

A meeting of the College Education Committee will be held via Microsoft Teams meeting, and face-to-face in PHYS1300, at **10.00 am on Monday, 26 October 20.**

NOTES

#	Agenda Item						
1.	Acknowledgement of Kurna Land The Chair acknowledges that the Committee is meeting on the traditional country of the Kurna people of the Adelaide Plains, and that the Committee recognises and respects their cultural heritage, beliefs and relationship with the land and acknowledges that they are of continuing importance to the Kurna people living today.						
2.	Acceptances: Karen Burke da Silva, Anna Shillabeer, Carl Mooney, Cassandra Hood, Christopher Biro, Emma Mackenzie, Jeanne Young, Jodie Zada, Lerryn Pennell, Lorraine Karunaratne, Masha Smallhorn, Rachel Gein, Jamie Quinton, Veronica Ghee, Deb West, Sherry Randhawa, Rebecca Whitehead. Apologies: Imogen Marshall, Jacqui Troath, Ingo (interstate). <i>For noting</i>						
3.	Minutes Minutes of the meeting held on 31 August 20 <i>Recommendation: That the College Education Committee approve the minutes of the meeting held on 31 August 20.</i> Approved						
4.	Actions from last meeting, 31 August meeting [8-2020] <table border="1"> <tr> <td>Lerryn</td><td>Get CQAG meeting dates from Sherry/Anna and ensure Karen is invited to meetings <i>(completed)</i></td></tr> <tr> <td>Sherry</td><td>Speak to Peter Torjul re new course proposals tabled at 7-20 meeting <i>(completed)</i></td></tr> <tr> <td>Sherry</td><td>Look at all topics for ENGR2702 to see if all are needed before next meeting – reduce/merge some of the topics. Look at topics across all the Degrees. <i>(completed)</i></td></tr> </table>	Lerryn	Get CQAG meeting dates from Sherry/Anna and ensure Karen is invited to meetings <i>(completed)</i>	Sherry	Speak to Peter Torjul re new course proposals tabled at 7-20 meeting <i>(completed)</i>	Sherry	Look at all topics for ENGR2702 to see if all are needed before next meeting – reduce/merge some of the topics. Look at topics across all the Degrees. <i>(completed)</i>
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5.	Dean's update Karen and Deb spoke to EQC around the potential of an overarching Teaching & Learning Academy at University level and individual College Academies, similar to our STEM Academy. Putting together a process to get it established and Terms of Reference for an overarching governance framework. Looking to roll out the new University-wide Teaching and Learning Academy from beginning of next year, or by the end of this year. Individual Colleges will build their programs sometime during 2021. Working with Alistair to determine the major roles for our STEM Academy. 4 pivotal roles within the Academy. 1. Quality teaching – all offerings of high quality with a Director of Quality Teaching. 2. Student success – different programs, i.e. student clubs, orientation, girls in STEM, etc 3. Innovation of teaching & learning – to develop innovative online teaching, indigenising curriculum etc 4. Recruitment engagement and outreach. Many of current school-based programs, Open Days, short courses						

5.	Dean's update <i>(cont.)</i> 4 major areas of focus and also have 2 additional areas, much more personal. - The first would be Scholarly Activity that the teaching staff do, promotion and awarding of that and support for academics gain fellowships, award applications to fit under there, help the teaching specialist or any other academic who is going for an award or grant. - Our external profile where we are leading science reviews at other universities, applying to be editors of textbooks, strategic positioning of the STEM academy to the rest of Australia and potentially internationally as well. - Structure to now be formalised – expectations, role statement (clarity and expectations of the role) goals/programs that the Directors will run and support. Will offer leadership opportunities for the STEM Academy before next step up to TPD or Dean of Education. - Each section to have a Lead. Masha leading 2 sections and Hayden 1. Innovative practice section needs a leader. - Final week of semester to be wrapped up. Exams being organised – online and F2F. - Exam board dates to be set up. If DeanED wants Exam Board they can still be held. - It is a great opportunity to reflect and to discuss any potential issues that are happening and resolve them. - Science and Engineering CQAGS are up and running. Computer and Maths are on the way. - Program development is well underway for STEM 4.Zero curriculum review. All Course Coordinators have been contacted about the numbers in their courses. If there are less than 30 then advise if happy for it to become a major rather than a specialisation – if that is not a good approach, then give a good understanding as to why. - STEM 4.Zero is to improve efficiency of teaching across the College, but also to become more innovative in our practice and to improve the quality of our practice. For that reason, we need to cut back on the topics and courses. - New funding models are coming through. One is very much focussed on STEM and WIL style work and Flinders will have to put in a plan on how we want to teach STEM topics to non-STEM students, how we are going to grow our numbers in WIL and increase industry connections; \$4.5m for Flinders. We will get that money once we put in a plan and show that we have achieved the goals of that plan. Under the new curriculum, STEM4.Zero, everyone will have the chance to do a WIL topic. - STEM topics to non-STEM – STEAM topics for 4.Zero will hit the mark well. Topics designed to be attractive to non-STEM students, give them a basic understanding of STEM, how to survive in a highly scientific technological world that we live in, tackle some big global issues such as climate change. We have a lot of experience in this – our ideas so far are placing us in good standing to do this well.
6.	Academic Integrity - Progressing with a new model on how Academic Integrity will work in the Uni. - One overarching Academic Integrity Officer (AIO), who reports to the University Working group meetings and also an additional AIO based in each of the Teaching Programs. - Will have the overarching AIO on this Committee and the additional AIOs will report to the overarching AIO. Natural Sciences - Narelle Hunter Physics and Molecular Science – <i>yet to be confirmed</i> Engineering and Design – EOI to go out Computer Science and Maths - Carl will stay on and continue to be overarching AIO. - Most issues are within Computer Science & IT so good for the overarching AIO to be in that Teaching Program. - This semester we have had a lot of student complaints about assessment and wanting extensions. Significant complaining demanding S1 extensions to apply to S2.

7.	External Course Accreditation Reviews – status update • Still working on the CS/IT Accreditation – final full version has been submitted. • Ensuring FLO is up to date • It will be fully virtual this time. • Quietly optimistic but much work to be done.
8.	Course Quality Advisory Groups • Underway, engaged with a number of activities including STEM 4.Zero.
9.	Student Recruitment a) Domestic b) International Domestic • Esther on track with domestic recruitment. No report from Brett Wagner. International • First pilot to bring international students into Australia in conjunction with Adelaide University and UniSA. • New EOI to overseas students – list to prioritise who would benefit most. • 11 Science & Engineering students. 30-45 students to Flinders in all. Students coming in to begin in S1, 2021. They are already enrolled. ○ Of the 11, 3 are Bachelors, most are Masters/Graduate Diploma, most of them have been studying online. • Important to show how streamlined this can be. • The international students here on campus, are not going to be going home this summer. International office have asked us to come up with potential activities that we may be able to present to students in our College, to engage with academic or non-academic activities to appeal to students, or to work in labs, relevant work-related lab experience, or volunteer experience. Over summer period rather than during semester. ○ Additional student summer scholarships targeted to international students. These primarily go to domestic students but may be able to have some targeted to international students. ○ Matt Taverner is leading that program. ○ Non-Semester perhaps do a research topic etc. Masters projects can continue. Short courses or something internal. Action: Sherry, Anna, Karen to think about a program to offer for these international students who will not be going home. Action: Chris will provide an updated list from International Office of international students who are remaining in Adelaide, then we can reach out to them.
10.	Curriculum Review Update • Need to cut back on the number of courses we are delivering. • Cut altogether or would it better as a major in BIT, Bsc, BEng – may retain a couple of small courses. • Next step to put together programs with courses with the new structure that has been put together. • Next week big curriculum retreat with academic staff – will potentially build the new degrees and work out the new structure. Biggest hurdle will be timetabling – they are also attending the retreat next week. 1 x 3-hour session f2f each week.

10.	Curriculum Review Update (cont.) - Block teaching across the new curriculum. 2.5 days on campus is a great opportunity to work with current students – may increase engagement. - All courses to be mixed mode delivery – some will be fully online; others will be able to be taken in a mixed mode. All content and tutorials online but come in perhaps twice a semester to do their practicals. Flexible delivery. - For implementation in 2022. Paperwork to be completed by July 2021. - Meet with CC next week and then meet with CQAGs after that. Topic Coord will be brought in after that point. - Starting to work on what will be done with service teaching. For any changes to topics which we continue to co-service with CMPH we will engage them with that process; Karen Lower is working very closely with us. - Biggest hurdle will be timetabling, they will attend the retreat next week.
11.	Indigenous Education and Student Support - Council of Deans of Science put out a call for national indigenous STEM network, Jamie circulated to staff – only a small response; Jamie keen to establish something local. - Jean-Marc is our lead for indigenous responsibilities within Teaching & Learning and a number of people signed up for a national group that came out of the ACSME conference. - For more information contact Jean-Marc. Jean-Marc and Karen are on the national group. 60 academic staff members attended the cultural awareness training program that was done by the Kurna people. It was very successful; we hope to run again next year. - Looking at topic 'Caring as country'- we may deliver next year, as staff in HASS can no longer do it.
12.	Student Retention - Met recently about Orientation – next meeting 10 November. - Room bookings to be contacted about COVID numbers for it. Will be run over 2 days – depending on numbers for space. Good advantages with smaller discipline groups. Better opportunity to meet people they will be studying with. - Learning analytics/retention – end of S1 phone call outreach. Data from PAS beginning of Wk 3 was forwarded to Topic Coordinators and Course Coordinators, who contacted students who had low engagement. - We will be able to download the data ourselves next year. - Email outreach during SWOTVAC this year. - Help ensure we do not have many students that have progression issues. New progressions framework has been created for S1, 2021. It is proposed that 'Show cause' be renamed 'Formal review'. - Course Coordinators to follow up with students. Action: Chris to go back to Course Coordinators to see if they had had contact with students, how has the student responded. Bring report to the next meeting. Action: Chris and Masha to work together on how we can support these students from an administrative and academic point of view. Masha and 1 of the Teaching Program Directors to join the Student Progress Committee. 2 students to be on the Committee and at last 1 has to attend for there to be a quorum. CSE has 1 student representative. Action: Recruit 2 new students for the Student Progress Committee for next year.
13.	Honours Report - Recruitment sessions for both Science/IT/Maths. WIL Expo to be online. Engineering date to be finalised shortly. - A number of engineering students attended the IT/Maths Honours session.

14.

Course and Topic Approval**1. New Course Proposals****1.1. Doctor of Science**

- Form B: Full Proposal
- Form D: New course: Doctor of Science
- Form F: New Topic; STEM9xxx Higher Doctorate Study
- Supporting Documentation; Academic Senate Report

Approved.**2. COURSE CHANGE PROPOSALS****2.1. Bachelor of Science (Biotechnology)****Bachelor of Science (Honours) Biotechnology**

- Form B: Full Proposal
- Form J: Course Change; Bachelor of Science (Biotechnology)
- Form J: Course Change; Bachelor of Science (Honours)(Biotechnology)
- Form J: Course Change; Bachelor of Science (Honours) 1 year – Biotechnology
- Form F: New Topic; BIOL3xxx Bioinformatics
- Form F: New Topic; BIOL8xxx Bioinformatics GE
- Form K: Topic Change; BIOL3711 Plant and Algal Diversity
- Form K: Topic Change; BIOL8731 Plant and Algal Diversity GE
- Form K: Topic Change; BTEC3004 Environmental Biotechnology
- Form K: Topic Change; BTEC2001 Bioscience: From Bench to the Community, BTEC3001 Plant Biotechnology, BTEC3005 Integrating Biotechnology

New topic created 'Bioinformatics'. Taught as part of another Environmental Biotech topic; it has been taught previously. It is a very appealing topic to not only our science and engineering students but also to MPH students at both UG and PG level.

Changed Environmental Biotechnology to incorporate Plant Biotechnology; combining a couple of topics that used to be separate into one and also changing some aspects of Plant and Algal Diversity to become a Plant Biology topic which will appeal to organismal and as well as molecular biology students.

Streamlining, refocussing and building a better UG program which has flow-on effects into the Masters.

Approved**2.2. Science Honours**

- Form B: Full Proposal
- Form J: Course Change; Natural Sciences Honours
- Form J: Course Change; Computer/Information Technology Honours
- Form J: Course Change; Physics and Molecular Sciences Honours
- Form J: Course Change; Bachelor of Science (Honours)(Forensic and Analytical Sciences)
- Form J: Course Change; Bachelor of Design and Technology Innovation (Honours)
- Form F: New Topic; STEM7xxx – E Honours Research Project in STEM

Biology Honours/Environmental one – could be confusing with the same STEM prefix. For double degrees, the Honours project is done once.

Students would combine the two disciplines rather than do two different STEM Honours topics.

Action: Chris to go back to SAS team – to see if they know of any students that would apply to. Have there been enrolment issues?

The motivation behind this was partly done to reduce numbers of courses. Clare Pollock asked us to reduce the number of courses in our College; CSE have 5 times more than other Colleges.

Approved

2.3. COMP various Course and Topic Changes

- Form B: Full Proposal
- Form K: Topic Change; COMP1001/8701 Fundamentals of Computing
- Form K: Topic Change; COMP1002 Fundamentals of Computational Intelligence
- Form K: Topic Change; COMP3732/9732 Enterprise Cloud Systems
- Form K: Topic Change; COMP3771/9771 Advanced Database
- Form K: Topic Change; COMP8772 Web- Based Systems Development GE
- Form K: Topic Change; ENGR2871/9002 Cisco Certified Entry Networking Technician (CCENT)
- Form K: Topic Change; ENGR2872 Cisco Certified Network Associate (CCNA)
- Form K: Topic Change; ENGR9003 Cisco Certified Network Associate (CCNA) GE
- Form K: Topic Change; ENGR9881 Computer Networks GE
- Form F: New Topic; COMP8xxx Fundamentals of Computational Intelligence GE
- Form J: Course Change; Bachelor of Computer Science, Bachelor of Computer Science (Honours)
- Form J: Course Change; Bachelor of Computer Science, Bachelor of Behavioural Science (Psychology)
- Form J: Course Change; Bachelor of Engineering (Honours) – General Entry
- Form J: Course Change; Bachelor of Engineering (Computer and Network Systems)(Honours)
- Form J: Course Change; Bachelor of Engineering Science
- Form J: Course Change; Bachelor of Engineering (Software)(Honours)
- Form J: Course Change; Bachelor of Information Technology, Bachelor of Information Technology (Honours)
- Form J: Course Change; Bachelor of Information Technology - Online
- Form J: Course Change; Bachelor of Information Technology (Game Development), Bachelor of Information Technology (Game Development)(Honours)
- Form J: Course Change; Bachelor of Information Technology (Network and Cybersecurity Systems), Bachelor of Information Technology (Network and Cybersecurity Systems)(Honours)
- Form J: Course Change; Bachelor of Information Technology (Network and Cybersecurity Systems) - Online
- Form J: Course Change; Bachelor of Information Technology (Network and Cybersecurity Systems), Bachelor of Criminology
- Form J: Course Change; Bachelor of Science – Major Cognitive Science
- Form J: Course Change; Bachelor of Science – Major Computer Science
- Form J: Course Change; Bachelor of Science (Biodiversity and Conservation)
- Form J: Course Change; Graduate Diploma in Information Technology
- Form J: Course Change; Master of Information Technology
- Form J: Course Change; Master of Information Technology (Network and Cybersecurity Systems)
- Form J: Course Change; Master of Science (Computer Science)
- Form J: Course Change; Table C

Identified some small topics that do not work. This has been happening over the last year. Lining up for a better position next year.

Bring topics up to date, extra programming, AI, Enterprise Cloud changed and now Cloud is through all the topics, strengthen database teaching throughout the whole program to meet higher levels, so now will design and develop database systems and then how to use it.

CISCO certification topic –cannot teach CISCO online, so changed the name (it is not a CISCO certification topic). Our students can still take the certification at the end.

	2.3. COMP various Course and Topic Changes (cont.) 1210 topic (Cybersecurity for a Connected World) was developed specifically for the BAE Diploma. Now also being offered as part of our new Certificate in line with the Government's new initiatives. Certificate as a potential pathway into our UG Degrees, but the 1210 is not listed anywhere outside that Certificate, so want to add as an elective. No new topic but combine with existing. Certificate to do current 1st year Cyber topic, and credit if they move into that Degree. Anna & Karen to discuss offline. All COMP Course/Topic changes approved, except COMP1210, Karen will have further discussions with Anna about this one. 3. TOPIC CHANGE PROPOSALS 3.1. BIOL3701 Conservation Biology and Restoration Ecology - Form B: Full Proposal - Form K: Topic Change; BIOL3701 Main change – dropping 'Conservation Biology and' from the title, it will become Restoration Ecology. 3.2. ENGR3700 Engineering Practicum ENGR3710 International Engineering Practicum - Form B: Full Proposal - Form K: Topic Change, ENGR3700 - Form K: Topic Change, ENGR3710 To ensure the students do Engineering Project Management before they do their WIL placement. This is to tie the 2 topics together. 3.3. MATH1701 Mathematics Fundamentals A MATH1702 Mathematics Fundamentals B - Form B: Full Proposal - Form K: Topic Change, MATH1701 - Form K: Topic Change, MATH1702 Providing the required pathway for the new engineering and provide a maths scaffolding to enable them to complete the program in the time. Offer Maths Fundamentals A in the same semester. Overlay the 2 topics, some of part B requisites, included in Part A. Can be enrolled in both at the same time. To run both in both Semesters. Maths 1B runs in Summer. Approved.
15.	Library Report - Veronica, Library Manager for Learning and Teaching spoke about the draft strategy to support Learning and Teaching over the next 3 years. - Seeking feedback on the approach and endorsement if acceptable. Consolidating the thinking and work that is been done in the library. Also developing a research support plan.

16.	Curriculum Management Program - Lorraine gave a presentation on the Curriculum Management Program and will circulate the slides after the meeting. - CourseLoop will replace all paper-based templates currently used in the development of proposals for new and amended curriculum. - In the CourseLoop Governance Portal will be able to access Course/Topic changes that apply to each of the CEC meetings. Can search for any curriculum items containers. Key word search or use filters for College/Topic etc. - Handbook component will interface directly with the CourseLoop Curriculum Management System and will replace the current web text course rules and the topic information pages. It will be an absolute source of truth for approved curriculum information. - Curriculum Management system will officially 'go live' on 1 February 2021. - Handbook date not yet determined, but early 2021. - During December and January there will be demonstrations of the new CourseLoop Curriculum Management system and Handbook will be available for staff to attend. - FLO site being developed. Drop-in sessions will be held in February and March for any staff who want to learn more about the new systems. - Anyone with Q's to speak with Lorraine.
17.	Any Other Business Nil.
18.	Member Update Roundtable for Committee Members to provide update
19.	Executive Approvals for noting - nil Course and Topic Proposal Status Report
20.	Next Meeting The next meeting will be 23 November. 2021 CEC Meeting calendar invitations will be sent out soon. College staff meet face-to-face in PHYS1300, other Committee members via Microsoft Teams

Confirmed as a true and accurate record of the CSE College Education Committee Meeting held on 26 October, as circulated.



Chair

26/11/20

Date