 options) to
4 (all core). This was a consequential change to the unit sequence for the major (without altering its approved structure of 2+2+4).

The following feedback was noted in the ensuing discussion:

(i) In addition to the deletion of the two units listed at (a) above the units listed at (b) above should also be deleted and two new unit proposals be submitted in their place. In doing so consideration should be given to incompatibilities.

(ii) That the assessment tied to outcomes statement for the unit PATH3302 Pathology; Human Oncobiology (to be retitled ‘Cancer Pathology’) should align with the assessment items.

RESOLVED – 8/13

to recommend to the Board of Coursework Studies that the proposed changes, as listed in (a) to (d) above, to the Pathology and Laboratory Medicine major be approved for 2014, subject to revisions in line with the above minuted feedback.

6.2. Faculty of Science: Proposed amendments to unit sequence of the Biomedical Science major – Ref F30505

The Board noted that the major in Biomedical Science shared the following two units with the major in Pathology and Laboratory Medicine: PATH3311 Biotherapeutics and Regenerative Medicine and PATH3354 Immunology and Immunopathology.

The proposed deletion of these two units, described in 6.1 (a) above, which were supported by the Faculty of Science, would in turn have an impact on the unit sequence for the Biomedical Science major. The Board agreed that consideration of any change to the unit sequence for the Biomedical Science be placed on hold until the changes proposed in 6.1 have been addressed to the satisfaction of the Board.

6.3. Faculty of Science: Proposed amendments to honours specialisations

Members considered the following two kinds of changes, where relevant, to selected honours specialisations:

6.3.1. Proposed amendment to the status of a unit taught in selected Honours specialisations – Ref F37306, F31442, F31439, F31444, F31445

The Faculty of Science has confirmed that SCIE4402 Data Management and Analysis should be offered as a core in the following honours specialisations: Agricultural Science, Conservation Biology, Environmental Science and Natural Resource Management. Therefore, it was proposed that the status of SCIE4402 Data Management and Analysis be changed from an option to a core in the above mentioned honours specialisations.

RESOLVED – 9/13

to recommend to the Board of Coursework Studies that SCIE4402 Data Management and Analysis be offered as a core in the honours specialisations listed above.

6.3.2. Proposed addition of options to selected Honours specialisations – Ref F31441, F31439, F31444, F31446, F31447, F31445, F31440

The Board considered the inclusion of existing Level 4 and Level 5 units as options within selected honours specialisations, as follows: Botany, Conservation Biology, Environmental Science, Geography, Marine Science, Natural Resource Management and Zoology.

The amendment, as justified by the Faculty of Science, was intended to open choices for students in related areas of study. However, the Board agreed that the proposed addition of selected options in the above honours specialisations not only widened students’ choices, but more importantly the proposed coursework units would provide a strong foundation for students to undertake their research project in the
relevant specialisation. Further, it was clarified that the uniqueness of the honours specialisation was evident in the structured research training units. The Board noted that (ENVT4406 *Catchment and River Processes* and SCIE5505 *Global Changes and Marine Environment*) were also proposed for offering as options within selected specialisations and confirmed that their acceptance in the relevant specialisation would be subject to revisions in line with feedback provided in items 5.2.2. and 5.2.3.

**RESOLVED – 10/13**

to recommend to the Board of Coursework Studies that:

- The units as set out in the agenda attachment, be approved as options within the honours specialisations listed above, from 2014;
- ENVT4406 *Catchment and River Processes* be approved as an option within the following honours specialisations: Environmental Science; Geography; and Natural Resource Management, from 2014.
- SCIE5505 *Global Changes and Marine Environment* as an option within the Marine Science honours specialisation, from 2014, subject to revisions in line with the minuted feedback provided in item 5.2.3.