

**FACULTY MEETING
SCIENCE, ENGINEERING AND TECHNOLOGY**

Minutes of the Faculty Meeting held at 10.30am on Wednesday 24 November 2004 by video-link from Room B102 in Hobart, Room L023 in Launceston and Room B119 at Burnie.

MINUTES

PRESENT

Professor J. Reid (Dean and Chair), Dr R. Berry, Mr R. Blythe, Dr C. Bolch, Mrs K. Bradford, Professor C. Buxton, Dr M. Cameron-Jones, Professor C. Carter, Professor R. Clark, Professor R. Coleman, Dr J. Dermoudy, Professor J. Dickey, Dr S. Ellingsen, Dr J. Ellison, Dr D. Fitzgerald, Professor L. Forbes, Mrs R. Gibson, Mr W. Goninon, Professor G. Hallegraeff, Assoc. Professor S. Jones, Dr A. Kelarev, Professor J. Kirkpatrick, Dr A. Koutoulis, Dr P. Lane, Dr M. Line, Dr A. Malau-Aduli, Professor B. Mapstone, Dr F. Martin, Dr K. Michael, Dr N. Mendham, Dr C. Mohammed, Dr J. Osborn, Dr E. Stratford, Dr A. Richardson, Dr D. Russell, Mr M. Sumner, Dr G. Unwin, Dr G. Walker, Mrs H. Williams, Dr R. Williams and Dr B. Yates.

A full attendance was not taken at Launceston. Ms N. Oliveira was present as Secretary.

APOLOGIES

Professor F. Bullen, Professor Y. Choi, Professor A. Crawford, Ms S. Carling, Dr G. Hannan, Mrs S. Jones, Dr B. Leon de la Barra, Professor T. McMeekin, Miss A. Parkin, Dr S. Shabala, Ms A. Tyson, Professor F. Vanclay and Mr V. Yap.

2. MINUTES

The minutes of the meetings held on 18 June 2004 and 5 November 2004, were taken as read and confirmed.

3. PROCEDURAL MATTERS

Items of other business raised:

- Access to CSL infrastructure, Launceston Campus (8.1)
- New Senior Position (8.2)

4. BUSINESS ARISING FROM THE LAST MEETING

There were no matters arising.

5. DEAN'S REPORT

The Dean reported on a number of matters, including:

2005 Budgets

The 2005 budget was ratified by the University Council on 19 November 2004. Three significant changes were noted:

1. implementation of a cost-based budget model over the next three years which is likely to impact largely on the Faculty.
2. the introduction of a more formal process of budget review akin to the government estimates committee process.
3. a new policy on carry-forwards where a combined 5% total carry-forward in the University Operating Budget (codes 10-40) was permitted. Wherever possible external earnings should be placed in contract and agreement accounts (codes 50 and above).

A summary of the 2005 Faculty Budget was included in the Agenda papers and the Dean provided an overview of the distribution processes.

2004 Enrolments

Overall, 2004 enrolments were pleasing. However, there were some weaknesses in DEST and RHD student load. Targets, it was noted, were substantially higher for 2005 (for which the Faculty and Schools had been funded) and therefore everyone must continue to work hard to increase load.

2005 Applications

Application numbers for 2005 were reported as being healthy, particularly, for the BPsych, BBiotech and BEnvSc. Applications for the BComp in Hobart, however, have dropped dramatically which is of major concern.

2005 Course and School Reviews

Reviews scheduled for next year are:

1. School of Architecture (including school-based programs - D3A, D3B, D4A, D4B).
2. School of Agricultural Science (including school-based programs - S3A, S3B, S4A, S6A, S6Y)
3. School of Zoology

6. FACULTY TEACHING & LEARNING COMMITTEE

Proposals for new courses, to be progressed in 2005, which were noted at the Faculty Getaway in July were the Bachelor of Marine Science and Bachelor of Environmental Science with Honours.

It was also reported that the Academic Senate had recently endorsed new course proposals for:

1. Associate Degree in Science – that builds on existing enabling units and seeks to encourage more mature-age students to take up studies in Science. It will also provide an exit point for students struggling to complete the BSc; and
2. Bachelor of Applied Science (Agriculture) with Honours - that provides a research avenue that previously did not exist.

Also, it was noted that amendments to the specifications and schedules for the BEnvSc had been approved. The main change was to increase the elective choices of students, thereby permitting up to 125% at Year 1 level.

7. GENERIC ATTRIBUTES (DR J DERMOUDY)

At the suggestion of the Faculty Teaching and Learning Committee, Dr Julian Dermoudy, was invited to discuss a draft policy on generic attributes that he had prepared.

Under the policy, it was noted that Schools would be required to construct two tables – a Generic Embedment Matrix (GEM) and a Generic Attribute Stratum Table (GAST) to illustrate the location, reinforcement, layering and general coverage of the generic attributes within the major/degree and unit. Further, the information on generic attributes to be taught, would need to be communicated to students in unit outlines.

During discussion of the policy, some of the following comments were made:

- the starting point should be at the School level and some Schools seem to be more advanced in the process than others;
- Schools shouldn't be restricted to the five generic attributes specified by the University (this is not suggested by the policy);
- 2 to 3 paragraphs in unit outlines should be devoted to generic attributes to demonstrate their relevance;
- an assessment of final year students should be undertaken to measure the awareness of generic attributes;
- generic attributes should be common to all graduands.

8. OTHER BUSINESS

8.1 Access to CSL Infrastructure, Launceston Campus

The Dean reported that through a successful LIEF bid a new \$700,000 scanner would be purchased for Hobart and the existing electron microscope would be offered to Launceston. Dr Bolch raised this matter seeking redress of the issue of CSL support for the Launceston campus.

8.2 New Chair of Computing

An appointment was expected in the near future.