

UNIVERSITY COURSES COMMITTEE Extraordinary Meeting No. 39

Unconfirmed minutes of the extraordinary meeting of the University Courses Committee held at 4.30 pm on Thursday, 4 September 2025 by videoconference.

Present:

Professor Graham Brown	Provost and Deputy Vice-Chancellor (Academic) (Chair)
Professor Janelle Wheat	Acting Chair (Pro Vice-Chancellor (Learning and Teaching))
Dr Prue Laidlaw	Deputy Chair, Academic Senate
Mr Mike Ferguson	Pro Vice-Chancellor, International
Mr Pete Greening	Acting Executive Director, Customer Experience
Ms Sandra Sharpham	Executive Director, Student Experience
Ms Rachel Stephens	Co-Director, Academic Quality, Standards and Integrity
Professor Lucie Zundans-Fraser	Deputy Dean, Faculty of Arts and Education
Professor Jenny Kent	Deputy Dean, Faculty of Business, Justice and Behavioural Sciences (DD, BJBS)
Associate Professor Brendon Hyndman	Acting Associate Dean (Academic), Faculty of Arts and Education (FOAE ADA)
Associate Professor Julia Lynch	Associate Dean (Academic), Faculty of Business, Justice and Behavioural Sciences
Associate Professor Christopher Orchard	Acting Chair, Indigenous Board of Studies
Dr Kelly Tribolet	Elected member, Faculty of Arts and Education
Dr Sabih-Ur Rehman	Elected member, Faculty of Business, Justice and Behavioural Sciences
Ms Rebecca Acheson	Nominated member, Educational Design Lead, Division of Learning and Teaching
Mr Simon Wakeling	Nominated member, Faculty of Arts and Education
Ms Amanda Lynch	Manager, Course Administration Team, Faculty of Arts and Education

Apologies:

Dr Michelle Eastwood	Elected member, Faculty of Science and Health
Mr Matthew Granfield	Executive Director, Customer Experience (EDCE)
Dr Annabel Matheson	Nominated member, Faculty of Science and Health
Ms Heather McGregor	Pro Vice-Chancellor, Student Success
Associate Professor Rachel Whitsed	Associate Dean (Academic), Faculty of Science and Health

Attendees:

Ms Clare Jonker	Director, Portfolio Strategy and Operations
Mr James Elibank-Murray	Manager, Course and Subject Accreditation (MCSA)
Ms Rebecca Fraudenfelder	Manager, Course and Subject Administration (FOSH)
Ms Lorraine Ryan	Associate Director, Future Student Engagement
Ms Kate Hayden	Manager, Governance (Minutes)

1. Welcome and Apologies

The Chair welcomed members and attendees.

The Chair respectfully acknowledged the traditional owners and custodians of the lands on which we live and work together. Charles Sturt University and its staff pay respect to Elders within First Nations communities and acknowledge the continuity of cultures, languages, leadership and knowledge systems. We acknowledge First Nations peoples' continuous connection to Country, recognising the unique, diverse identities and cultures of peoples in our communities, regions and nation. As such, we value the collaboration to strongly position First Nations peoples in our university, through languages, leadership, cultures, knowledge, research and ceremonies.

The Chair noted the nominations of Professor Jenny Kent and Associate Professor Brendon Hyndman to the membership of the University Courses Committee Standing Committee.

RESOLUTION UCC39/1 The University Courses Committee resolved to **approve** the nominations of Professor Jenny Kent and Associate Professor Brendon Hyndman to the membership of the University Courses Committee Standing Committee under clause 5.c. of the Standing Committee Membership and Terms of Reference.

2. Declaration of Interests

There were no declarations of interest.

3. FOSH Course Approvals

Faculty Boards (FB) provide endorsement of course changes within FB minutes and assure the UCC of the FBs consideration of issues, progress, and monitoring of associated actions.

Prior to the UCC meeting, members reviewed the Course Documents and recorded questions, comments, and suggested amendments via the comments field in CDAP. The UCC referred to these comments to guide discussion.

The UCC discussed the course proposals, and the following points were noted:

Graduate Certificate in Nursing (Aged Care) (Proposal – 42806)

- The decision was made to discontinue the Graduate Certificate in light of the revamp of the other postgraduate nursing courses, which included a range of specialisations.

Bachelor of Veterinary Technology (Proposal – 43150)

- Changes were made to clarify the entry requirements for students and to tighten up the entry requirements to make them commensurate with the ATAR level.
- The course would move to professional accreditation in the future.

Members discussed:

- The difference between veterinary nursing and veterinary technicians. The Acting ADA, FOSH confirmed that the veterinary technician qualification includes clinical research, as they can move into veterinary pathology with this type of course.

The qualification was in demand due to the crisis in veterinary care across the country and the need for middle-ranked veterinary technicians to assist veterinarians and do more than they currently do as veterinary nurses, which is the tech qualification, particularly given that veterinary science was the 4 – 5 year qualification.

- Members sought clarification on whether the proposed changes would impact the articulated pathway with GO TAFE. The Acting ADA, FOSH confirmed that the changes had been discussed with GO TAFE, noting the University's strong partnership with the third-party provider. GO TAFE had expressed its support for the changes.
- The curriculum mapping would need to be completed prior to the submission of the proposal to Senate.

Graduate Certificate in Health Service Management (Proposal – 42094)

- The proposal to rename the Graduate Certificate to incorporate 'Service' reflected current industry terminology, aligning with ongoing consultation with external advisory committees.
- The structure of the course was being changed in line with the approval of the new offering of the Master of Health, which included a range of specialisations.

- The changes would enable students to transition from the Graduate Certificate into the Masters program, establishing a clear academic pathway while enhancing alignment with current industry needs.

Members requested that the Field of Education (FoE) be included prior to submission to Senate.

New Graduate Diploma of Mammography (Proposal – 43647)

- The new Graduate Diploma of Mammography course proposal was urgent due to the University's partnership with Breast Screen Australia (BSA). The course was previously offered between 2014 to 2021. BSA had requested that the course be reactivated to address issues associated with the gap in the number of its staff qualified to do the breast screening. Subject to the endorsement of the Committee, the proposal would be expedited to the Academic Senate Standing Committee (ASSC) for approval.
- It was proposed that the course be reactivated for between 2 to 3 years before retiring it again.

Members discussed:

- Whether the course would continue if there was an ongoing need for the qualifications. The Acting ADA, FOSH, noted there was not an ongoing, sustainable and viable need for the course as it was only to be utilised by BSA to train up the current cohort of staff.

It was agreed that given the course was new and it would have a three-year comprehensive course review (CCR) anyway, the University could discuss the option to offer it on a rotating basis every three years with BSA, which would be useful for BSA's workforce planning.

The Acting ADA, FOSH, agreed to discuss the option with BSA as part of the three-year CCR, if not sooner and to note this in the submission paper to the ASSC.

- The Acting ADA, FOSH agreed to follow up on the curriculum mapping for inclusion prior to submission to Senate.

ACTION UCC39/1 Arrange for the Accreditation-Coursework proposals and Major Change Coursework proposals in CDAP to be updated in consideration of the University Courses Committee's feedback prior to submission to Academic Senate. [Acting ADA, FOSH].

RESOLUTION UCC39/2

The University Courses Committee resolved to **endorse** and **recommend** to Academic Senate the following Accreditation-Coursework proposals for approval, subject to completion of any amendments requested:

- Graduate Certificate in Nursing (Aged Care) Proposal – 42806
- New Graduate Diploma of Mammography Proposal - 43647

RESOLUTION UCC39/3 The University Courses Committee resolved to **endorse** and **recommend** the Major Change -Coursework proposals to Academic Senate for approval, subject to completion of any amendments as requested:

- Bachelor of Veterinary Technology Proposal – 43150
- Graduate Certificate in Health Service Management Proposal - 42094

4. Next Meeting

The next meeting of the University Courses Committee was scheduled to be held from 9:00 am – 11:00 am on Wednesday, 22 October 2025 by videoconference. The agenda for this meeting closes on 3 October 2025.

There being no further business, the meeting concluded at 4.50 pm.

Signed as a true and accurate record:

Chair

22 October 2025

Date