



Minutes _confirmed

College of Health & Medicine and College of Science Education Committee

MEETING NO. 1_2022

DATE / TIME 21 February 2022; 12 pm

VENUE Zoom

ATTENDING

Anna Cowan (Chair)	Deputy Dean (Education) CHM/CoS
Alexandra Webb	Deputy Director, ANU Medical School, ANUMS
David Kramer	Associate Dean, Medical Education, ANUMS
Merryn McKinnon	Associate Director Science Education, CPAS
Brian Billups	Associate Director Science Education, JCSMR
James Borger	Associate Director Science Education, MSI
Maja Adamska	Associate Director Science Education, RSB
Mick Sherburn	Associate Director Science Education, RSC
Michael Ellwood	Associate Director Science Education, RSES
Liz Rieger	Associate Director Science Education, RSP
Katie Glass	Associate Director Science Education, RSPH
Joe Hope	Associate Director Science Education, RSPHys
Julia Ellyard	Associate Dean, Teaching & Learning, STLC, CHM
Juliey Beckman (arr. 1pm)	Associate Dean, Teaching & Learning, STLC, CoS
Chris Browne	Sub Dean, STLC, CHM/CoS
Sara Rapson	Sub Dean, STLC, CHM/CoS
Libbie Dinn	Student Administration Manager, CHM/CoS
Ilario Priori	Marketing & Communications Manager, CHM/CoS
Rowena Tayler-Henry	TELRG Representative, STLC, CHM/CoS
Shriya Vaka	Student Representative, ANUSA
Oliver Hervir	Student Representative, ANUSA

APOLOGIES Craig Strong, Associate Director Science Education, FSES
Mark Krumholz, Associate Director Science Education, RSAA
Anton Westveld, CBE Representative
Zihan Yin, Academic Competencies and Digital Capabilities

SECRETARIAT Caroline Chapman, Education Governance Officer, STLC, CHM/CoS

OBSERVERS Lillian Crombie, Executive Assistant DDE, STLC, CHM/CoS
Marian Irvine, Executive Officer DDE, STLC, CHM/CoS
Alison Scott, HDR Project Officer, STLC, CHM/CoS

Part 1. Procedural Matters

1.1 Welcome and apologies

The welcome and apologies received were noted as recorded above. The Chair welcomed new committee members, James Borger from MSI, Shriya and Oliver from ANUSA and noted that Zihan Yin (apology) was also a new member representing ACDC.

1.2 Minutes from previous meeting

The minutes from the previous meeting were endorsed as an accurate record of the meeting.

1.3 Matters arising from previous meeting

Meeting/Item	Description	Responsibility	Status	Comments
Meeting 4/2020 Item 7.6 & Meeting 3/2021 Item 4.3	Dean of Students Report & ANU Student Experience Survey	Chair	In progress	Anna Cowan to review and summarise both documents and return a summary of key points to be discussed in this Committee.
Meeting 3/2021 Item 4.7	Special Consideration	Education Governance Officer	In progress	The Education Governance Officer to prepare a document that can be circulated to course conveners as a means to gather information on different practices. The findings can serve as a starting point for a discussion and agreement on appropriate practices and adjustments. To be returned to CEC - postponed. Update CEC 1/2022: The Chair moved to remove this item from the matters arising. The DVC(A) has formed a working group on Special Consideration. This will impact associated policies and procedures, all of which will need to come through this Committee for feedback and implementation. No objections were received.
Meeting 6/2021 Item 1.1	Welcome and Apologies	Education Governance Officer	Complete	ACDC report to be added to the CEC agenda as a standing item in 2022.
Meeting 6/2021 Item 2.4	Report from the Deputy Dean Education	Anna Cowan	Complete	The Chair to circulate an email summarising the teaching delivery and OHS protocols for Spring, 2021 and Summer 2022.
Meeting 6/2021	Academic Integrity Incidents Report	Committee members	Complete	Committee members to send feedback, paying particular note to the dot points

Item 4.6				in the AQAC report recommendations, to science.curriculum@anu.edu.au by 17 Nov.
Meeting 6/2021 Item 4.7	Report of the Review of the Policy: English Language Requirements	Committee members	Complete	Committee members to send feedback to science.curriculum@anu.edu.au by 10 November
Meeting 6/2021 Item 4.8	Report of the Review of the Policy and Procedure: University Medal	Committee members	Complete	Committee members to send feedback to science.curriculum@anu.edu.au by 17 January

1.4 Starring of agenda items

Items 2.1; 2.2; 2.3; 2.4; 2.5; 4.1; 4.2; 4.3; 4.4; 4.5; 4.6; 4.7; 4.8; 4.9; 4.10; 4.11; 4.12; 4.13 were starred.

Part 2. Reports

2.1 Report from the Student Representatives

The new ANUSA representatives remarked that they were looking forward to the year ahead and working with this committee. A brief overview of priorities for the year include:

- Improving visibility of all STEM based clubs and societies.
- Improving engagement with joint colleges, for example through a series of events and collaborations with other societies.

Chair suggested to the ANUSA reps that they seek a meeting with the Manager, Student Administration who is a valuable resource in the College.

2.2 Report from the Marketing and Communications Office

Staff update: The Deputy Manager is returning from parental leave and the current acting DM will return to their role of recruitment officer.

General overview of plans and strategic direction for the year:

Consultation in 2021 with school directors and executives indicated a desire to focus on PG coursework recruitment activities and short courses/micro-credentials. Direction from Central is to focus on diversity. The College marketing activities will align with ANU strategy but will put extra effort into the PG cohorts (domestic and international) as there is more scope to focus on specific programs at the College level. In the undergraduate space, primary direction will be in Outreach activities (eg STEM boxes, NSWf, webinars, and uni wide events and quality content production to highlight the key value of our offerings.

Trials that were piloted last year with international high schools (India) will be scaled up to include more countries. (China and Vietnam) taking advantages of the international offices the ANU has in these countries. We will continue to participate in organised events with central such as agent expos, advise to prospective students, webinars and conversion activities

2.3 Report from the Academic Competencies and Digital Capabilities Team

No report received.

2.4 Report from the Education Fellowship Scheme Committee

The Chair noted that the [Education Fellowship Scheme](#) is a recognition scheme for teaching and learning that the ANU runs in association with the UK organisation Advance HE. Chris Browne is now the formal representative for CHM/COS on this committee. A detailed report will be circulated after this meeting but is also attached to the minutes as Appendix I. Key takeaways are below:

1. They are seeking to move towards a model where good standing needs to be demonstrated on a yearly basis, and will provide guidance on how this is achieved.
2. Intent to develop communities of practices.

Committee members were invited to contact Chris.Browne@anu.edu.au if they are interested in nominating an academic staff member to the scheme.

2.5 Report from the Technology Enhanced Learning Group

The Education Technologist has been in touch with relevant school contacts in relation to the quality assurance feedback survey for short and professional courses, that is in the final stages of development.

Points of discussion:

1. Courses that are offered in parallel with standard courses are evaluated by SELT and do not need to use this evaluation mechanism.
2. Schools will have access to the form template and can add or remove the titles of courses they want evaluated through this mechanism.
3. Only a small group of people, aligned with current SELT practices, will have access to the evaluation survey results.

The Education Technologist also provided a brief update on Wattle:

- [EdTech for Science, Health and Medicine Teaching Staff](#)
- [Wattle User Guide Manual](#)
- [Tiles Format for Wattle guide](#)

2.6 Report from the Deputy Dean Education

No report received. Items were discussed under new business.

Part 3. Minutes from other Committees

3.1 Medical Education Committee Meetings

Committee members endorsed the minutes.

3.2 CHM/CoS Higher Degree Research Committee

Committee members endorsed the minutes.

Part 4. New business

4.1 Curriculum Reform Green Paper

This paper has been developed by the Deputy Vice Chancellor (Academic) and presented at an Academic Board Workshop earlier this year. Outcomes of the workshop included ideas as well as concerns about

timelines and implementation. Committee members were invited to discuss how they and their schools would like to commence and be involved in the consultation process. It is important that the College engage so we can be part of the conversation and have our voices inform the outcomes. The Chair suggested three primary avenues:

1. Commencement of consultation by inviting the DVC(A) to a future Education Committee.
2. Open fora for general staff.
3. Schools to invite the DVC(A) to a local Education Committee for consultation.
4. Any other channels?

Points of discussion:

- Will CHM/CoS have representatives on the working groups referenced in the paper. The Chair noted that to date working groups have been formed by nominations.
- Will relevant support staff, such as administration or education governance specialists be included in the working groups as this group of people can provide additional insight to problem solving and implementation?

Action	Secretariat to invite DVC(A) Grady Venville to a future CHM/CoS CEC.
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4.2 ANU Teaching and Learning Strategy

The Chair will advocate for the inclusion of CHM/CoS representation in the workshops referenced in the strategy. We can also invite Pro-Vice Chancellor (Education and Digital), Maryanne Dever to this committee to commence the consultation process. Schools are welcome to set up local meetings at times that suits them. If there is need for broader engagement, the SLTC will organise some staff forms.

Action	Secretariat to invite PVC(Ed) Maryanne Dever to a future CHM/CoS CEC.
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4.3 Ernst and Young Future of Higher Education Report

This paper is being referenced in various fora by the Deputy Vice Chancellor (Academic), Dean (Academic Quality) and the Pro-Vice Chancellor (Education & Digital). Committee members are invited to read the report so they may be informed.

4.4 Academic Data Governance Principles

These principles have been drafted by a Sub Committee of Academic Board with a primary focus around privacy and confidentiality. The sub committee would like feedback on work that staff currently do that uses academic data, broadly defined, and whether these principles and this document will have implications for necessary University work and processes. For example, would it impact examiners committee meetings, grade release or similar. The intent of the paper is not to prevent us doing important day-to-day work but we have to identify and consider instances (and provide examples), where it might.

Action	To provide feedback to science.curriculum@anu.edu.au by 7 March 2022
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4.5 PhB Review Implementation Plan

Committee members noted the paper and were invited to contact science.curriculum@anu.edu.au with any observations or feedback.

4.6 Graduate Outcomes Survey

The Committee noted the reports. The Chair commented that her feedback during AQAC was that the recommendations of this survey should not be considered in isolation when discussing curriculum changes and

reviews. There are many ways to implement and measure outcomes from programs. Committee members were invited to email deputydean.scienceeducation@anu.edu.au with any observations or feedback.

4.7 Closure of ANU College

Committee members noted the paper. The Chair commented that the Diploma of Science is in teach-out mode after transferral of ownership from ANU wide to the College of Science. The College of Science is working with students admitted to the program by ANU College to ensure they can either complete the program or, alternatively, discontinue if this is their choice. Students who wish to progress with their studies are being enrolled in the parent version of the ANUC coded course and receiving additional tuition and support. The Sub Deans and Student Administration Team are working closely with schools who may have these students in their courses.

The Chair also noted that even though ANU College can no longer be used as a pathway for students who do not satisfy the academic or English language Requirements for admission to ANU programs, the University has recognised the need to identify alternative pathways and there is intent to set up a working group to explore options.

A proposed future diploma program, the Diploma of Health and Medicine, will no longer proceed.

4.8 Coursework Review Schedule 2022

Committee members noted the Schedule. The Education Governance Officer will contact schools that have programs listed in the schedule with further instructions and will organise the PSP data packs that support the reviews.

4.9 Revisions to definition of Specialisations as subplans

The Chair briefly summarised the 3 types of specialisation:

- Undergraduate specialisation that has a co-requisite major
- Honours specialisation
- Graduate coursework specialisation

The Chair and Education Governance Officer had the opportunity to review the list of CHM/COS specialisations prior to receipt of this paper for compliance. Only a few needed minor adjustments to align with the proposed definitions and the amendments were submitted in 2021.

Action	For committee members to provide feedback to science.curriculum@anu.edu.au by 10 March 2022.
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4.10 Academic Calendar 2023-2026

Action	For committee members to provide feedback to science.curriculum@anu.edu.au by 16 March 2022.
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4.11 Academic Integrity Rule Update

The Chair informed members that the New Academic Integrity Rule eForm is delayed therefore we will continue to use paper-based documents for now. Templates can be accessed via integrity@anu.edu.au.

4.12 ANU Education Policy Review Schedule – Overdue Policy Reviews

Committee members noted the Schedule. The Chair invited staff with particular interests in the policies under review and who may wish to be consulted, to let her know so that she might notify ASQO.

4.13 Formal Student Complaint and Appeal Resolution

Committee members noted the paper.

Part 5. Curriculum proposals

5.1 Program proposals

Committee members noted the proposals listed.

School	Item Code	Item Name	Item Action	Summary of request
RSPHys	CNTR, p216	Graduate Certificate Nuclear Technology Regulation	Program amendment	Apply missing GPA to admissions statement, adjust FOE and advice to students.
RSPHys	VENCH,p227	Master of Energy Change (Advanced)	Program amendment	Fix copy/paste error in admissions statement

5.2 Course proposals

Committee members noted the proposals listed.

School	Item Code	Item Name	Item Action	Summary of request
MSI	MATH8750	Maths Special Topic	Amend Course	Update course description, LO, IA and other fields
RSP	PSYC2009	Quantitative Methods in Psychology	Amend Course	Minor update to workload and textbooks
RSPHys	PHYS8009 P, 240	Master of Philosophy, Physics Thesis	New Course	To replace all other PHYS HDR courses
RSPHys	PHYS9009 P, 244	Doctor of Philosophy, Physics Thesis	New Course	To replace all other PHYS HDR courses

5.3 Professional, short course or micro-credential proposals

Committee members noted the proposals listed.

School	Item Name	Item Action
ICEDS	Options for Climate Change Adaptation and Mitigation in Africa	Short course, p 248
ICEDS	Grid Integration of Renewable Energy in Africa	Short course, p 254

Part 6. Other business

No items were raised under other business

Part 7. Next meetings

- 28 March 2022
- 16 May 2022 (deadline for review and accreditation of awards due for review in 2022)
- 21 July 2022, 12pm (deadline for program amendments and new subplan proposals: 2 June)
- 12 September 2022, 12pm (deadline for subplan amendments: 4 August)
- 31 October 2022, 12pm (deadline for course amendments: 8 September)

Summary of outstanding action items

Meeting/Item	Description	Responsibility	Status	Comments
Meeting 4/2020 Item 7.6 & Meeting 3/2021 Item 4.3	Dean of Students Report & ANU Student Experience Survey	Chair	In progress	Anna Cowan to review and summarise both documents and return a summary of key points to be discussed in this Committee.
Meeting 3/2021 Item 4.7	Special Consideration	Education Governance Officer	Cancelled	The Education Governance Officer to prepare a document that can be circulated to course conveners as a means to gather information on different practices. The findings can serve as a starting point for a discussion and agreement on appropriate practices and adjustments. To be returned to CEC - postponed. Update CEC 1/2022: The Chair moved that we cancel this item. The DVC(A) has formed a working group on Special Consideration, which will impact policy and procedure, which will come through this Committee for feedback and implementation. No objections were received.
Meeting 1/2022 Item 4.1	Curriculum Reform Green Paper	Secretariat	In progress	Secretariat to invite DVC(A) Grady Venville to a future CHM/CoS CEC.
Meeting 1/2022 Item 4.2	ANU Teaching and Learning and Learning Strategy	Secretariat	In progress	Secretariat to invite PVC(ED) Maryanne Dever to a future CHM/CoS CEC.
Meeting 1/2022 Item 4.4	Academic Data Governance Principles	All members	In progress	To provide feedback to science.curriculum@anu.edu.au by 7 March 2022

Meeting 1/2022 Item 4.9	Revisions to definition of Specialisations as subplans	All members	In progress	To provide feedback to science.curriculum@anu.edu.au by 10 March 2022
Meeting 1/2022 Item 4.10	Academic Calendar 2023-2026	All members	In progress	To provide feedback to science.curriculum@anu.edu.au by 10 March 2022

Meeting ended at 1pm



SUBJECT **CHM/CoS Education Committee 1/2022**

FILE REF. 2.4 Report from the Education Fellowship Scheme Committee

DATE 21 Feb 2022

AUTHOR Chris Browne

Key agenda items from EFS Committee 2022-1 meeting 14 Feb 2022

General note to ADSEs.

- Please consider encouraging academic and professional staff who have teaching support roles (teaching administration, learning support) to consider applying to the EFS. The EFS maintains a list of Fellows at all levels: <https://efs.weblogs.anu.edu.au/current-fellows/>

General updates

- The EFS Committee was made a sub-committee of TLDC in 2021.
- The EFS Committee has undergone significant change with professional staff moving on, and Academic representatives refreshed. All Colleges are represented, though CECS and CoL positions are currently vacant.

Accreditation

- The EFS program was reaccredited in Sep 2021 until Aug 2025
- This includes the:
 - Reflection on Experience (REX) pathway (common pathway for applicants)
 - Teaching in Medicine (TiM) pathway, which is a more conversational approach designed for clinicians to achieve AFHEA (only used in CHM)
- The REX pathway now requires a 'Professional Conversation' for SFHEA
- The concept of 'Good Standing' was part of the re-accreditation. It is hoped that this will help encourage ongoing relationships with EFS, through existing activities, such as mentoring and assessing applicants, and future activities.

Applications/Assessment

- The process for assessing applications has changed to involve a structure of 'Lead assessors' and 'Assessors'. Applications will be assessed initially by Assessors, with the Lead Assessor considering these as inputs for feedback and decision. This process is hoped to reduce turn-around on split decisions.
- The structural disadvantages for Casual Sessional Academics to apply to the EFS was raised, and issues related will be collated/considered ahead of the next meeting

Working Parties

- A small number of working parties were considered to undertake future work, including defining Good Standing, Fellowship events, College Champions, Communities of Practice, TiM enhancement, and SFHEA development.

Other business

- The concept of direct assessment was considered for purposes of expediting applications. No further action at this stage.