



COLLEGE REPRESENTATIVE COUNCIL

(CRC) 6

Tuesday, 11th August 2015

6pm

Prepared by Monique Langley-Freeman on the 13th August 2015



MINUTES - COLLEGE REPRESENTATIVE COUNCIL (CRC) 6 2015

Tuesday 11th August 2015 6pm, ANUSA Boardroom

Item 1: Meeting Opens and Apologies

Meeting opens at 6:05pm

1.1 Acknowledgment of Country

1.2 Apologies

- Tom Lingafelter
- Lilly Hancock
- Johnson Chen
- Serena Lyu

Item 2: Minutes from the Previous Meeting

Motion: to pass minutes from the previous meeting:

- Mover: J. Webb
- Seconder: E. Hoiberg
- Motion passed.

Item 3: Executive Reports

3.1 Presidents' Report (B. Gill) [Reference A]

Taken as read. Key items to note:

- Changes to Student Assessment Course Policy
 - Approved at academic board
 - Revision of a 'hurdle'
 - Pass the assessment to pass the course
- UEC
 - Big push to get student consultation
 - Academic calendar length
 - Preference for 12 week semester, 2 week mid-semester break
 - 2 week mid-semester break is beneficial to students
 - Content will be made available online for review – there is not really losing out on teaching
 - SELTS

- Flagged for 'Other Business': How we can best provide feedback as officers of the association

Questions: none

Motion: to accept the President's report

- Mover: A. Patajo
- Seconder: E. Roberts
- Motion passed

4.2 Education Officer's Report (J. Webb) [Reference B]

Taken as read, key items:

- NDA is 19th of August, 2015.
 - There will be a speak out and BBQ
 - **ACTION**: Need helpers – volunteer!
 - **ACTION**: Sign up to Thunderclap if you're comfortable doing so
- Constitutional reform
 - Still waiting to hear back from other uni's unions

Questions:

- E. Hoiberg: What's the aim of the NDA? Aiming at anything specific?
 - J. Webb: Similar messaging to last one. C. Pyne is beginning to renegotiate with backbenchers and take money away from Newstart – opposing this stuff.

Motion: to accept the Education Officer's report

- Mover: J. Lawson
- Seconder: E. Hoiberg
- Motion passed

Motion: to move the chair to the President so the General Secretary may give her report

- Mover: A. Norris
- Seconder: A. Patajo
- Motion passed

4.4 General Secretary's Report (M. Langley-Freeman) [Reference D]

Taken as read, key items:

- CRC and SRC
 - Everyone please submit your reports on time
 - Note: thanks Science Reps!
 - Early reports means agenda is released earlier
 - Then we have higher transparency which is good
- There will be a roster for who will take minutes in following Council Meetings!
- OGM
 - 12:30pm, Wednesday August 20th in MCCT6
- Honours Working Group:
 - Hopefully try to build some internal/external honours policy throughout the colleges.
 - **ACTION**: Would love input from college reps and gen reps on this

- Use this feedback to build parameters for the working group
- Meeting is at **2pm Friday**
- Return of the mentor groups
 - Table of mentor groups there if you want to have a
 - Message Monique if you want to be moved groups

Question:

- A. Patajo: Was there a reason why the OGM had to be in the Science Carnival?
 - M. Langley-Freeman: Counted weekends as business days, meant that we didn't give enough notice so we had to schedule things then
- A. Patajo: Disappointment expressed.
 - M. Langley-Freeman: Apologies

Motion: to accept Gen Sec report:

- Mover: G. Imperial
- Secunder: A. Norris
- Unanimous
- Motion Passed

Motion: to return the chair to the General Secretary

- Mover: E. Hoiberg
- Secunder: L. Ma
- Unanimous
- Motion Passed

Item 5: College Representative Reports

5.1 CAP Representatives' Report [A. Norris and T. Murphy] [Reference E]

Motion: to move CAP report to after item 5.5

- Mover: A. Norris
- Secunder: E. Hoiberg
- Unanimous
- Motion Passed

5.2 CASS Representatives' Report (A. Biggs and L. Ma) [Reference F]

Apologies that no report was submitted. Key things to note:

- Alix sat on Cass Teaching Enhancement Grant Committee
 - Distribute \$10,000 of grant money to teaching initiatives
 - Only \$2,000 distributed 'cause teaching is bad
 - Reopening the submissions as well
- Alix is speaking at John XXIII College
 - Large number of new resses: wanted a CASS orientation speech from an ANUSA Rep.

Questions:

- E. Hoiberg: What was the funding for?
 - A. Biggs: Enhancements outside of curricula. Enhancements to undergraduate learning to students.
 - One approved: gender reading course. Coming from lecturers, teachers in college.
- A. Patajo: Did you approach Johns or did Johns approach you?
 - A. Biggs: They approached me.
 - A. Patajo: I was approached too.

Motion: to accept the CASS representatives' report

- Mover: E. Roberts
- Secunder: G. Imperial
- Motion Passed

5.3 CBE Representatives' Report (J. Chen and S. Lu) [Reference G]

Reps in apology

5.4 Joint College of Science Representative's Report (A. Patajo) [Reference H]

Taken as read. Key items:

- Thank Jasmine for all her work post resignation
- National Science Week
 - Women in Science breakfast now a cocktail night

Questions

- E. Roberts: Do you have to buy a ticket to the cocktail night?
 - Albert: Nope the event is
- L. Ma: Will there be a Friday night party?
 - A. Patajo: Mr. Wolf maybe, but we couldn't use SEEF money. Would have to cater as well – fell through because of logistical reasons.
- E. Deegan: Where and when is the cocktail night?
 - A. Patajo: Uni House, Friday evening

Motion: To accept the JCoS rep

Moved by Emma Deegan

Seconded by Tom Murphy

No one was against

5.5 College of Law Representatives' Report (M. Lingerfelter and B. Morgan) [Reference I]

- Staff consultation hours
 - Money will be spent on this
 - Staff will put forward a time, ANUSA will cater
 - A "try to get to know your lecturer" thing
 - Casual atmosphere
- Speakers
 - Talk about mental health – Federal court judge who has struggled with mental health
- JD Online
 - Diversion of resources
 - Changes the way that the ANU law degree is viewed
 - Student concerns have been expressed
 - Fine-tuning is needed in the future
 - Beginning in 2016
 - Happy to take any questions
- Well-Being committee
 - Meeting steering committee of CoL
 - Retreat is being organised
 - Facilitate a dialogue between staff and students
 - Report will be produced

- Student Managed Investment Fund
 - Any involvement from CoL?
 - Meet with innovations, ANUSA, law, etc.
 - Financial accountability and liability
 - Whether ongoing legal consultancy is viable

Questions:

- E. Roberts: will consultation hours replace hour of lecture?
 - M. Lingafelter: Lecturers already have drop-in sessions, pick one and cater and everyone is going to go and eat pizza and things
- A. Patajo: Mark Nolan wants to see an update on breaking the BTFS report. Will you guys write another report?
 - B. Morgan and M. Lingafelter: Should be written at retreat
- J. Buchanan: Concerns about online JD, what are they?
 - M. Lingafelter: I expressed some personal reservations and concerns on the impact that JDO will have on perceptions of law degrees, on teaching and academic integrity
- G. Imperial: Who's going on the retreat?
 - B. Morgan: I am going. Steve Bottomley formed the Well-Being committee. Asked for expressions of interest, 16 students, 19 staff. Who can go depends on logistics.
 - M. Lingafelter: Time they proposed is bang on in exams.
- E. Roberts: Re: speakers, Federal Court Judge to speak about depression – is that coming from well-being steering committee or from ANUSA?
 - M. Lingafelter: Coming from us as ANUSA College Reps.

Motion: to accept the CoL report.

- Moved by E. Roberts
- Seconded by H. Hu
- Motion passed

5.6 CECS Representatives' Report (E Campbell and E Deegan) [Reference J]

Taken as read, key items:

- Gender equality council
 - Involve ANUSA CECS reps
- Ideas for budget expenditure
 - Fridge for Ian Ross

Motion: to accept the CECS representatives' report

- Mover: A. Patajo
- Seconder: J. Webb
- Motion Passed

Item 6: Discussion Items/Motions on Notice

6.1 Education Standards and Quality Committee (B. Gill)

M. Langley-Freeman: show of hands vote – do we want to discuss this now or provide feedback later?

- Unanimous to discuss now

Items for feedback

- Graduation documents and publications

- Discussion as to whether undergraduate names should be published in ceremony guides
- General sentiment is that this is a strange discussion, council in favour of printing names
- Possibility to have print on demand
- SACP
 - Turnitin
 - Growing trends of students opting out
 - Students haven't been providing hard-copies of their references – what are the ramifications for this?

Motion: To move to a committee of the whole

- Mover: B. Gill
- Seconder: E. Hoiberg
- Motion passed unanimously

Minutes not taken during committee of the whole – B. Gill to work feedback into submission to university. Items discussed include:

- *Recording of teaching activities*

Standing orders resumed at 7:11pm

Item 8: Other Business

- B. Gill: How best to receive feedback from the committee – getting low response to requests for email feedback.

Date of Next Meeting and Close

The next meeting of the Student Representative College is scheduled to be on Tuesday the 29th of September at 6:00pm in the ANUSA Board Room.

Meeting closed at 6.04pm



REFERENCE MATERIAL

COLLEGE REPRESENTATIVE COUNCIL (CRC) 6

Tuesday, 11th August 2015

PRESIDENT'S REPORT

Ben Gill

Items for Report

1. Academic Board
2. UEC 4 Feedback

1. Academic Board

To note that the Student Assessment (Coursework) Policy and Procedure were revised at Academic Board 4 2015.

The areas revised are outlined below:

- *Defined Assessment Criteria* – A recent student appeal in relation to a grade received for an assessment task on the basis that an ‘item specific marking rubric’ had not been provided for that particular assessment task has highlighted that clause 33 of the policy is ambiguous in terms of its intent. In particular it is not clear whether each assessment task should have a defined specific rubric or whether defined criteria can be used to assess student performance in assessment tasks, and if so, what these might be. As such, clause 33 has been revised to this extent and now states that student performance is assessed by defined assessment criteria published in the course outline for each task.
- *Hurdles Assessments and the Awarding of NCN grades* - The current wording about ‘NCN’ in the Student Assessment (Coursework) Policy can be confusing for staff in determining the appropriate grades and result in inequity in courses and detrimental to students’ academic records. The Policy has been simplified to promote consistency in grades across the University.
- *Review of Results* - At Meeting 2/2013 of the Education Standards and Quality Committee, the Committee endorsed a revision to the Student Assessment (Coursework) procedure to reflect that appeals are permitted on assessment items. For consistency between the Rules, procedure and the policy, and keeping with the intent of the discussions at ESQC 2/2013, clause 54 of the policy has been revised to clarify that appeals are permitted on individual assessment items, however that these appeals are to be considered after the release of the final grade.

2. UEC 4 Feedback

For the CRC to note that feedback has been provided to the University regarding the 6 items open for consultation following UEC 4 and flagged in CRC 5. See below for consultation process, including website stats:

- A summary of each item was drafted and published on ANUSA’s website (<http://www.anusa.com.au/have-your-say/>), including comment boxes for feedback

- The page had 889 views over the 3 week period
 - Average time spent of page was 2:18 mins
 - 86 pieces of feedback were received, majority for academic calendar.
- A call for feedback was included in the Associations newsletter in late July which is received by 99% of the UG population.

In regards to academic calendar majority of responses supported the 12 week semester and 2 week mid-semester break. However, this appears to be due to students valuing the 2 week break higher than a week of teaching. From the responses it was evident that students were concerned that a reduction in teaching weeks would result in a reduction in teaching content (which is not the case). As such, the University has noted that it needs to better promote that any reduction in teaching weeks will be done in parallel with making course content available online well in advance of the start of semester.

In regards to SELT, overall students supported the recommendations and there was a general understanding of the proposed move to pseudonymous feedback. Some concerns were raised around using class time for feedback and that mid-semester feedback should be anonymous as there was still potential for retribution by lecturer if negative.

The other 4 items (University Experience Survey, Internships Framework, Vertical Double Degrees and Research Led Education) did not receive any substantial feedback.

EDUCATION OFFICER'S REPORT

Jock Webb

1. NDA III

The NDA is next Wednesday, the 19th of August. It has been announced today that the government is looking to negotiate further with backbenchers to see if a bill with further amendments might pass the government. The numbers are tight, so with even a small change, such bill might pass the Senate. It's extremely important therefore to show that students do not support the deregulation of university fees.

The action will again take the form of a BBQ and speak out in Union Ct.

When: 12pm, August 19

Where: Union Ct

a. Thunderclap:

Please sign up to this Thunderclap, to help spread the word about the NDA. It will post from your social media the night before the NDA. It would be amazing, even if you cannot attend the event, if you could do your bit by signing up. The Thunderclap needs 100 signups to be URL: <http://thndr.it/1MCWYZ9>

b. Help on the day:

I'm looking for anyone who can help out on BBQs between 12 and 2, and also with the set up and pack down. Set up from 11, pack down until 2:30. This will involve setting up BBQs and sound system.

Please let me know after CRC if you are able to help, or email at sa.education@anu.edu.au

c. Spreading the word and postering:

If you live at a residence or are involved with a club or society, please let me know if you would be comfortable sharing with the groups.

If you are willing to help with some postering in the coming week, please also let me know and we can set some times.

2. Constitutional Reform Update

As mentioned in last week's CRC, I am looking into how the Education Officer and Vice President constitutional roles might develop in order to ensure that there is an executive member who explicitly deals with education matters both internal and external to the ANU. This role may be split, or combined within the one role. This would also include considering how executive members interact with Colleges Representatives.

As such, pending further input from other student unions/associations/guilds regarding their practices in this space, I will be asking for some feedback from all of ANUSA, and the College Reps in particular.

GENERAL SECRETARY'S REPORT

Monique Langley-Freeman

1. OGM

The OGM will be held on the 20th August at 12:30pm in MCC T6. Notice has been put out. If you wish to discuss any matters regarding the OGM (and general meetings broadly) then please feel free to come to me!

2. Honours Working Group

As of last meeting I am to chair an honours working group. It appears that there

1. There have been a large amount of academic appeals and problems coming to ANUSA from honours students
2. It appears that there is a great deal of confusion regarding honours policy, which could reflect:
 - a. A lack of cohesive policy and/or
 - b. Clear communication of policy to students
3. There appears to be very little cohesion between honours across various colleges. This problem can even be brought down to the school level, for example in CASS, where different schools have radically different policies
4. Honours students do not appear to be as engaged with ANUSA

In the initial meeting, I would like to sort through some of these key issues, in particular looking at various honours policies across the colleges to try and solidify in which areas we might make a meaningful impact this year. All college reps are welcome to come and have a chat about how you think we can begin to think this issue.

Follow up meetings will be open to all students.

Meeting: 2pm, Friday 14th August – ANUSA Boardroom.

3. Mentor Groups

We're bringing back mentor groups!

I have randomly allocated everyone to an exec member. If you wish to have your mentor changed then let me know. Additionally, if you have feedback regarding the mentor groups from last semester (especially with regards to structure etc.) please let me know.

ANUSA Mentor Groups Semester 2

Ben	James	Sophia	Monique	Jack	Jock
Em Roberts	Ebony Hoiberg	Thomas Lingafelter	Jed Buchanan	Helena Hu	Gabi Imperial
Lilly Hancock	Jacob Ingram	James Lawson	Alex Cox	William Ng	Jessica Wat
Kat Reed	Simon O'Toole	Elsa Merrick	Patrick Cordwell	Stephanie Willis	Arabelle Zhang
Alix Biggs	Tom Murphy	Alex Norris	Loren Ovens	Ben Morgan	Megan Lingafelter
Albert Patajo	Emma Deegan	Linda Ma	Emily Campbell	Richard Kong	Johnson Chen
			Serena Lyu		

4. Women in Leadership Survey

The survey for Women in Leadership was sent with the Alcohol Substance Abuse survey – we're hoping to get the two combined to maximise the chance of being taken. Included in that data is information regarding academic colleges, so hopefully I'll be able to provide some data in the near future regarding college engagement with female leadership.

JOINT COLLEGE OF SCIENCE REPRESENTATIVE'S REPORT

Albert Patajo + Richard Kong

National Science Week

Coming along swimmingly.
Have a jam-packed week lined up, schedule below.

ANUSA National Science Week						
Time	Monday	Tuesday	Wednesday	Thursday	Friday	
9:00 AM						
10:00 AM			Physics Market Day			
11:00 AM	TFA Cakes	Reptile Petting Zoo	Physics Market Day	Teach for Australia Presentation Science Carnival Preparation		
12:00 PM	TFA Cakes	Reptile Petting Zoo	National Day of Action Physics Market Day	Science Carnival / Dr. Graham Walker's Science Show		
1:00 PM		Reptile Petting Zoo	National Day of Action Physics Market Day	Science Carnival		
2:00 PM			National Day of Action Physics Market Day	Science Carnival Packdown		
3:00 PM			Physics Market Day			
4:00 PM						
5:00 PM						
6:00 PM			PARSA Event		Stargazing on Fellows Oval	
7:00 PM		Physics Society Pizza Night	PARSA Event		Stargazing on Fellows Oval	
8:00 PM		Physics Society Pizza Night	PARSA Event		Stargazing on Fellows Oval	
9:00 PM			PARSA Event		Stargazing on Fellows Oval	

We'll have an ANUSA Science Reps stall with a totally awesome Molecular Gastronomy Setup. Come along and have a really good time!

There's currently a pretty bulk BBQ scheduled for Thursday – the OGM is on at the same time but that's okay.

Careers Fair

Also in the works at the moment. To be held in Melville Hall. Science Society has taken point on this and we're mostly helping out in any capacity we can.

There's a Facebook event up – would appreciate if everyone invited all their friends to it to make us look popular!

COLLEGE OF LAW REPRESENTATIVES REPORT

Megan Lingafelter + Ben Morgan

Items for Report

1. Spending for Semester 2 – Consultation Hour catering
2. Wellbeing Subcommittee
3. Student Managed Investment Fund

1. Spending for Semester 2

Having allocated funding for staff consultation hours, we are in the process of purchasing food and distributing appropriately

2. Wellbeing Subcommittee

- Committee met to organise details for the retreat
- Meeting this Wednesday to confirm date and venue, as well as structure and itinerary for the retreat
- Working with the LSS Student Wellbeing Committee to ensure a high level of student representation

3. Student Managed Investment Fund

CBE looking to establish a student managed investment fund, providing an opportunity for students to gain practical skills and experience

- Looking into ways in which law students can be involved in the initial set-up of the fund, and the subsequent operation
- Spoken to ANUSA Lawyer and ANU Endowment, meeting with ANU Legal, Innovations, and academics in the field from CoL

CECS REPRESENTATIVES' REPORT

Emily Campbell + Emma Deegan

Items for Report

1. "Gender Equality" Council
2. Expenditure with ESA and CSSA

1. Gender Equality Council

The College has begun to set up a "Gender Equality" Council. We have been involved in a consultative sense, and fully support the initiative.

a. Details

It involves policy advice for the College, taking on the CECS mentoring program, hosting events, speakers etc. Also looking at the teaching staff, female academic and tutor numbers, along with female student recruitment.

b. Costs

Costs taken on by the College and hopefully sponsors next year too

c. Purpose

Gender imbalances (in both student and teacher numbers) and culture in the College make it trickier for girls to network or to expose themselves to older female mentors or role models.

d. Expectations

The College hopes to recruit, retain, and nurture more females.

e. Follow up

Further consultation with those running it, assistance with set up, discussion on how it can fit in and work with other groups on campus. Emily will likely be on the council next year.

2. Expenditure with ESA and CSSA

3.

We've been looking at ideas for our budget, as we have a lot left for this year. We've talked to both the ESA and the CSSA and have the following ideas.

a. Details and b. Costs

Fridge for the Ian Ross building as the College will not purchase one. It would be the ESA's responsibility, but would be used for all students. The old fridge broke and was never replaced. (~\$500).

For the CSSA, they have expressed interest in subsidising new hoodies for CS students or funding training for tutors in large courses.

c. Purpose

To support the societies to provide goods that are beneficial to the highest number of people.

d. Expectations

Both societies will be satisfied with the contribution, and all College members can access the resources.

e. Follow up

Discuss details with the Presidents.

Action Items

1. Investigate fridge options with the ESA [12 August]
2. Meet with CSSA President [14 August]

EDUCATION STANDARDS AND QUALITY COMMITTEE (ESQC)

Ben Gill

Feedback for the following is due 3rd September.

Items to Discuss

1. Recording of teaching activities
2. Graduation Documents & Publication
3. Student Assessment (Coursework) Policy

1. Recording of teaching activities

Education Standards and Quality Committee is seeking feedback on appropriate principles for a recording of teaching activities policy and procedure.

Background (taken from ESQC papers)

The Lecture Recording project was initiated to provide a service that enables academic staff to improve the delivery of their teaching services, enhance student learning and decrease the risk of lecture recording failures across the University.

ESQC 3/2015 discussed the desired approaches to the governance of recording of teaching activities, with members providing feedback on how the governance was to be managed.

The student feedback demonstrates a highly engaged student populace. In prior discussions regarding the capture of teaching activities, discussion has focussed on the lack of engagement students demonstrate through not attending lectures. The student feedback paints a starkly different picture. This feedback demonstrates an enthusiasm for review of lectures and an eagerness for familiarity with the content, the enabling of differently paced learning depending on need, that recordings allow multiple accesses to each lecture both at the time of revision for examinations and in the week that the lecture is recorded to clarify information and reengage, and the facilitation of better clash management both with other courses and occupational requirements.

Rather than recording hindering the educational experience as has been previously expected, it is apparent from the responses that it was a lack of recording that hampered the educational experience for these students and stymied the learning process. Delaying the release of recordings even to the end of each week introduced disadvantages, particularly for those in the student body that sought to immerse themselves in their learning experience through listening to lectures multiple times.

Principles

The following foundational principles are proposed for the development a policy and procedure for the recording of teaching activities:

1. That the provision of digital information provides a university service to students to enhance their educational experience. Students may have an increased need for these facilities where they may be:
 - a. Students with disabilities
 - b. Part-time students
 - c. Remote location students
 - d. Students catching up on the occasional missed lecture or clarifying lecture content
 - e. Students with a clash in their timetable
 - f. Students with English as a second language
 - g. Students revising for exams and completing assignments
 - h. Unsupported students with significant work commitments

2. That, consistent with the UEC resolution in 2009, the provision of digital teaching materials be mandatory, through one or more of:
 - a. Lecture recordings;
 - b. Lecture notes; or
 - c. Lecture slides.

3. That, consistent with the majority of the Group of 8, the data from the Semester 1 implementation, and the principal of sustainability, all teaching activities centrally timetabled in a venue with recording facilities will be automatically recorded if:
 - a. The teaching activity is associated with a Course Code
 - b. The teaching activity is not Hidden
 - c. The teaching activity is associated with one of the following Activity types:
 - i. Class
 - ii. Large Group Teaching
 - iii. Lecture
 - iv. Seminar
 - v. Studio

4. Course Conveners wishing to opt out of pre-scheduled lecture recordings for a course must apply to the Associate Dean for approval. Applications are considered on pre-determined criteria only.

5. Where recordings are made they are published to the learning management system automatically.

6. That the list of venues where automated recording occurs must be publicly accessible, and signage must be prominently displayed in venues where lecture capture occurs

7. An ad hoc recording may be used for any activity that is not prescheduled. Ad Hoc recordings are initiated and controlled from the lectern computer within the venue.

Please provide any feedback to sa.president@anu.edu.au by 3rd September

2. Graduation Documents & Publication

DSA is proposing to limit the publication of graduate names in the official graduation program to HDR graduates only (including thesis title). Currently, the program is produced in a very short timeframe; many late changes or adjustments to records leading into the ceremony are not represented in this publication due to publishing/printing deadlines.

It is proposed that the details of coursework graduates will be published on Graduate Search (<http://www.anu.edu.au/students/program-administration/program-management/graduate-search>) prior to the graduation ceremony. A QR code could be provided in the graduation programme for graduands and guests to navigate to the website via a QR code reader (e.g. smartphone, tablet).

Please provide any feedback to sa.president@anu.edu.au by 3rd September 2015

3. Student Assessment (Coursework) Policy

In Semester 1, 2015, a number of cases were raised where students elected not to submit through Turnitin, however did not submit hard copies of all references included in the assessment item.

In this instance, students were contacted and requested to submit the hard copies to ensure they complied with the policy, and the students did so.

As part of the discussion, a question was raised as to what the appropriate penalty would be if those students refused to provide hard copies of the references. The penalties suggested included a 10 mark penalty, or refusing to mark the assessment piece (and so awarding a grade of 0).

The Academic Standards and Quality Office provided the advice that refusal to mark the assessment piece would be appropriate, given that the policy statement was a requirement and that students had been made aware of the requirement and decided not to observe it. This also ties in to the inability of a marker of the assessment piece to appropriately verify the reference material without manually locating and reviewing the reference documents, an activity unlikely to be achievable given feedback timeframes.

This however did cause some concern both within the office and academic areas that the penalty may be inappropriately severe given the work that had been completed.

Based on this, the Committee is asked to review the requirement and consider what an appropriate penalty would be.

In addition, a minor amendment to clause 14 of the policy is proposed as below:

14. In rare cases where online submission using Turnitin software is not technically possible, or where not using Turnitin software has been justified by the Course Convener and approved by the Associate Dean (Education) on the basis of the teaching model being employed, students shall submit assessment online via 'Wattle' outside of Turnitin, or failing that in hard copy, or through a combination of submission methods as approved by the Associate Dean (Education). The submission method is approved by the Associate Dean and published in the course outline.

This provides clarity that the submission method, no matter the alternate format, is approved by the Associate Dean, and not just a combination of submission methods has to be approved.

Please provide any feedback to sa.president@anu.edu.au by 3rd September 2015.