Southern Cross University

Handbook
2001

Southern Cross University Handbook

This Handbook is issued with the authority of Southern Cross University. Copies of the Handbook may be purchased from The Co-operative Bookshop Ltd., Goodman Plaza, Southern Cross University, Lismore Campus (PO Box 5066, East Lismore, NSW, 2480), telephone (02) 6621 4484, facsimile (02) 6622 2960. The cost of the 2001 edition is $12.00 plus postage.

The content of this Handbook has been carefully checked to ensure it is accurate and up to date as at 1st September, 2000. However, the University accepts no responsibility for any error or omission. The University reserves the right to amend details without notice in response to changing circumstances or for any reason.

Reorganisation of University Structure

At the time of going to press, proposals for a reorganisation of the academic structure of the University from the beginning of 2002 were under active consideration. The course information in this Handbook is arranged in chapters relating to Schools and Colleges as they were structured in 2000.

School, College and course names for 2001 will remain as published in this Handbook. Updated information for 2002 giving the revised structure will be made available to students in due course and will be published in the 2002 Handbook.

Southern Cross University Addresses and Contact Telephone Numbers*

Lismore Campus

PO Box 157
(Military Road)
Lismore NSW 2480

Telephone	(02) 6620 3000
Facsimile	(02) 6622 1300
International	+61 2

Coffs Harbour Education Campus

Hogbin Drive
Coffs Harbour NSW 2457

Telephone	(02) 6659 3000
Facsimile	(02) 6659 3051
International	+61 2
Student Enquiries	
Telephone	(02) 6659 3777

Port Macquarie Campus

PO Box 858
(140 Horton Street)
Port Macquarie NSW 2444

Telephone	(02) 6588 3000
Facsimile	(02) 6584 1627
International	+61 2

World Wide Web Site

http://www.scu.edu.au

Student Administration

General Information	(02) 6620 3431
Internal, External and Postgraduate Students	(02) 6620 3451
Trimester Students	(02) 6620 3452
Facsimile	(02) 6620 4341

International Office

Telephone	(02) 6620 3876
Facsimile	(02) 6620 3227
International	+61 2

School of Business (*located at Coffs Harbour*)

Telephone	(02) 6659 3195
Facsimile	(02) 6659 3206

School of Commerce and Management

Telephone	(02) 6620 3835
Facsimile	(02) 6621 3428

School of Contemporary Arts

Telephone	(02) 6620 3894
Facsimile	(02) 6622 4172

School of Education

Telephone (Lismore)	(02) 6620 3620
Facsimile (Lismore)	(02) 6622 1833
Telephone (Coffs Harbour)	(02) 6659 3654
Facsimile (Coffs Harbour)	(02) 6659 3612

School of Exercise Science and Sport Management

Telephone	(02) 6620 3767
Facsimile	(02) 6620 3880

School of Humanities, Media and Cultural Studies

Telephone	(02) 6620 3831
Facsimile	(02) 6622 1683

School of Human Services

Telephone	(02) 6659 3309
Facsimile	(02) 6659 3103

School of Law and Justice

Telephone	(02) 6620 3109
Facsimile	(02) 6622 4167

School of Multimedia and Information Technology (*located at Coffs Harbour and Lismore*)

Telephone (Lismore)	(02) 6620 3029
Facsimile (Lismore)	(02) 6622 8098
Telephone (Coffs Harbour)	(02) 6659 3605
Facsimile (Coffs Harbour)	(02) 6659 3612

School of Natural and Complementary Medicine

Telephone	(02) 6620 3383
Facsimile	(02) 6620 3307

School of Nursing and Health Care Practices

Telephone	(02) 6620 3642
Facsimile	(02) 6620 3022

School of Resource Science and Management

Telephone	(02) 6620 3650
Facsimile	(02) 6621 2669

School of Social and Workplace Development

Telephone	Undergraduate: (02) 6620 3114
	Postgraduate: (02) 6620 3945
Facsimile	(02) 6622 4597

School of Tourism and Hospitality Management

Telephone (Lismore)	(02) 6620 3920
Facsimile (Lismore)	(02) 6622 2208
Telephone (Coffs Harbour)	(02) 6659 3212
Facsimile (Coffs Harbour)	(02) 6659 3144

College of Indigenous Australian Peoples

Telephone	(02) 6620 3955
Facsimile	(02) 6620 3958

College of Industry and Professional Education

Telephone	(02) 6620 3040
Facsimile	(02) 6620 3243

Graduate College of Management

Telephone	(02) 6620 3434
Facsimile	(02) 6621 2717

Graduate Research College

Telephone	(02) 6620 3172
Facsimile	(02) 6626 9145

Information Services

Telephone	(02) 6620 3182
Facsimile	(02) 6622 0093

♦ **Information Technology**
(Help Desk – Lismore)

Telephone	(02) 6620 3698
Facsimile	(02) 6620 3033

(Help Desk – Coffs Harbour)

Telephone	(02) 6659 3082

♦ **Library – Lismore**

Telephone	(02) 6620 3718
Facsimile	(02) 6620 3875

♦ **Library – Coffs Harbour**

Telephone	(02) 6659 3232
Facsimile	(02) 6659 3234

♦ **Learning Assistance**

Telephone	(02) 6620 3177
Facsimile	(02) 6622 0093

University Centres

♦ **Sydney**

Telephone	(02) 9240 1338
Facsimile	(02) 9240 1280

♦ **Clarence Valley (Grafton)**

Telephone	(02) 6643 2380
Facsimile	(02) 6643 2382

♦ **Gold Coast (Coolangatta)**

Telephone	(07) 5599 5011
Facsimile	(07) 5599 5014

♦ **Tweed (Murwillumbah)**

Telephone	(02) 6672 5609
Facsimile	(02) 6672 5970

* Other telephone numbers are included within the "Southern Cross University A-Z" section, in this Handbook.

NB STD rates are charged according to distance, time of day and length of call, and can apply to calls between numbers commencing with the same two digits (e.g. Lismore 66xx xxxx, Coffs Harbour 66xx xxxx).

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Summary of 2001 Principal Dates and Teaching Weeks

ACADEMIC YEAR

First Semester	26 February	–	22 June	**Trimester 1**	15 January	–	27 April
Classes	26 February	–	12 April	Classes	15 January	–	12 April
Study Week	16 April	–	20 April	Examinations	16 April	–	27 April
Classes	23 April	–	1 June	Non-Teaching Week	30 April	–	4 May
Study Week	4 June	–	8 June	**Trimester 2**	7 May	–	17 August
Examinations	11 June	–	22 June	Classes	7 May	–	3 August
Non-Teaching Weeks	25 June	–	20 July	Examinations	6 August	–	17 August
Second Semester	23 July	–	16 November	Non-Teaching Week	20 August	–	24 August
Classes	23 July	–	21 September	**Trimester 3**	27 August	–	7 December
Study Week	24 September	–	28 September	Classes	27 August	–	23 November
Classes	1 October	–	26 October	Examinations	26 November	–	7 December
Study Week	29 October	–	2 November				
Examinations	5 November	–	16 November				

TEACHING WEEKS

First Semester Week Number				Second Semester Week Number			
1	26 February	–	2 March	1	23 July	–	27 July
2	5 March	–	9 March	2	30 July	–	3 August
3	12 March	–	16 March	3	6 August	–	10 August
4	19 March	–	23 March	4	13 August	–	17 August
5	26 March	–	30 March	5	20 August	–	24 August
6	2 April	–	6 April	6	27 August	–	31 August
7	9 April	–	13 April	7	3 September	–	7 September
8†	16 April	–	20 April	8	10 September	–	14 September
9	23 April	–	27 April	9	17 September	–	21 September
10	30 April	–	4 May	10†	24 September	–	28 September
11	7 May	–	11 May	11	1 October	–	5 October
12	14 May	–	18 May	12	8 October	–	12 October
13	21 May	–	25 May	13	15 October	–	19 October
14	28 May	–	1 June	14	22 October	–	26 October
15†	4 June	–	8 June	15†	29 October	–	2 November
16#	11 June	–	15 June	16#	5 November	–	9 November
17#	18 June	–	22 June	17#	12 November	–	16 November

Trimester 1 Week Number				Trimester 2 Week Number				Trimester 3 Week Number			
1	15 January	–	19 January	1	7 May	–	11 May	1	27 August	–	31 August
2	22 January	–	26 January	2	14 May	–	18 May	2	3 September	–	7 September
3	29 January	–	2 February	3	21 May	–	25 May	3	10 September	–	14 September
4	5 February	–	9 February	4	28 May	–	1 June	4	17 September	–	21 September
5	12 February	–	16 February	5	4 June	–	8 June	5	24 September	–	28 September
6	19 February	–	23 February	6	11 June	–	15 June	6	1 October	–	5 October
7	26 February	–	2 March	7	18 June	–	22 June	7	8 October	–	12 October
8	5 March	–	9 March	8	25 June	–	29 June	8	15 October	–	19 October
9	12 March	–	16 March	9	2 July	–	6 July	9	22 October	–	26 October
10	19 March	–	23 March	10	9 July	–	13 July	10	29 October	–	2 November
11	26 March	–	30 March	11	16 July	–	20 July	11	5 November	–	9 November
12	2 April	–	6 April	12	23 July	–	27 July	12	12 November	–	16 November
13	9 April	–	13 April	13	30 July	–	3 August	13	19 November	–	23 November
14#	16 April	–	20 April	14#	6 August	–	10 August	14#	26 November	–	30 November
15#	23 April	–	27 April	15#	13 August	–	17 August	15#	3 December	–	7 December

† Study Week   # Examinations

Principal Dates for 2001

The academic year is divided into semesters and trimesters.

Semesters

Each semester is of 17 weeks' duration (numbered 1–17). Each semester comprises 13 teaching weeks, two non–teaching weeks and two assessment weeks. A four-week recess occurs between first and second semesters. The summer recess extends from mid-November to late February.

Trimesters

There are three trimesters (1, 2 and 3), each of 15 weeks' duration (numbered 1–15). Each trimester comprises 13 teaching weeks and two assessment weeks, and a non-teaching week occurs between each trimester. A five-week recess occurs from mid-December to late January.

Principal Dates

January   5   Board of Assessors (confirmation of final results) – Trimester 3

15   Trimester 1 Commences

17   Board of Studies – Graduate College of Management

16   School Boards –
Commerce and Management
Contemporary Arts
Education
Exercise Science and Sport Management
Humanities, Media and Cultural Studies
Human Services
Multimedia and Information Technology
Natural and Complementary Medicine
Resource Science and Management
Social and Workplace Development

17   School Boards –
Business
Law and Justice

Nursing and Health Care Practices

18   School/College Boards –
Tourism and Hospitality Management
Indigenous Australian Peoples

26   Australia Day Holiday

29   Final day for enrolment in Trimester 1 unit

29   Census date – Trimester 1

31   Final day to lodge First Semester application for re-admission (with $20 late fee)

31   Final day for lodgement of late re-enrolment form for 2001 (with $20 late fee)

February   1   Academic Board

9   Graduate Research Committee

16   Council

17-24   Enrolment Days – commencing internal undergraduate semester students (Lismore, Coffs Harbour and Port Macquarie Campuses, Gold Coast University Centre)

17   Graduation Ceremony (Port Macquarie)

19-23   Orientation

20   School Boards –
Commerce and Management
Contemporary Arts
Education
Exercise Science and Sport Management
Humanities, Media and Cultural Studies
Human Services
Multimedia and Information Technology
Natural and Complementary Medicine
Resource Science and Management
Social and Workplace Development

	21	School Boards – Business Law and Justice Nursing and Health Care Practices
	22	School/College Boards – Tourism and Hospitality Management Indigenous Australian Peoples
	26	**First Semester Commences**
	26	Final day to lodge First Semester 2001 course transfer application (with $25 late fee)
	26	Final day to lodge First Semester 2001 re-admission application (with $75 late fee)
March	1	Closing date for applications for re-admission for Second Semester (without late fee)
	8	Academic Board
	9	Graduate Research Committee
	9	Final day to vary enrolment to add First Semester unit without penalty/approval
	9	Final date to lodge re-enrolment form (with $50 late fee)
	9	Final day for withdrawal without failure – Trimester 1 units
	20	Board of Studies – Graduate College of Management
	20	School Boards – Commerce and Management Contemporary Arts Education Exercise Science and Sport Management Humanities, Media and Cultural Studies Human Services Multimedia and Information Technology Natural and Complementary Medicine Resource Science and Management Social and Workplace Development

	21	School Boards – Business Law and Justice Nursing and Health Care Practices
	22	School/College Boards – Tourism and Hospitality Management Indigenous Australian Peoples
	23	Final day to add First Semester unit, with late fee/approval
	31	Closing date for applications for re-admission for Trimester 2
	31	Final day for withdrawal from First Semester course/unit without incurring HECS liability
	31	HECS liability assessed – First Semester
April	6	Council
	6	Graduate Research Committee
	7	Graduation Ceremonies (Coffs Harbour)
	13	Good Friday
	16	Easter Monday
	16-20	Study Week
	16-27	Trimester 1 Examinations
	17	School Boards – Commerce and Management Contemporary Arts Education Exercise Science and Sport Management Humanities, Media and Cultural Studies Human Services Multimedia and Information Technology Natural and Complementary Medicine Resource Science and Management Social and Workplace Development

	18	School Boards – Business Law and Justice Nursing and Health Care Practices
	19	School/College Boards – Tourism and Hospitality Management Indigenous Australian Peoples
	20	Final day for withdrawal without failure – First Semester and year-long units (see Note 1)
	25	Anzac Day
	27	**Trimester 1 Ends**
May	3	Academic Board
	4	Board of Assessors (confirmation of final results) – Trimester 1
	4	Graduate Research Committee
	5	Graduation Ceremonies (Lismore)
	7	**Trimester 2 Commences**
	12	Graduation Ceremonies (Lismore)
	15	Board of Studies – Graduate College of Management
	15	School Boards – Commerce and Management Contemporary Arts Education Exercise Science and Sport Management Humanities, Media and Cultural Studies Human Services Multimedia and Information Technology Natural and Complementary Medicine Resource Science and Management Social and Workplace Development
	16	School Boards – Business Law and Justice Nursing and Health Care Practices

	17	School/College Boards – Tourism and Hospitality Management Indigenous Australian Peoples
	21	Final day for enrolment in Trimester 2 units
	21	Census date – Trimester 2
	25	Council
	31	Final day to lodge Second Semester course transfer application without penalty
June	1	First Semester Lectures Cease
	1	Final day for students who withdrew in First Semester to lodge an application for re-admission without late fee
	4-8	Study Week
	8	Graduate Research Committee
	11-22	First Semester Examinations
	11	Queen's Birthday Holiday
	22	**First Semester Ends**
	29	Final day for withdrawal without failure – Trimester 2 units
	30	Final day to lodge a Second Semester application for re-admission (with $20 late fee)
July	3-4	Board of Assessors (confirmation of final results – all Schools and Colleges) – First Semester
	5	Academic Board
	6	Graduate Research Committee
	17	Board of Studies – Graduate College of Management
	17	School Boards – Commerce and Management Contemporary Arts Education Exercise Science and Sport Management Humanities, Media and Cultural Studies Human Services Multimedia and Information Technology

Natural and Complementary
Medicine
Resource Science and
Management
Social and Workplace
Development

18 School Boards –
Business
Law and Justice
Nursing and Health Care
Practices

19 School/College Boards –
Tourism and Hospitality
Management
Indigenous Australian Peoples

20 Council

23 Final day to lodge Second
Semester application for re-
admission (with $75 late fee)

23 Final day to lodge Second
Semester course transfer
application (with $25 late fee)

23 Second Semester Commences

31 Closing date for applications for
re-admission for Trimester 3

August 3 Final day to add Second Semester
unit without penalty/approval

3 Graduate Research Committee

6–17 Trimester 2 Examinations

14 School Boards –
Commerce and Management
Contemporary Arts
Education
Exercise Science and Sport
Management
Humanities, Media and Cultural
Studies
Human Services
Multimedia and Information
Technology
Natural and Complementary
Medicine
Resource Science and
Management
Social and Workplace
Development

15 School Boards –
Business
Law and Justice
Nursing and Health Care
Practices

16 School/College Boards –
Tourism and Hospitality
Management
Indigenous Australian Peoples

17 Final day to add Second Semester
unit with late fee/approval

17 Trimester 2 Ends

24 Board of Assessors (confirmation
of final results) – Trimester 2

27 Trimester 3 Commences

31 Final day for withdrawal from
Second Semester course/unit
without incurring HECS liability

31 HECS liability assessed – Second
Semester

September 6 Academic Board

7 Graduate Research Committee

10 Final day for enrolment in
Trimester 3 units

10 Census date – Trimester 3

11 Board of Studies – Graduate
College of Management

11 School Boards –
Commerce and Management
Contemporary Arts
Education
Exercise Science and Sport
Management
Humanities, Media and Cultural
Studies
Human Services
Multimedia and Information
Technology
Natural and Complementary
Medicine
Resource Science and
Management
Social and Workplace
Development

12 School Boards –
Business
Law and Justice
Nursing and Health Care
Practices

13 School/College Boards –
Tourism and Hospitality
Management
Indigenous Australian Peoples

14 Final day for withdrawal without
failure – Second Semester units
(see Note 1)

21 Council

22 Graduation Ceremonies
(Lismore)

24-28 Study Week

October 1 Labor Day Holiday

12 Graduate Research Committee

16 School Boards –
Commerce and Management
Contemporary Arts
Education
Exercise Science and Sport
Management
Humanities, Media and Cultural
Studies
Human Services
Multimedia and Information
Technology
Natural and Complementary
Medicine
Resource Science and
Management
Social and Workplace
Development

17 School Boards –
Business
Law and Justice
Nursing and Health Care
Practices

18 School/College Boards –
Tourism and Hospitality
Management
Indigenous Australian Peoples

18 North Coast National Exhibition
Holiday

19 Final day for withdrawal without
failure – Trimester 3 units

26 Final day for lodgement of 2002
re-enrolment form without
penalty (semester students)

Oct. 29
to Nov. 2 Study Week

31 Closing day for applications for
re-admission to First Semester
2001

November 3 Second Semester Lectures Cease

5-16 Second Semester Examinations

8 Academic Board

9 Graduate Research Committee

13 Board of Studies – Graduate
College of Management

13 School Boards –
Commerce and Management
Contemporary Arts
Education
Exercise Science and Sport
Management
Humanities, Media and Cultural
Studies
Human Services
Multimedia and Information
Technology
Natural and Complementary
Medicine
Resource Science and
Management
Social and Workplace
Development

14 School Boards –
Business
Law and Justice
Nursing and Health Care
Practices

15 School/College Boards –
Tourism and Hospitality
Management
Indigenous Australian Peoples

16 Second Semester Ends

23 Council

Nov.   26
to Dec.   7   Trimester 3 Examinations

27-28   Board of Assessors (confirmation of final results – all Schools and Colleges) – Second Semester

30   Last day to lodge First Semester 2002 course transfer application without penalty

30   Closing date for applications for re-admission for Trimester 1, 2002

December   7   Trimester 3 Ends

7   Graduate Research Committee

Notes:

1.   For withdrawal in Professional Studies units in the Bachelor of Education course see Enrolment Rule 12(3).

2.   Dates of public holidays are subject to confirmation.

3.   *Education Practicum Dates*:*

Graduate Diploma of Education (Secondary)
First Semester: May 14 to June 1 – (3 week block)
plus 10 days throughout First Semester
Second Semester: August 6 to August 31 – (4 week block)

Bachelor of Education (Primary)
First Semester: No fixed practicum requirements
Second Semester:
First year students   October 15
(3 week block)   to November 2
Second year students   October 22
(3 week block)   to November 9
Third year students   October 22
(3 week block)   to November 9
(**NB** *Year 2 and 3 students to complete five additional single days – to be negotiated between student and placement school in second semester.*)
Fourth year students   August 6
(4 week block)   August 31

Bachelor of Technology Education
Second Semester:
Third year students only
Two days' orientation prior to block practicum
(Block Practicum)   November 12
December 7

4.   *Bachelor of Nursing*

First year students (Clinical Nursing Studies I and II) on campus clinical with some arranged clinical visits.

Second year students (Clinical Nursing Studies III and IV) attend practice second-weekly (two-day clinical experiences in local health agencies).

Second year students (Clinical Nursing Studies IV) attend two two-week or one four-week mentor-arranged clinical practicum (MACP) in hospitals either locally or at a distance (to be undertaken in breaks between First and Second Semesters of Year 2 and/or Second Semester Year 2 and First Semester, Year 3).

Third year students' (Clinical Nursing Studies V and VI) practicum requirements: attend second-weekly clinical practice in local health agencies as well as two three-week clinical blocks in hospitals at a distance from Lismore. Dates for the clinical blocks are:
First Semester   May 7 to May 25
Second Semester   October 1 to October 19

5.   *NSW School Terms 2001*

First Term   Monday, January 29
to Thursday, April 12
Second Term   Monday, April 30
to Friday, July 6
Third Term   Monday, July 23
to Friday, September 28
Fourth Term   Monday, October 15
to Thursday, December 20
Summer Vacation   Friday, December 21
2001 – 2002   to Friday, January 25

*   *Subject to confirmation.*

Principal Officers of the University

Chancellor

Lionel Edward Phelps AM, BA, MEd(Syd), DUniv(NE), FACE

Deputy Chancellor

Emeritus Professor Robert Henry Tufrey Smith AM, BA(NE), MA(Northwestern),
PhD(ANU), DUniv, FASSA, FAIM

Vice-Chancellor

Professor John Anthony Rickard BSc, PhD(Lond), CMath, FIMA, FAIM, FANZAM

Pro Vice-Chancellors

Professor Angela Christine Bailey Delves BSc(Hons), DipEd(Bath), PhD(Hull)
Professor Leon Zbigniew Klich BEd(Hons)(Nott), PhD(NE)

Executive Director of Administration and Secretary to University Council

Malcolm Hugh Marshall BA(CCAE), MBA(CQU), CPA, FTIA

Executive Director of Information Services

Professor Edward James Hann BSc(Hons)(UNSW), PhD(ANU), MAACB

Honorary Awards

The styles and titles shown are as at the date of award.

☐ Honorary Degree Recipients – Doctor of the University

1995

Emeritus Professor Edmund Rodolphe Treyvaud BCom, DipEd(Melb), MEdAdmin(NE), PhD(Nebraska)

Emeritus Professor Robert Henry Tufrey Smith BA(NE), MA(Northwestern), PhD(ANU), FASSA, FAIM

1996

His Excellency Rear Admiral Peter Ross Sinclair AC, AO, KStJ, DUniv(Syd), Governor of New South Wales

His Excellency the Honourable Sir William Patrick Deane AC, KBE, Governor-General of the Commonwealth of Australia

1997

Francis Sutherland Hambly AM, BEc(Adel), HonDLitt(LaT), FACE

Francis Charles Whitebrook MC, OAM, DipPE(STC), BA(Hons)(Syd), EdD(UCLA), FACHPER

1998

Tim Berners-Lee OBE, BA(Hons)(Oxon), Hon DFA(Parsons), Hon DSc(S'ton), DFBCS

Cherrell Hirst AO, MB BS, BEdSt(Qld)

The Honourable Barry Owen Jones AO, MA, LLB(Melb), DLitt(UTS), DLitt(W'gong), DSc(Macq), FAA, FAHA, FTSE, FRSA

1999

Robert Maurice Jules Marie Cailliau IrBWE(Ghent), MSc(Mich)

The Honourable Virginia Anne Chadwick BA, DipEd(N'cle)

The Honourable Andrew John Rogers QC, LLB(Hons)(Syd)

☐ Honorary Fellows

1995

Raymond George Bass BA, MEd(Syd), BEd(Melb)

Marjory Forsyth Yeates BSc(Syd)

Ronald Edward Parry AM, BSc, DipEd(Syd), BEd(Melb), HonDEd(VIC), FACE

1996

Eric Walker

Una Walker

1997

Sir Francis Thomas Moore AO, HonDLitt(James Cook), FAIM

1998

Edith Mary Hall AM

Gordon Keith Milne BA, DipEd(Syd)

Wolfgang Grimm AM

1999

George William Hanna BBuild(Hons)(UNSW)

2000

Catherine Mary McKimm LLB(ANU)

☐ Emeritus Professors

1999

Professor Geoffrey Grant Meredith AM, BEc, MCom, PhD(Qld), FCPA

2000

Professor Barry Ernest Conyngham AM, MA(Hons)(Syd), DMus(Melb)

Full-Time Staff of Southern Cross University as at 1st November, 2000

☐ VICE-CHANCELLOR'S OFFICE

Vice-Chancellor
Prof. J.A. Rickard BSc, PhD(Lond), CMath, FIMA, FAIM, FANZAM

Executive Officer
Vacant

Media Liaison Officer
R.H. Osborne BA

Personal Assistant to Vice-Chancellor
E.J. Mead

Functions Co-ordinator/Web Administrator
M.L. Hodgkinson – on leave to 10/2001

Administrative Assistant
K.M. Short

Administrative Assistant
L.M. Halliday

Receptionist
J.A. Ellis

☐ Office of the Pro Vice-Chancellors

Pro Vice-Chancellor
Prof. L.Z. Klich BEd(Hons)(Nott), PhD(NE)

- College of Industry and Professional Education
- Graduate College of Management
- School of Business
- School of Commerce and Management
- School of Education
- School of Human Services
- School of Law and Justice
- School of Multimedia and Information Technology
- School of Social and Workplace Development

Academic Administration Officer
A.R. Batts BA, DipEd(Syd)

Finance Officer
V.F. Surwald BA(NE)

Executive Assistant
D.C. Cooper AssocDipBus(Southwest TAFE)

Pro Vice-Chancellor
Prof. A.C.B. Delves BSc(Hons), DipEd(Bath), PhD(Hull)

- Centre for Phytochemistry
- Centre for Plant Conservation Genetics
- Graduate Research College
- School of Contemporary Arts
- School of Exercise Science and Sport Management
- School of Humanities, Media and Cultural Studies
- School of Natural and Complementary Medicine
- School of Nursing and Health Care Practices
- School of Resource Science and Management
- School of Tourism and Hospitality Management

Academic Administration Officer
M.H. Wilson BAppSc(CCAE)

Finance Officer
L.M. Coonan BFinAdmin(NE)

Executive Assistant
L.J. Graydon AssocDegMangt&ProfStudies

Administrative Assistant
Vacant

University Centres
Vacant
Co-ordinator, University Centre – Clarence Valley
B. Rothwell PhD(BathUT)
Centre Manager, University Centre – Gold Coast

R.L.Smith
Administrative Assistant, University Centre – Gold Coast

Vacant
Co-ordinator, University Centre – Tweed

☐ Equity and Student Support Unit

Director
A.J. Burrett BAppSc(CCAE),
BLitt(Hons)(Deakin), GradDipAdmin(Canb)

Equity Officers
H. Burnette BBus
A.C.M. Meredith DPM(MarkendaalCatholic
SocAcad), GradDipFinMangt(NE)

Project Officer
C. Donahoo

Administrative Officer
H.J. Callan

Dentist
P. Grunert DMD(Ruprecht-Karl)

Dental Assistants
W.M. Carey
N.C. Newton

**Indigenous Australians Employment Strategy
Co-ordinator**
N. Jenkins BBus, DipEd

Student Counsellors
S.K. Jackson BSc(Hons)(UNSW), MAPS
C.M. Michels DipPsych(TUBerlin)

Careers Counsellor
C.A. Holmes BA(Monash),
GradDipEd(Sec)(CSturt)

Financial Assistance Officer
M.M. Wood

Receptionist
J.E. Jeffries

Disability Liaison Officer
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International Student Adviser
J.M. Crawford MA(UNSW)

International Marketing Manager
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GradDipTeachLib(KCAE)

International Admissions Officer
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Student Support Assistant
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V. Ingham

Research Assistant
A.P. Faulkner

**Academic Programmes Division
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Administrative Assistant to Head
J. Olive

Senior Lecturers
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E.G. West DipT(SCVC), MEd(TasSIT)

Lecturers

W.G. Fisher BEd(JamesCook), BLegS(Macq)

G.F. Martin BA(Monash)

Associate Lecturers

E.A. Lewis AssocDegHlthSc(NE)

R.C. Lynwood BA(UNSW)

C. O'Brien BEd(MelbCAE)

G.J. Pettit AssocDipHlthSc(NE), BSocSc

M.L. Townsend-Cross BA

G.R. Woods BAppSc, DipEd

Administrative Assistant (Academic)

K.R. West

Administrative Assistant (External Studies)

J.L. Stephens

Student Support and Access Team Co-ordinator

L. Emzin DipCommMangt(Macq)

Administrative Assistant (Co-ordinator)

A.J. Olive

Administrative Officers

S.G. Reynolds

D.G. Williams

Aboriginal Access and Participation Administrative Assistant (Coffs Harbour)

Vacant

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Administrative Assistant

K.M. Short

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S.K. Sankaran BSc(Madr), DipInstTech(MadrIT), MEng(RMIT), PhD(SAust)

Lecturers

M.E. Askew BSc(Hons), MBA(Manc)

S.L. Marks BSc(Syd), BA(UNSW), GradDipORDist(UTS), MBA, MASOR, MANZAM

Manager, Administration and Finance

F.V. Carter BCom(Melb)

Co-ordinator, Courseware Development Services

D.T. Morgan DipT(DarwinIT), GradDipAppSc(VictoriaCol), MEd(NTU)

Finance Officer

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Marketing and Alumni Officer

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Administrative Officer

J.A. Saxon – on leave to 3/2001

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M.L. Laurie

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P.J. Price

L.L. Roberts

K.L. Williams BSc(UNSW)

Desktop Publishers
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Research Fellow
K.E. Jong MPH(Qld)

Research Assistant
R.J. Donnelly BAppSc(Hons)

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L.L. O'Sullivan

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D.L. Scurr

Laboratory Manager
T.A. Codrington AssocDipAppSc(QUT)

Accounting Officer
V.J. Watt AssocDipBus(TAFE)

Associate Professor
T.A. Holton BSc(Hons)(ANU), PhD(Melb)

Research Scientists
E.M. Ablett BSc(Hons), PhD(Qld)
G.A. Ablett BSc(Car), MSc(Qld), GrDipBiotech, GrDipEd(QUT)
P.C. Bundock BSc(Hons)(NE)
M.J. Christopher BSc(Hons), PhD(Adel)
A. Furtado MSc(Bom)
A. McLauchlan BSc(UTS)
M. Shepherd BSc(Hons), PhD(Qld)

Research Assistants
M.J. Cross BSc(UNSW)
N.A. Harker BSc(WAust), GradDipBiomedSc(Curtin)

☐ Cellulose Valley Technology Park

Executive Director
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Administrative Officers

C. Davis

M. Standing

Lecturers

M.F. Drever BComm(UWSN), GradDipTechEd(UTS), MEc(NE), ASA – Study leave 7/2001–1/2002

S.J. Kelly BAdmin(Griff), MBus

A. Parasuraman BBus(ECowan), PGDBus(Curtin), CPA, FTIA – Study leave 1/2001–7/2001

Associate Lecturers

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Project Manager – Coastline Project (Regional Telecommunications Infrastructure Fund)

G.R. Beggs

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Associate Professor

Vacant

Administrative Officer

S. Nourse BBus(NRCAE)

Administrative Assistants

D.L. Browning

S.L. Hando BCom(Qld)

L.P. Leeson

L.J. Nugent

M.P. Walker

Senior Lecturers

Y. Alizadeh BA(IAATeheran), MBA(StJohnsNY), DipFinMangt, MEc(NE), DBA, CPA

K.C. Dundas MCom(UNSW), MBA(UTA), DipEd(Syd), DipFinMangt(NE) – on secondment

J.C. Lane MCom(UNSW), AAMI

J.E. Walton BSc(Hons), MSc, PhD(NE), CMath, FIMA, CStat, FSS

Lecturers

R.J. Arnull MEc, DipFinMangt(NE), DBA, CPA

M.E. Askew BSc(Hons), MBA(Manc) – on secondment

P.R. Bakker BCom(SAfrica), MBus, ACA

L.J. Bowen BCom(Melb), GradDipEd(Hawthorn Inst), MEd(Deakin)

M.J. Christensen BA(Macq), MBA(UNSW)

D.M. Howard BA, MBA(Qld), PhD, AAMI, AAIEx

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N. Jayne BSc(Hons), PhD(Massey)

G.W. Lamberton BCom(Melb), MBus, ACA

S.L. Marks BSc(Syd), BA(UNSW), GradDipORDist(UTS), MBA, MASOR, MANZAM – on secondment

J.C. Phillips BCom(N'cle), GradDipAppSc (VictoriaCol), ACA

S.J. Rowe BBus(NRCAE), MA(SA), CPA

I.R. Sergeant BBus(RCAE), HDA

P.J. Vitartas BCom(UNSW), MBus

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T.L. Griffiths

Administrative Officer

G.S. Stroud

☐ Contemporary Music

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Senior Lecturer

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Lecturers

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P.J. Martin BA(LaT), MMus(Hons)(NE)

Associate Lecturers

L.M. Carriage BA(NE), AssocDipCreativeA(TAFE)

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A.J. Nankervis GradDipVisArts(GIAE), BAgEc(NE), MA(FineArts)

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Lecturers

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K.G. Ravenswood

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L.N. Lane DipA(PIT)

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T.R. Mosely BA(SCA)

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Administrative Officer

K.A. Little

Administrative Assistants

J.E. Adlington

C.E. Burton

J.L. Parry AssocDegSocSc

Associate Professor

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Senior Lecturers

J.A. Barrie BA, BEd(Qld), MEd, PhD(NE), AMusA, ATCL, MACE

W.R. Gilfillan BEd(SCVRusden), MEd(EdAdmin)(Adel)

L.J. Regan TCert(ArmTC), BA, MLitt(NE), MA(Hons)(Macq), MACE – on leave 4/2001–5/2001

K.W. Seemann BSc DipEd(Hons), PhD(UNSW)

W.H.L. Young TCert(N'cleTC), BA(NE), MEd(Flin)

Lecturers

J.F. Connelly DipT(NRCAE), BSocSc(NE), GDipEdSt, MEd(W'gong)

A.P. Graham DipT(CTCS), BEd(CCES), MEd(T&D)(NE), PhD

R.N. Jennings TCert(WWTC), BA(NE), GradDipIntSt(MtLCAE), MEd(Deakin)

B.A. Kean GradDipEdStud(NepeanCAE), DipEd, MA(Macq)

C.L. Stores BEd(NE), MEdSt(SAust) – on leave 1/2001–12/2001

E.J. Swan BDesign(Hons)(UTS), GradDipEd(Sec)(CSturt)

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R.P. Weatherby BPharm(Hons), MSc, PhD(Syd), MPS, MRACI, CChem

S. Zhou MEd(BeijingInstPhysEd), PhD(Melb)

Lecturers

D. Arthur BHlthSc(Hons)(NE), PhD

R.H. Booker BA, DipEd(Macq), GDMgt, MBA(UCQ), AIMM

T.J. Carroll BA(CCAE)

R.A. Meir AssocDipSptSc(NRCAE), BAppSc(CCAE), MA(Deakin), CSCS

J.L. Skinner DipT(Sec)(BCAE), BEd(QUT), MBA(Bond)

Senior Technical Officer

M.R. Fisher

Technical Officers

R.I. Baglin

C.E. Hartmann AssocDegHlthSc – on leave to 8/2001

Laboratory Assistant

T.N. Byrnes

Administrative Officer

C.A. Hayllar

Administrative Assistant

S.R. Mulcahy

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S. Fawns

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A.R. Hughes

Staffing and Finance Administration Officer

M.L. Stevenson

Administrative Assistant

E.R. Shead

Professor

Vacant

Associate Professor

H.I. Wilson PhD(Hawaii)

Senior Lecturer

Vacant

Lecturers

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R. Mills BA(Qld), PhD(Griff)

R.B. Offord BA(Syd), BA(Hons), PhD

I.R. Slade

A. Wessell BA(Hons), PhD(UNSW)

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A.S. Jones BA(Macq), GradDipComm(UTS)

P. Mann BA(Griff) – on leave

E.J. Oquist AssocDipCommSt(UWSM), BA

☐ SCHOOL OF HUMAN SERVICES

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Chair in Psychology

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K.A. Neef AssocDipBus(TAFE)

Administrative Assistant

T. Welsh

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D. MacLean BA, DipEd(Cant), MA(Massey), DipSocSc(Well), PhD(ANU), ACIS

Vacant

Lecturers

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J.E. Foster BSocSc(PIT), MSW(Melb)

E.M. Nuske BSc(Hons)(Salf), MA(Brun)

R.N. Van Der Veen BA(Wat), BSW(Hons)(Lake), MSW(JamesCook)

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Academic Programmes Co-ordinator

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Administrative Assistant

A.P. Binge – on leave to 5/2001

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J.T. Braby

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S. Yeo LLB(Sing), LLM(Hons)(Well), LLM(Hons), PhD(Syd), Barrister of the Supreme Court of New South Wales

Senior Lecturers

C.P. Campbell BBus(Comm)(QIT), MSc(Griff), PhD

G.E. Evans BA(Hons), SJD(Syd), DipEd(NE), LLB(UTS), Barrister of the Supreme Court of New South Wales

S.B. Garkawe BSc(Melb), LLB(Monash), LLM(Lond), Barrister and Solicitor of the Supreme Court of Victoria, Attorney-at-Law (California) – Study leave 2/2001–8/2001

Lecturers

P.A. Kelly LLB(Syd)

J.M. Nielsen BSc, LLB(Hons)(Monash), Barrister and Solicitor of the Supreme Court of Victoria, Solicitor of the Supreme Court of New South Wales, Member of the Roll of Practitioners of the High Court of Australia

A.T. Punch LLB(Syd), Barrister of the Supreme Court of New South Wales

N. Rogers BA(Hons), LLB(Hons)(Syd), LLM(W'gong), Solicitor of the Supreme Court of New South Wales – Study leave 7/2001–12/2001

A.L. Schillmoller BA(ANU), LLB(UNSW), Solicitor of the Supreme Court of New South Wales

F.G. Smith BL(Hons), LLB(Rhod)

Associate Lecturers

J.I. Cowley BA(UNSW), GradDipEd(UTS), BLegS(Macq), Solicitor of the Supreme Court of New South Wales and the High Court of Australia

E.L. Finch LLB(UTS)

H.A. Katzen BA(CapeT), LLB(UNSW) – on leave to 6/2001

L. Kelly BA, LLB(UNSW)

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T. Thorncraft

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Vacant

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Vacant

Lecturers
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J.P. Dimbleby BSc(Hons)(Leeds), GradDipEd(NCAE), MACS
J.G. Roche BSc(Syd), DipEd, MBA(Adel)
G.L. Stuart BSc(ManchesterPoly), MSc(Aston), MBCS

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H.B. Muggleston BSc(CalifStateLongBeach), DipNutDiet(Syd)
S. Brownie DipAppScNat(AcademyNatTherapies), GradDipSc(Otago)
H. Wohlmuth BSc(Macq), ND

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S.F. Miller AssocDipAppSc(NRCAE)

Teaching Clinic
Clinic Education Director
P.J. Orrock RN, ND, DBM, DipOsteopathy

Administrative Assistant – Teaching Clinic
V.B.S. Sidebottom

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Professor

B.J. Taylor RN, RM, AssocDipNursEd(CCHS), GradDipEdAdmin(HawthornInst), MEd, PhD(Deakin), FCN, FRCNA

Associate Professors

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S.J. Kermode RN, BA(MCAE), MHPEd(UNSW), PhD(NE)

Senior Lecturer

R.S.L. Lo RN, BA, MSc(W'gong), PhD(NE), MCN, ATCL, AMusA

J.A. Stevens RN, BA, PhD(UNSW)

Lecturers

J.A. Barling RN, RPN, DipAppSc(CCAE), BA(ANU), MNurs(Canb), MRCNA, FANZCMHN

K.M. Davis RN, RMRN, DipNeurosurgical/ NeurologicalNursing, BSc(Macq), GradDipEd(SCAE), MSc(Hons), PhD(UWSH)

V. Griffiths RN, BAppSc(TasSIT), MNurs(RMIT)

V.M. King RN, RM, BA(Melb), BHA, MNA(UNSW), FCN, FRCNA

C.W. Pursche RN, RMN, BScAgr(Syd), MLitt(NE)

Associate Lecturer

T.F. van de Mortel RN, ICCert(NSWCollNursing), DipNursing, BSc(Hons)(W'gong)

Technical Officer

G.C. Brooks

Administrative Assistants

T.L. Briggs

T.E. Brine

C.L. McKay

K.J. Symonds

☐ SCHOOL OF RESOURCE SCIENCE AND MANAGEMENT

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Secretary to Head of School

K.M. Toussaint

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D.G. Griffiths

D.J. Smith

Administrative Officer

S.K. Weiss

Professors

D.M. McConchie DipT(ChristchurchTC), MSc(Cant), PhD(WAust)

P. Saenger BSc(Hons), PhD(Melb), FLS – Study leave 1/2001–7/2001

J.K. Vanclay BSc(Forestry)(Hons)(ANU), DipCompSc, BA, DScFor(Qld), MSc(Oxf)

L.P. Zann BSc(Hons), PhD(NE)

Research Scientist

R.T. Bush BSc(Hons)(UNSW)

M.W. Clark MSc(Cant)

Associate Professors

W.E. Boyd BSc(StAnd), PhD(Glas)

V.J. Harriott MSc(Qld), PhD(JamesCook) – on leave to 2/2003

P.L. Harrison BSc(Hons), PhD(JamesCook)

L.A. Sullivan BScAgr(Hons), PhD(Syd)

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R.L. Goldingay BSc(Hons)(UNSW), PhD(W'gong)

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J.V. Smith BAppSc(Hons)(NSWIT), DipEd(SIE), PhD(UTS)

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Lecturers

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D.J. Bucher BSc(Hons)(Melb)

L. Davison BE, BSc, PhD(UNSW)

J.D. Nichols BSc(Oregon), MSc(Purdue),
PhD(NArizona)

M.B. Whelan BAgrSc(Qld) – Study leave 1/2001–
7/2001

Associate Lecturers

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K.H. Taffs BA(Hons), PhD(Adel)

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M.E.T. Egan BA(NE)

Laboratory Services

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P.G. Bligh-Jones BAppSc(NE)

M.P. Dawes BAppSc(ECowan), BAppSc(Hons)

C.A. Goodwin

R.E. Hagan BAppSc(NE)

R. Hasthorpe AssocDipAppSc(NRCAE)

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C.D. Taylor BA(Syd), AssocDipAppSc(NRCAE)

☐ Environmental Analysis Laboratory

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Laboratory Services

K.H. Farrugia BAppSc(NE)

J.L. Nolan BSc(N'cle)

K. O'Brien

☐ SCHOOL OF SOCIAL AND WORKPLACE DEVELOPMENT

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BalmainCollege), MEd(NE), PhD(Deakin)

Director of Postgraduate Studies and Research

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Administrative Officer

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K. Rennie (Acting Team Leader)
BMangt&ProfStudies

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GradDipExt(HAC), GradDipEdStud(MCAE),
GradDipDistEd(SACAE), MSc, PhD(Syd)

Senior Lecturers

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S. Hase RN, AssocDipNursEd(CCHS),
GradDipPsych(Tas), MA(Hons)(NE), PhD, MAPS

L.E. Jennings BA(Hons), DipEd(Macq),
GradDipRelEd(SACAE), MEd(Manit),
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Lecturers

L.W. Dunn DipT(MtGCAE), BA(Qld),
MEd(QUT)

K.J. Fisher BEc(Hons)(James Cook)

B.A. Griffin BA, MEd(NE)

B. Hall-Taylor BA, MEd, DipContEd(NE),
PhD(N'cle)

T.G. Lucas BSocWk(PrestonIT),
MSocWk(Monash)

D.W. McMurray DipT(STC), MA, PhD(Manit)

E.J. Porter DipT(SA), BA(Hons), PhD(Flin)

T. Walther BA(UNSW)

Associate Lecturer

R.M. Irwin BA(LaT) – Study leave 1/2001–7/2001

☐ SCHOOL OF TOURISM AND HOSPITALITY MANAGEMENT

Head of School
J.S.P. Hobson BSc(Hons)(OxfordPoly), MSc(Mass)

Administrative Officer
S.L. Clifford-Loomes

Administrative Assistants
E.M. Buckley
M.P. Jeffery DipT(NRCAE)
D.M. Naftzger

Production Unit Co-ordinator
E.M. Kronen – on secondment

Receptionist
Vacant

Associate Professors
G.P. Brown BSc(PlymouthPoly), MPhil(N'clePoly), PhD(TexasA&M)
N. Leiper BCom, MGenStud(UNSW), GradDipEd(STC), PhD(Massey)
P.C. Reynolds MPhil(HuddPoly), CertEd(Leeds Poly), NatDipHotelKeep&Cater(BirmCFDA), MHCIMA

Senior Lecturers
D.B. Carson BA(Hons), MA(CQU)
N.M. Douglas BA, PhD(Qld)
N. Hing BBus, MAppSc(NE), PhD(UWS)
V.S. McCabe CertEd(Lond), MBA(Aston), MHCIMA

Lecturers
H.S. Bassan BSc(Hons), MSc(Nair), MStats(Flor), FCCA, ASA
J.W. Buultjens BEc(Monash), DipEd(GIAE), BA, GradDipAgEc, MBus(NE) – Study leave Semester 2
M.I. Christensen BA, DipEd(Macq)
R.M. Derrett OAM, DipT(N'cleTC), MAppSc
K. Dimmock MEd(USQ), BBus(Hons)
R.J. Dowell GradDipOD(RMIT), AssocDipPersAdmin(PrahranCAE), MBus(VUT)

J.L. McGibbon BA(Hons)(Syd), MA(Chic), PhD(Macq)
I.A. Waller BBus(Qld), GDM(CQU)

Associate Lecturers
M.C. Day LLB(Syd)
M.A. Lawrence BBus
Y. Lee BBus(NE), DipEd(Flin), BA(Adel), MBus
C.J. Thompson GCertTT(NTU), MBus(VUT)

Internship Co-ordinator
M.A. Walo BBus(NE), MBus

☐ Centre for Professional Development in Club Management

Academic Co-ordinator
H.M. Breen BBus(Hons)(NE)

Administrative Assistant
D.E. Kerr BAppSc(NE)

☐ The Hotel School

Manager
P. Lewis BTeach, BEd, MM(UTS)

Lecturer
P.J. Weeks HND(OxfordPoly), GradDipEd(NE)

Associate Lecturer
P.H. Redman BEc(Syd)

☐ INFORMATION SERVICES

Executive Director
Prof. E.J. Hann BSc(Hons)(UNSW), PhD(ANU), MAACB

Executive Director's Secretary
Vacant

Administration Team
L.M. Morison BBus
Finance and Human Resources Officer
E.A. Pownall
University Librarian's Secretary
R.N. Earley
Administrative Officer

D.R. Armstrong
Receptionist/Administrative Assistant

University Library

A.M. Ransome BA(Hons)(Qld), DipLib(UNSW),
MA(Canb), ALIA
University Librarian

Library – Lismore

D.R. Stewart BA(LibSc)(KCAE), ALIA
Library Services Manager

J.R. Fletcher BEd(Melb), ALIA
Network Services Librarian

L.I. Reed BA(Syd), DipLib(UNSW) – on leave to
3/2001
Head, Lending Services

A. Watson
Senior Librarian, Cataloguing

G. Bramley-Moore BA, DipEd(UNSW),
MLS(PrattInst), ALIA
Senior Librarian, Acquisitions

J.P. Baker
Lending Services

S.E. Charik AssocDipA(TAFE), ALIATec
Collection Services

E.T. Cook AssocDipA(NE), AssocDipA(TAFE)
Lending Services

M.A. Doolan AssocDipA(TAFE), ALIATec
Lending Services

M.A. Edgar BA, DipEd(Macq),
GradDipLibSc(KCAE)
Reference

M.A. Flanagan BA(NE), AssocDipA(TAFE)
Lending Services

D.A. George BA(UNSW),
GradDipAppSc(Lib&InfoMgt)(CSturt)
Collection Services

N.L. Hall AssocDipA(TAFE)
Lending Services

S.M. Hill AssocDipA(TAFE)
Collection Services

J.L. Impey BA(Syd), DipEd(STC),
GradDipLibSc(KCAE)
Collection Services

B. Jefferis
Lending Services/Collection Services

G.L. Kimmins AssocDipA(TAFE), ALIATec
Lending Services

J. Knopke BSc(Qld), GradDipLibSc(QIT), ALIA
Reference

T. Ledgerwood AssocDipAppSc(ECowan)
Collection Services

C.A. Rogers AssocDipA(NRCAE),
GradDipA(CSturt), BA, DipEd(NE), ALIA – on
leave to 3/2001
Collection Services

J.M. Mewing AssocDipA(TAFE)
Collection Services

C.F. Lister
Lending Services

A.J. Mylrea AssocDipAppSc(NRCAE) – on leave
to 4/2001
Lending Services

T.F. Pedrazzini BSc(Griff),
GradDipLibInfoSc(RMIHE)
Reference

Vacant
Collection Services

M.M. Pembroke AssocDipA(TAFE)
Lending Services

R.J. Poole
Lending Services

N.E. Rennie BA(NE), GradDipLib(CCAE)
Reference

J.M. Smith AssocDipA(TAFE)
Lending Services

K.R. Wardell DipT(NRCAE), GradDipA(CSturt),
ALLG
Reference

M.A. Wheeler BA(Griff),
GradDipAppSc(Lib&InfoMgt)(CSturt), ALIA
Reference/Lending Services

S.E. Wheeler AssocDipA(TAFE)
Lending Services

D.W. Winwood
Reference/Lending Services

H.J. Wood
Information Management Officer

L. Zhang GradDipInfM(Melb), MA
Reference

Library – Coffs Harbour

See *Administrative Staff – Coffs Harbour*

Library Systems and Audiovisual Services

N.B. Moon TV(Marconi)
Senior Technical Officer

T.A. Lane BAppSc
Technical Officer

Information Technology

F. Archer BSc(Qld)
Director

M.R. Gillam
Manager, Operations

S.L. Cocks
Client Support Officer

C.V. Daily
Client Support Officer

K.L. Kloiser-Jones DipT(NSWTG),
GradDipEd(SA)
Client Support Officer

C.P. Steers BInfTech
Senior Client Support Officer

B.G. Thomas
Client Support Officer

Vacant
Manager, Infrastructure

M. Angel
Network Administrator

S.J. Bruggy BAppSc
System Administrator

D.J. Cook BBus
Systems Support Officer

Vacant
Client Technology Support Co-ordinator

J.P. Gormley
Senior Systems Administrator

L.J. Haber BAppSc
Team Leader

A.D. Hill BBus(NE)
Senior Systems Administrator

Vacant
Technical Support Officer

Vacant
Client Support Officer

T.Lane AssocDipIT(TAFE)
Project Manager – Telecommunications

P.J. Loadsman
Systems Support Officer

J.D. Miller
Technical Officer – Audiovisual Services

G.E. Oliver
Systems Administrator

M.K. Powell
Network Engineer

Vacant
Senior Technical Officer – Technology Support

L.J. Walford BAppSc(NE)
System Support Officer

G.R. Waugh
Systems Support Officer

M.T. Singleton MA, PhD
Manager, Southern Cross Online

V. Cohen BBus(NE)
Software Engineer

S.M. Gardner
Team Leader

Vacant
System Support Officer

S.P. Sawkins BA(Syd), GradDipEd(NE)
Online Research Officer

Vacant
System Support Officer

E.M. Kronen
Project Manager – Website

G.V. Muldoon BBus(NE)
Software Engineer

Computer Services – Coffs Harbour

See *Administrative Staff – Coffs Harbour*

☐   Teaching and Learning Centre

Professor and Director

M. Hayden BA, MEd(Monash), PhD(Melb),
MACE

Administrative Officer

S. Coleman

Senior Lecturer

S. Parry BBSc, DipEd, PhD(LaT) – Study leave
7/2001–12/2001

Lecturers

Vacant

C.J. Morgan BA(Syd), MDistEd(Deakin)

M. O'Reilly BSc(Hons)(UNSW), MOrgDev&Trg

J.J. Pittman BEd(ArmCAE), MEd(Griff)

J. Regan BEd(GIAE), MEd

S.J. Shaw BEd(LaT)

☐ OFFICE OF EXECUTIVE DIRECTOR OF ADMINISTRATION

Executive Director
M.H. Marshall BA(CCAE), MBA(CQU), CPA, FTIA

Executive Officer
D.B. Dare

Executive Director's Secretary
M.J. May

Statistics Officer
D.A. Johnston BSc(NE)

Statistical Assistant
A.F. Cameron BSc(Syd)

Publications Officer
G.R. Gow

Secretary, Academic Board
R.A. Fraser AssocDegLaw

Graduation Officer
A.L. James BHlthSc(NE)

Administrative Assistant
M.J. Bass

Receptionist
J.P. Underhill

☐ Finance Directorate

Director
S.M. Blackadder BCom(UNSW), CA

Director's Secretary
M.T. Sloane

Receptionist
J. O'Rourke

Financial Management
C.J. Toohey BBus(NRCAE), MBus, CPA
Accounting Manager
V.A. Farrelly BBus(NE)
Assistant Accounting Manager
R.L. Anderson BBus(NRCAE)
Assistant Systems and Budget Accountant

A.C. Scicluna BBus(NSWIT)
Finance Officer
K.G. Hudson DipT(Comm)(NSWIT), AssocDipSmallBusMgt(NRCAE), CPA
Accountant – Taxation and Payroll
Norsearch Company Secretary
C.A. Bagby
Debtors Officer
S.J. Arthur BCom(UNSW), CPA
Assistant Accountant Norsearch
Creditors Supervisor
G.W. Euston AssocDipBus(TAFE), BBus, MNIA, ASA
Accounting Officer
L.E. Cason
Debtors Officer
V.R. Smith MNIA
Accounting Officer
Vacant
Transactions Audit Clerk
J.M. Betts
Creditors Officer
G.A. Cadonetti
Creditors Officer
J.M. Scicluna
Creditors Officer
S. Stokes
Creditors Officer
M.S. King
Creditors/Payroll Officer
G.C. Gilligan AssocDipBus(TAFE)
Accounting Services Clerk
Vacant
Accounting Services Clerk
M. Bronks
Superannuation Officer
G.D. Layton
Payroll Officer
L.J. Wilcox BBus(NE)
Payroll Officer
P.J. Brown
Supply Administrator
T.J. Lyle
Stores Officer
A.J. Priest
Stores Officer

Facilities Management

M.J. Cooper
Facilities Manager

Vacant
Facilities Supervisor

D.M. Coster
Communications Administrator

S.D. Hudson
Communications Assistant

L.J. Rankin DipT(NE)
Communications Assistant (part-time)

A.C. Woodward
Communications Assistant (part-time)

B.R. Kelly
Communications Assistant

H. Miller
Courier

M.P. Flanagan
Tea Attendant

L.H. Tumbilis AssocDipAppSc(TropHort)(NTU)
Grounds Supervisor

B.J. McDonogh
Leading Hand (Grounds)

S. Barber
Grounds

B.J. Ellis
Grounds

S.A. Evans
Grounds

P.H. Gorry
Grounds

H.P. Crouch
Grounds

T.P. Hannan
Grounds

L. Baker
Apprentice (Grounds)

N.J. Blume
Apprentice (Grounds)

B.C. McGuffog
Apprentice (Grounds)

A.L. Moran
Apprentice (Grounds)

G.A. Williams
Apprentice (Grounds)

P. Woodward
Maintenance Officer

B. Beer
Maintenance Officer

R. King
Information/Vehicle Officer

B. Graydon
Information/Vehicle Officer

Vacant
Facilities Clerk

J.B. Buckingham
Facilities Assistant

P.E. Cicchinelli
Facilities Assistant

J. Foley
Facilities Assistant

University Conference Centre

J. Trollope
Centre Manager

☐ Marketing and Community Relations Directorate

Director

P.W. Cordery BEc, DipEd(NE)

N.M. Dawson BA(Monash)
Administrative Assistant

J.J. Austin BA(NE)
Marketing Publications Officer

G.W. Jeffery AssocDipSmallBusMgt,
BBus(NRCAE), GradDipSocSc(HRM)(NE)
Advisor – Prospective Students

D. J. Waddell DipA(QldCofA)
Graphic Design and Production

Marketing and Promotions Officer – Coffs Harbour
See *Administrative Staff – Coffs Harbour*

☐ Human Resources Directorate

Director

P. Waters GradDipHRM(MCAE),
GradDipFET(USQ)

Director's Secretary

T.L. Manning

H.R. Connellan
Administrative Assistant – Recruitment

G.M. Cox BA
Human Resources Officer – Recruitment

L.J. Dietrich
Administrative Assistant – Staff Development

S.A. Farquhar BSocSc
Human Resources Assistant – Classification/Employee Relations

B.M. Fowke BCom(UNSW), CPA
Human Resources Officer – Systems

D.A. Kildea BSocSc
Human Resources and Staff Development Officer

S.C. McFarlane GradDipOHS(N'cle)
Occupational Health and Safety Officer

Vacant
Administrative Assistant – Employee Relations

K.A. Mitchelson
Administrative Assistant – Employee Relations

L.M. Pike
Administrative Assistant – Recruitment

A.R. White
Administrative Assistant – Employee Relations

☐ Student Administration Directorate

Director
C.J.R. Rallings BCom(W'gong)

Director's Secretary
A. Jensen

Admissions Officer
J.E. Porter BA(Qld)

Enrolments Officer
M.H. Sanderson BSc(Syd), DipEd(STC) – on secondment

Examinations Officer
F.J. Wright BA(Macq), GDipIT(IS)(CSturt)

Internal Semester Team

Team Co-ordinator
P.C. Barnard AssocDipA(RMIHE), BA(NE), DipEd

Administrative
K.L. Bills
B.M. De Re BsocSc
D.A. Fry DipT(NRCAE)
P.M. Kennedy BA(NE)
I.G. Kopping BA(NE)
G.C. Platt

External and Postgraduate Team

Team Co-ordinator
W.E. Mills

Administrative
J.C. Coughran BA(NE), GCertCaseMgtClientService(Deakin)

K.L. Kloiser-Jones DipT(NSWTG), GradDipEd(SA) – on secondment

F. Wilson

Trimester Team

Team Co-ordinator
D.H. Cahill BBus(NE)

Administrative
M.C. Jennison BAppSc(CCAE)
G. Potts DipT(NRCAE)

Information Services Team

Team Co-ordinator
C.F. Macfarlane BSc(BrCol)

Administrative
N.K. Andrews
Vacant
N.N. Kliendanze BA(NE), GradDipArts, MA(VisArts)(Monash)
J.G. Robinson
V.J. Schram BSc(UNSW)

HECS and Fees Officer
J.P. Reynolds

Systems
C.J. Carr AssocDipBus(NRCAE)
J.D. Linklater
K.J. Pollard BSc(Hons)(NE)

☐ University Residential Services

Head
I.A. Khan BSc(Hons), MSc(KU), PhD(NE)

L.M. Conte BBus(NE)
Administration Officer

G.D. Thompson
Maintenance Officer

C.A. Stone BBus
Accommodation Officer

D.M. Sims
Administrative Assistant

Appointed on Annual Basis
Senior Resident Richmond College

Appointed on Annual Basis
Senior Resident Tweed College

Appointed on Annual Basis
Senior Resident Wilsons College

Residential Services – Coffs Harbour
See *Administrative Staff – Coffs Harbour*

☐ Administrative Systems Unit

Director
W.V. Kidd BTeach(UTS), MACE

Manager, User Support
M.C. Dean AssocDipBus(NRCAE), GradDipBus(RMIHE), GCertMgt(UWSN), MOrgDev&Trg

Database Administrator
L.J. Allen BAppSc, GradDipCompSt(CCAE)

Technical Support Officer
P. Corr BA(Exe)

☐ NORSEARCH LTD.
(A.C.N. 003 082 406)

☐ Project Administration Division

K.G. Hudson DipT(Comm)(NSWIT), AssocDipSmallBusMgt(NRCAE), CPA
Company Secretary

S.J. Arthur BCom(UNSW), CPA
Accountant

G.W. Euston AssocDipBus(TAFE), BBus, MNIA, ASA
Accounts Administrator

S.L. Power
Administrative Assistant

G.M. Cox BA
Human Resources Manager

☐ Conference Services

J. Burton DipT(ECowan), GradDipCommM(KCAE), MEd(T&D)
Manager – Conference Services and Project Administration

K. Hanna BBus
Professional Conference Organiser

J. McMurtry DipEd(MCAE), GradDipTourismM(UTS)
Professional Conference Organiser

☐ Communications Division

J.A. Watling
Reprographics Manager

R.J. Bennett
Production Officer

S. Black
Publications Officer – Southern Cross University Press/Assistant Administrative Manager Reprographics

S. Brooke
Production Officer

J.C. Flood
Production Officer

P.J. Wardell
Production Officer

R.C. Smith
Production Officer

G.P. Kelly BSc(ANU)
Computer Systems Manager

☐ ADMINISTRATIVE STAFF – COFFS HARBOUR

Director of University Studies
Prof. L.Z. Klich BEd(Hons)(Nott), PhD(NE)

Manager of University Services
J.M. Wallom BA(N'cle), DipEd(PNG)

Administrative Assistants
Y.M. Capell
J.A. Eckford
T.M. Smithers
L. Waller BA(Canb)

Facilities Assistant
V. Hagelstein

☐ Equity and Student Support

Student Counsellor/Disability Liaison
M.J. Waterman BA, DipAppPsych(Adel)

☐ Information Services

Library

J. Hibberd BA(Syd), DipLib(UNSW),
Library Manager

M.A. Woodcroft DipT(CCE),
GradDipLibSc(KCAE)
University Liaison Librarian

G.M. Jensen DipT(KGCAE),
GradDipAppSc(Lib&InfoMgt)(CSturt)
Lending Services Supervisor

J.C. Baker AssocDipA(TAFE), BBus
Library Technician - Lending Services

H.J. Martin AssocDipA(TAFE)
Library Technician - Lending Services

Computer Services

M.J. Bowen
Computer Services Manager

R.G. Lynch BA(MCAE), GradDipAppComp
(CQU)
Desktop Systems Administrator

H. Mehlert DiplIng(TUBraunschweig)
Desktop Systems Administrator

A.P. Hattam
Network Operations Engineer

B.A. Connor CertComProg, CNA, ACNA
System Support Officer

P.T. Austin BAppSc, CNA, ACNA
System Support Officer

L.M. McInnes BA(Syd), DipEd(DarwinCC), CNA
System Support Officer

M.A. Nelson AssocDegInfTech
System Support Officer

☐ Marketing and Community Relations

Marketing and Promotions Officer
J.D. Ström AssocDegMangt&ProfStudies

☐ University Residential Services

Administrative Assistant
L.N. Eather

Senior Resident
Appointed on Annual Basis

☐ ADMINISTRATIVE STAFF – PORT MACQUARIE

Director of University Studies

Prof. A.C.B. Delves BSc(Hons), DipEd(Bath),
PhD(Hull)

Campus Manager (Acting)
A.C. Haylett BSocSc

Administrative Assistant
Vacant

Glossary

The glossary provides definition of technical words or terms referred to in:

♦ the general requirements relating to admission, progression and assessment; and

♦ the Rules Governing Candidature for admission to a Degree or award of a Diploma, an Associate Degree or Certificate.

"Academic Board"

Means the body of that name appointed by the Council of the University.

"Advanced Standing"

Advanced Standing is recognition which may be granted to an enrolled student for other study at an appropriate institution or experience at a professional level in an area relevant to the current course. Advanced Standing shall be granted in terms of specified prescribed units of the course.

"Anti-requisite"

Means a specified unit that is deemed to have content that is too much in common with another unit, thereby prohibiting enrolment in the other unit either concurrently with the specified unit, or where the specified unit has been successfully completed.

"Appropriate Institution"

Means a university, college or other institution approved by the School/College Board of the relevant School/College.

"School"/"College Board"

Means the Board of the School/College which has academic responsibility for the relevant course.

"Candidate"

Means a person admitted to the University as a student and proceeding toward an accredited award of the University.

"Core Unit"

Means a unit which must be completed by a candidate in order to qualify for the award in which he or she is enrolled.

"Co-requisite Unit"

Means a unit which a candidate shall enrol in concurrently with another specified unit, or shall have completed prior to enrolling in the other specified unit provided that such requirement may be waived by the Head/Director of the relevant School/College.

"Course"/"Programme"

Means a programme of study the successful completion of which shall satisfy requirements for admission to a Degree or award of a Diploma, an Associate Degree or a Certificate.

"EFTSU"

Effective Full-Time Student Unit Load.

"Elective Unit"

Means a free choice unit drawn from anywhere within the University. Enrolment is subject only to any necessary pre-requisite or co-requisite, or to the availability of places.

"Independent Study Unit"

Means a unit undertaken by study without specific classes and/or on a topic not specific to any existing unit provided that such units may only be taken with the approval of the Head/Director of the relevant School/College.

"Major"

An approved combination of six or more units in a subject area. Twelve or more units constitute a double major.

"Major and Double Major"/"Minor"

Means a combination of units as prescribed in a table of qualifying units for a course.

"Module"

Generally, equates to one third of a unit and therefore completing three modules is equivalent to one unit.

"Pre-requisite Unit"

Means a unit which a candidate must have completed with a grade of Pass or above before enrolling in another specified unit provided that,

the Head/Director of the relevant School/College is convinced the pre-requisite requirement has been met by alternative means or an equivalent unit, or can be met through a co-requisite, he or she may waive the specified pre-requisite unit.

"Special Examination"

Means an examination granted to a student as provided for in Assessment and Examination Rule 1(f).

"Standard Annual Study Load"

Is the annual course study load determined by the University, or relevant School/College, for a full-time student enrolled in units of a course at a particular year level and proceeding at a pace appropriate for completion of the course in the normal prescribed time. The standard annual study load shall be expressed as a proportion of one EFTSU.

"Subject"

Means a branch of learning (e.g. Accounting, Mathematics).

"Subject Area"

A generic term applied to the knowledge and skills relating to an art, science or branch of applied technology or to a specific activity e.g. history, mathematics, microprocessors, clinical practice.

"(The) Table(s)"/"(The) Schedule(s)"

Means the table(s) or schedule(s) of qualifying units annexed to, and forming part of, the Rules Governing Candidature for a Degree, Diploma, Associate Degree, or Certificate.

"Unit"

Means a discrete component of a course identified by a title and a code number which involves the study of a subject including lectures, seminars, practical classes, excursions, assignments and/or other activities prescribed by a School, College or other teaching unit.

CONTINUING TRANSITIONAL ARRANGEMENTS

Some of the Rules and other information presented in this Handbook were formulated and where appropriate, approved, in the context of the network University of New England, a predecessor institution of this University. To date it has not been possible to seek formal approval for all appropriate references to be changed to reflect the structure of Southern Cross University. Unless the context indicates otherwise the following definitions are to be given to the words indicated:

"Board of Governors"

Means the Council of Southern Cross University.

"Academic Senate"

Means the Academic Board of Southern Cross University.

"University"

Means Southern Cross University.

"University of New England - Northern Rivers"

Means Southern Cross University.

"University of New England - Coffs Harbour Centre"

Means Southern Cross University.

"Director, Coffs Harbour Centre"

Means the Vice-Chancellor of Southern Cross University.

"Deputy Vice-Chancellor and Principal"

Means the Vice-Chancellor of Southern Cross University.

"Chancellor"

Means the Chancellor of Southern Cross University.

"Deputy Chancellor"

Means the Deputy Chancellor of Southern Cross University.

Southern Cross University A–Z

INTRODUCTION

Southern Cross University was established by an Act of the NSW Parliament in 1993. The University has its origins in the Lismore Teachers' College (1971) and the Northern Rivers College of Advanced Education (1973). In 1989 the NRCAE became part of the University of New England. The independent Southern Cross University commenced teaching in 1994 with the role of providing university education on the north coast of New South Wales. The University has campuses in Lismore, Coffs Harbour and Port Macquarie. In addition, the University has study centres in Sydney, Coolangatta, Murwillumbah and Grafton.

The University is governed by a Council to which its most senior officer, the Vice-Chancellor, reports.

Schools and Colleges are responsible for carrying out the University's teaching and research activities. Students enrol for an award course, such as a degree, in one of the Schools or Colleges.

In 2001 Southern Cross University has 14 Schools:

- Business
- Commerce and Management
- Contemporary Arts
- Education
- Exercise Science and Sport Management
- Humanities, Media and Cultural Studies
- Human Services
- Law and Justice
- Multimedia and Information Technology
- Natural and Complementary Medicine
- Nursing and Health Care Practices
- Resource Science and Management
- Social and Workplace Development
- Tourism and Hospitality Management

The University has the following Colleges:

- College of Indigenous Australian Peoples
- College of Industry and Professional Education
- Graduate College of Management
- Graduate Research College

In addition, there are a number of other academic centres and various administrative and support divisions which make up the University. This **A–Z** guide will introduce you to the many different parts of Southern Cross University and assist you to discover any further information you may need.

ABORIGINAL AND TORRES STRAIT ISLANDER STUDENT SUPPORT

Southern Cross University has a strong commitment to Indigenous people and their culture. The University has special admission and support procedures for students of Aboriginal and Torres Strait Islander descent. Applicants who do not gain admission under the University guidelines may be able to do a one-year foundation programme called the **Certificate of Foundation Studies.** Full details are available by contacting the Lismore Campus' **College of Indigenous Australian Peoples** on (02) 6620 3955, or the Gungil Jindibah Centre on (02) 6620 3459.

The College, which is located in the Bundjalung Building, H Block, has two broad goals: to improve the access and participation of Indigenous Australians in higher education; and to increase the awareness of Indigenous culture within the wider community. The College sets out to achieve these goals through innovative curricula, student support and research.

At Coffs Harbour the Aboriginal and Torres Strait Islander Access Programme Administrative Assistant can be contacted on (02) 6659 3104 and is located in E Block.

ABSTUDY (ABORIGINAL STUDY ASSISTANCE SCHEME)

ABSTUDY provides assistance for Australian Aboriginal and Torres Strait Islander students in a range of full-time and part-time courses.

The maximum rates vary depending upon individual circumstances. Benefits for students also include the payment of an incidentals allowance to assist with textbook and equipment costs. Part-time students may also be eligible for some financial assistance.

A voluntary option under ABSTUDY is the ABSTUDY Student Financial Supplement scheme. This allows students to exchange part of their ABSTUDY grant for a loan on a $1 for $2 basis, from a minimum loan of $500 to a maximum loan of $7,000. No real rate of interest is applied. The supplement is paid fortnightly as are ABSTUDY grant payments.

Application forms for ABSTUDY are available from any Centrelink Office. Submit your application for ABSTUDY as soon as possible. The ABSTUDY Unit in Lismore is located at the Centrelink Office, at the corner of Conway and Keen Streets, and can be contacted on 13 2317, for the cost of a local call.

ABSTUDY PENSIONER EDUCATION SUPPLEMENT (PES)

The Pensioner Education Supplement (PES) is free of any income test. It may be paid to some students who are eligible for ABSTUDY and are receiving a pension or certain allowances from Centrelink (formerly Department of Social Security) or a full service pension from the Department of Veteran Affairs (DVA). To be eligible for PES students must be studying at least 25% of a full-time workload.

In 2001 the Pensioner Education Supplement is $62.40 per fortnight for new applicants and $124.80 per fortnight for "maintained" students continuing in their studies from 1999.

Students with a study load of less than 50% will be paid $31.20 per fortnight. Please note, customers receiving Disability Support Pension, Invalidity Service Pension or Income Support Supplement will be exempt from this change.

All rates are subject to CPI adjustment.

Further information about ABSTUDY can be obtained from the Lismore Centrelink Office, corner of Conway and Keen Streets, Lismore. Telephone enquiries can be made on 13 2317.

ACADEMIC BOARD

Academic Board is the principal academic decision-making body of the University. Its role is to advise the **University Council** and the **Vice**-**Chancellor** on all matters related to the academic functioning of the University. It serves to provide a forum for decision-making by academic staff and students about the University's academic policies and programmes. Further details about the role and composition of the Academic Board may be obtained from

the Secretary to the Academic Board, on (02) 6620 3967.

ACADEMIC TRANSCRIPTS

An academic transcript (also called Statement of Academic Record) is a copy of your academic record to date. The transcript lists the units you have studied and all grades, including fails. It is issued **without alteration or erasure**. All students are entitled to one academic transcript of their academic record, without charge, upon graduation. A fee of $5.00 will be charged for all other transcripts, and will be provided on receipt of written request and appropriate payment.

ACCOMMODATION

Lismore Campus

The University offers student accommodation in three separate residential Colleges - Richmond, Tweed and Wilsons. These Colleges are self-catering and co-educational and each is located within walking distance of its Lismore Campus.

- **Richmond College** occupies a spectacular hill-top position on the northern edge of the university campus. It accommodates 235 students in furnished single study-bedrooms, arranged in groups of four, five and six bedroom units. Each residential unit contains a kitchen, furnished lounge/dining area and toilet facilities. The College has a recreational hall, a fully equipped study centre and a 15 metre swimming pool. Ample parking spaces are provided in college grounds.

- **Wilsons College** is located across the road from Richmond College. It provides accommodation to a total of 102 residents in furnished single study-bedrooms arranged in residential units of six bedrooms. All units are provided with furnished lounge/dining area, kitchen and toilet facilities. The College has a fully equipped study centre and is well-known for its social and cultural activities.

- **Tweed College** is located on the southern side of the campus and within walking distance to the university entrance. It accommodates a total of 55 postgraduate students in furnished single study-bedrooms arranged in two and three bedroom units. Each unit contains a kitchen, a lounge/dining area and toilet facilities. The College has a study centre and a swimming pool with a pleasant BBQ area. Preference is given to senior and postgraduate students for accommodation in this College.

Coffs Harbour Education Campus

On-campus accommodation for students of Southern Cross University as well as those of North Coast Institute of TAFE is provided in a most modern Residential College at Coffs Harbour Education Campus. The first stage of Residential College comprises 64 tastefully furnished single study-bedrooms arranged in residential units of four bedrooms. Each unit has a furnished lounge and dining area and modern kitchen and toilet facilities.

A gymnasium and a tennis court are provided adjacent to the College.

Telephones

All residential units of the Colleges are provided with a complimentary telephone for incoming calls, access to Security Service and for emergency contact with ambulance, fire brigade and police. Outgoing calls however, can be made through public telephones variously located within Colleges or through Home-Link services from residential phones.

IT Service

All residential rooms are provided with data connection facilities for internet and E-mail access. A connection fee of $75 applies.

Supervision

The residential Colleges are well supervised by on-site residential staff.

Collegial Life

The Colleges provide a nurturing and supportive human environment for the

development and maturity of their residents. The educational opportunities provided by Colleges include the provision of good study conditions and the operation of study centres with computing, word processing and assignment duplication facilities.

For achieving social, cultural and civic maturity the Colleges provide pastoral care and opportunities to members to take responsibility for various aspects of residential life.

Cost of On-Campus Accommodation

The University has kept the cost of residential accommodation at a modest level. This is to provide educational opportunities to tertiary students from a wide range of socio-economic backgrounds. The 2001 charges vary from $73 per week (5–6 bedroom unit) to $85 per week (2–3 bedroom unit) per person for an academic year. In addition an annual deposit is payable.

Residential Scholarships

The Residential Colleges, in association with various academic Schools of Southern Cross University, offer up to 50 Residential Scholarships for the 2001 academic year to first-year undergraduate Australian students who are to study at Southern Cross University. These scholarships are awarded on academic merit and/or excellence of performance in an area relevant to the course of study of the student, and are available at Residential Colleges at Lismore and Coffs Harbour Campuses.

Quota International Residential Scholarships for Coffs Harbour

The Quota International of Coffs Harbour Inc. offers a residential scholarship of $1000 each year to a resident of Coffs Harbour College. The scholarship is offered to a needy but academically successful candidate.

Applications for the scholarship are sought through the College newsletter in July each year.

Selection Criteria

Offers of residential places are primarily made on applicant's academic merit. The University however, encourages access for students with disabilities as well as for members of recognised equity groups. These include students from non-English speaking backgrounds, Aboriginal and Torres Strait Islanders, students from rural, isolated or low socio-economic backgrounds, and women in non-traditional areas of study.

How to Apply

Further information on accommodation and scholarships, and application forms, are obtainable by contacting:

University Residential Services
Southern Cross University
PO Box 157
Lismore NSW 2480

Telephone: (02) 6620 3220
Fax: (02) 6621 8058
E-mail: accomm@scu.edu.au

or

University Residential Services
Coffs Harbour Education Campus
Hogbin Drive
Coffs Harbour NSW 2457

Telephone: (02) 6659 3703
Fax: (02) 6659 3733
E-mail: acc-chec@scu.edu.au

Applications are generally accepted up to the middle of January each year.

Off-Campus Accommodation in Lismore

University Residential Services also assist in providing contacts for off-campus accommodation in Lismore. A comprehensive listing of all available town accommodation is maintained at the offices for personal perusal of potential tenants. The office at Southern Cross University's Lismore Campus is located at Goodman Plaza.

Off-Campus Accommodation in Coffs Harbour

A variety of accommodation is available in the local area. A comprehensive list of available accommodation is maintained by University Residential Services at Coffs Harbour (telephone: (02) 6659 3703, fax: (02) 6659 3733).

ADDRESS, CHANGE OF

It is important for the University to have your current address and phone number. This

information is kept confidential and is only available to those staff members who need to contact you about your studies or enrolment. Whenever you change your address you should notify **Student Administration** in writing. It is particularly important to keep the University informed of your current address *until* you receive your certificate/award. There is an appropriate form for you to complete. If you are an external student, ensure that you advise Student Administration of your new exam centre.

Please note that your preferred mailing address will be used for the majority of correspondence from the University.

NB   Students now have the option to indicate which address, i.e. home or contact, is their preferred mailing address.

ALCOHOL

The University has a policy on the consumption of alcohol. The aim of the policy is to ensure that alcohol consumption on University premises occurs within acceptable and legal limits. The policy restricts alcohol to certain venues under certain conditions. Details of this policy may be obtained from the **Finance Directorate, Student Administration** and the **Vice-Chancellor's Office.**

APPEALS

A student who wishes to query a final assessment grade in any unit should contact the relevant Head of School or College **within fourteen days of formal notification** of the grade being queried. Should the student not be satisfied with the Head's determination, a formal appeal on the grounds outlined in the Assessment and Examination Rules contained in this Handbook, can be lodged with the Secretary, Academic Board Appeals Committee. A student may also query the mark or grade awarded for a piece of assessment submitted during the semester or trimester. For details see the **Rules** section of this Handbook.

ASSESSMENT

Assessment describes the various kinds of assignments, tests and examinations used at Southern Cross University. Each unit has its own assessment schedule, set out in the unit statement provided at the beginning of the semester or trimester. You should note the assessment requirements carefully as your success in any unit will depend upon your ability to meet the requirements of the various assessment items. Your final grade in each unit, based upon the results of your assessment, will be posted to you at the end of each semester or trimester. **The fee for a duplicate Notification of Assessment is $2**. The University's Rules concerning Assessment and Examinations are set out in the **Rules** section of this Handbook.

AUSTUDY PAYMENT AND YOUTH ALLOWANCE FOR STUDENTS

Austudy Payment is an income support payment available to qualifying students aged 25 or older. It provides income tested assistance to full-time students who are Australian citizens and some permanent residents of Australia studying in an approved tertiary course.

Youth Allowance is a similar support payment paid to eligible 16 to 24 year olds who are undertaking full-time study in approved courses, and/or are looking for work. These young people may be eligible for rent assistance and the rules regarding the activity test allow for more flexibility in the types of activities which are acceptable. Youth Allowance is means tested against parental and family income.

The eligibility provisions for Austudy Payment and Youth Allowance for full-time students are very similar. However there are some differences in terms of rates, parental means testing, and the activity test (academic requirements). All Austudy Payment recipients are deemed independent and are therefore not means tested against their parents' income.

There is no away from home rate for Austudy Payment as all students over 25 years of age are deemed as independent. Rent Assistance is not available to single people who are receiving Austudy Payment. Those with children can access Rent Assistance through Family Allowance.

To be eligible for Austudy Payment or Youth Allowance, students normally need to be

undertaking at least three-quarters of the normal amount of full-time study in respect of the course for the study period. Where a course is subject to HECS, students are required to have a HECS loading of at least 0.375 per semester. Where a student reduces and ceases to be undertaking a HECS load of 0.375 or more, he or she ceases to be eligible for Austudy Payment or Youth Allowance. Under very special circumstances some students are approved to study less than 75% of the full-time workload.

The maximum rates of payments vary depending on the age of the student, the level of the student's personal and/or family income and assets, and the type of assistance applied for.

In addition, tertiary students may be eligible for a loan through the Financial Supplement Scheme of between $500 and $7000, which is paid by the Commonwealth Bank. This is a voluntary option involving the trade-in of some or all of the Austudy Payment or Youth Allowance in exchange for a loan on a $1 for $2 basis. No real rate of interest is applied and the loan is paid fortnightly like normal living allowance payments. Tertiary students ineligible for Youth Allowance due to the parental means test may be able to apply for up to $2000.

Dependent tertiary students may also be eligible for reimbursement for up to two return journeys between their parents' and their term address if they live away from home to undertake their studies.

Students can apply for a lump sum advance loan of between $250 and $500 against their Austudy Payment or Youth Allowance entitlement.

Application forms for Austudy Payment and Youth Allowance are available from any Centrelink office. Completed applications can be forwarded by mail to the following address or can be personally lodged at any Centrelink office:

> Centrelink
> PO Box 571
> LISMORE NSW 2480

Telephone enquiries can be made on 13 2490.

Centrelink also provides a visiting service to Southern Cross University's Lismore Campus. This service is provided during the regular teaching periods of each semester and is located within the Student Administration Office in Goodman Plaza. You can lodge application forms and carry out your other business with Centrelink at the visiting service.

AUSTUDY PENSIONER EDUCATION SUPPLEMENT (PES)

The Pensioner Education Supplement (PES) aims to assist pensioners with the ongoing costs associated with study and is available to full-time students and those approved to undertake at least 25% of a full study load.

PES is paid at the rate of $60 per fortnight; it is not taxable. The minimum age is usually 16, although it may be paid to a 15 year old studying in certain circumstances. PES can also be traded in for a loan under the Student Financial Supplement Scheme.

Further information about the Austudy Pensioner Education Supplement can be obtained at any Centrelink office or by phone on 13 2490.

BACHELORS DEGREES WITH HONOURS

See *Honours Degrees.*

BEQUESTS

For generations, universities in Australia and throughout the world have been graced with bequests and donations from their Alumni or supportive members of the community. Being younger than most comparable institutions, Southern Cross University is yet to enjoy the accumulated benefits that such generosity can deliver, however we are keenly aware of their importance in enhancing the future quality of higher education in this region.

As well as offering taxation concessions to donors, financial support to the University is a tangible investment in the future of the New South Wales North Coast, and, as such, a

worthwhile investment for graduates, their families or any other community members.

Southern Cross University is committed to expanding its regional links and to acknowledging our supporters in an appropriate way.

We would welcome any assistance you might consider and in this regard we invite you to contact the Office of the Vice-Chancellor on a confidential basis to discuss the manner or nature of any possible support.

Office of the Vice-Chancellor
PO Box 157
LISMORE NSW 2480
Telephone: (02) 6620 3701

BOOKSHOP

The Co-operative Bookshop enables students to purchase prescribed and reference textbooks and general titles at discount prices. The Bookshop also provides a mail order service which is particularly useful for external students. Lifetime membership of the Co-op, entitling members to discounts, is available for $20.00. At the Lismore Campus, the Bookshop is located in the Goodman Plaza and is open during normal business hours all year round (telephone (02) 6621 4484, fax (02) 6622 2960, E-mail coop@scu.edu.au). At Coffs Harbour the Bookshop is located in E Block (telephone (02) 6659 3225, fax (02) 6659 3226).

BURSARIES, POSTGRADUATE

The **Neville J. Leeson PhD Bursary in Mathematics Education** is available to applicants who have received approval of candidature to the degree of Doctor of Philosophy from the Higher Degrees Committee (Research). It is a condition of the award of the bursary that the words "mathematics education" shall appear in the title of the research project proposal, annual and half-yearly project reports, and thesis submitted by the award holder.

The award will be for a maximum of four years and will cease on expiry of the award, at the end of candidature, or upon submission of the thesis, whichever occurs first. For 2001, the value of the bursary will be not less than $1,500 per annum.

For further information regarding this award, contact the **Director of Postgraduate Studies, School of Education** on (02) 6620 3722.

BY-LAWS

The University has a number of By-laws covering such things as enrolment, fees and charges, student conduct, the regulation of traffic, student organisations, and courses, assessment and awards. The By-laws are being reviewed. Enquiries should be directed to the Executive Director of Administration on (02) 6620 3730.

CAREERS

The University has a Careers Adviser to give you advice on career and course planning. The Careers Adviser is located at the Lismore Campus, you can find out full details of the services of the Careers Office by phoning (02) 6620 3396, or students can visit the Careers website directly from the University home page http://www.scu.edu.au via the student intranet.

The Careers Adviser also attends the Coffs Harbour Campus where appointments can be made through Reception, Counselling and Student Support, telephone (02) 6659 3263.

CENTRES FOR PROFESSIONAL DEVELOPMENT (CPDs)

Several Schools have established Centres for Professional Development or CPDs in partnership with employers, and sometimes unions, TAFE and Industry Training bodies. These Centres develop and deliver programmes designed specifically for the relevant employer, industry or profession. The programmes enhance the access of employees to the University's courses. CPDs are usually fee-paying. The CPD is only one of the many forms of relationship that Southern Cross University has with employers to deliver programmes to employees, the others being various forms of contract or client relationships. The University has 15 such relationships and the numbers continue to grow.

CHANGE OF COURSE

Students who are currently enrolled in a course at Southern Cross University may apply for a course transfer provided they have completed a minimum of one semester of full-time study, or equivalent, in their original course enrolment. However, it should be noted that course transfer is not automatic and in some instances students may be required to apply through Universities Admissions Centre (UAC) or Queensland Tertiary Admissions Centre (QTAC). Details are available from **Student Administration**.

CHAPLAINCY

The Chaplaincy seeks to serve the whole of the University community during both the ordinary and the crisis times of life. Practical support, confidential counselling and personal assistance are available to help with individual goal setting and decision-making. The Chaplaincy is ecumenical in nature and maintains close relations with all the major denominations and similar student groups.

- Lismore

  UNICHURCH – "an informal service for believers and explorers" meets on Sunday nights (6.30p.m.) during semester. *The Bible Speaks Today* is a regular lunch-time opportunity to explore the Bible and discover its relevance for contemporary life. Personal and world issues are often discussed in both open forum and small groups.

  The Chaplain (John Kidson) can be contacted personally through his office in the Student Support Centre, Goodman Plaza, telephone (02) 6620 3943.

- Coffs Harbour

  The Chaplain, Reverend Jan McLeod, is resident on campus each Tuesday, Wednesday and Thursday. On Mondays and Fridays, a chaplain can be contacted. All enquiries can be made by telephoning the Chaplain's Office (Level 1, F Block) (02) 6659 3262 or through Counselling and Support Services Reception (02) 6659 3263.

Jan is available for individual pastoral counselling and for groups to share on issues and experiences.

A discussion/prayer group of students, staff and supporters meets every Tuesday during semester at 1.00pm in the Chaplain's Office.

CHILD CARE

Childcare is offered at the Lismore Campus through the Southern Cross University Children's Centre located in Rifle Range Road, Lismore. The Southern Cross University Children's Centre provides long day care and is licensed for 39 places.

The Centre gives preference to the children of University students and staff.

The Student Representative Council (SRC) provides child care subsidies for children of students cared for by the Centre and other community based child care facilities. Details are available at the Southern Cross University Children's Centre (telephone (02) 6622 2616) or the SRC office at Shop 9, Goodman Plaza (telephone (02) 6620 3044).

Family day care is also available and further information is available through the SRC office.

CLUBS AND SOCIETIES

Sporting, cultural and special interest Clubs and Societies have been established with advice and sponsorship by the Union in Lismore and the Students' Association in Coffs Harbour. Membership is open to all members of the Union or the Association for a minimum joining fee. Information regarding Clubs and Societies is available at the **Union Office** in Lismore or the **Students' Association Office** in Coffs Harbour.

COFFS HARBOUR

The University has a campus in Coffs Harbour as part of the Coffs Harbour Education Campus (CHEC) in Hogbin Drive (telephone (02) 6659 3000). CHEC comprises a campus of the University, a campus of the North Coast Institute of TAFE and a senior high school. A variety of undergraduate and postgraduate programmes are offered at Coffs Harbour. Opportunities also exist for study programmes

which combine with or flow from those offered by the other campus partners. Details are available through each year's University Admissions Centre (UAC) Handbook. This University Handbook also lists each course offered at the Coffs Harbour Campus in 2001 and indicates which units are taught at Coffs Harbour in 2001.

COLLEGE OF INDIGENOUS AUSTRALIAN PEOPLES

See *Aboriginal and Torres Strait Islander Student Support.*

COMPUTING FACILITIES

Computer facilities are available on campuses at Lismore (B Block), Coffs Harbour (A Block) and Port Macquarie, as well as at University Centres at Coolangatta, Murwillumbah, Grafton and Sydney. The facilities provide access to the Internet, E-mail and a full range of the Library's electronic services. In addition to this, modem banks are located at each of the above locations providing limited free access to the same services. Helpful professional staff are located within facilities to assist students with their computing needs. Information on the University's computing facilities and services can be obtained by calling (02) 6620 3698.

COUNCIL, SOUTHERN CROSS UNIVERSITY

The Council is the governing board of the University. It is chaired by the Chancellor. The Council has 18 members, including the Vice-Chancellor, the Chair of the Academic Board, several members appointed by the Minister and the Parliament, three elected staff, one student, and two graduates of the University. Council also has a number of sub-committees. A list of the current members of the Council appears in Part F of this Handbook. For further details contact the **Executive Director of Administration**, who is also Secretary to Council (telephone (02) 6620 3730).

COUNSELLING

Counselling services are provided by the University. In Lismore and Coffs Harbour, they form part of the University's student support services. Professional counsellors can offer staff and students assistance on a wide range of matters, including issues of a personal or academic nature. The service is free. If you wish to see or speak to a counsellor you should contact the **Counselling Service** in Lismore on telephone (02) 6620 3943, or in Coffs Harbour at Level 1, F Block, telephone (02) 6659 3263.

COURSE, CHANGE OF

See *Change of Course.*

CRIMINAL RECORD CHECKS

Under current State legislation all students enrolled in health or health-related courses requiring entry or clinical placement in a New South Wales Health facility are required to undergo a criminal record check. Details of procedures will be advised on first enrolment in relevant courses.

A criminal record check is undertaken as part of the application for employment process as a teacher with the NSW Department of Education and Training.

DENTAL SERVICE

The SRC Dental Service if a free service provided to all internal SRC members. The service is located in the Student Support offices in Goodman Plaza (Lismore Campus) and appointments can be made with Reception.

This service provides basic services such as check-ups, cleaning, scaling and minor procedures such as fillings. Denture and mouthguard fittings can also be arranged, though students will need to pay for the work undertaken by external dental technicians.

Further information is available from the SRC Office at Shop 9, Goodman Plaza or the Receptionist in the Student Support area.

NOTE: External students are not charged a dental levy in their Union fee, but are able to access the service by paying a dental levy of $35. This can be done at Shop 5, Goodman Plaza.

DISABILITIES

The University wishes to ensure that students with disabilities have access to the necessary provisions to facilitate their study at the University. Students requiring special arrangements for examinations, must contact the Disability Liaison Officer as early as possible in each study session to make the necessary arrangements.

Contact the **Disability Liaison Officer** on (02) 6620 3943 for the Lismore Campus, or (02) 6659 3263 for Coffs Harbour Campus.

DISCIPLINE

Student discipline at the University is rarely a problem. However, should the need arise, the University has rules for dealing with alleged breaches of discipline and for the conduct of a Student Disciplinary Committee. Student Discipline Rules are set out in the **Rules** section of this Handbook.

DISCRIMINATION OR HARASSMENT

The **Equity Office** can provide you with assistance if you have problems relating to discrimination or harassment. For further details, telephone (02) 6620 3829 or visit the Equity webpage at www.scu.edu.au/admin/equity.

ENROLMENT

It is the responsibility of all students to ensure that their current enrolment is accurate and completed on time. New students enrol prior to the start of semester (internal students – in person on campus; external students – by mail). Continuing students re-enrol for the following twelve months in late September/October of the current year. Re-enrolment information is provided to students via mail or, for internal undergraduate students, may be collected at the designated School or College re-enrolment session. For further information concerning your enrolment, you should consult the relevant section of this Handbook, or the appropriate Course Adviser in your School. Further information concerning:

- Enrolment in Units Additional to Course Requirements;
- Non-Award (Miscellaneous) Enrolment; and
- Cross-Institutional Enrolment

can be found in the **Rules** section of this Handbook.

ENROLMENT DETAILS, CHANGE OF

Students who change their original enrolment details – whether it be a change of name, address (contact or permanent), or a change of units must notify the Director, Student Administration by completing and lodging a variation form or other written advice either by mail or in person at the **Student Administration Office** at the Lismore or Coffs Harbour Campuses.

Deadlines apply for lodgement of Enrolment Variation and Course/Unit Withdrawal forms. These are set out in the **Principal Dates for 2001** section of the Handbook.

NB Students now have the option to indicate which address, i.e. home or contact, is their preferred mailing address.

EQUAL EMPLOYMENT OPPORTUNITY

Southern Cross University has a policy of Equal Employment Opportunity and employs Equity Officers. For further details contact the **Equity Office** on (02) 6620 3829.

EQUITY SCHOLARSHIPS

See *The Xerox Shop – Lismore Bachelor of Information Technology Undergraduate Scholarship* listed in the **Scholarships, Undergraduate** section of the Handbook.

EXAMINATIONS

Examinations are held at the end of each semester and trimester. Not all units require examinations so you should check carefully the assessment requirements of all the units in which you are enrolled. It is your responsibility to complete any required examinations. A draft

examination timetable is normally available at least five weeks prior to the examination period. The final timetable is displayed in the **Student Administration** area, on **campus noticeboards** and is mailed to external students at least two weeks before the examination period.

Timetables are also available on the Web at http://study.scu.edu.au/studentadmin/examtt/. It is your responsibility to check the details of all your examinations. Details will not be given out by telephone.

The University Rules governing Assessment and Examinations are in the **Rules** section of this Handbook.

EXAMINATIONS, SPECIAL CONSIDERATION, SPECIAL

The Assessment and Examination Rules provide for students to be granted a special examination or special consideration in appropriate circumstances. Students should familiarise themselves with the Assessment and Examination Rules which are set out in the **Rules** section of this Handbook and note particularly the conditions and deadlines which apply to requests for special examinations or special consideration. Application forms are available from the **Student Administration Office** and from **School or College Offices**.

In general terms, the Rules provide that where a student completes an assessment task, such as an examination or assignment, and believes his/her performance or preparation was adversely affected by medical or other circumstances, that student may apply for special consideration. A student who is unable to sit for an examination because of medical or other exceptional circumstances may apply for a special examination. Except in exceptional circumstances, where a student sits for an examination, a special examination will not subsequently be granted. Misreading the exam timetable IS NOT grounds for a special examination.

A student may also apply for special consideration to vary the deadline for an assessment task, other than an examination.

EXCLUSION

The Exclusion Rules, set out in the **Rules** section of this Handbook, provide for exclusion at the discretion of the Head, on the basis of unsatisfactory progress. Students may appeal a decision of the Head within fourteen (14) days of notification of exclusion. A student not satisfied with the Head's decision with respect to this appeal may submit a further appeal to Academic Board within ten (10) days. Any appeal under the Rules may only be made on the grounds that the Rules were inappropriate or unreasonably applied, or that there were exceptional circumstances not likely to continue which contributed to unsatisfactory progress.

Periods of exclusion shall not be displayed on any academic transcript issued by the University.

EXTERNAL STUDY

A number of Southern Cross University courses are available by external study. These courses are identified in the various School and College entries in this Handbook.

External students have the same academic status and responsibilities as those students who are enrolled internally. Facilities and services available to external students, however, are necessarily different in several important respects. External students are provided with the necessary study and learning materials, together with details of the services available to them and their responsibilities, by the School or College in which they are studying.

In many internal courses, students have the option of enrolling in one or more external units.

FEES AND CHARGES

All students are required to pay compulsory Union, Student Representative Council, or Students' Association fees by the due date specified on their invoice. Students should also be aware that late fees are payable in specified circumstances for the late submission of an enrolment or re-enrolment form and other similar documents. There are also administrative charges for some services such as

the issue of a certificate of enrolment or a replacement student ID card.

Students who do not pay compulsory fees by the due date may have their enrolment cancelled.

The tuition fee for international students is guaranteed to remain fixed throughout the student's initial course of study provided that there is no break in studies.

International students with an approved enrolment that varies from a standard full-time enrolment will be charged a *pro rata* tuition fee that reflects their actual student load and is based on the approved annual tuition fee for their course of study. However, to comply with student visa requirements they must maintain a full-time student load for all but their final semester of study.

Details of all fees and charges and the relevant refund policies are given in the Rules governing Administrative and Student Charges and Tuition Fees, which are printed in the **Rules** section of this Handbook.

GRADUATION

Graduation is the ceremony in which graduands of the University receive their degree or diploma testamurs from the Chancellor. After graduation, graduates are entitled to use the title and origin of their degree after their name. Graduation ceremonies are held each year in Lismore, Coffs Harbour and Port Macquarie. For further information contact the **Executive Director of Administration's Office** on (02) 6620 3730.

GRIEVANCE PROCEDURES

The University has grievance procedures in place for any student or staff member who believes that they have legitimate cause for complaint and that their concerns have not been addressed by other channels. Details of the grievance procedures can be obtained from the office of the **Director, Equity** on (02) 6620 3030.

HARASSMENT

See *Discrimination or Harassment, Sexual Harassment.*

HEALTH CARE CARDS

Students who are no longer included in their parent's Medicare health cover may be eligible for a Health Care Card which entitles them to a reduction in the cost of prescriptions, x-rays, etc. Applications for the issue of a Health Care Card can be obtained from any office of Centrelink.

HIGHER EDUCATION CONTRIBUTION SCHEME (HECS)

Students should be aware that a Higher Education Contribution Scheme administered by the Federal Government commenced in 1989. The Scheme basically requires all students (except those in full fee-paying courses) to contribute towards the cost of their studies by either "up front" payment (for which a discount is given), or by way of a taxation levy which will be imposed once taxable income reaches a determined level. Most students are permitted to choose their preferred method of payment. However, the following categories of students have no option but to pay their HECS contribution "up front" without any discount, at enrolment:

- New Zealand citizens (who do not hold Australian citizenship) and who commenced their course of study on or after 1st January, 1996;

- New Zealand citizens (who do not hold Australian citizenship) who commenced their current course of study prior to 1st January, 1996, and who have been resident in Australia for a continuous period of less than two years or if they enrol as an external student resident outside Australia;

- permanent residents studying externally and who will be resident outside Australia for the duration of the semester, unless this is a requirement of the course.

From 1999, permanent residents who have not obtained Australian citizenship within one year of becoming eligible will be required to pay "up front" without a discount.

From 1997, differential HECS contributions applied to students commencing a new course of

study. The amount of HECS you pay is based on the units of study you undertake. All units of study are divided into three groupings. The amount of HECS you pay depends on which grouping your units of study fall within and the student load each unit contributes to your award. The HECS contribution for each discipline group is as follows:

- for Arts, Humanities, Legal Studies, Justice, Social Studies/Behavioural Science, Visual/Performing Arts, Education, and Nursing, the HECS contribution is $3,521 per year for a full-time student in 2001;

- for Mathematics, Computing, Other Health Sciences, Agriculture, Renewable Resources, Built Environment/Architecture, Sciences, Engineering, Processing, Administration, Business and Economics, the HECS contribution was $5,015 per year for a full-time student in 2001;

- for Law, Medicine, Medical Science, Dentistry, Dental Services and Veterinary Science, the HECS contribution was $5,870 per year for a full-time student in 2001.

In 2001 the amount payable by a continuing student undertaking a standard annual full-time programme of study is $2,641. Students undertaking more or less than a normal programme are charged a proportionate amount.

HECS contributions are indexed annually.

At Southern Cross University, the HECS charge for one standard semester unit is normally one eighth of the annual HECS contribution rate.

Unless there are exceptional circumstances, refunds for "up front" HECS payments will not be considered after the following dates:

First Semester   31st March

Second Semester   31st August

Students who have paid "up front" and withdraw from their course or unit/s prior to the above date will receive an automatic refund of the full payment after the census date.

The *Higher Education Funding Act 1989* requires that the University cancel the enrolment of any student who chooses the "up front" payment option and does not meet their financial obligation by the census date given above. The exception to this is students who choose the "up front" payment option and provide their tax file number to authorise their institution to defer all or part of their HECS contribution for a semester if they fail to make a payment by the census date for that semester, their liability is deferred and will be paid off through the taxation levy.

A detailed information booklet on the Scheme, *HECS, Your Questions Answered 2001,* is available from the **Student Administration Office**.

HONOURS DEGREES

Honours degrees are awarded to students on the completion of an extra year of work or, in the case of the Bachelor of Laws or the Bachelor of Education, when academic performance is deemed to be exceptional.

An Honours degree may be a completion point for tertiary study itself, but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

An Honours course **taken as a separate fourth year** of study may be undertaken following successful completion of an undergraduate degree. The Rules Governing Candidature for such a course appear in Part B of this Handbook.

Information and rules for those degrees **granted as either a pass degree or as a degree with Honours** (Bachelor of Laws and Bachelor of Education) appear in the relevant School entries of this Handbook (Law and Justice, and Education).

INFORMATION SERVICES

Information Services assists students in accessing and using information, collaborates with academic staff in helping students learn and achieve their educational objectives, and assists staff with their research, community and administrative responsibilities.

The goals of Information Services are to ensure that staff and students have:

- access to information and related services which they need;
- knowledge of what information and related services are available and how to use them;
- effective support in the use of information and related services;
- access to innovative and flexible learning environments which cater for a diverse range of learning and learners.

Information Services consists of the Library, Information Technology and the Teaching and Learning Centre.

The office of the Executive Director of Information Services is located in A Block on the Lismore Campus.

INFORMATION TECHNOLOGY

The Information Technology Directorate forms part of the University's Information Services, alongside the University Library and Teaching and Learning Centre.

The Information Technology Directorate is responsible for the provision and maintenance of a significant broadband network linking campuses and centres at Tweed Heads, Murwillumbah, Lismore, Grafton, Coffs Harbour, Port Macquarie and Sydney. The Directorate provides and supports core systems and services to the University that include World Wide Web, E-mail, an integrated On-line teaching and learning environment, computing facilities at each of the University's campuses and centres, a network environment for over 2100 workstations and a full range of client support services for the information systems of the University.

The Information Technology Directorate is located on Level 1 of A Block on the Lismore Campus.

INTERNATIONAL OFFICE

The International Office is responsible for the co-ordination and administration of the University's various international activities. These activities include the promotion of University courses overseas, the enrolment of international students and the provision of support for them, international student and staff exchange programmes, joint venture activities with international universities and other organisations, and international visits and agreements. The International Office works closely with academic areas to ensure that the University is an integral member of the international community of universities. You can contact the **International Office** on the Lismore Campus on (02) 6620 3876 (International +61 2).

LEARNING ASSISTANCE

See *"Teaching and Learning Centre"*.

LIBRARY

The University Library is a key element in the University's life and purpose. The Library promotes student learning and ensures easy access to information resources. The Library provides a full range of library services: books, journals, networked databases, inter-library loans and document supply, access to the Internet, and professional staff to assist students to become independent learners. The main Library, which also caters for off-campus students, is located in A Block at the Lismore Campus. The Library at Coffs Harbour is located in E Block.

For further information contact the Library on (02) 6620 3752 or 1800 659 460 or http://www.scu.edu.au/library/index.html.

LOANS

The University has a Student Loan Fund for students who are in need and would not be able to continue study without a loan. For further assistance, contact the **Loans Officer** on (02) 6620 3943 or (02) 6659 3777 for Coffs Harbour students.

MEDIATION PROCEDURES

If you believe you have been treated unfairly, there is an internal mediation procedure which will give you access to trained mediators to advise you on a confidential and neutral basis.

You can contact the **Equity Office** on (02) 6620 3829 or (02) 6620 3030, or your student organisation, for more information.

MEDICAL

In Lismore a full range of General Practitioner services is provided by a doctor during semester. Services include family planning, detection and treatment of sexually transmitted diseases, obstetrics, accidents and emergencies, and general and preventative medicine. A limited service is also available on the Coffs Harbour Campus. The Doctor's hours are publicised at the commencement of each semester.

Services are free to students on production of current student identity and Medicare cards.

For further information contact (02) 6620 3943.

See also, *Health Care Cards*.

NORSEARCH LIMITED

Norsearch is a wholly owned company of Southern Cross University. Its primary aim is to provide a responsive, flexible interface between the University, industry and the community. It is responsible for marketing the expertise of the University, responding to external consultancy requests, developing collaborative arrangements with other organisations, and managing a number of commercial operations.

NOTICEBOARDS

Notices concerning administrative and academic matters affecting students can be found on the main noticeboards and also on each School or College noticeboard. Students are urged to check the relevant noticeboards on a regular basis, particularly for class and examination timetables.

OPEN LEARNING

Information Services has responsibility for open learning in general and for the regional Southern Cross University Centres in the Tweed, on the Gold Coast, in the Clarence Valley and for the campus at Port Macquarie. The Centres provide services such as photocopying, faxing, private study space, and teleconferencing facilities for students resident in each area. Students make use of computers, modems, CD-ROM and on-line technologies to access Southern Cross resources (e.g. staff, library catalogues and ordering services) and the Internet resources in Australia and around the world. Staff at the Centres provide advice about the availability of post-compulsory education programmes anywhere in Australia or overseas. Other aspects of open learning include supporting flexible delivery of courses and mediating the institutional connections with Open Learning Australia.

ORIENTATION

Orientation Days are held in the week prior to the commencement of the first semester and serve to introduce students to several different aspects of University life. A number of functions, social, sporting and academic, are held and are advertised by way of posters and notices in the University grounds. New internal students are sent full details of Orientation activities with their offer of admission.

PARKING

At the University's Lismore Campus, student parking areas are located to the left and right of the main entrance from Military Road. Other parking areas on campus are reserved for University vehicles, visitors, staff, persons with disabilities and service vehicles.

At Coffs Harbour students may park in the areas designated for student use.

Persons who infringe University parking regulations may incur penalties.

For further information contact the **Information Officers** on (02) 6620 3476 (Lismore) or (02) 6659 3000 (Coffs Harbour).

PLAGIARISM

1. General

The University views with the greatest concern the action of a student who acts dishonestly or improperly in connection with his or her academic work. In connection with any supervised examination of the University,

cheating or acting dishonestly shall be dealt with under By-law No. 12 and the associated Rules governing Student Discipline. In connection with the preparation or presentation of any essay, assignment, exercise or thesis, dishonest or improper conduct shall be dealt with under the Rules governing Plagiarism.

Plagiarism is defined as reproduction and presentation of the work of others without acknowledgment and includes copying (in whole or in part) the work or data of other persons, or presenting substantial extracts from books, articles, theses, computer software, lecture notes, assignments or tapes, without due acknowledgment. All students are advised against making assessable material (assignments, etc.) available to other students, as they could then be a party to plagiarism and, as such, may be penalised as if they themselves had committed an act of plagiarism.

All students are expected to be fully conversant with the various systems of referencing. Details on the preferred referencing system for the discipline you are studying will be provided by the unit assessor.

Students should be aware that poor referencing or poor presentation of cited material is NOT plagiarism. They constitute poor academic work and will be penalised as such.

2. Plagiarism in Computing

The University acknowledges that there are particular difficulties in establishing plagiarism in respect of computer-based work, particularly programming. The following guidelines are intended to provide advice on how plagiarism in this area will be established:

Definition: Substantial copying of work from some existing or recognisable source without acknowledgment: the use of work, partial or whole, generated by another student, past or present or an external person, constitutes plagiarism with reference to computing and computer programming.

Detection: Plagiarism in computing may be detected by one or more of the following:

(a) similarity to other students' submissions;

(b) sudden improvement in a student's output within the semester without evidence of effort;

(c) sudden change in coding style;

(d) report by other student(s) or member(s) of staff;

(e) the offending party was caught in the act of copying.

Verification: Plagiarism in computing may be verified by:

(a) similarity in submitted work, e.g. similar programme structure, similar identification names and labels;

(b) lack of ability of the student to explain key aspects of the programme, especially where intricate logic is involved in the success of the coding;

(c) lack of evidence with regard to intermediate output;

(d) inconsistency in coding style within the programme;

(e) witness to the act of copying.

The Rules governing Plagiarism will apply in all cases (see *Assessment and Examination – Rules* within **Rules** section of this Handbook).

PRIZES

Each year a number of prizes are awarded to students who have shown high levels of academic achievement in a range of areas. Prizes available during 2001 are set out in the **Prizes** section of this Handbook.

RULES

The University's Rules relating to Bachelors Degrees with Honours, Admission, Enrolment, Assessment, Student Discipline, Student Sanctions, Miscellaneous Provisions and Library Rules, can be found in the **Rules** section of this Handbook (Part B).

SAFETY AND SECURITY

The University places a high priority on the safety of staff, students and visitors. University Safety and Security staff are employed to ensure that safety and security are observed and enforced. These staff are responsible for your personal security, as well as that of property. You should at all times obey the directions of a University Safety and Security officer.

Special safety regulations apply in many parts of the University and you should ensure that you are fully aware of any requirements. For further information contact the **Safety and Security Office** on (02) 6620 3697 or (02) 6620 3628 (Lismore) or (02) 6659 3000 (Coffs Harbour).

SANCTIONS, STUDENT

The University has a set of Rules for dealing with a student's alleged indebtedness to the University. Student Sanction Rules are set out in the **Rules** section of this Handbook.

SCHOLARSHIPS, POSTGRADUATE

Scholarships are available competitively for students enrolling in postgraduate research degrees. Applications for postgraduate scholarships should be lodged with the **Graduate Research College** by 31st May and 31st October each year. Full details of these scholarships are set out in the **Graduate Research College** entry of this Handbook.

SCHOLARSHIPS, UNDERGRADUATE

Vice-Chancellor's Scholarships

Each year a number of scholarships, each to the value of $15,000 for a normal degree programme ($5,000 per year for three years of full-time study), will be offered to students studying the HSC or equivalent at either school or college. The scholarships will be granted to students of outstanding academic ability on the basis of the following selection criteria:

(a) excellence of performance in the HSC or equivalent examination;

(b) personal maturity and social responsibility as evidenced by contributions to school/college and community life, and by the comments of the School/College Principal and personal references;

(c) any evidence of meritorious performance under conditions of disadvantage;

(d) performance at interview (for some Industry Scholarships only – see below);

(e) applicants must be Australian citizens or permanent residents of Australia, who indicate they are willing to enrol in a full-time course of study at Southern Cross University.

Applications must be submitted to the **Marketing and Community Relations Directorate** by the end of October. Decisions regarding scholarship winners will be made available early January.

Industry Scholarships Available in 2001

The conditions of these scholarships are those of the Vice-Chancellor's Scheme with additional reference to the special conditions (if any) outlined below.

- **Amlink Technologies**

  Available to a Bachelor of Business in Tourism applicant (Lismore Campus). Value $6,000.

- **Beach Hotel (Byron Bay)**

  Available to a student in the Far North Coast or Gold Coast regions who wishes to undertake a Bachelor of Business in Tourism. Value $15,000.

- **Environmental Analysis Laboratory**

  Available to a Bachelor of Applied Science (all strands of the degree) applicant from anywhere in Australia. A good result in Chemistry is particularly desirable. Value $15,000.

- **Lone Star Steakhouse**

  Available to applicants from anywhere in Australia wishing to undertake a Bachelor of Business in Hotel and Catering Management (Coffs Harbour Campus). Value $15,000.

- **NorthPower Undergraduate Scholarship**

  Available to a student in the Far North Coast or Gold Coast regions who wishes to undertake a Bachelor of Applied Science. Value $15,000.

- **Summerland Credit Union**

  Available to Year 12 school or TAFE students from North Coast schools/colleges within the region bounded by Tweed Heads (north), Woodburn (south), and Woodenbong/Bonalbo (west). Special emphasis is placed upon meritorious performance under conditions of disadvantage. Value $15,000.

- **Tempo Services Ltd**

  Available to Year 12 school or TAFE students from anywhere in Australia wishing to undertake a Business or Management degree. Value $15,000.

- **The Koori Mail x 2***

  Available to Indigenous Australian applicants wishing to undertake an undergraduate course at any of the University's campuses. Special emphasis in selection will be placed on previous academic performance, community service and commitment to the course the applicant wishes to study. Value $15,000.

  * Please note: Applicants for these scholarships need not be current Year 12 students.

- **The North Coast Ad Agency**

  Available to a Bachelor of Arts with Media Communications Major applicant. Value $15,000.

- **The Xerox Shop – Lismore**

  Available to a Year 12 school or TAFE student studying their HSC within the region bounded by Murwillumbah (north), Maclean (south), and Woodenbong/Bonalbo (west) and who wishes to undertake a Bachelor of Information Technology. Value $15,000.

Other industry scholarships may be available.

The Southern Cross University Industry Scholarships Scheme receives considerable sponsorship in the form of promotional support from NBN Television and The Northern Star newspaper.

For further information on Scholarships, contact the **Marketing and Community Relations Directorate** on (02) 6620 3975.

Currently Awarded Industry Scholarships

- **Amlink Technologies x 3**

  Available to a student who wishes to undertake a Bachelor of Business in Tourism (Lismore Campus). Value $6,000.

- **Ballina Beach Resort**

  Available to a Bachelor of Business in Tourism applicant who will undertake their internship with Ballina Beach Resort. Value $15,000.

- **Ballina RSL Club Undergraduate Scholarship**

  Available to a Ballina Shire student who wishes to undertake a Bachelor of Business in Tourism and enter into the Club Industry and undertake their internship programme with Ballina RSL Club. Value $15,000.

- **Casino RSM Club**

  Available to Year 12 school or TAFE students whose home address is Casino or Year 12 school or TAFE students studying at Casino/Bonalbo schools or college. Value $15,000.

- **Fletchers Fotographics**

  Available to a student who achieves meritorious academic performance under disadvantage. Value $15,000.

- **Kirklands Coaches**

  Available to a student from Grafton north including Tenterfield and the Gold Coast. Value $6,000.

- **Novotel Opal Cove**

  Available to a Year 12 school or TAFE student within the Coffs Harbour area who successfully applies to undertake a Bachelor of Business in Hotel and Catering Management degree at the Coffs Harbour Campus and undertakes the internship programme with Novotel Opal Cove Resort. Value $15,000.

- **Summerland Credit Union x 3**

  Available to a student within the region bounded by Tweed Heads (north), Woodburn (south) and Woodenbong/Bonalbo (west). Special emphasis will be placed upon meritorious performance under conditions of disadvantage. Value $15,000.

- **The North Coast Ad Agency x 3**

  Available to a student who wishes to undertake a Bachelor of Arts degree with a Media Communications Major. Value $15,000.

- **The Xerox Shop – Lismore x 2**

  Available to a Far North Coast or Gold Coast student who wishes to undertake a Bachelor of Information Technology degree (Lismore Campus). Preference will be given to female applicants as encouragement for them to study in a non-traditional area. However, males are eligible to apply. This scholarship is also available to a mature-age student. Value $15,000.

- **Tourism New South Wales**

  Available to a Year 12 school or TAFE student who successfully applies to undertake a Bachelor of Business in Tourism at the Lismore Campus and undertakes the internship programme with Tourism New South Wales. Value $15,000.

University Co-operative Bookshop Equity Book Bursary

The bursary is for first year students who are in financial need. Special emphasis is placed on applicants who have experienced conditions of disadvantage. There are six book bursaries available, worth $250 each. Applications must be submitted by the end of the first week of Semester 1.

For further information on the Book Bursary, contact the **Equity Office** on (02) 6620 3030.

SCHOOL AND COLLEGE BOARDS

School and College Boards have the responsibility for academic activity and planning for the programmes in each School and College. School and College Boards are sub-committees of the University's Academic Board. School and College Boards forward proposals for major changes in academic programmes or for new academic activities to the Academic Board for approval. Membership of School and College Boards consists of teaching staff and student representatives and may also include representatives of professional bodies. The Chair of each School or College Board is also a member of the Academic Board. For further information contact the relevant **School or College** office.

SEXUAL HARASSMENT

The University has a clear policy and regulations concerning sexual harassment. Sexual harassment is not condoned in any of the University's activities. Appropriate penalties (including expulsion) exist for any person found guilty of a breach of the University's policy in this matter. For further information you should contact the University's **Equity Office**, Lismore on (02) 6620 3829 or 6620 3030.

SOUTHERN CROSS UNIVERSITY ACT

The Southern Cross University Act (1993) is an Act of the NSW Parliament whereby Southern Cross University was established and empowered to offer courses and award degrees. A notable feature of the Act is that the University is seen as providing services "having particular regard to the needs of the north coast region of the state". In practice, the University has established three campuses and four Centres to service the needs of this region. The Act, which is printed in Part F of this Handbook, has been amended to include two graduates of the University as members of Council. Enquiries should be directed to the Executive Director of Administration on (02) 6620 3730.

SPECIAL EXAMINATIONS, SPECIAL CONSIDERATION

See *Examinations, Special; Consideration, Special.*

STUDENT ADMINISTRATION

At Lismore the Student Administration section is conveniently located in the **Goodman Plaza**. It operates a shop-front office and provides assistance and referral on all matters relating to course enquiries, admissions, enrolment, re-enrolment, and examinations. Student Administration aims to provide an integrated and comprehensive support service to students. Similar services are provided at Coffs Harbour where the Student Administration Office is located in Block A1.

STUDENT AND STAFF IDENTIFICATION CARDS

Each student is issued with a Student Identification Card at the beginning of his/her course and should carry the card whilst attending the University. The card is necessary for attendance at examinations, to arrange borrowing from Information Services (the Learning and Information Centre) and also documents the student's right to use University facilities and to obtain certain purchase discounts.

Each staff member is issued with a Staff Identification Card upon commencement of employment.

Lost identity cards can be replaced at the **Student Administration Office** at a cost of $10 each.

The Photo ID Card Unit is located adjacent to the Student Reception office at Goodman Plaza, Lismore. For further information contact (02) 6620 3123.

STUDENT INDUCTION

See *Orientation.*

STUDENT ORGANISATIONS

- **Students' Association (Coffs Harbour)**

  The Coffs Harbour Students' Association is designed to meet the needs and interests of students on the Coffs Harbour Campus. The Association provides social, sporting and cultural activities for its members. All Coffs Harbour students are automatically members of the Association. The Association's office is in F Block (telephone (02) 6659 3267, fax (02) 6659 3269).

  The Association provides a wide range of representation, services and activities for its members. It provides active representation between its members and with other student organisations in the University, the University administration and the regional community.

  A number of regular publications have been established including *The Clubs and Societies Handbook; Survival Guide, campus magazine "Tsunami"*; a weekly newsletter; and a number of welfare publications.

  Welfare services to students have been expanded and a line of the Association's own merchandise established. Office facilities have been expanded providing facsimile, photocopying and tea/coffee vending facilities for members.

  On behalf of the University, the Association has continued to provide academic dress hiring for students enrolled at Coffs Harbour.

- **Students' Association (Port Macquarie)**

  The Port Macquarie Students' Association is designed to meet the needs and interests of internal students on the Port Macquarie Campus and any external students within the Port Macquarie catchment area. The Association offers a variety of services, such as photocopying, facsimile service, typing service, return of library books, hire of equipment, notice boards, meeting rooms with a hall for hire along with a well-equipped student lounge, a range of social

and cultural activities (including film nights and organised trips) and an annual award presentation. Other services include: assisting students organise study groups, discount for Association members, child care and travel reimbursements for members attending conferences and official meetings.

The Association is dedicated to providing active representation for all its students to all aspects of the University by way of advice and support on any academic matters and endeavours to assist students access information regarding welfare and other student issues. Its mission is to provide an atmosphere and a sense of community that is conducive to personal and academic growth.

For more information contact the Association on (02) 6583 5177 or fax (02) 6583 6117. The postal address is PO Box 1950, Port Macquarie, 2444.

- **Student Representative Council (Lismore Campus)**

The Student Representative Council (SRC) is a non-profit organisation providing the official recognised voice for students of the Lismore Campus of Southern Cross University. It is organised and operated by students for students. Upon enrolment, students automatically become members, once they have paid their fees.

The Student Representative Council is comprised of elected representatives from the student body. It has three main roles:

♦ to act as an advocate and representative for students within the University, providing an avenue for communication on issues that affect equal access and opportunity;

♦ to provide a wide range of support for students including free dental service, free computer access, free legal service, photocopying and laminating, laser printing, professional typing service, facsimile service, photo ID's and a range of other welfare services;

♦ to provide an avenue for students to gain experience in administration,

management and representation by becoming involved in the day-to-day running of the organisation.

The SRC has two offices on the Lismore Campus: the Student Representative office located at Shop 9, Goodman Plaza and the SRC Print and Copy Shop located at Shop 5, Goodman Plaza.

- **Southern Cross University Union (Lismore Campus and External Services)**

Southern Cross University Union is a non-profit, charitable organisation receiving funds from student-member subscriptions of students, staff and the community, as well as income generated from its commercial services trading areas. The Union uses these funds to build new facilities, provide subsidised services for the benefit and welfare of its members, and to provide recreational, sporting, artistic and cultural events for the University and wider community.

The Union aims to be the social centre of the University community – a gathering place for all students, staff and visitors at Lismore Campus, and an information centre for those off campus.

The Union organises special events on campus for both student groups and staff. It subsidises life skills and leisure courses, trips and tours, entertainment, health and wellness programmes, academic dress, sporting and cultural events and the activities of its many sporting and special interest clubs and societies, as well as sponsoring representatives to State intervarsity, national and international sporting and cultural gatherings.

The Union also plays a major role in safety on campus, providing a free shuttle bus service around campus, town, and University residences.

At the Lismore Campus, a fully air-conditioned Union complex is situated near the main car parks where the Union operates a state-of-the-art Health and Fitness Centre (with lockers, showers and changing facilities), a registered travel

agency, licensed bars, bistro, Function Centre and Union Office.

The Union also operates the Darrel Chapman Sports Centre, off Rifle Range Road at the other end of Lismore Campus, as well as the Union Shop in the Goodman Plaza where academic dress can be arranged for Graduation.

The Union has co-operative arrangements with other student organisations and University Centres, to ensure services are available for external students. These include its toll-free hot-line contact number, library search and copy services, free on-demand photocopying mail-out service, Past Exam Paper service, second-hand text books, and Union Web site, with regional social functions details, publications, referral and other assistance. Access to the Union travel agency is available via the Web site, E-mail or 1800 number.

For more information about Union facilities and services, contact Union Reception on the ground floor of the Union building by telephoning (02) 66 22 2755 or 1800 068 314 or via the Web: www.unionscu.com, or via E-mail: manager@union.scu.edu.au.

STUDENT SUPPORT

Student Support Services provide careers advice, counselling, chaplaincy, student loans, and disability support services at Lismore and Coffs Harbour. A medical and dental service is also provided at Lismore. To contact the Student Support Centre please telephone (02) 6620 3943.

STUDENTS' ASSOCIATIONS

See *Student Organisations*.

STUDENT REPRESENTATIVE COUNCIL

See *Student Organisations*.

TEACHING AND LEARNING CENTRE

The Teaching and Learning Centre supports the mission of the University by designing, developing, implementing and evaluating a range of institution-wide initiatives concerned with improving the quality of teaching and learning at the University. The Centre delivers services as follows:

Provision of courses and help designed to improve students' learning and academic skills: typical courses include academic reading, writing and research skills as well as others such as listening, time management and note taking. These services are provided by Learning Assistance staff who are located within Information Services in A Block on the Lismore Campus (telephone (02) 6620 3664, fax (02) 6622 0093) and on the Coffs Harbour Campus in the Library (telephone (02) 6659 3230). Learning Assistance staff have a self-instructional preparation for tertiary study package available.

Provision of seminars, training programmes and evaluations of courses, units and teaching for members of academic staff: Educational Development staff are located in the Health Sciences Building on the Lismore Campus (telephone (02) 6620 3177). Educational Development have a large range of resources available for review by members of the teaching staff.

Provision of professional advice and assistance with the design and development of course material for distance education and in the utilisation of flexible modes of course delivery: Educational Design staff are located in the Health Sciences Building on the Lismore Campus (telephone (02) 6620 3177). These staff have advanced expertise in the design of units for on-line delivery.

TRAVEL CONCESSIONS

Full-time internal students without income other than student allowances may obtain fare concessions via a concession sticker on their student ID card for:

(a) bus and train travel to attend classes during semester;

(b) train travel during vacation;

(c) air travel at any time;

(d) weekend train travel to and from a student's permanent home in the country;

(e)   Sydney metropolitan travel at any time.

Rail concession forms are available at the **Student Administration Office** at the Lismore and Coffs Harbour Campuses.

UNION, UNIVERSITY

See *Student Organisations*.

UNIVERSITY CENTRES

University Centres are Southern Cross University offices and facilities in various parts of the University's region. There are Centres at **Coolangatta** on the Gold Coast, **Murwillumbah** in the Tweed Valley and at **Grafton** in the Clarence Valley. The one serving the Hastings, Camden Haven and Macleay Valley areas at **Port Macquarie** is a campus of the University. Addresses and phone numbers of the University Centres can be found at the front of this Handbook. Centres provide information about study options, learning support, computers, on-line access, private study, and some teaching facilities. Centres are available for use by all Southern Cross University students.

VIDEO-CONFERENCING

The University has video-conference studios located at Lismore Campus and the Coffs Harbour Campus and access to other facilities within Australia and overseas.

The facility exists to enhance the quality of communications within the University as well as with other tertiary educational and many larger corporate institutions in Australia and overseas. Video-conferencing can be used effectively for both educational activities and administrative meetings. The facilities are also available to external clients at very reasonable rates.

Bookings at Lismore Campus can be made by contacting Administration on (02) 6620 3711. Coffs Harbour bookings can be made by contacting Coffs Harbour Administration on (02) 6659 3050.

WITHDRAWAL

Regulations relating to a course or unit withdrawal are set out in Enrolment Rules which are printed in the **Rules** section of this Handbook. All students should be familiar with these Rules.   Students withdrawing from a course or unit must complete a "Withdrawal Form" or provide written advice of withdrawal to avoid being automatically graded FAIL for currently enrolled unit(s). Forms are available from the **Student Administration Office on each Campus** and when completed, must be lodged at that Office.

Students should take note that withdrawing from a unit or course after the designated final date for withdrawal without failure will result in an automatic grade of Fail.

Students enrolled in a HECS liable course who withdraw from a unit or units, or from a course, after the census date for a study period, will be liable for the HECS applicable for the unit/s, or course, for that study period.

Prizes

THE UNIVERSITY MEDAL

University Medals are awarded annually at the discretion of the Academic Board (on the nomination of a School Board) to candidates who have completed the requirements of a Bachelor degree with first class honours and who at all times have demonstrated a very high standard of academic achievement. University Medals are normally only awarded to students with a Grade Point Average of 3.6 or more in their best 16 equivalent 150-hour units completed at Southern Cross University excluding honours year units.

The ABC North Coast Cultural Diversity Prize – $100

Awarded to the most outstanding graduating student in the culture and media analysis subjects in the media communications undergraduate programme.

Donated by ABC North Coast.

The Association of Taxation and Management Accountants Prize – $250*

Awarded annually to the student with the best results in Taxation in the Bachelor of Business (Accounting) major.

Donated by the Association of Taxation and Management Accountants.

* *Prize no longer offered (subject to final approval).*

The Australasian Institute of Banking and Finance Prize – $250

Awarded annually to the student with the highest grade point average in the Bachelor of Business (Finance) major.

Donated by the Australasian Institute of Banking and Finance.

The Australian Institute for Tourism Industry Management Prize – $100

Awarded to the graduating student with the best academic performance in the Bachelor of Business in Tourism course.

Donated by the Centre for Coastal Management.

The Australian Institute of Welfare and Community Workers (Newcastle and Hunter) Achievement Award – Two Prizes of $100*

To be awarded by a working party which shall comprise the Head of School, School of Human Services, the Field Education Co-ordinator and an Executive member of AIWCWs Newcastle Branch. To be eligible for an award, students will need to be completing, or have completed the AIWCW pathway option within the Bachelor of Social Science degree. In doing so, students will need to have demonstrated an outstanding performance in each of the following:

- their activities within two field education placements;
- academic achievement in all units undertaken within their Bachelor of Social Science degree; and
- contribution to their community.

The working party may merge the two awards into one award of $200 for a graduating pathway student.

Donated by Australian Institute of Welfare and Community Workers (Newcastle and Hunter Branch).

* *Prize no longer offered (subject to final approval).*

The Australian Literacy Educators Association Prize – One year's membership of the Association and a $50 book voucher

Awarded to a student completing the Bachelor of Education programme, selected on the basis of best overall results in the units EDU00401 Curriculum Studies: English I, EDU00402 Curriculum Studies: English II, EDU00403 Curriculum Studies: English III together with one of the elective units ENG00351 Children's Literature, EDU00352 Teaching English to Speakers of Other Languages (TESOL), ENG00355 Storytelling, EDU00356 Reading Difficulties.

Donated by Northern Rivers Council of the Australian Literacy Educators Association.

The Australian Securities Commission Prize – $100*

Awarded to the Bachelor of Business student with the best performance in the units Company Law and Company Accounting.

Donated by the Australian Securities Commission.

* *Prize no longer offered (subject to final approval).*

The Bundjalung Prize – $300

Awarded to a graduating student from a course co-ordinated by the College of Indigenous Australian Peoples. The student must have demonstrated significant contributions to Indigenous communities located in the area of Bundjalung lands.

Donated by the College of Indigenous Australian Peoples.

The Butterworth On-Line Subscription Prize – Seven x 6-month subscriptions to the Butterworth Encyclopaedic Australian Legal Dictionary, each valued at $495

Awarded to the best student in each of the following units: LAW00112 Constitutional Law, LAW00117 Administrative Law, LAW00502 Torts, LAW00130 Introduction to Law and Contract, LAW00053 Foundations of Torts, LAW00054 Family Law Practice, LAW00055 Aboriginals, Islanders and Contemporary Legal Issues.

Donated by Butterworths.

The Casino Centenary Prize – $50

Awarded to the student with the best academic performance in either the Bachelor of Contemporary Music or the Bachelor of Arts (Contemporary Music).

Donated by Casino Municipal Council.

The Centre for Coastal Management Prize – $100

Awarded to the graduating student with the best academic performance in the Bachelor of Applied Science course.

Donated by the Centre for Coastal Management.

The Club Management Prize – $250

Awarded to the student achieving the best result in the unit "Club Management" in the Bachelor of Business in Tourism course.

Donated by the Secretaries and Managers' Association of Australia and the Club Managers' Association of New South Wales – Far North Coast Zone.

The Coffs Ex-Services Achievement Award – $1,000

Awarded to a Coffs Harbour Campus student who is the child of a member of the Club and who has made a distinctive contribution to school, university and/or community life through one or a combination of sporting achievement, community involvement, cultural/artistic achievement. The recipient must have completed at least one semester of full-time study at the Coffs Harbour Campus and must not have received the award previously.

Donated by Coffs Ex-Services Club.

The Coffs Harbour Rotary Club Prize – $200 to student (Perpetual Trophy to be presented each year)

Awarded to the student who has achieved the highest result in Year 2 of the Bachelor of Hotel and Catering Management at the Coffs Harbour Campus.

Donated by the Coffs City Rotary Club.

The Coffs Harbour Rugby League Football Club Ltd. Sponsorship – $500 per year

Awarded by the Academic Board on the recommendation of the Coffs Harbour Rugby League Football Club Ltd. to a student enrolling in the first year in any course at the Coffs Harbour Campus of Southern Cross University. The successful applicant will have a background in Rugby League, having reached a minimum standard of representative level in Under 18s or 19s or played First Grade with their particular Club and be prepared to play with the Coffs Harbour Comets Rugby League Club. Payment of the sponsorship will be

dependent upon the student meeting commitments to the Club, both on and off field, and receiving at least a pass in all units each year.

Donated by Coffs Harbour Rugby League Football Club Ltd.

The Colin Heselwood Marketing Award – $500

Awarded each year to the student enrolled in a marketing unit at any level who submits the best marketing thesis or review or project on the macadamia industry.

Donated by the Australian Macadamia Society Ltd.

The College of Indigenous Australian Peoples Prize – $300

Awarded to an Indigenous Australian student on graduation with the highest Grade Point Average in his/her course.

Donated by the College of Indigenous Australian Peoples.

The CPA Australia First Year Prize – $500 and Medallion

Awarded to the Bachelor of Business student with the best overall result in first year units including meritorious performance in Accounting and Financial Management I.

Donated by CPA Australia.

The CPA Australia Second Year Prize – $500 and Medallion

Awarded to the Bachelor of Business student with the best overall results in second year Accounting units in the Accounting major.

Donated by CPA Australia.

The CPA Australia Graduate Prize – $500, Medallion, Certificate and two years' Membership

Awarded for the best overall result in third year Accounting units in the Accounting major.

Donated by CPA Australia.

The Darrel Chapman Memorial Prize – $150

Awarded to the graduating student in the Bachelor of Human Movement Science course with the highest grade point average calculated over the whole course.

Donated by the Centre for Sport, Fitness and Recreation, Southern Cross University.

The Director of Nursing Scholarship – $250*

Awarded to the Bachelor of Nursing student with the highest aggregate mark at the completion of the first year of study.

Donated by Zone 2, the Institute of Nursing Administrators of NSW and ACT.

* *Under review.*

The Far North Coast Hospitals' Association Prize – $325 (includes $100 book award)*

Awarded to the Bachelor of Nursing graduate with the best academic performance in the final year of the course.

Donated by the Far North Coast Hospitals' Association.

* *Prize no longer offered (subject to final approval).*

The Far North Coast Law Society Prize – $100

Awarded to the student achieving the best result in the unit LAW00130 Introduction to Law and Contract.

Donated by the Far North Coast Law Society.

The Gairbraid Scholarships – Determined annually

Awarded to the most meritorious male school-leaver and the most meritorious female school-leaver, taking into account their financial circumstances, enrolling in the first year in any course at the Coffs Harbour Campus of Southern Cross University and having in the previous year gained their HSC from a Public High School in the Coffs Harbour Region.

Donated by Mrs E. Maclean.

The Gordon Milne Memorial Prize – $500 (for five years)

To be awarded by a working party which shall comprise the Port Macquarie Academic Co-ordinator, the Director of University Studies and the Examinations Officer. To be eligible for an award a student must have a home address in the Hastings Local Government area and have completed Year 12 from a Hastings Public High School the preceding year, be enrolled full-time or part-time in any Southern Cross University course offered with tutorials and/or lectures at the Port Macquarie Campus, and have demonstrated the best overall academic achievement on completion of their first year of studies at Southern Cross University.

Donated by Mrs V. Milne.

The Gwynne Mason Medal

Awarded to the student who has completed a pre-service degree programme in Primary Teaching and who has achieved the highest total marks in specialist curriculum units for Science Education.

Donated by Catherine Anne Mason in memory of her late husband, Thomas Gwynne Mason, Head of the Science Department at Lismore Teachers' College and NRCAE 1971–1975.

The Harry Shand Memorial Prize – $50

Awarded to the Bachelor of Nursing graduate with an interest in Community Health Nursing as well as high academic performance over the duration of the course.

Donated by the Far North Division, Australian Dental Association, NSW Branch.

The Indigenous Australian Prize – $300

Awarded to the graduating student with the highest Grade Point Average in the units Australian Indigenous Societies Prior to Invasion and Contemporary Australian Indigenous Societies.

Donated by the Gungil Jindibah Centre.

The Institute of Nursing Administrators Prize – Perpetual Shield and Award

Awarded to the Bachelor of Nursing graduate with the best overall clinical performance.

Donated by Zone 2, the Institute of Nursing Administrators of NSW and ACT. The name of the annual recipient will be recorded on a perpetual Board within the School of Nursing and Health Care Practices.

The Jim Bloomfield Memorial Prize – $500

Awarded to the full-time student with the best overall performance in the first year of a Humanities or Social Science undergraduate course at the Coffs Harbour Campus as determined by highest grade point average.

Donated by Coffs City Rotary Club.

The John Buss Prize – $50

Awarded to the Bachelor of Business graduate with the best overall results in the Marketing major.

Donated by Mr J.H. Buss.

The Law Book Company Prize – $300

Awarded to the students with the most outstanding achievements in the units Criminal Law and Procedure (LLB), Criminal Process (AssocDegLaw).

Donated by the Law Book Company.

The Lismore City Council Mayoral Prize for Waste Related Studies – $500

To be awarded to the student who achieves the highest grade point average in the unit ENS00218 Waste Technology.

Donated by Lismore City Council.

The Lismore City Council Mayoral Prize for Waste Related Studies – One-year Student Subscription to the Waste Management Association of Australia

To be awarded to the student who achieves the highest grade point average in the third year unit SCI00211 Integrated Project on waste related topic.

Donated by Lismore City Council.

The Norco Prize for Marketing – $250

Awarded to the graduating student with the best overall results in the Marketing major of the Bachelor of Business course.

Donated by Norco Co-operative Limited.

The Northern Star Prize – $200

Awarded to the most outstanding graduating student in the media communications undergraduate programme.

Donated by the Northern Star.

The Prospectors Earth Sciences Pty Ltd Prize – Geological hammer, leather hammer holster and pocket magnifier

Awarded to the Bachelor of Applied Science student with the best academic performance in the unit Geology.

Donated by Prospectors Earth Sciences Pty Ltd.

The Real Estate Institute Prize – Determined annually

Awarded to the student enrolling in the second year of full-time studies in the Bachelor of Business Degree at the Coffs Harbour Campus, who achieved the best overall result in the Microeconomics unit or Macroeconomics unit, and a pass or better in all other units undertaken in the first year of the Bachelor of Business.

Donated by the Coffs Harbour Branch of the Real Estate Institute of NSW.

The R.G. Bass Medal

Awarded to the student with the most outstanding overall performance in the Practicum units offered in the final year of the Bachelor of Teaching programme.

Donated by Director Emeritus R.G. Bass.

The Royal Australian Institute of Parks and Recreation Prize – $50 and 12 month student membership of the Institute

Awarded to the Bachelor of Applied Science student with the best academic performance in the unit Protected Area Management.

Donated by Royal Australian Institute of Parks and Recreation (NSW Regional Council).

The Rutherfords Prize – $500

Awarded to the graduating student in the Accounting major of the Bachelor of Business with the best performance over the duration of the course.

Donated by Rutherfords.

The School of Natural and Complementary Medicine Academic Achievement Award – $300

Awarded to a graduating student of the Bachelor of Naturopathy who has achieved the highest grade point average.

Donated by the School of Natural Medicine.

The School of Natural and Complementary Medicine Clinical Achievement Award – $300

Awarded to a graduating student of the Bachelor of Naturopathy who, in the judgement of the School Board, has achieved overall excellence in clinical practice.

Donated by the School of Natural Medicine.

The Southern Cross Mathematical Association First Year Prize – $100

Awarded on the recommendation of the School of Education to the Bachelor of Teaching student with the most outstanding

performance in the unit Curriculum Studies: Mathematics I.

Donated by the Northern Rivers Mathematical Association.

The Southern Cross Mathematical Association Third Year Prize – $100

Awarded on the recommendation of the School of Education to the Bachelor of Teaching student with the most outstanding performance in the unit Curriculum Studies: Mathematics II.

Donated by the Northern Rivers Mathematical Association.

The Stone and Partners Prize – $300

Awarded to the graduating student with the best academic performance record in the Bachelor of Laws with Honours or Bachelor of Laws (Double Degrees) with Honours courses, as determined by the highest grade point average.

Donated by Stone and Partners, Solicitors.

The Thomas, Noble and Russell Prize for Accounting – $250

Awarded to the best student in the Bachelor of Business Honours (Accounting) course as determined on academic grounds by the School Board.

Donated by Thomas, Noble and Russell, Chartered Accountants.

The Visual Arts Faculty Prize – $50*

Awarded to one student in each of the studio areas of painting, drawing, ceramics, printmaking and sculpture who has demonstrated excellence and outstanding achievement in that field in that calendar year.

Donated by the Centre for Visual Arts.

* *Prize no longer offered (subject to final approval).*

The Wappett and Partners Prize for Financial Accounting – $250

Awarded to the student, if of sufficient merit, with the best result in the unit AC145 Financial Reporting.

Donated by Wappett and Partners, Chartered Accountants.

The Warren Brauer Memorial Prize – $1000 (Homoeopathic Dispensary to value of)

Awarded annually to a graduating student of the Bachelor of Naturopathy degree who, in the judgement of the School Board, has achieved overall excellence in the theory and practice of Homoeopathy.

Donated by Brauer Natural Medicine Pty Ltd.

The Yeates Prize – Determined Annually

Awarded to the full-time student enrolled at the Coffs Harbour Campus of Southern Cross University, who, if of sufficient merit, achieves the most distinguished results in the first year of his or her course of study. Merit will be determined by grade point average. The Prize will be awarded by resolution of the Academic Board upon recommendation from the Director of University Studies, Coffs Harbour Campus.

Donated by Mrs Marnie Yeates.

General Rules*

♦ Admission, Enrolment, Assessment, Student Discipline, Student Sanctions and Miscellaneous Rules

Generic Undergraduate Course Rules*

*   *Currently under review. It is proposed that new rules will be implemented in June, 2001.*

ADMISSION

*1. Admission – Rules**

*   *Currently under review.*

1. **Definitions**

    In these Rules, unless the context otherwise indicates or requires:

    "Feeder region" means the region bounded in the south by Forster, by Tenterfield to the west and Helensvale in the north.

2. **Qualifications for Admission**

    Before being enrolled as a student of the University, applicants must have obtained such qualifications or experience, or both, at a level of achievement acceptable to the Academic Board.

3. **Application for Admission**

    An application for admission shall be made on the prescribed form in accordance with the required procedures and lodged as directed by the specified date.

4. **Admission Requirements**

    Applicants for admission to the University may be admitted on the basis of one or more of the following:

    1. Undergraduate Candidates

    (a) Secondary Qualifications

    (i)   Applicants who have completed the NSW Higher School Certificate may be considered for admission on the basis of their Universities Admission Index or Limited Universities Admission Index, or equivalent, as calculated by the NSW and ACT Universities Admissions Centre.

    (ii) Applicants who have completed the Queensland Senior Certificate may be considered for admission on the basis of their Overall Position, or equivalent, as calculated by the Board of Senior Secondary School Studies.

    (iii) Applicants who have completed an Australian Year 12 qualification other than the NSW Higher School Certificate or the Queensland Senior Certificate may be considered for admission on the basis of this qualification, providing the University accepts the qualification and level of attainment as equivalent to the NSW Higher School Certificate.

    (iv) Year 12 candidates resident in the University's feeder region are eligible to receive bonus points, determined by Academic Board, which are added to their Universities Admission Index or Overall Position.

    (v)   Candidates completing a year 12 qualification at a high school or TAFE college in the University's feeder region may be admitted under the Regional Entry Report Scheme. Applicants will be assessed on the basis of a report prepared by their Principal. In order to be admitted under the scheme, applicants must satisfy specific University entry criteria as determined by the relevant Head of School.

    (b) Alternative Entry

    Applicants who do not meet the admission requirements in Rule 4(1)(a) and who are 18 years of age or over as at 1 March in the year of intended course commencement and who satisfy one or more of the following criteria, may be considered for admission on the basis of a rank determined by the relevant state Admissions Centre or the University, as applicable:

    (i)   completion of a year long foundation course at an Australian University;

    (ii) completion of the Tertiary Foundation Certificate for Indigenous Australians;

    (iii) completion of the TAFE Tertiary Preparation Certificate;

    (iv) completion of at least 6 months full-time equivalent study, in a

degree, diploma, associate diploma, advanced certificate or certificate level II, III or IV course offered by an Australian tertiary institution, the Open Learning Agency of Australia, a TAFE college or a private provider and which satisfies the guidelines determined by the Australian Qualifications Framework;

(v) completion of the Special Tertiary Admissions Test;

(vi) work or field experience of at least one year full-time, or equivalent;

(vii) post secondary qualifications including health care qualifications, commissioned officer qualifications, apprenticeships, traineeships and qualifying examinations of professional associations;

(viii) interview, other form of individual assessment, and/or audition.

(c) Applicants who do not satisfy the admission requirements in Rule 4(1)(a) and who are under 18 years of age as at 1 March in the year of intended course commencement, may be considered for admission if their qualifications and level of attainment are acceptable to the Academic Board.

(d) Educationally Disadvantaged People

The University has adopted policies to ensure education opportunities are provided for all sections of the community without discrimination on the basis of race, sex, or social or ethnic origin. Applicants who can demonstrate they have been educationally disadvantaged may be considered for admission provided they can satisfy the Academic Board of their ability to cope with the academic content of the course in which admission is sought.

(e) Aboriginal and Torres Strait Islander People

Aboriginal and Torres Strait Islander applicants will be considered for admission on the basis of special admission guidelines. Such applicants must attend the Orientation and Assessment Program run by the College of Indigenous Australian Peoples. Applicants may be directly admitted to an award, or may be required to undertake the Tertiary Foundation Certificate for Indigenous Australians as preparation for tertiary study.

(f) Overseas Qualifications

(i) Applicants with overseas qualifications may be considered for admission provided the University accepts their qualifications as the equivalent of an Australian qualification required for entry to a particular course.

(ii) Applicants whose first language is not English, must demonstrate proof of English proficiency by obtaining either an overall band score of not less than 6 in the International English Language Testing System (including a minimum score of 5.5 in the sub-bands), a TOEFL score of not less than 550, or an equivalent score in a comparable test as determined by the Academic Board.

(g) Additional Admission Requirements

Applicants must satisfy any additional admission requirements prescribed in the Rules Governing Candidature for specific awards. *(The Rules are listed in Part C of the Handbook.)*

2. Honours

Before being admitted as an Honours candidate where honours is taken as a separate year, applicants shall have attained the admission qualifications prescribed in the Rules for Bachelors Degrees with Honours. *(The Rules are listed in Part B of the Handbook.)*

3. Postgraduate Candidates

(a) Coursework

Before being admitted as a postgraduate coursework candidate, applicants shall have attained the admission qualifications prescribed in the Rules

Governing Candidature for the award in which admission is sought. *(The Rules are listed in Part C of the Handbook.)*

(b) Research

(i) Master by Research

Before being admitted as a Master by Research candidate, applicants shall satisfy the admission requirements prescribed in the Rules for the Degree of Master by Research. *(The Rules are listed in Part C of the Handbook.)*

(ii) Doctor of Philosophy

Before being admitted as a Doctor of Philosophy candidate, applicants shall satisfy the admission requirements prescribed in the Rules for the Degree of Doctor of Philosophy (PhD). *(The Rules are listed in Part C of the Handbook.)*

4. Non-Award Studies

(a) Non-Award (Miscellaneous)

Applicants may be considered for admission as non-award (miscellaneous) students provided they meet at least one of the following criteria:

(i) they are assessed as eligible by the relevant Head of School and satisfy the admission requirements specified for entry to the award in which a unit or units are offered;

(ii) they are a permanent member of staff of Southern Cross University and required by their supervisor and Cost Centre Head to undertake units relevant to their employment.

(b) Secondary school students wishing to undertake non-award studies may be considered for admission under the terms and conditions determined by the Academic Board.

(c) Cross-Institutional

A student of another tertiary institution may be considered for admission as a cross-institutional student, provided their academic record and unit selection is acceptable to the relevant Head of School. Prior to admission, the student must provide a letter from their home institution, which states the units the student is permitted to take, and that upon successful completion, those units will be recognised towards an award of the home institution.

5. **Deferment of Course Commencement**

1. Deferment of course commencement may be available to applicants for internal undergraduate awards in exceptional circumstances for a maximum period of one year.

2. Application for Deferment

An application for deferment must be made in writing to the Director of Student Administration, and must contain information and documentary evidence, if applicable, as to why deferment is being sought. The application for deferment fee prescribed in Part A of the Administrative and Student Charges and Tuition Fees Rules must be lodged with the application.

3. Grounds for Deferment

Exceptional circumstances where a deferment may be granted include, but are not limited to, medical reasons supported by a medical certificate or participation in an overseas study exchange scheme such as Rotary Exchange.

4. Authority of Director of Student Administration

The granting of a deferment will be at the discretion of the Director of Student Administration.

5. Rejection of Offer of Place

On receipt of an application for deferment, applicants are deemed to have rejected the offer of a place in that course for the current year.

6. Appeals

If their application for deferment is rejected, applicants may appeal against the decision. Such an appeal must be

made in writing, and must reach the Director of Student Administration not later than 21 days after the date of notification of rejection.

7. Refund of Application Fee

(a) The deferment application fee will be refunded where the application for deferment is granted, and the applicant subsequently enrols in the course within a one year period and remains enrolled past the census date of the first semester of their enrolment.

(b) The deferment application fee will not be refunded where an application for deferment is rejected, or where a deferment is granted but the applicant does not subsequently enrol in the same course within the one year period.

6. Course Transfer

1. Students who are currently enrolled in an award of the University, and have completed at least one semester full-time equivalent towards that award, are eligible to apply for an internal course transfer.

2. Applicants must normally obtain the rank required in the most recent admission period in order to be eligible to apply for an internal course transfer.

3. Applicants will be assessed on the basis of their performance in their University studies and previous entry qualifications. In exceptional circumstances, applicants may be assessed on any additional relevant supporting documentation.

4. A course transfer shall not be approved unless the Head of School determines an appropriate programme of study is available.

2. Exclusion – Rules*

* *Currently under review.*

1. Definitions

In these Rules, unless the context otherwise indicates or requires:

(a) "exclusion" means that a student's enrolment in a course has been discontinued by the University due to poor academic performance;

(b) "Head" means the Head of the relevant School or Director of the relevant College, or a staff member designated by the Head or Director, to act on behalf of the Head or Director;

(c) all references to "School Board" should be read additionally as references to "College Board";

(d) "study periods" refer to semesters, trimesters and sessions.

2. Grounds for Exclusion

(a) The grounds for exclusion shall be:

(i) failure in 50 per cent or more of unit load during the previous two study periods in which the student was enrolled; or

(ii) failure to satisfy professional experience or compulsory fieldwork requirements affecting professional competency, such that the student is deemed by the Head to be unsuitable to continue in the course; or

(iii) failure to make satisfactory progress in a research program, as determined by the Graduate Research Committee of the Academic Board.

(b) Where a student has been readmitted to a course after having served a period of exclusion, only those units undertaken after readmission shall be taken into account when considering grounds for future exclusion.

(c) Where a student has transferred from one course to another, only units taken as part of the new course shall be taken

into account when considering grounds for future exclusion.

3. **Decision to Exclude**

(a) At the end of each academic year, upon notification of final grades, the Director of Student Administration shall provide to the Head a list of those students whose academic performance provides grounds for exclusion, as specified in Rule 2.

(b) The Head may at any other time exercise discretion in seeking a list of students whose academic performance provides grounds for exclusion, as specified in Rule 2.

(c) The Head shall review the academic performance of those students who meet any of the grounds for exclusion, as specified in Rule 2, and shall within seven (7) days make one of the following determinations:

    (i) that the student be allowed to continue in the course;

    (ii) that the student be allowed to continue in the course with specified conditions;

    (iii) that the student be excluded for a specified period;

    (iv) that the student be excluded permanently.

(d) The Head's decision shall within a further seven (7) days be notified in writing to the student by the Director of Student Administration. The notification shall include:

    (i) specification of the grounds for exclusion, or of any conditions placed upon continuing in the course;

    (ii) an indication of the student's right of appeal against the decision;

    (iii) details of the appeals process.

4. **Appeals**

(a) A student may appeal against a decision made by the Head under these Rules. This appeal must be submitted in writing, stating clearly the reasons for the appeal, to the Head within fourteen (14) days of notification of exclusion. The Head shall make a decision with respect to this appeal and shall advise the student in writing within fourteen (14) days.

(b) Where a student is not satisfied with the outcome of an appeal to the Head, a further appeal may be made within ten (10) days to the Academic Board. A late appeal may be received at the discretion of the Chair of the Academic Board.

(c) An appeal to the Academic Board may only be made on the grounds that Rule 2 was inappropriately or unreasonably applied, or that there were exceptional circumstances not likely to continue which contributed to poor academic performance. Further detail is provided in Rules for Appeals to Academic Board. The decision of an appeal to the Academic Board will be notified in writing. A decision of the Academic Board Appeals Committee shall be final.

(d) Periods of exclusion shall not be displayed on any academic transcript issued by the University.

5. **Application for Readmission**

(a) An application for readmission may be made prior to expiration of a period of exclusion but readmission will not be permitted until expiration of the period of exclusion.

(b) An application for readmission must be made on the prescribed form to the Director of Student Administration.

(c) Readmission is not automatic, and applicants for readmission will be considered along with all other applicants for admission.

6. **Saving of Other Rules**

(a) Nothing in these Rules shall:

    (i) operate to excuse a student from lodging any enrolment form required by the provisions of any other Rule; or

    (ii) prevent the refusal of enrolment of a student for any course or unit

under the provisions of any other Rule.

(b) No action taken on, or in consequence of, the lodgement by a student of any enrolment or re-enrolment form or under the provisions of any other Rule, shall prevent the operation of any provision of these Rules.

ENROLMENT

*1. General Rules**

*   *Currently under review.*

1.   Definitions

In these Rules, unless the context indicates otherwise, the term:

"Director" means Director of Student Administration or other officer authorised by the Director.

"Executive Director of Administration" means Executive Director of Administration or other officer authorised by the Executive Director of Administration.

"Census Date" means 31st March in the case of first semester; 31st August in the case of second semester; and two weeks from the commencement of the teaching period in the case of a course not offered on a semester basis.

"School" means the School in which a student is undertaking a major study and "Head" means the Head of that School or a member of that School nominated by the Head.

"Enrolment" includes both the first enrolment of a student and all subsequent re-enrolments.

1A.   Transitional Provision

In these Rules:

(1) all references to "Head of School" should be read additionally as references to "Director of College";

(2) all references to "School Board" should be read additionally as references to "College Board".

2.   Semesters and Trimesters

In each academic year there shall be two semesters, two sessions or three trimesters. Each semester, session or trimester shall commence on such date and continue for such period as the Academic Board may from time to time determine.

3.   Enrolment

(1) An enrolment form fully and correctly completed according to the requirements thereof, shall be lodged with the Director of Student Administration not later than the closing date prescribed by the Director of Student Administration in respect of each semester, session or trimester in which a person seeks to gain credit in any course or to take any unit otherwise than as part of a course, or to be or continue to be a candidate for a higher degree.

(2) The Director of Student Administration:

(a) may prescribe closing dates for enrolment procedures; and

(b) may prescribe different closing dates for enrolments or re-enrolments for different courses or units and for different categories of students; and

(c) shall publicly notify the dates so prescribed at least two months in advance thereof.

(3) Unless the Director of Student Administration, in a particular case, prescribes a closing date for enrolments for a course or unit in the second semester, session or second or third trimester, enrolments for semesters, sessions and each trimester in each academic year shall be lodged by the closing date prescribed for the first semester, session or trimester.

(4) An enrolment shall be deemed to be accepted by the University on the date on which it is approved by the Director of Student Administration, provided that nothing in this sub-rule shall limit any right of the University to reject an application for enrolment or to cancel an

enrolment under the authority of any By-law or other rule, or to correct a patent error, whether or not the rejection, cancellation or correction occurs before or after the approval under this sub-rule.

(5) A person seeking to enrol shall pay the prescribed fees and complete all other enrolment procedures by the prescribed dates, and may thereupon attend classes and otherwise pursue a course or unit for which an enrolment has been submitted unless and until the applicant receives notice that it has been disapproved.

(6) Subject to the provisions of this Rule a student, in the case of an external student, shall not be entitled to receive any course notes and, in the case of all students, may not attend any lecture, tutorial or other class or be assessed in any unit without being enrolled for that unit.

(7) In special circumstances the Head of School, with the prior consent of the person conducting classes in the unit, may give permission for a person to attend a class or classes of a non-laboratory or practical nature in that unit or a course of study comprising it without being formally enrolled and such permission, where granted, shall be given in writing.

(8) A person may not at the one time be enrolled for two or more courses except with the prior written permission of the Pro Vice-Chancellor.

4. **Conditional Enrolment Where Consultation and Advice Directed**

(1) A Head of School may direct that persons seeking to enrol in any course offered within that School shall attend for consultation and advice during such period and with such persons as the School Board concerned may direct.

(2) An enrolment in any such course shall be deemed to be accepted subject to the condition that the applicant attends for consultation and advice as required.

(3) The Head of the School concerned may direct that the conditional acceptance of the enrolment of any applicant who fails to attend as aforesaid be rescinded.

5. **Pre-requisites and Co-requisites**

(1) Nothing in this Rule shall affect the need for a person to fulfil the requirements in respect of enrolment in a unit or course pursuant to any other University By-law or Rule.

(2) In respect of any unit, the Academic Board may prescribe that another unit is or other units are:

   (a) pre-requisite; or

   (b) co-requisite.

(3) Subject to this Rule, a person may not:

   (a) enrol in a unit unless the person has:

      (i) obtained the appropriate grade of pass in;

      (ii) been granted advanced standing for; or

      (iii) been granted a special examination in each unit pre-requisite to that unit; or

   (b) enrol for a unit unless the person has passed in, has been granted advanced standing for or, at the same time, enrols for each unit co-requisite to that unit.

(4) In an individual case, the Head of the School concerned, on the recommendation of the relevant Course Co-ordinator, may, if requested, waive or vary the requirements in relation to a pre-requisite or co-requisite unit if the qualifications or previous experience of the person are determined to be substantially similar to the relevant pre-requisite or co-requisite unit or in other special circumstances.

(5) (a) In special circumstances, a student who has failed to obtain an appropriate grade of pass in a pre-requisite unit which is not again offered prior to the unit to which it is pre-requisite, may, with the

approval of the Head of School acting on the recommendation of the relevant Course Co-ordinator, enrol for the unit for which the pre-requisite is required when that unit is next offered.

(b) A student who enrols in a unit pursuant to:

(i) sub-rule 3(a)(iii), but who fails to obtain a grade of pass or higher in the relevant special examination, shall not be permitted to continue in that unit unless the Head of School has given permission for continued enrolment as provided for in sub-rule (4) above; or

(ii) sub-rule (5)(a); shall not be permitted to count that unit towards an award until the student enrols for and obtains an appropriate grade of pass in the pre-requisite unit.

6. Student Identification Card

On the first occasion in each year that a person enrols or re-enrols as a student that person shall be issued with a student identification card at a time prescribed by the Director of Student Administration.

7. Students Exempted from Part of Requirements

A student who has been exempted from fulfilling the requirements of part of a unit shall enrol in order to complete the remaining requirements of the unit.

8. Medical Fitness

(1) The Pro Vice-Chancellor, on the recommendation of a School Board, may direct that each person applying for the first time for enrolment for a nominated course for which that School is responsible shall lodge with the enrolment form a medical certificate stating whether or not, in the opinion of the medical practitioner giving the certificate, the person is in a fit state of health to undertake that course. If the Head of the School concerned considers

that the facts stated in the certificate render it unlikely that the person could complete the course successfully, the enrolment may be refused.

(2) If, in the opinion of the Head of any School, the state of health of any student enrolled or of any person applying to enrol in any course in that School gives cause for concern, the Head of School may refer the matter to the Pro Vice-Chancellor who may thereupon take such action as is considered necessary in the interests of the student or person concerned, the University, its staff or students.

(3) A person whose enrolment is refused or in respect of whom any other action is taken under the powers given by this Rule may appeal.

9. Late Enrolments

Subject to compliance by the person with the provisions of any rule relating to administrative charges or any other rule applicable in the circumstances, an initial enrolment form lodged with the Director of Student Administration or varied by the applicant (whether or not on the recommendation of an authorised officer) after the closing date prescribed in relation to it, may be approved by the Director of Student Administration, but, except in special circumstances, shall not be approved later than the end of the third week of a semester or the end of the first week of a trimester as the case may be.

10. Refusal of Enrolment

Without limiting the power of the Council or of any person or body authorised by the Council or by By-law or Rule to refuse enrolments:

(1) An enrolment form lodged by a person who has not complied with the Admissions Rules of the University or qualified for admission to the relevant course shall not be approved.

(2) An enrolment may be disapproved by an authorised officer on the ground that the applicant has not complied with a

provision of a By-law or of these or any other rules.

(3) The Director of Student Administration may at any time correct a patent error and take all such action as may be necessary to implement, or be consequential upon, the correction.

11. Provision Relating to Overseas Students

The enrolment of a person who is liable to pay the Overseas Student Health Charge, as required by the Department of Employment, Education, Training and Youth Affairs for issue and continuation of student entry permits, and fails to pay the charge to the University by the date which it is due for payment, or fails to provide evidence that the charge has been paid to Medibank Private, shall not be approved until the charge has been paid.

12. Withdrawal or Variation of Enrolment*

(1) A student may, by notice in writing to the Director of Student Administration, withdraw from enrolment in a course, or, with the approval of an authorised officer, vary the enrolment by withdrawal from one or more of the units previously included in it.

(2) A student who withdraws from a unit not later than the relevant census date shall have their enrolment in that unit deleted from the record.

(3) Except as provided for in sub-rule (2) above, a student who withdraws from one or more of the units Professional Studies I-IV of the Bachelor of Education course not later than the Friday preceding the commencement of the scheduled Practicum shall have their academic record endorsed as having withdrawn from that unit or units.

(4) Except as provided for in sub-rules (2) and (3) above, a student who withdraws from a unit not later than:

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* Students are advised to consult the AUSTUDY entry in this Handbook.

(a) in the case of a semester or trimester unit, the end of the eighth teaching week; or

(b) in the case of a year-long unit, the eighth teaching week of first semester; or

(c) in the case of a unit not offered on a semester, trimester or year-long basis, the expiration of two-thirds of the specified teaching period; shall have their academic record endorsed as having withdrawn from that unit.

(5) Except as provided in sub-rule 5(a) below, a student shall thereafter not be permitted re-admission to the same course of study.

(a) A student having withdrawn from all units for which enrolled in a semester or trimester may be re-admitted to the same course of study with the approval of the Pro Vice-Chancellor, subject to compliance with any conditions imposed and provided:

(i) an Application for Re-admission correctly completed according to the requirements thereof, has been lodged with the Director of Student Administration not later than the prescribed closing date, or;

(ii) where the Director of Student Administration has approved lodgement after the prescribed closing date, payment of the prescribed administrative charge.

(6) Unless the Pro Vice-Chancellor approves otherwise, a student who withdraws from a unit after the period specified in sub-rules (3) or (4) above shall have their academic record endorsed as having failed that unit.

(7) Notwithstanding the provisions of this Rule, a student who withdraws from a unit and fails to notify the Director of Student Administration in writing at the

time of such withdrawal shall have their academic record endorsed as having failed that unit.

(8) Subject to any conditions as may be prescribed by an authorised officer, a student may:

(a) by notice in writing to the Director of Student Administration, vary enrolment by adding one or more units, but except as provided in sub-rule (8)(b) below, may not so vary enrolment later than the end of the second week of a semester or trimester; or

(b) in special circumstances acceptable to the Pro Vice-Chancellor and subject to the payment of the prescribed administrative charge, vary enrolment by adding one or more semester or year-long units after the period specified in the preceding sub-rule (8)(a), but may not so vary enrolment later than:

(i) the end of the fourth teaching week in the case of a semester unit; or

(ii) the end of the fourth teaching week in first semester in the case of a year-long unit.

13. Enrolment in Units Additional to Course Requirements

1. Subject to all relevant Rules and By-laws in respect of the selection of units and the maximum number of units which may be taken in one semester or trimester students may be permitted to undertake up to two units over and above the award requirements specified in the relevant award rules provided that the student has not completed the requirements for the award. That is, a student who has completed the requirements for an award may not re-enrol in that same course in a subsequent semester or trimester to undertake additional units. Such students will be required to enrol as non-award students.

2. Such students will be subject to HECS provisions in respect of those units and will not be required to pay tuition fees.

3. Approval to undertake units additional to course requirements may be granted by the Pro Vice-Chancellor. In the case of applications to undertake up to two additional units the Pro Vice-Chancellor may delegate his/her authority to such other person(s) as the Pro Vice-Chancellor may nominate. In exceptional circumstances the Pro Vice-Chancellor may approve enrolment in three units.

2. Administrative and Student Charges and Tuition Fees – Rules

1. Definitions

In these Rules, unless the context otherwise indicates or requires:

"Census Date" means the date prescribed in the *Higher Education Funding Act 1988* as the final date by which a student may withdraw from a unit or course without incurring a HECS liability – normally 31 March for first semester, 31 August for second semester, two weeks from the commencement of the teaching period for a course or unit not offered on a semester basis, and the first day of teaching for a study period of less than six weeks in duration.

"Class" includes a lecture, seminar, tutorial or other related activity.

"Enrolment" includes both the first enrolment of a student and all subsequent enrolments.

"Full-time" means a study load of at least 0.375 as at the census for the relevant study period.

"Part-time" means a study load of less than 0.375 as at the census date for the relevant study period.

"External" means enrolment in only an external unit or units in the current study period.

"Internal" means enrolment in at least one internal unit in the current study period.

"Reinstatement date" has the same meaning as "Census Date".

"Study period" means a semester, trimester, session or other period so designated.

2. **Fees to be Paid**

   (i) All students shall pay the applicable fees and charges as set out in the Schedules.

   (ii) Fees and charges paid prior to due dates will be based on intended enrolment as stated in the enrolment instructions. The Director of Student Administration shall calculate moneys owing by the student or the University and require payment or authorise a refund, as necessary.

   (iii) Fees payable in accordance with Parts 1, 2 and 3 of the Schedule shall be levied each study period on the basis of the student's enrolment, or intended enrolment, for that study period.

3. **Time for Payment**

   (i) Unless the Director of Student Administration otherwise directs, fees listed in Parts 1, 2 and 3 of the Schedule, shall be paid on or before the date, determined by the Director of Student Administration, for the relevant study period.

   (ii) Payment of the prescribed fees is a pre-requisite to the confirmation of an enrolment by the University.

4. **Director of Student Administration's Powers if Fees Unpaid**

   (i) If any fees (including special or administrative charges) payable by a student remain unpaid after the date determined in accordance with sub-clause 3(i), the Director of Student Administration may cancel or refuse the student's enrolment in a course or unit at any time thereafter.

   (ii) A student whose enrolment has been cancelled or refused may be reinstated or allowed upon payment of all outstanding fees and administrative charges before the final date for reinstatement.

   (iii) A person whose enrolment remains cancelled or refused after the final date for reinstatement or is cancelled pursuant to Rule 6:

   (a) (i) shall not be enrolled for any unit or course, unless and until the Director of Student Administration in special circumstances has otherwise permitted, and that person has complied with any condition which may in the absolute discretion of the Director of Student Administration be imposed; and

   (ii) shall not attend any class or be entitled to sit for any examinations or be awarded any assessment grade; and

   (b) shall, unless the Director of Student Administration otherwise directs, remain liable for any administrative charges imposed prior to the date of the notice of cancellation, but may at the discretion of the Director of Student Administration be granted a refund of any amount which may have been paid in excess thereof.

5. **Refund of Fees**

   Subject to any relevant provisions in the Schedules, where the Director of Student Administration receives from the student proper written notice of withdrawal from a course or unit or variation of enrolment, a refund of fees, in whole or in part, may be authorised at the discretion of the Director of Student Administration.

6. **Special Cases to Be Determined by the Director of Student Administration**

   In any case in which by reason of special circumstances the fee to be paid, the time when a fee is payable, or any other matter necessary to be determined in order to enable the application of these Rules to that case, is not specifically provided for in these Rules, the Director of Student Administration shall have full power and sole authority to decide

any question necessary to be decided in order to determine the matter.

FEE SCHEDULE

PART 1: COMPULSORY STUDENT BODIES FEES (per academic session including GST)			
Lismore			
Attendance Mode	Union $	SRC $	Total $
Full-time			
Semester	137.50	53.90	191.40
Trimester	91.30	36.30	127.60
Part-time			
Semester	88.00	34.10	122.10
Trimester	58.30	23.10	81.40
External#			
Semester	36.30	16.50	52.80
Trimester	24.20	11.00	35.20
Coffs Harbour			
Attendance Mode		CHSA $	Total $
Full-time			
Semester		89.10	89.10
Trimester		59.40	59.40
Part-time			
Semester		69.30	69.30
Trimester		46.20	46.20
External#			
Semester		52.80	52.80
Trimester		35.20	35.20
Port Macquarie			
Attendance Mode		PMSA $	Total $
Full-time			
Semester		85.80	85.80
Trimester		57.20	57.20
Part-time			
Semester		66.00	66.00
Trimester		44.00	44.00
External#			
Semester		52.80	52.80
Trimester		35.20	35.20
Gold Coast			
All Modes		SRC $	Total $
Semester		52.80	52.80
Trimester		35.20	35.20
Summer Sessions			
No fees payable for Summer Sessions in 2001.			

Exemptions

A student shall normally be exempted from payment of fees in this Part if he/she, during the period of enrolment for which the fee is payable:

(a)   resides outside Australia, unless other contractual arrangements have been approved by the Vice Chancellor;

(b)   is an inmate of a correctional institution.

\# *External Mode means: All units of study for which the student is enrolled in the relevant semester or trimester which involve special arrangements whereby lesson materials, assignments, etc. are delivered to the student, and any associated attendance is of an incidental, irregular, special or voluntary nature.*

Refunds:
Union, Student Representative Council/Students' Association Fees Only
Withdrawal from or Cancellation of Enrolment

(a)   A 100% refund of fees paid subject to the Director of Student Administration receiving written notification of withdrawal from or cancellation of enrolment on or before the census date for the relevant study period. Refunds will be automatically processed by Student Administration.

(b)   No refund of fees paid where withdrawal from or cancellation of enrolment occurs after the census date for the relevant study period. In such cases, where there are special grounds, a student may apply for a refund directly to the Secretary of the Union, Student Representative Council or Students' Association within one month of the date of withdrawal, stating the grounds for special consideration. Any such refund, if granted, will be granted in accordance with the policy of the relevant student body.

Change of Attendance Type/Attendance Mode

(a)   A 100% refund of the difference between fees paid and fees due subject to the Director of Student Administration receiving written notification of a change in attendance type from full-time to part-time, or attendance mode from internal to external on or before the census date for the relevant study period. Refunds will be automatically processed by Student Administration.

(b)   No refund consequent to a change in attendance type or attendance mode after the census date.

Tuition Fees – Australian Students

PART 2: AUSTRALIAN STUDENTS	
Australian students not undertaking Commonwealth Government funded courses shall pay the relevant charge set out in Part 1, the charge for textbooks provided by the University and the fee prescribed for the course of enrolment in this part.	
Prescribed fees	**$/unit**
Doctor of -	
Business Administration	1,800
Business Administration (Off-shore)	2,100
Master of -	
Business Administration	1,100
Business Administration (Off-shore)	1,500
Convention and Event Management	1,100
Education	1,000
Education (Training and Development)	1,000
Gaming Management	1,100
Health Science	1,000
International Business	1,100
International Business (Off-shore)	1,500
International Hotel Management	1,100
International Sport Management	1,100
International Sport Management (Off-shore)	1,500
International Tourism Management	1,100
Management	1,100
Management (Off-shore)	1,500
Marketing Management	1,100
Marketing Management (Off-shore)	1,500
Organisational Development and Training	1,000
Professional Accounting	1,100
Professional Accounting (Off-shore)	1,500
Vocational Education and Training	1,000
Graduate Certificate in/of -	
Business Administration	1,100
Business Administration (Off-shore)	1,500
Convention and Event Management	1,100
Gaming Management	1,100
Health Science	1,000
International Hotel Management	1,100
International Sport Management	1,100
International Sport Management (Off-shore)	1,500
International Tourism Management	1,100
Leadership and Change	1,000
Management	1,100
Management (Off-shore)	1,500
Marketing Management	1,100
Marketing Management (Off-shore)	1,500
Organisational Development and Training	1,000
Professional Development	1,000
Training and Development	1,000
Vocational Education and Training	1,000
Graduate Diploma in/of -	
Business Administration	1,100
Business Administration (Off-shore)	1,500

Convention and Event Management	1,100
Educational Studies	1,100
Gaming Management	1,100
Health Science	1,000
International Business	1,100
International Business (Off-shore)	1,500
International Hotel Management	1,100
International Sport Management	1,100
International Sport Management (Off-shore)	1,500
International Tourism Management	1,100
Law	1,000
Management	1,100
Management (Off-shore)	1,500
Marketing Management	1,100
Marketing Management (Off-shore)	1,500
Organisational Development and Training	1,000
Training and Development	1,000
Vocational Education and Training	1,000
Non-award and miscellaneous units	
Undergraduate unit	600
Postgraduate unit:	
For units offered in courses in this Schedule the fees are listed above. All other units	1,100

Refunds: Tuition Fees

Fees paid by a student pursuant to this Part in respect of a study period shall be refunded in accordance with the following arrangements:

(a) a 100% refund of fees paid in respect of a unit or course:

 (i) which has been cancelled by the University; or

 (ii) from which the student has been excluded on academic grounds; or

 (iii) if the Director of Student Administration has received written notice of withdrawal from enrolment before the commencement of the period for the relevant study period;

 (iv) where other exceptional circumstances exist, as approved by the Director of Student Administration;

(b) a 95% refund of fees paid if the Director of Student Administration has received written notice of cancellation of or withdrawal from enrolment on or before the last day of the second week of the relevant study period;

(c) a 75% refund of fees paid if the Director of Student Administration has received written notice of cancellation of or withdrawal from

enrolment after the second week and on or before the last day of the fifth week of the relevant study period;

(d) a 50% refund of the fees paid if the Director of Student Administration has received written notice of cancellation of or withdrawal from enrolment after the fifth week and on or before the last day of the eighth week of the relevant study period.

Tuition Fees – Overseas Students

PART 3: OVERSEAS STUDENTS	
Each student shall pay the relevant charge set out in Part 1, the charge for textbooks provided by the University and the annual fee prescribed for the relevant description of enrolment	
Prescribed annual fees	**$**
Associate Degree in/of –	
Applied Science (Resource Technology)	15,000
Business (Computing)	10,000
Health Science (Aboriginal Health and Community Development)	10,000
Information Technology	10,000
Law (Aboriginal Paralegal Studies)	10,000
Law (Paralegal Studies)	10,000
Bachelor of –	
Accounting	10,000
Accounting (Honours)	10,000
Accounting and Finance	10,000
Accounting and Information Systems	10,000
Accounting/Bachelor of Information Technology	10,000
Agribusiness	10,000
Applied Science	15,000
Applied Science (Computing)	10,000
Applied Science (Computing) (Honours)	10,000
Applied Science (Forestry)	15,000
Arts	10,000
Arts (Honours)	10,000
Business	10,000
Business (Honours)	10,000
Business/Bachelor of Arts	10,000
Business in Club Management	13,000
Business in Hotel and Catering Management	11,000
Business in Tourism	11,000
Business in Tourism (Honours)	11,000
Contemporary Music	12,000
Education (Primary)	10,000
Educational Multimedia	12,000
Educational Multimedia (Honours)	12,000
Health Science in Nursing	11,000
Health Science in Nursing (Honours)	11,000
Hotel Management	7,500
Human Movement Science	13,000
Human Movement Science (Honours)	13,000

Human Services	10,000
Information Technology	10,000
Information Technology (Honours)	10,000
Laws	10,000
Laws/Bachelor of Applied Science	15,000
Laws/Bachelor of Arts	10,000
Laws/Bachelor of Business	10,000
Laws/Bachelor of Business in Tourism	11,000
Laws/Bachelor of Human Movement	13,000
Laws/Bachelor of Indigenous Studies	10,000
Laws/Bachelor of Information Technology	10,000
Legal and Justice Studies	10,000
Management	10,000
Management and Professional Studies	9,600
Mathematics and Computing	10,000
Mathematics and Finance	10,000
Multimedia	10,000
Naturopathy	15,000
Nursing	11,000
Nursing (Honours)	11,000
Social Science	10,000
Social Science (Honours)	10,000
Teaching	10,000
Visual Arts	12,000
Graduate Certificate in/of –	
Business Administration*	6,400
Convention and Event Management	6,400
Educational Multimedia*	5,600
Gaming Management	6,400
Health Science	6,000
Information Systems	5,600
International Business*	6,400
International Hotel Management	6,400
International Sport Management*	6,400
International Tourism Management	6,400
Leadership and Change Management*	5,000 6,400
Marketing Management*	6,400
Organisational Development and Training	5,000
Professional Development	10,000
Training and Development	5,000
Vocational Education and Training	5,000
Graduate Diploma of –	
Business Administration*	12,800
Convention and Event Management	12,800
Education (Secondary)	10,000
Educational Multimedia*	11,200
Educational Studies	10,000
Gaming Management	12,800
Health Science	12,000
Information Systems	11,200
International Business*	12,800
International Hotel Management	12,800
International Sport Management*	12,800
International Tourism Management	12,800
Management*	12,800
Marketing Management*	12,800

PART 3: OVERSEAS STUDENTS (continued)	
Organisational Development and Training	10,000
Training and Development	10,000
Vocational Education and Training	10,000
Master of –	
Arts	13,500
Business	12,000
Business Administration*	19,200
Convention and Event Management	19,200
Education	10,000
Educational Multimedia*	16,800
Education (by research)	12,000
Education (Training and Development)	10,000
Gaming Management	19,200
Health Science	12,000
Information Systems	16,800
International Business*	19,200
International Hotel Management	19,200
International Sport Management*	19,200
International Tourism Management	19,200
Laws	12,000
Management*	19,200
Marketing Management*	19,200
Organisational Development and Training	10,000
Professional Accounting*	18,000
Science	15,000
Vocational Education and Training	10,000
Doctor of –	
Business Administration (semester option)#	13,200
Business Administration (on-campus)*	18,600
Doctor of Philosophy in –	
Arts	13,500
Business and Computing	12,000
Education, Work and Training	12,000
Exercise Science and Sport Management	18,000
Tourism and Hospitality Management	12,000
Health Science	15,000
Law and Criminal Justice	12,000
Natural and Complementary Medicine	18,000
Resource Science and Management	18,000
Semester Study Abroad Program	5,850
(includes a non-refundable administration fee of $1,150)	
Miscellaneous Fee	
World Wide Web units (per unit)	1,250
* *Courses offered on a trimester basis. All other courses are semester-based.*	
# *On-campus.*	

Refunds: Tuition Fees – Overseas Students

If the event described occurs, the student concerned shall be entitled to the refund of fees indicated:

(a) Full refund of fees paid if an offer of a place is withdrawn or the University is unable to provide the course. If, however, the offer was made on the basis of incorrect or incomplete information supplied by the applicant, the University shall retain 10% of the fee in respect of one study period as well as any cost incurred by the University's agent in recruiting the student.

(b) Full refund of fees paid if a student is excluded before the start of the study period.

(c) If the Director of Student Administration receives from the student written notice of withdrawal from course:

(i) Commencing Students

more than four weeks before the start of the study period all tuition fees paid are refundable less an administrative fee of 10% of the tuition fee applicable to that study period and any agent's fee that may have been incurred plus a full refund of fees paid in advance in respect of a following study period;

(ii) Continuing Students

before the start of the study period the student shall be entitled to a full refund of tuition fees applicable to the study period and a full refund of fees paid in advance in respect of a following study period;

(iii) Commencing and Continuing Students

1. on or before the last day of the fifth week of study period, the student shall be entitled to a refund of 50% of the fee applicable to that study period and a full refund of fees paid in advance in respect of a following study period;

2. after the last day of the fifth teaching week of the study period, the student will not be eligible for any refund of the fee applicable to that study period but will be eligible for a full refund of fees paid in advance in respect of a following study period.

(d) If the Director of Student Administration receives from a student written notice of withdrawal from a unit or units representing less than withdrawal from course:

(i) on or before the last day of the second teaching week of the study period the student shall be entitled to a full refund of the tuition fee applicable to that/those unit/s;

(ii) on or before the last day of the fifth week of the study period the student shall be entitled to a refund of 50% of the fee applicable to that/those unit/s;

(iii) for whatever reason beyond the fifth teaching week of the study period, the student shall not be eligible for a refund of the fee paid for that/those unit/s.

PART 4: ADMINISTRATIVE CHARGES (to be paid before the necessary action can be processed)	
	$
Application for deferment	100
Late application for admission	60
Late application for re-admission:	
(i) after due date but more than three (3) weeks before the start of relevant term	20
(ii) three (3) weeks or less before the start of the relevant term	75
Late application for course transfer	25
Late re-enrolment for a semester based course, where the Annual Re-enrolment form is received:	
(i) after the due date and on or before 31st January	20
(ii) after 31st January but before the end of Week 4 of semester	50
Late re-enrolment for a trimester based course, where the Trimester Re-enrolment form is received:	
(i) after the due date but on or before the first day of trimester	20
(ii) after the first day of trimester but before the census date	50
Processing late direct full-time Category B applications for admission	25
Addition or substitution of a unit after the end of the second week of lectures	10
Late amendment to enrolment after the issue of HECS Notice	50
Transcript of Academic Record	5
Certificate of Enrolment	5
Duplicate Testamur	30
Replacement Student ID Card	10
Statement of charges paid or HECS liability	5
Duplicate Statement of Results	2
Reinstatement after cancellation	50

Examinations requiring special arrangements (per paper)*:	
(i) SCU Campus	50
(ii) elsewhere within Australia	100
(iii) elsewhere outside Australia	200
For each challenge examination undertaken in accordance with MBA Rule 5.1A, GradDipMangt Rule 5.1A and GradCertMangt Rule 5.2	125

* *Fee does not apply where special examination arrangements are required to cater for candidates with a physical disability or as a result of illness or other special circumstances acceptable to the Director, Student Administration.*

ASSESSMENT

1. *Assessment and Examination – Rules**

* *Currently under review.*

Part 1 – General

1. Definitions

In these Rules, unless the context otherwise indicates or requires:

(a) "assessment" means the process by which student academic progress is monitored and judged;

(b) "unit" means a discrete component of a course identified by a title and a code number;

(c) "assessment tasks" mean all the items of assessment, for example, tests, examinations, assignments, practicals, clinicals, orals and any other performances required as part of the assessment;

(d) "examination" means the formally supervised examination held in the University's end of semester or trimester examination periods;

(e) "special consideration" means the grounds on which a student may request consideration for extension or variation of deadlines for assessment tasks, for a special examination, or for consideration related to a completed assessment task;

(f) "special examination" means an examination offered in lieu of the examination as defined in Rule 1(d), offered at a different time;

(g) *"unit assessor"* means the academic staff member, designated by the Head of the relevant School, responsible for ensuring that the assessment process for a unit is implemented and completed; as used throughout, the term *"unit assessor"* includes any academic staff member delegated by the unit assessor to act on behalf of the unit assessor;

(h) *"the Head"* or *"the Head of School"* means the Head of the relevant School or Director of the relevant College, or an academic staff member designated by the Head, or Director, to act on behalf of the Head or Director;

(i) *"registered health practitioner"* means a health practitioner registered as a provider by Medicare or a private health fund, together with such other health practitioners as the University may determine from time to time;

(j) *"the Director of Student Administration"* means the person occupying that position or a staff member designated by the Director to act on behalf of the Director;

(k) all references to *"School Board"* should be read additionally as references to *"College Board"*;

(l) the *"Board of Assessors"* means the academic staff of the School or College who are unit assessors meeting to determine grades.

2. **Assessment Information for Students in Unit statements**

   (a) The unit assessor during the first two teaching weeks of each semester or trimester shall make available to all students enrolled in that unit and shall lodge with the Library a unit statement which shall contain details of the aims, objectives, syllabus, prescribed texts and materials, recommended reference material, student assessment requirements and the intended distribution of student load.

   (b) The unit statement shall normally include at least the following information about student assessment:

   (i) a description of each assessment task, including information such as length and format;

   (ii) the relation of each assessment task to the unit objectives;

   (iii) the weighting of each assessment task towards the final grade;

   (iv) whether a pass in the unit requires an overall mark of 50 per cent, or whether there are components of the assessment which must be completed at a specified level for the unit to be completed satisfactorily;

   (v) whether contributions to tutorial or seminar discussions will be taken into account and, if so, how such contributions will be assessed;

   (vi) identification of any assessment task that must be completed to pass the unit but which does not count towards the final grade;

   (vii) in units where assessment tasks and requirements are negotiable between lecturers and students, the processes and timelines for the completion of negotiations;

   (viii) due dates for submission or completion of each assessment task and penalties which may be applied for late submission;

   (ix) the mode of grading;

   (x) a statement concerning the time-lines for the return of marked assignments;

   (xi) a statement of the criteria against which performance in assessment tasks will be judged.

3. **Amendments to Assessment Requirements**

   Any amendment to the assessment requirements presented to students in a unit statement shall be announced in class sessions, displayed on noticeboards designated by the relevant School and sent in writing to external students. Unless the Head of the School responsible for the unit approves otherwise, no such amendments,

other than an extension of the due date of an assessment task, shall be made or notified after the conclusion of the sixth teaching week of the semester or trimester.

4. Assessment Provision for Students with Disabilities

This Rule refers to the conditions under which variations to assessment tasks or requirements may be made to accommodate the needs of students with disabilities. Such variations may include, for example, the method of completing assignments or recording answers, a lengthening of the time taken over a test or examination, the venue for tests or an examination, the provision of sound amplification or of large print for test or examination papers, and the provision of particular furniture requirements. The onus is on a student with a disability who wishes to seek variations to assessment tasks or requirements to bring this matter to the attention of the Disabilities Liaison Officer in accordance with the University's *"Policy on Academic Adjustments for Students with Disabilities"*.

(a) Procedures for students registered under the *"Policy on Academic Adjustments for Students with Disabilities"* as having a disability shall be those specified in that Policy. Once a determination is made under the Policy concerning variations to assessment tasks or requirements for a student with a disability, these variations shall be available throughout the period of enrolment unless changed in accordance with the Policy.

(b) All students with disabilities who are not registered under the Policy and who seek accommodation for a disability must contact the Disabilities Liaison Officer. An application for a special examination or special consideration in a unit does not relieve the student of this onus.

5. Grounds for Special Consideration

It is expected that students will complete all assessment tasks and meet assessment deadlines. Requests for special consideration may be considered in exceptional circumstances. This Rule describes the grounds for special consideration. Rule 6 defines the various types of special consideration for which a student may apply.

(a) Requests for special consideration shall only be considered on the following grounds: health, compassionate circumstances, serious unforeseen personal events, selection in State, national or international sporting or cultural events.

(b) For consideration on health grounds, the following information in relation to a student's condition shall be required from a registered health care practitioner: (i) the date or dates on which the student was examined; and (ii) a specific statement of the practitioner's opinion of the effect of the complaint or treatment on the student's ability to complete the assessment task. Requests which do not contain this information will not be considered. The unit assessor, or Head of School, as appropriate under Rule 6, may, with written permission by the student, seek further clarification from the relevant registered health practitioner concerning the extent to which a complaint or treatment may affect the student's ability to complete the assessment task.

(c) For consideration on grounds of compassionate circumstances or serious unforeseen personal events, a student shall provide factual details of the circumstances or events, together with such corroborative evidence as may support the student's application. In this context "serious unforeseen personal events" refer normally to events which are outside the student's control to prevent or overcome, and not to events which are part of the ordinary risks to academic studies, such as the inability to cope with studies or to adjust to university life, the demands of employment, interpersonal problems or the need for financial support. Where a student requests special consideration on grounds such as those described as ordinary risks, the onus is on the student

to provide convincing evidence that such grounds constitute either compassionate circumstances or serious unforeseen personal events.

(d) For consideration on grounds of selection in State, national or international sporting or cultural events, a student shall require a statement signed by an authorised officer of the appropriate organisation which validates a conflict with the University's timetable.

(e) Misreading the deadline for any assessment task is not a ground for special consideration.

6. Types of Special Consideration

(a) Variation of the Deadline for an Assessment Task, Other Than an Examination

    (i) Requests for this type of special consideration shall comply with the conditions and requirements as set out in Rule 5 and shall be submitted on the University's prescribed form of application.

    (ii) Requests shall be submitted to the unit assessor as soon as possible before the due date of the submission of the assessment task.

    (iii) Requests to bring forward the deadline for an assessment task, other than an examination, shall be submitted to the unit assessor in sufficient time for alternative arrangements to be made.

    (iv) Requests for the variation of the deadline for an assessment task, other than an examination, on the grounds of selection in State, national or international sporting or cultural events shall be submitted to the unit assessor at least one month in advance of the starting date of the activity.

    (v) With respect to Rules 6(a)(ii), (iii) and (iv), the Head of the School responsible for the unit may approve a later date for submission of a request if exceptional circumstances can be demonstrated by a student.

    (vi) The unit assessor, on the evidence available and after consultation with other academic staff responsible for student assessment in the task in question, shall determine whether or not to grant a variation and advise the student accordingly within seven days of receipt of the student's completed application form. If a variation is not granted, the student shall be informed in writing of the reasons. If a variation is granted, the student shall be informed in writing of the new deadline for the assessment task.

    (vii) With respect to Rule 6(a)(vi), the Head of the School responsible for the unit may approve a later date for response to the student if exceptional circumstances for delay can be demonstrated by the unit assessor.

    (viii) Where extensions have been granted beyond the due date of the finalisation of grades for the semester, or trimester, the student shall receive an interim notation of Incomplete. An Incomplete notation shall be converted to a grade as soon as possible, and by no later than two years of being recorded. If the Incomplete is not converted by that time, a Fail shall be recorded.

(b) Special Consideration in the End-of-Unit Examination

    (i) Requests for this type of special consideration shall comply with the conditions and requirements as set out in Rule 5 and shall be submitted on the University's prescribed form of application.

    (ii) Requests shall be submitted to the Head of the School responsible for the unit.

(iii) The timing of the submission of requests shall be as follows:

on grounds of health, compassionate circumstances or serious unforeseen personal events, as soon as possible before the due date of the examination;

on grounds of event conflict resulting from selection in State, national or international sporting or cultural events, at least one month in advance of the starting date of the activity;

the Head of School may approve a later date for submission of a request if exceptional circumstances can be demonstrated by the student.

(iv) The Head of School, after consultation with the relevant unit assessor, shall make a determination and advise the student, the unit assessor and the Director of Student Administration of the outcome. A student shall not normally be granted special consideration in an end-of-unit examination unless the student has complied with all other compulsory assessment requirements in that unit.

(v) Where a student has been granted special consideration in relation to an end-of-unit examination, the student may choose to:

sit the end-of-unit examination and be considered under the provision in Rule 6(c)(iv); or

not sit the end-of-unit examination and be granted a special examination.

(vi) Where a student has been granted a special examination, a notation of Special Examination shall be used. Where a student has been granted a special examination and has also to complete other assessment tasks, the Special Examination grade shall be used.

(c) Consideration in Relation to a Completed Assessment Task

(i) Requests for this type of special consideration shall comply with the conditions and requirements as set out in Rule 5 and shall be submitted on the University's prescribed form of application.

(ii) Requests shall be submitted to the unit assessor no later than two working days after completion of the assessment task.

(iii) The Head of the School responsible for the unit may approve a later date for submission of an application if exceptional circumstances can be demonstrated by the student.

(iv) The unit assessor shall retain all applications until the time of the determination of final grades for the unit. At that time, the unit assessor, taking into account the student's application, and, after consultation with any other staff member responsible for the assessment task related to the application shall, either decide the student's final grade or, in exceptional circumstances, recommend to the Board of Assessors that the student be granted further assessment prior to determination of the final grade. The Head of School shall ensure that all applications are retained for a period of six (6) months.

7. **Examination and Special Examination Periods**

(a) Examination periods shall be those periods as determined by the Academic Board and approved by Council during which the end of semester or trimester examinations shall be held.

(b) A student who wishes to change their examination venue within two weeks of commencement of the examinations period shall be required to pay a fee as prescribed by the Director of Student Administration.

(c) Special examinations shall be held no later than the third teaching week of the following semester or trimester, unless determined otherwise by the Head of the School responsible for the unit.

(d) Students granted a special examination within two weeks prior to commencement of the special examinations period may be required by the Director of Student Administration to sit the special examination in the subsequent examination period.

(e) Internal students are required to return to the University to sit a special examination, unless prior arrangements for an alternative venue have been approved in writing by the Director of Student Administration.

8. **Conduct of Examinations**

(a) Examinations Timetables

Timetables for examinations shall be prepared and posted on the appropriate notice boards, or due notice of examinations shall be given to students by other means as determined by the University. Such notice shall be given not less than two weeks prior to the commencement of the examination.

(b) Entry to Examination Room

A person other than a student, a supervisor, a unit assessor or other authorised person may not, except with the permission of a supervisor, enter or remain in an examination room during an examination session.

(c) Time for Entry or Departure

(i) A student may not enter an examination room before being given permission to do so by a supervisor, or thirty minutes after the commencement of the writing time for the examination.

(ii) No student may leave the examination room before the expiry of thirty minutes from the commencement of writing time or after the ten (10) minute warning given by a supervisor before the end of the examination.

(d) Conditions of Entry

A person, whether a student or not, who is given permission to enter or leave an examination room shall comply with all conditions on which the permission is given.

(e) Unauthorised Material Not to Be Brought into Examination Room

(i) A student shall not, except with the explicit permission of the unit assessor, bring into an examination room anything whatsoever which conveys or is capable of conveying information concerning or otherwise has reference to any unit, or is such that it may reasonably give rise to suspicion that it is capable of conveying information concerning or of having reference to any unit or that it was intended by the student so to do. It is immaterial that the subject matter of the material is not one to which the examination relates.

(ii) It shall be sufficient answer to any alleged breach of this Rule if the student establishes that anything brought into an examination room was brought in with the permission of the supervisor, or, forthwith upon entering the room, deposited with a supervisor or at a place designated for the deposit of such things.

(f) Answers to Be in English

Unless otherwise directed, all answer sheets, worked scripts or other papers used in an examination shall be in English. A student whose first language is not English, with the written approval of the Head of the School responsible for the unit, may use a standard translation dictionary. The written approval and the dictionary must be shown to the supervisor prior to commencement of the examination.

(g) Student Not to Communicate with Others

Except with the approval of the supervisor, a student shall not during an examination session communicate by word or otherwise with any other person except a supervisor, the unit assessor or other person authorised by the Head of School responsible for the unit, or assist any other person to communicate with another person, or willingly receive a communication from any person other than a supervisor, the unit assessor or the Head of School responsible for the unit.

(h) Cheating

(i) A student shall not cheat or attempt to cheat in an examination.

(ii) A person, whether a student or not, shall not do anything intended to assist any other person sitting for an examination to cheat or otherwise defeat the purposes of the examination.

(iii) A supervisor who suspects a student of cheating or acting dishonestly or unfairly, or of assisting another student to cheat or act dishonestly or unfairly, in connection with an examination, may require the student to surrender any book, paper or other material which the supervisor suspects has been or is being used by the student for such purpose and the student shall comply with any such requirement of the supervisor.

(iv) After surrender of any book, paper or other material in accordance with Rule 8(h)(iii), the student may be permitted to continue the examination.

(v) A supervisor who suspects a student of a breach of Rule 8(h)(i) and/or Rule 8(h)(ii) shall, as soon as practicable, submit a written report of the circumstances of the alleged breach, together with any book, paper or other material

surrendered in accordance with Rule 8(h)(iii), to the Director of Student Administration who shall either:

in the case of a student of the University, advise the Head of the School responsible for the unit who shall deal with the matter in accordance with the Student Discipline Rules; or in the case of other students, determine the action to be taken.

(i) Identification

A student shall bring into the examination room their student identification card or any other photo identification card.

(j) Places

(i) A student for an examination shall, upon entering an examination room, proceed without delay to the place the student is directed to occupy for that examination by a supervisor or by notice or other means, and shall not leave that place except with the permission or by the direction of a supervisor.

(ii) A supervisor may at any time direct a student to leave any such place and to occupy another place specified by the supervisor, and a student shall without delay comply with any such direction.

(k) Students to Comply with Directions

(i) A student shall comply with all directions to students set forth on a writing book or other examination material supplied or set out on any notice displayed in the examination room, and shall without delay comply with directions given by a supervisor.

(ii) A supervisor need not give a student a reason for any direction or requirements given or made to the student.

(l) Students Not to Remove Papers

A student shall not remove from the

examination room any worked script or paper provided for use during the course of the examination, or other material the property of the University unless permitted by the supervisor to remove it.

(m) Supervisor's Power of Enquiry

(i) A supervisor may:

• require any person present in the examination room to show by such means as the supervisor may specify and as are appropriate to the circumstances, that the person is not in possession of any unauthorised material as specified in Rule 8(e) or that the person is not committing or attempting to commit or has not committed a breach of any other Rule relating to the conduct of examinations;

• if the supervisor considers that unauthorised material has been brought into the examination room, confiscate such material and submit it with a report to the Director of Student Administration;

• ask any person in the examination room any question relating to the conduct of the examination or to that person's behaviour while in the examination room.

(ii) A person present in the examination room shall comply with any such requirements or answer any question so asked. If the person fails so to do, the supervisor may require the person to leave the examination room.

(n) Further Powers of Supervisors

(i) If, in the opinion of a supervisor, a student's behaviour is such as to disturb or distract any other student, the supervisor may require the person to leave the examination room.

(ii) A supervisor shall have and may exercise all such powers as are reasonably necessary to ensure the proper and efficient conduct of the examination.

(o) Consequence of Failure to Leave if Required

If a person who is required by a supervisor to leave the examination room fails to do so forthwith, the permission given to be on the premises of which the examination room forms part shall be deemed to be withdrawn and the person may be dealt with accordingly.

(p) Breach of Rules

A student who commits a breach of any Rule contained in this part shall, if a student of the University, be guilty of misconduct for the purposes of the Student Discipline Rules and shall be liable accordingly. If not a student of the University, the examination result may be cancelled by the Chair of the Academic Board after such inquiry, as the Chair deems appropriate to the case. Nothing in these Rules, nor any action taken under them, shall deprive the University of any other remedy or right it may have in the circumstances or prevent the University from taking any other action.

9. **Grading Categories**

(a) The assessment mode for a unit may be either graded or ungraded, as specified in the unit statement.

(b) A student who satisfactorily completes a graded unit shall be awarded a grade of High Distinction, Distinction, Credit, Pass or Terminating Pass. A student who satisfactorily completes an ungraded unit shall be given a notation of Satisfied Requirements. A student who does not satisfactorily complete either a graded or an ungraded unit shall be given the grade of Fail or the notation of Incomplete, Special Examination or Not Available.

(c) For year-long units, the assessment notation applicable in the first semester shall be Continuing Unit. The assessment grade or notation applicable

in the second semester shall be as specified in Rule 9(b).

(d) For Thesis/Project units, the assessment notation at the end of each semester or trimester, until such time as the unit is successfully completed, is Continuing Unit. A Thesis Submitted notation shall be given when the student has submitted a thesis for assessment. Upon completion of the assessment process, an appropriate grade will be entered on the student's record.

10. Use of Terminating Pass, Incomplete and Not Available Grades

(a) Terminating Pass may be used where a unit assessor judges that a student fulfils the requirements of a unit but is not capable of progressing further in units for which that unit is a pre-requisite.

(b) Incomplete may be used:

(i) as stated under Rule 6(a)(viii);

(ii) where a student's final grade, submitted by the unit assessor, was questioned at the School Board's review of assessment and the required clarification was not available by the time of issuing of results.

(c) Not Available may be used either where a student has completed a practicum but the report has not been returned to the unit assessor from the school, hospital or supervisor, or where the student has submitted or completed all assessment tasks but a grade has not been determined in time for the submission of final assessment results. Grades for students awarded Not Available should be provided by the end of the second week of the following semester or trimester. If the grade of Not Available is re-awarded, then an explanation should be forwarded to the Chair of the School Board.

11. Graded Units - Percentages and Distribution

(a) The following scale of equivalence of grades to percentage marks shall normally apply:

High Distinction	85 and above
Distinction	75-84
Credit	65-74
Pass	50-64
Fail	Below 50

(b) In determining the final grades for students in a unit, the Board of Assessors may seek justification from the unit assessor in such instances as where the percentage of High Distinctions and Distinctions combined for the unit exceeds 20 per cent or where the percentage of Fails exceeds 20 per cent.

12. Processing of Assessment Schedules for Final Assessment Grades

(a) By the first day of each semester or trimester, the Head of the School responsible for the unit shall supply to the Director of Student Administration a schedule of units for which a result is to be submitted, together with the names of the unit assessors.

(b) As soon as possible after the final date for withdrawal without fail, the Director of Student Administration shall supply to each unit assessor a computer printout of students' names for whom a final assessment grade is required in each unit.

(c) Recommended final assessment grades shall be entered on the computer list referred to in (b) and submitted direct by each unit assessor to the Director of Student Administration. Assessment schedules are to be sealed in an envelope, except when they are handed in personally.

(d) Following receipt of recommended final assessment grades by the Director of Student Administration, all assessments shall be entered into the computer and unit lists showing each student's grade shall be printed. These unit lists will be distributed to unit assessors before the Board of Assessors meetings. Unit assessors shall check that the grades shown are correct. Any incorrect grades shall be corrected at the Board of Assessors meeting.

(e) The Board of Assessors shall consider the grades recommended for each student and shall determine the final grade in each unit, provided always that:

   (i) the Board of Assessors, before determining such final grades, may refer for advice the recommended grades to a meeting of such assessors as the Board may determine;

   (ii) the Board of Assessors may determine a grade different from that recommended by a unit assessor after advice to that unit assessor of the intended variation and after consideration of any matters which that unit assessor may wish to place before the Board;

   (iii) with the approval of the Board of Assessors, the Head of School may confirm grades executively.

(f) A grade determined by the Board of Assessors may be altered by the Head of School after consultation with the unit assessor concerned:

   (i) to correct a patent error; or

   (ii) to make a grade accord with the grade which the Head of School and unit assessor are satisfied would have been confirmed or made by the School Board if it had considered relevant circumstances which were not considered by it;

   (iii) any such variation shall be notified to the Director of Student Administration for forwarding to the student and such variation shall be reported with reasons to the School Board for noting at its next meeting.

(g) The Head of School shall certify to the Director of Student Administration:

   (i) the final grades in respect of each student after all authorities have carried out and exercised any power given to them under these Rules;

   (ii) the names of any students who have qualified for honours and the class of honours for which they have qualified.

(h) After certification of final grades, the grades shall be released to the student by the Director of Student Administration in a form and at a time determined by the Director of Student Administration.

(i) Where a student has taken a special examination, the unit assessor concerned shall normally submit to the Head of School within ten (10) days of receiving the examination script a grade for the unit, which the Head of School may confirm executively.

13. Student Query of Assessment Results Other than Final Assessment Grades

(a) Where a student considers that the assessed work for an individual assessment task has been unfairly or inappropriately assessed, the student or nominee shall follow the process below, taking step (i) or (ii) normally within five working days of notification of the results:

   (i) contact the original marker to discuss the matter;

   (ii) if dissatisfied with the result of the discussion, contact the unit assessor to discuss the matter (note: the student or nominee may start at step (ii), in which case the unit assessor shall seek the views of the original marker);

   (iii) if dissatisfied with the result of the discussion in (ii) above, contact the Course Co-ordinator for further discussion;

   (iv) if dissatisfied with the result of the discussion in (iii) above, query the final assessment under Rule 14.

14. Query of Final Assessment Grade

(a) A student may query the grade awarded for any unit. A query of an assessment grade shall be made in writing to the Head of the School responsible for the unit within 14 days of the date of formal

notification of the grade to the student. If, as a result of such query it is deemed appropriate to vary the grade, the Head of School may make such variation in accordance with Rule 12(f).

(b) The Head of School shall formally notify the Director of Student Administration and the student in writing, normally within fourteen (14) days of the outcome of the query of an assessment grade.

15. Appeal against Final Assessment Grade

(a) A student who is not satisfied with the determination of the Head of School, may appeal to the Academic Board on one or more of the following grounds:

   (i) improper action in the conduct of an assessment task;

   (ii) irregularity in the conduct of an assessment task;

   (iii) negligence on the part of any person involved in the conduct of the assessment task;

   (iv) unlawful discrimination against the student;

   (v) prejudice or bias on the part of the assessor or any other person involved in determining the grade to be awarded;

   (vi) the assessment process as detailed in the unit statement, and any subsequent amendment made in accordance with Rule 3, not being followed;

   (vii) where additional evidence for special consideration can be provided, or where procedures for consideration of an application for special consideration were not properly followed.

(b) An appeal made under this Rule shall be lodged with the Secretary, Academic Board Appeals Committee within fourteen days of the date of formal notification of the Head of School's determination provided in Rule 14.

(c) An appeal cannot be made on the basis of the absence of one or more items specified in Rule 2(b) from a unit statement.

16. Additional Detail on Student Performance

(a) After the final grades in a unit have been released, a student may request the unit assessor to provide more detail concerning the student's performance. Any such request made within six months of the release of the relevant grade shall be complied with by the relevant unit assessor.

(b) After a period of six months following the release of the final grades in a unit, any piece of work related to assessment tasks for that unit, including examination scripts, which have not previously been returned to students may be destroyed and details on performance need not be provided.

17. Plagiarism

(a) Definition

Plagiarism is the act of taking and using another's work as one's own. For the purpose of this Rule, any of the following acts constitute plagiarism unless the work is acknowledged:

   (i) copying the work of another student;

   (ii) directly copying any part of another's work;

   (iii) summarising the work of another;

   (iv) using or developing an idea or thesis derived from another person's work;

   (v) using experimental results obtained by another.

Any person who knowingly or negligently aids another person to commit an act of plagiarism as defined in Rule 17(a)(i)-(v) shall be dealt with under the Rule as if they themselves had committed the act of plagiarism. Plagiarism does not include poor referencing or poor presentation of cited material.

(b) Penalties

For an act of plagiarism, any one or more of the following penalties may be imposed:

(i) a mark of zero for the item of assessment in which the plagiarism occurred;

(ii) failure or cancellation or refusal of credit for the unit in which the plagiarism occurred;

(iii) suspension from the University for a specified period;

(iv) expulsion from the University.

(c) Re-enrolment of Expelled Students

A student who is expelled from the University shall not be re-enrolled except with the permission of the University Council.

(d) Powers of Head of Schools

In all cases where a member of academic staff is satisfied that plagiarism has occurred, the matter shall be reported to the Head of the School responsible for the unit in which the student is enrolled. The Head of School shall investigate the alleged offence and if satisfied that plagiarism has occurred may:

(i) in the case of a minor offence, take action under Rule 17(b)(i) or (ii); or

(ii) in the case of a serious offence, refer the matter to the Pro Vice-Chancellor.

(e) Report to the Executive Director of Administration

Any action taken under Rule 17(d) shall be reported as soon as practicable to the Executive Director of Administration. The Pro Vice-Chancellor may thereupon review the matter and, in particular, may:

(i) affirm or annul the action taken; or

(ii) refer the matter to the panel provided for in Rule 17(g).

(f) Powers of the Pro Vice-Chancellor

The Pro Vice-Chancellor shall investigate all alleged acts of plagiarism referred to him or her. Where the Pro Vice-Chancellor is satisfied that an act of plagiarism has occurred, the Pro Vice-Chancellor may:

(i) impose one or more of the penalties prescribed under Rule 17(b)(i)-(iii), provided that any suspension ordered under Rule 17(b)(iii) shall be for a period not exceeding one week; or

(ii) recommend to the University Council that the student be expelled from the University.

(g) Delegation of Powers

The Pro Vice-Chancellor may delegate the powers granted under Rule 17(f) to a panel of three consisting of the Executive Director of Administration (who shall act as a convener) and two Heads of School, one of whom shall be the Head of the School responsible for the unit or units in which the student who is the subject of investigation is enrolled.

(h) Appeal

An appeal against a penalty imposed:

• under Rule 17(d)(i) may be made to the Pro Vice-Chancellor;

• by the panel authorised by Rule 17(g) may be made to the Pro Vice-Chancellor;

• by the Pro Vice-Chancellor may be made to the Disciplinary Committee constituted under the Student Discipline Rules.

An appeal must be lodged with the Executive Director of Administration, in writing, within 14 days after the decision appealed against has been notified to the student and, if not so exercised within that period, the right of appeal shall lapse.

18. **Cancellation or Postponement of Assessment Tasks**

If the Chair of the Academic Board is satisfied that by reason of exceptional circumstances it is necessary to cancel or postpone an assessment task of which notice has been duly given to students

enrolled for the unit, the Chair of the Academic Board may cancel or postpone that assessment task and, in that event, may give such directions as the Chair considers necessary or desirable as a consequence of the cancellation or postponement.

2. *Appeals to Academic Board – Rules**

* *Currently under review.*

1A. Transitional Provision

In these Rules:

(a) all references to "Head of School" should be read additionally as references to "Director of College";

(b) all references to "School Board" should be read additionally as references to "College Board".

1. Academic Board Appeals Committee

There shall be an Academic Board Appeals Committee to consider appeals against a decision of a Head of School, as provided for in the Rules.

2. Membership

The membership of the Appeals Committee shall be as determined by the Academic Board.

3. Powers

The Appeals Committee constituted under these Rules shall be authorised to exercise all relevant powers of the Academic Board with respect to matters within its jurisdiction.

4. Form of Appeal

An appeal to the Academic Board shall be made in writing and submitted to the Secretary, Academic Board Appeals Committee by the prescribed date where such date is prescribed by rule. Subject to the Chair of the Academic Board Appeals Committee's discretion, a late appeal shall not be accepted.

5. Procedure

The procedures to be observed in the hearing of appeals shall be determined by the Appeals Committee.

6. Decision Final

A decision of the Appeals Committee shall be final.

3. *Theses and Dissertations – Rules**

* *Currently under review.*

1. Definitions: In these Rules, unless the context otherwise indicates or requires:

"Research Masters" means a Masters by Research (the percentage of research being determined from time to time by the Graduate Research Board).

"Thesis" means thesis or dissertation and includes other material submitted for examination in association with the thesis or dissertation but does not include a project report.

1A. Transitional Provision

In these Rules:

(1) all references to "Head of School" should be read additionally as references to "Director of College";

(2) all references to "School Board" should be read additionally as references to "College Board".

2. Subject to any decision of the School Board concerned, a thesis or other material required of a candidate for a bachelors degree in an area for which that School is responsible must be submitted at such time and in such form as the Head of School concerned may prescribe.

3. (1) Subject to any decision of the Academic Board in the case of the degrees of Doctor of Philosophy and Research Masters, or of the School Board concerned in the case of any other higher degree, a candidate for a higher degree may submit a thesis or other material required at any time during the year.

(2) Subject to any rule relating to a particular degree, a candidate for a masters degree must consult the relevant Head of School and School Director of Postgraduate and Research Studies of the area for which that School is

responsible as to the choice of the subject of the thesis or other work required, and must obtain the approval of the Graduate Research Board at least six months before submitting the thesis.

4. (1) Subject to this Rule, a candidate for a higher degree who presents an unpublished thesis, report, or similar composition, must lodge with the Executive Director of Administration four copies of the material presented. So far as practicable, the format, binding, and other materials of a like nature of the material lodged must comply with the directions issued by the University from time to time for the guidance of candidates for Research Awards.

   (2) A candidate who, pursuant to sub-rule (1), in the first instance presents material the binding of which is in temporary form, must prior to award of the degree, cause the material to be bound in permanent form and lettered in such manner as the University may prescribe.

   (3) The candidate shall make an abstract of the material. The abstract must not exceed 700 words in length and must be arranged under appropriate headings. A copy of such abstract must be bound at the beginning of each copy of the material.

5. (1) A candidate permitted to undertake one of the alternatives listed below in relation to a thesis must complete the action within the period specified:

   (a) revise and resubmit - 18 months;

   (b) respond to adverse criticism by an examiner - 12 weeks;

   (c) correct textual errors - 6 weeks.

   (2) In exceptional circumstances, the period for completion of action may be extended by:

   (a) the Postgraduate Research Committee, if the candidate is enrolled for the degrees of Doctor of Philosophy or Research Masters; or

   (b) the Head of School responsible for the supervision of the candidate, if the candidate is enrolled for any other award.

6. After examination of the thesis or other material is completed, the four copies shall be dealt with as follows:

   (a) one copy shall be returned to the candidate within three months of the completion of the examination;

   (b) one copy shall be placed in the Library and shall remain the property of the University; and

   (c) two copies shall be at the disposition of the Head of the School responsible for the supervision of the candidate and shall remain the property of the University, provided that one such copy shall be offered to the candidate's supervisor and, if accepted, shall become the property of the supervisor.

7. (1) Subject to the provisions of the Copyright Act 1968, as amended, copies of theses lodged in the University Library shall be available immediately for consultation or photocopying for the purposes of research or study unless:

   (a) the author has required that the thesis be restricted to staff and students of this University for three years after the degree has been awarded; or

   (b) at the request of the author and after due consideration and consultation, the Academic Board has directed that such restrictions as the Board may determine shall be placed on the availability of the thesis.

   (2) The Library may supply a photocopy of such a thesis, upon request, to an individual for research or study, or to a library (including a library of a commercial organisation), in any case in which it would have been permissible under sub-rule (1) for that individual or library to photocopy it.

8. The University shall have the right to publish any thesis or dissertation (in whole or in part) which has been accepted by the University in partial fulfilment of the requirements of any award of the University, if that thesis or dissertation has not otherwise been published after a period of ten years from the granting of the award for which it was submitted.

STUDENT DISCIPLINE

1. *Student Discipline – Rules**

* *Currently under review.*

1. These Rules are made in accordance with the powers granted by, and are to be read in conjunction with, By-law No. 12.

1A. Transitional Provision

In these Rules:

(a) all references to "Head of School" should be read additionally as references to "Director of College";

(b) all references to "School Board" should be read additionally as references to "College Board".

1B. In these Rules "Head of School" means:

(a) for a candidate enrolled for a unit or units the Head of School responsible for that unit or units;

(b) for a candidate enrolled for a masters or doctoral degree the Head of School responsible for the supervision of that candidate.

2. Simple Breach of Discipline

Where it appears to an officer of the University empowered to take action under these Rules that in the circumstances the misconduct with which a student is charged is not so serious as to warrant its reference to the Disciplinary Committee, the officer may treat it as a simple breach of discipline, and may thereupon exercise the powers conferred by Rules 3 to 8 inclusive of these Rules.

3. Powers of Teaching Staff

Action may be taken under clause 3(1) sections (b), (c) and (h) of By-law No. 12, by a member of the teaching staff in relation to the staff member's own teaching activities, provided that any suspension imposed shall be for a period of no longer than one day.

4. Report to Head of School

Any action taken under Rule 3 above shall be reported to the Head of the School who may:

(a) affirm or annul the suspension; or

(b) impose a fine not exceeding $50; or

(c) take other action in exercise of the powers conferred by these Rules.

5. Powers of Heads of Schools

A Head of a School in respect to the teaching and other activities and examinations conducted by or the facilities of the School and the Librarian in respect of the library facilities of the University may impose a fine not exceeding $50 or take action under clause 3(1) sections (a), (b), (c), (d), (g), and (h), of By-law No. 12, provided that any suspension imposed shall be for a specified period not exceeding one week.

6. Report to Executive Director of Administration

Any action taken under Rule 5 above shall be reported as soon as practicable to the Executive Director of Administration. The Pro Vice-Chancellor may thereupon review the matter, and in particular may:

(a) affirm or annul the action taken;

(b) decrease a fine, or increase it to a sum not exceeding $50; or

(c) refer the matter to the Disciplinary Committee.

7. Powers of Executive Director of Administration

A fine not exceeding $50 may be imposed or action taken under clause 3(1) sections (a), (g), and (h) of By-law No. 12 by the Executive Director of Administration provided that any suspension order under section (g) shall be for a specific period not exceeding one week.

The Pro Vice-Chancellor may review any fine imposed or action taken under this Rule and in particular may:

(a) affirm or annul the action taken;

(b) decrease a fine, or increase it to a sum not exceeding $50; or

(c) refer the matter to the Disciplinary Committee.

Any suspension of a student during the currency of an examination shall be reported forthwith to the Executive Director of Administration who may impose a fine or take action in exercise of the powers conferred by these Rules or By-law No. 12 or initiate the convening of the Disciplinary Committee.

8. Powers of Pro Vice-Chancellor

A fine not exceeding $100 may be imposed or action taken under clause 3(1) sections (a) to (i) inclusive of By-law No. 12 provided that any suspension ordered under sections (b), (c), (d) and (g) shall be for a specific period not exceeding one week.

9. Summary Fines

For a breach of any By-law or Rule which does not amount to misconduct or which an officer of the University is authorised by By-law or Rule to treat as not amounting to misconduct, an officer of the University empowered to impose a fine may notify a student in writing, either by delivering it personally to the student or by sending it by ordinary post to the student's last known address, that a fine not exceeding $50 will be imposed unless the student by a date being not less than fourteen days subsequent to the issue of the notice shows cause why such fine should not be imposed. If the student fails to show cause satisfactory to the officer concerned within that period, the fine shall automatically be imposed and payable in terms of the notice issued to the student. A student fined under the provisions of this Rule may appeal to the Disciplinary Committee which may affirm or annul or reduce or increase up to $50 the fine imposed.

10. Reference to the Disciplinary Committee

An authority empowered to impose a fine or to take any action under By-law No. 12 or these Rules may, instead of or in addition to exercising such power other than imposition of a fine, report the matter to the Pro Vice-Chancellor with a recommendation that it be referred to the Disciplinary Committee.

11. Disciplinary Committee

(a) There shall be a Disciplinary Committee consisting of the following members:

(i) three members of the staff of Southern Cross University, at least one of whom shall be a member of the academic staff, at least one of whom shall be male and at least one of whom shall be female, appointed by the Pro Vice-Chancellor; and

(ii) two students appointed by the Pro Vice-Chancellor after consultation with the President of the Students Representative Council.

(b) The Pro Vice-Chancellor shall appoint a secretary to the committee.

12. Term of Membership of the Disciplinary Committee

(a) Members of staff appointed to the Disciplinary Committee shall hold office for a term of two years.

(b) Students appointed to the Disciplinary Committee shall hold office for a term of one year.

13. Replacement of Members of Disciplinary Committee

(a) Where a member notifies the Pro Vice-Chancellor that the member is unable or unwilling to attend to a matter pending before the Disciplinary Committee, or the Pro Vice-Chancellor is of the opinion that the member's participation is undesirable because of personal involvement in or connected with the matter and so notifies the member, the member shall not participate in the Disciplinary Committee's consideration of the matter, and a replacement shall be made in accordance with Rule 13(b).

(b) Where a member is excused from participation in the consideration of a matter before the Disciplinary Committee as provided for in Rule 13(a) the Pro Vice-Chancellor shall appoint a replacement from the constituency from

which the excused member was selected.

14. Casual Vacancy

(a) If from any cause, other than the expiry of the term of appointment, a vacancy occurs that vacancy shall be a casual vacancy.

(b) A casual vacancy shall be filled in the manner prescribed in Rule 11(a) for the appointment of members and shall be filled from the constituency in which the vacancy occurred.

(c) A person appointed to fill a casual vacancy shall hold office for the remainder of the term of office of that person's predecessor.

15. Functions of the Disciplinary Committee

The Disciplinary Committee shall hear and adjudicate upon:

(a) any charge of misconduct which is referred to it by the University Council, a Committee of the University Council, the Vice-Chancellor, the Pro Vice-Chancellor or other senior member of the University as defined in By-law No. 12;

(b) any appeal to it under By-law No. 12.

16. The Disciplinary Committee shall:

(a) inquire into and investigate the alleged misconduct in such a manner as it deems appropriate;

(b) proceed in all respects according to the justice of the case and decide the issue according to equity and good conscience;

(c) furnish the student with particulars in writing of the matters alleged against the student and allow the student a reasonable time to prepare a case; and

(d) give the student an opportunity to appear and be heard in person or to have another student appear on their behalf and put their case.

17. Penalties

Where the Disciplinary Committee finds the student guilty of misconduct it may:

(a) impose one or more of the penalties prescribed in clause 3(1) sections (a) to (i) inclusive of By-law No. 12; and

(b) make recommendations to the University Council concerning the imposition of a penalty under clause 3(1) sections (j) or (k) of By-law No. 12.

18. An appeal against a penalty imposed by the Disciplinary Committee may be made to the Appeals Committee.

STUDENT SANCTIONS

*1. Student Sanctions – Rules**

*   *Currently under review.*

1. Definitions

In these Rules, unless the context otherwise indicates or requires:

"Enrolment" means enrolment, re-enrolment or re-admission.

"Indebtedness to the University" means non-payment, by the prescribed date, of:

(a) fines imposed under a University By-law or Rule;

(b) administrative charges and fees;

(c) student loans and other financial obligations resulting from a Student Loan Agreement entered into with the University;

(d) rent or other charges arising from a student residential Licence Agreement entered into with the University;

(e) compulsory fees related to participation in a residential school, student excursion, student field trip or similar activity;

(f) charges related to the non-return or damage to University property or equipment;

but does not include non-payment of:

(g) charges under the Higher Education Contribution Scheme;

(h) compulsory Union and Student Association fees as prescribed in Part 1 of the Schedule to the Administrative and Student Charges and Tuition Fees Rules, unless the Director of Student Administration so directs;

(i) tuition fees as prescribed in Part 2 and 3 of the Schedule to the Administrative and Student Charges and Tuition Fees Rules.

2. Failure to Pay Charges

Any student who is indebted to the University and having received due notice as prescribed in Rule 4 fails to discharge his/her indebtedness may be subject to the imposition of student sanctions.

3. Student Sanctions

Student sanctions shall take the form of one, or more, of the following:

(a) withholding of approval to enrol;

(b) withholding of Notification of Assessment;

(c) withholding of approval to graduate;

(d) non-issue of a Transcript of Academic Record;

4. Notice of Intention to Impose Student Sanctions

The Director of Student Administration shall provide to a student who is indebted to the University, notice in writing of the intention to impose student sanctions, as set out in Rule 3. Subject to Rule 5, student sanctions shall be imposed 14 days from the date of such notice and shall remain in force until the indebtedness is fully discharged.

5. Special Consideration

In exceptional circumstances, acceptable to the Director of Student Administration, where it is made to appear that the imposition of student sanctions would be inappropriate having regard to the circumstances, the Director of Student Administration may direct that:

(a) student sanctions not be imposed; or

(b) student sanctions be removed or varied; or

(c) conditions for discharging the student's indebtedness to the University be renegotiated.

An application for special consideration, setting out the facts upon which the student relies and any corroborative evidence, shall be made in writing to the Director of Student Administration.

6. Appeal

A student may appeal against any decision made under these Rules. An appeal should be made in writing to the Executive Director of Administration within 10 days of notification of the relevant decision.

MISCELLANEOUS

1. *Miscellaneous Provisions – Rules**

*   Currently under review.

1. A student's enrolment for any course, subject or unit and any contract or other dealing by a student as such with the University, shall be deemed to be made subject to existing By-laws and any Rules made by the University Council thereunder and to any additions and amendments that may subsequently be made thereto. Provided that if, in its opinion, the application of any such addition or amendment to a particular student or class of students would cause special hardship to the student or class, the Academic Board or other authority concerned may make such special provision in the matter as it considers reasonable in the circumstances.

2. If while a student is proceeding to a degree or other award:

(a) the provision of that award is terminated or withdrawn, the student shall be entitled to complete the qualification for and to receive the award upon such terms as to time for completing the qualification and otherwise as the University Council deems reasonable in the circumstances of the case;

(b) the title of that degree or other award is varied the student shall be entitled to complete the qualification and to receive an award bearing the title of the award applicable at the time of the student's first enrolment for the award.

3. In these Rules unless the context otherwise indicates or requires:

"Grade Average (GA)" means the average of the grades of result obtained by a student in units for which enrolled in accordance with the following formula:

$$GA = \frac{\Sigma (G.V)}{\Sigma(V)}$$

Where -

G = grade of result in each unit where the numeric value of a grade is High Distinction = 4, Distinction = 3, Credit = 2, Pass = 1, Terminating Pass = 1, Fail = 0, (other grades including criterion-referenced grades being excluded from the calculation);

V = the unit value of each unit taken.

4. If as a consequence of the development of alternative modes of delivery or co-operative arrangements with employer bodies or other education providers a student or group of students would suffer disadvantage or hardship by the application of any Rule, or if the application of any Rule is rendered inappropriate or impracticable, the Academic Board may make such special provision in the matter as it considers reasonable in the circumstances.

2.   Conferral and Surrender of Awards – Rules*

*   Currently under review.

(a) In this section "linked course" means an award course which is one of two or more award courses at different levels with a common unit structure designed to facilitate progression from the lower to the higher level with 100% advanced standing for work completed in the lower level course.

(b) Except as provided in sub-clause (c) a student shall be eligible to receive an award of the University following confirmation of eligibility by the University Council in accordance with the Rules Governing Candidature for the relevant award.

(c) No award shall be conferred if a student enrolled in a linked course enrols in the next level without interruption or where such interruption, notified in writing, does not exceed one semester (session) or one trimester, as appropriate.

(d) A student seeking admission to an award shall lodge an "Application to Graduate" by the closing date prescribed by the Director of Student Administration. In special circumstances the Executive Director of Administration may accept an "Application to Graduate" lodged after the closing date.

(e) The Council may revoke and require the surrender of an award of the University if it is satisfied that a graduate has acted dishonestly in relation to any material matter relied upon by the University in determining the graduate's eligibility for that award.

(f) Except as provided in sub-clause (e) a graduate shall not be required to surrender an award of the University unless the Rules Governing Candidature for the relevant award so prescribe.

(g) A student proceeding to an award of the University may exit with a lower level award, subject to compliance with sub-clause (d) and provided the requirements of the lower level award have been successfully completed in accordance with the relevant Rules Governing Candidature.

3.   Library – Rules*

*   Currently under review.

1. (a) Subject to these Rules, and the overall control of the University Council, the Librarian shall control the use of library materials, prescribe the procedures to be followed by Library users, and exercise disciplinary authority both with respect to the preservation, consultation and loan of library materials and the behaviour of users of the Library.

(b) Without limiting any other provision of these Rules, all users of the Library shall comply with any direction or prescription given or made by the Librarian under the provisions of sub-rule (a) of this rule.

2. Subject to any direction by the Librarian that any specified library material is not to be borrowed, library materials may be used in and borrowed from the Library by:

(a) members and former members of the University Council;

(b) members of staff;

(c) students of the University;

(d) students and staff of other tertiary education institutions with which the Library has a reciprocal borrowing agreement;

(e) members of other organisations or institutions which have entered into an agreement with the Library; and

(f) members of the community upon payment of an annual fee as prescribed by the University Librarian and approved by the Vice-Chancellor;

under such conditions as may from time to time be prescribed by the Librarian.

3. Library materials may be used in the Library by members of the public who satisfy the Librarian that they have a serious need to use the Library. The Librarian shall have a complete discretion to permit any such person to borrow library material and may require a deposit appropriate to the replacement value of each book or other item so borrowed.

4. At the discretion of the Librarian, library materials may be lent to the libraries of other institutions or organisations on a reciprocal basis.

5. Nothing in the preceding rules shall:

(a) entitle any person to make use of or borrow library materials unless that person establishes their identity and their right so to use or borrow library material to the satisfaction of the Librarian; or

(b) prevent the Librarian, with the approval of the Vice-Chancellor, from closing the Library or any part thereof to all users or any particular class of user, and in particular and without limiting the generality of the foregoing, to all users other than staff and students of the University when the needs of such staff and students cannot otherwise be met.

6. (a) Any person who borrows library material shall:

(i) return it within the time prescribed at the time of issue; and

(ii) comply with any written demand for the return of such material within the time prescribed in such a demand.

(b) Where the time prescribed or specified under this rule as the time within which a person is required to return any library material expires on a Saturday, Sunday or a public holiday, that person shall, notwithstanding the provisions of any other rule of law, return that material on or before that day.

7. Any person who has failed within six weeks of the original loan or last renewal to return library material lent to them and who has been given written notice requiring the return of such material, shall be liable to pay to the University such replacement costs and administrative costs as in the opinion of the Librarian would reasonably be incurred in replacing the item concerned, in addition to any fine which may be imposed for late return, or other breach of any rule. Such notice may be given by posting it by prepaid post to the address shown on the University's records.

8. No person shall mark, deface, damage or destroy a book or other library material or property. In addition to any fine which may be imposed for such conduct, the person concerned shall pay such amount as the Librarian may reasonably require to make good the loss or damage or any other expense to the University caused by that person.

9. No person shall in the Library conduct themselves in a manner which, in the opinion of the Librarian, is not a proper use of the Library, or which interferes with the comfort or convenience of or the use of the Library by others and, in particular, the following rules of conduct shall be observed in the Library:

   (a) smoking is prohibited;

   (b) the consumption of food or drink in public areas of the Library is prohibited;

   (c) unsupervised children shall not be permitted to enter the Library; and

   (d) talking shall be kept to a minimum and at a low level, except in designated group study areas.

10. Any person present in the Library shall on request from a member of Library staff give their name and address and, if required, produce for inspection a student card or other evidence of identity, or leave the Library and not return until they are able to comply with the request for identification.

11. (a) Where it appears to the Librarian, or in the absence of the Librarian the next most senior officer on duty in the Library on that day, that a person is guilty of misconduct as defined in By-law No. 12, that person shall be dealt with in accordance with the provisions of the Student Discipline Rules notwithstanding the fact that that person may not be a student and provided that, where the person is not a student or a staff member of this University, they may be denied access to the Library for such period exceeding one week as the Vice-Chancellor acting on the advice of the Librarian may determine.

    (b) In addition to the penalties, fines and other charges which may be imposed in accordance with these Rules, a person found guilty of misconduct shall have their borrowing rights suspended for a period of not less than 14 days.

12. No broadsheets, handbills, newspapers or other material, other than official notices of the Library or the University, may be distributed or displayed within the Library except with the approval of the Librarian.

13. So long as any fine imposed under these Rules remains unpaid, or so long as any person keeps an item to which that person is not entitled, the right of the defaulter to use the Library is suspended.

14. (a) No item of Library property may be removed from the Library except by way of loan to an authorised borrower.

    (b) A borrower remains responsible for an item marked out in the borrower's name until it is returned to the Library and the transaction cleared by Library staff.

15. All enquiries and transactions in respect of library materials are confidential.

GENERIC RULES FOR ALL UNDERGRADUATE AWARDS*

*   *Currently under review.*

1. **Qualification for Admission**

    (a) Applicants for admission to candidature in any undergraduate award (Certificate, Advanced Certificate, Associate Degree or Bachelor's degree) shall have gained the NSW Higher School Certificate, or equivalent, and have attained at the examination for that Certificate the Universities Admissions Index necessary to gain entry to that undergraduate award, or have been granted consideration for admission under a special entry category as set out in the University's Admission Rules; or

    (b) shall have gained additional admission requirements as set out under specific award rules.

    The University's Admission Rules are set out in detail in Part B of the University Handbook.

2. **Duration of Course**

    Normally, unless the relevant School Board otherwise determines, a candidate for a:

    (a) 32 unit Bachelor's degree must complete the course in not more than 10 years;

    (b) 24 unit Bachelor's degree must complete the course in not more than 8 years;

    (c) 16 unit Associate Degree must complete the course in not more than 6 years;

(d) 8 unit Diploma/Advanced Certificate must complete the course in not more than 3 years;

(e) 4 unit Certificate must complete the course in not more than 2 years.

3. **Enrolment**

    Normally, unless the relevant School Board otherwise determines:

    (a) a candidate shall remain enrolled for the duration of each session;

    (b) a candidate shall not enrol for the equivalent of more than four (4) units in any one session; provided that where the School Board's discretion is exercised such candidate shall be permitted to enrol in not more than five (5) units.

    At the further discretion of the School Board, and then only in exceptional circumstances, a candidate may be permitted to enrol in not more than six (6) units in any one session.

4. **Completion of a Unit**

    A candidate shall have completed a unit when either:

    (a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

    (b) the candidate has been granted advanced standing in that unit.

5. **Admission to an Award**

    A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all applicable By-laws and other Rules may be admitted to the relevant award.

6. **Requirements for an Award**

    Normally, unless the relevant School Board otherwise determines:

    (a) A candidate for a Bachelor's degree must complete not less than the equivalent of either twenty-four (24) units or thirty-two (32) units as detailed in the Rules for specific awards. A candidate for a double degree must complete either thirty-six (36) or forty (40) units as detailed in the Rules for specific awards.

    (b) A candidate for an Associate Degree must complete the equivalent of sixteen (16) units as detailed in the Rules for specific awards.

    (c) A candidate for a Diploma must complete the equivalent of eight (8) units as detailed in the Rules for specific awards.

    (d) A candidate for a Certificate must complete the equivalent of four (4) units as detailed in the Rules for specific awards.

    (e) Schedules of Units and information regarding approved or necessary combinations of units (e.g. core, major or minor requirements), are detailed in the Rules for specific awards.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

    (a) A School Board may grant a candidate advanced standing or credit transfer for units in an award on the basis of work or units successfully completed at this University, or another tertiary institution acceptable to the School Board, within the previous ten years; or on another basis (e.g. demonstrated professional achievement), the principle of which is acceptable to the Academic Board. Any such advanced standing or credit transfer will not normally exceed 50% of the equivalent unit requirements for the award. Any additional details concerning approved potential levels of advanced standing are listed in the Rules for specific awards.

RULES FOR THE AWARD OF BACHELORS DEGREES IN THE SCHOOLS OF BUSINESS, COMMERCE AND MANAGEMENT, MULTIMEDIA AND INFORMATION TECHNOLOGY

Introduction

These Rules apply to the courses listed below. Rules for other courses offered by the School of Business, School of Commerce and Management and the School of Multimedia and Information Technology are included in the relevant School entry in this Handbook.

BACHELOR OF ACCOUNTING (Abbreviated title: BAcc)

BACHELOR OF BUSINESS (Abbreviated title: BBus)

BACHELOR OF MANAGEMENT (Abbreviated title: BMangt)

Professional Recognition

Depending on the award/major studied, professional bodies have given recognition to the above programmes offered by the University.

Graduates are eligible to apply for membership of, or registration by, these bodies, subject to having successfully completed certain specified units. Because the professional bodies' requirements change from time to time, students are strongly advised to contact the relevant organisations to determine what specific units they are required to complete to ensure eligibility to apply for membership or registration.

See entries for School of Business and School of Commerce and Management for further details.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. **Requirements for an Award**

(f) To be eligible for the awards of Bachelor of Business, Bachelor of Management or Bachelor of Accounting a candidate shall successfully complete not less than twenty-four (24) units comprising:

Bachelor of Business – General Degree

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) eight (8) units from Part D of the Schedule, including not less than three (3) units from Part D, section (ii); and

(iii) four (4) elective units.

Bachelor of Management

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) ten (10) units from Part C of the Schedule; and

(iii) two (2) elective units.

Bachelor of Accounting

(i) ten (10) units, excluding MNG00100 and MNG00114, listed in Part A of the Schedule of Units attached to these Rules;

(ii) eight (8) units from the Accounting major sequence of units in Part E of the Schedule; and

(iii) six (6) elective units, of which at least three (3) units must be from Part B of the Schedule.

Bachelor of Business with a Designated Single Major Not Including Accounting or Politics

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) eight (8) units from one major sequence of units in Part E of the Schedule; and

(iii) four (4) elective units.

Bachelor of Business with a Major in Politics

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) six (6) units from Part D of the Schedule, including not less than three (3) units from Part D, section (ii); and

(iii) six (6) units from the Politics major sequence of units in Part E of the Schedule.

Bachelor of Business with Designated Double Majors Not Including Accounting

(i) eleven (11) units, excluding MNG00114, listed in Part A of the Schedule of Units attached to these Rules; and

(ii) thirteen (13) units selected from two major sequences of units in Part E of the Schedule, which must include at least six (6) units from each major and which must include units marked with an asterisk (*). Note that MNG00114 can be included as a unit in any double major.

Bachelor of Business with an Accounting Single Major, an Accounting and Finance Double Major, or an Accounting and Information Systems Double Major

(i) ten (10) units, excluding MNG00100 and MNG00114, listed in Part A of the Schedule of Units attached to these Rules;

(ii) eight (8) units from the Accounting major sequence of units in Part E of the Schedule; and

(iii) six (6) elective units; or, for a double major, six (6) units from a major sequence of units in Part E of the Schedule, including units in the major sequence which are marked with an asterisk (*).

Bachelor of Business with a Double Major Including Accounting but Not Finance or Information Systems

Candidates may choose either of the two double major structures identified above.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) In exceptional circumstances, advanced standing greater than twelve (12) units may be granted towards a Bachelor degree by the School Board, which shall notify the Academic Board of all instances.

Schedule of Units

PART A
ACC00150	Using Financial Information
ECO00101	Macroeconomics
MKT00075	Marketing Principles
MNG00111	Fundamentals of Management
ACC00151	Introduction to Accounting
MNG00100	Organisational Behaviour
CSC00125	Introductory Computing
ECO00102	Applied Microeconomics
LAW00150	Introduction to Business Law
MAT00051	Business Mathematics
MAT00115	Statistics I
MNG00114	Strategic Management

PART B
ACC00131	Advanced Auditing
ACC00134	Advanced Taxation
ACC00148	Advanced Financial Reporting
ACC00154	Advanced Finance and Risk Management
ACC00222	Computer Control, Auditing and Security

PART C
ACC00146	Management Accounting
ACC00152	Business Finance
ISY00230	Information Resources Management
ECO00007	Managerial Economics
MKT00106	Marketing Research
MNG00116	Industrial Relations
MNG00320	Introduction to Human Resource Management
MNG00154	Staff Selection and Appraisal
BHS00156	Leadership
MNG00313	International Management

PART D

(i)

LAW01125	Securities Markets Regulation
CSC00235	Applications Development
ISY00243	Systems Analysis and Design
ECO00007	Managerial Economics
ECO00104	Monetary Economics
LAW00131	Business Law
LAW00126	Marketing Law
MAT00060	Introduction to Operations Research
MAT00116	Statistics II
MKT00102	Consumer Behaviour
MKT00106	Marketing Research
MNG00320	Introduction to Human Resource Management
MNG00314	Entrepreneurship
MNG00316	Multi-National Business Organisation
MNG00319	Buying

(ii)

ACC00106	Accounting Theory
FIN00115	Security Analysis and Portfolio Management
FIN00126	International Finance
FIN00127	Financial Institutions Management
ACC00130	Auditing
ACC00131	Advanced Auditing
ACC00132	Taxation
ACC00134	Advanced Taxation
ACC00145	Financial Reporting
ACC00146	Management Accounting
ACC00148	Advanced Financial Reporting
ACC00152	Business Finance
ACC00154	Advanced Finance and Risk Management
ACC00153	Business Information Systems
ACC00222	Computer Control, Auditing and Security
CSC00228	Database Systems I
ISY00230	Information Resources Management
ISY00231	Computing Project
ISY00237	Decision Support Systems
CSC00240	Data Communications and Networks
ECO00105	Microeconomic Theory
ECO00106	Macroeconomic Theory
ECO00107	Economic Policy
ECO00108	Environmental Economics
ECO00300	Sustainable Production Economics
LAW00004	Company Law
LAW00048	Legal Project

LAW00062	Wills and Estates
LAW00104	Employment and Industrial Relations Law
LAW00106	EEO and OH&S Law and Practice
LAW00118	Environmental Law
LAW00121	Intellectual Property
LAW00124	International Business Law
LAW00125	Information Technology and the Law
LAW00523	Commercial Law
LAW00525	Cyberlaw
MAT00113	Applied Business Statistics
ECO00215	Econometrics I
MAT00400	Research Methods
MKT00110	Retail Marketing
MKT00111	Services Marketing
MKT00152	Sales and Promotion Management†
MKT00153	Advertising and Media Strategies
MKT00150	Global Marketing
MKT00151	Electronic Marketing
MNG00116	Industrial Relations
MNG00118	Industrial and Economic Democracy
MNG00154	Staff Selection and Appraisal
BHS00156	Leadership
SOY00159	Project Management and Promotion
MNG00311	International Human Resource Management
MNG00313	International Management
MNG00317	Small Business Management
MNG00321	Current Issues in Human Resource Management
MNG00246	Environmental and Ethical Issues for Business
ECO00150	International Economics and Trade
CUL00430	Internship
POL00006	Australian Government and Political Institutions
POL00010	Local Government
POL00013	Politics, Power and Social Movements
LAW00214	Mediation and Dispute Resolution
LAW00216	Mediation Practice and Procedure
POL10025	Controversies in Ethics and Policy
POL10024	Contemporary Ideas in Political Practice
POL10023	Peace, War and International Politics

PART E

Accounting

ACC00106	Accounting Theory
ACC00130	Auditing

ACC00132   Taxation
ACC00145   Financial Reporting*
ACC00146   Management Accounting*
ACC00152   Business Finance
LAW00004   Company Law
ACC00153   Business Information Systems*

Information Systems

ACC00222   Computer Control, Auditing and
             Security
CSC00228   Database Systems I
ISY00230   Information Resources
             Management*
ISY00231   Computing Project
CSC00235   Applications Development*
ISY00237   Decision Support Systems
CSC00240   Data Communications and
             Networks
ISY00243   Systems Analysis and Design*

Economics

ECO00105   Microeconomic Theory*
ECO00106   Macroeconomic Theory*
ECO00107   Economic Policy*

plus any five (5) of the following units:

FIN00126   International Finance
ACC00152   Business Finance
ECO00007   Managerial Economics
ECO00104   Monetary Economics
ECO00108   Environmental Economics
ECO00300   Sustainable Production Economics
ECO00150   International Economics and Trade

Finance

FIN00115   Security Analysis and Portfolio
             Management*
LAW01125   Securities Markets Regulation
FIN00126   International Finance
FIN00127   Financial Institutions Management
ACC00154   Advanced Finance and Risk
             Management
ACC00152   Business Finance*
ECO00104   Monetary Economics*
LAW00004   Company Law

Human Resource Management

LAW00104   Employment and Industrial
             Relations Law
LAW00106   EEO and OH&S Law and Practice
MNG00116   Industrial Relations
MNG00118   Industrial and Economic
             Democracy
MNG00320   Introduction to Human Resource
             Management*

MNG00154   Staff Selection and Appraisal*
MNG00311   International Human Resource
             Management*
MNG00321   Current Issues in Human Resource
             Management

International Business

Eight units from lists (i) and (ii) below, including
at least six (6) units from list (i). Within a double
major, all six (6) units must be taken from list (i).

(i)
FIN00126   International Finance
ACC00152   Business Finance
MKT00150   Global Marketing
LAW00124   International Business Law
MNG00311   International Human Resource
             Management
MNG00313   International Management
MNG00316   Multi-National Business
             Organisation
ECO00150   International Economics and Trade

(ii)
CUL00210   Australia/Asia
LAN00301   Japanese I
LAN00302   Japanese II
MAT00400   Research Methods

Marketing

MKT00102   Consumer Behaviour*
MKT00106   Marketing Research*

plus any six (6) of the following units:

LAW00126   Marketing Law
MKT00110   Retail Marketing
MKT00111   Services Marketing
MKT00152   Sales and Promotion Management†
MKT00153   Advertising and Media Strategies
MKT00150   Global Marketing
MNG00319   Buying
MNG00246   Environmental and Ethical Issues
             for Business
MKT00151   Electronic Marketing
CUL00430   Internship #

Media

(Only available as a double major with
Marketing; not available as a single major.)
COM00439   Foundations in Media Studies*
COM00401   Cross-Cultural Film Studies*
COM00445   Media, Culture and Ideology*
COM00447   Media and New Technologies
             Studies*
COM00446   International Media Studies*
COM00448   Asian Media Studies*

Business Law

LAW00004	Company Law*
LAW00131	Business Law*

plus any six (6) of the following units:

LAW01125	Securities Markets Regulations
ACC00132	Taxation
LAW00048	Legal Project
LAW00062	Wills and Estates
LAW00104	Employment and Industrial Relations Law
LAW00106	EEO and OH&S Law and Practice
LAW00118	Environmental Law
LAW00121	Intellectual Property
LAW00124	International Business Law
LAW00125	Information Technology and the Law
LAW00126	Marketing Law
LAW00523	Commercial Law
LAW00525	Cyberlaw
LAW00214	Mediation and Dispute Resolution
LAW00216	Mediation Practice and Procedure

Retail

(Not available as a double major with Marketing.)

MNG00319	Buying*
MKT00102	Consumer Behaviour*
MKT00110	Retail Marketing*
SOY00159	Project Management and Promotion*

plus any four (4) of the following units:

ISY00230	Information Resources Management
LAW00126	Marketing Law
MKT00152	Sales and Promotion Management†
MNG00116	Industrial Relations
MNG00320	Introduction to Human Resource Management

Politics

POL00006	Australian Government and Political Institutions
POL00010	Local Government
POL00013	Politics, Power and Social Movements
POL10023	Peace, War and International Politics
POL10024	Contemporary Ideas in Political Practice

POL10025	Controversies in Ethics and Policy

\#   *Double-weighted unit.*

†   *Not offered in 2001.*

*   *Units are compulsory units for students taking double majors in these areas.*

RULES FOR BACHELORS DEGREES WITH HONOURS*

*   *Currently under review.*

1. *Preamble*

The Honours course is a separate year of study which extends and enriches the discipline and field of study undertaken in the prior years of the degree. It is undertaken following successful completion of the requirements for a pass degree, normally in the School or College through which the pass degree was completed. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

2. *Rules Governing Candidature*

1.   Definitions

In these Rules unless the contrary intention appears, in relation to a candidate the words "School", "School Board" and "Head of School" are to be taken also to mean "College", "College Board" and "Director of College" respectively where the candidate is being supervised in a College.

2.   Application for Admission

An intending candidate shall submit to the Director of Student Administration, an application on the prescribed form and completed to the satisfaction of the Head of School responsible for the candidate's supervision.

Applications for admission must be forwarded to reach the Director, Student Administration no later than 30th November for commencement in the first semester of

the following year, and no later than 31st May for commencement in the second semester of the same year.

Late applications may be considered in exceptional circumstances and at the sole discretion of the Pro Vice-Chancellor.

3. **Eligibility for Admission**

To be eligible for consideration for admission to a Bachelors degree with Honours a candidate shall have:

(a) either:

   (i) (A) completed the requirements for the relevant precursor degree at this University;

   (B) normally achieved at least a credit average throughout the pass degree; and

   (C) satisfied the Head of School that the content of the degree together with any further work the Head of School may prescribe is sufficient to make that person a suitable candidate for the degree with Honours in the chosen field; or

   (ii) obtained qualifications from this or another institution and where necessary have undertaken further work which, in the opinion of the Head of School, are at least of the standard and content required by paragraph (A);

(b) satisfied any additional admission requirements specified by the School Board.

4. **Admission**

Admission to candidature for a Bachelors degree with Honours shall be:

(a) at the discretion of the School Board; and

(b) subject to the availability of appropriate supervision.

5. **Course of Study for the Degree with Honours**

A candidate for a Bachelors degree with Honours shall pursue a course of study as prescribed in the unit statement and shall obtain a grade not less than a pass for all the units of that course of study and fulfil such other requirements in connection with the course as the Head of School or Honours Year Co-ordinator in that School may prescribe.

6. **Duration of Course**

Unless the Head of School in special circumstances otherwise determines, a candidate shall fulfil all requirements of the Honours course within one year of first enrolling, in the case of a full-time candidate, or two years, in the case of a part-time candidate.

7. **Appointment of Supervisors**

(a) At the time of admission to candidature, there shall be assigned to the candidate, one or more supervisors, under whose general guidance the candidate shall work.

(b) The supervisor(s) shall be appointed by the Head of School on the recommendation of the Honours Year Co-ordinator in that School, and after consultation with relevant staff.

(c) The Head of School shall appoint one member of the School Board to be Principal Supervisor and may appoint additional supervisors.

8. **Examination of Honours Year Project/Thesis**

The Honours year project/thesis completed by a candidate shall be examined by not less than two examiners, one of whom will normally be external to the University. The candidate's supervisor(s) may not be examiners.

9. **Class of Honours**

A candidate who has reached the required standard of proficiency may on the recommendation of the School Board be awarded Honours in one of the following grades: First Class Honours; Second Class

Honours, Division 1; Second Class Honours, Division 2; Third Class Honours. In published lists, the names of candidates awarded the same grade of Honours shall be placed in alphabetical order.

The University's Schools

The major academic units at Southern Cross University are called Schools. These are the Schools of:

- Business
- Commerce and Management
- Contemporary Arts
- Education
- Exercise Science and Sport Management
- Humanities, Media and Cultural Studies
- Human Services
- Law and Justice
- Multimedia and Information Technology
- Natural and Complementary Medicine
- Nursing and Health Care Practices
- Resource Science and Management
- Social and Workplace Development
- Tourism and Hospitality Management

In addition, the University has a number of Colleges, details of which are included in Part D of this Handbook (Colleges and Courses).

As an undergraduate student, or as a student enrolled in a postgraduate coursework award, for administrative reasons you will be attached to a particular School related to the award with which you expect to graduate (e.g. Bachelor of Arts), but you may also be able to enrol in subjects or units taught in other Schools. Your School will provide you with advice on this matter and on all other aspects of your enrolment. Research degrees are administered by the Graduate Research College.

Each School has responsibility for teaching and assessing students in a range of units, often spread across several award programmes. Each School has a School Board which meets regularly to consider matters relating to the School's academic activities. The School Boards are the principal sub-committees of the University's Academic Board.

Staff in each School are responsible to the Head of School. In addition to their teaching, academic staff are expected to participate in a range of other duties including the maintenance of scholarship, the furthering and publication of research and participation in university and community service projects.

Further details regarding each School, and the courses administered by those Schools, are included in this section of the Handbook.

School of Business

School of Business
(located at Coffs Harbour)

Head of School

D. T. O'Brien BScAgr(Syd), MSc(Manit), PhD(Oregon)

Undergraduate Programs Co-ordinator

S.A. Moffatt BSc, DipEd(Syd), GradDipEconometrics, MEc(NE)

Director of Research

M.F. Drever BComm(UWSN), GradDipTechEd(UTS), MEc(NE), ASA

The School offers flexibility in the full range of business programmes in either internal, external or mixed mode. The School also has a number of international student exchange programmes in place and encourages an atmosphere of learning relevant to the current business environment. At present the School is in partnership with the Institute of Business Studies in Papua New Guinea offering units within the Bachelor of Business programme. The School's staff combine a balance of academic achievement with practical experience in industry.

The School offers the following programmes:

- Bachelor of Accounting†
- Bachelor of Business (General)
- Bachelor of Business (Accounting)
- Bachelor of Business (Economics)
- Bachelor of Business (Information Systems)
- Bachelor of Business (Marketing)
- Bachelor of Business (Retail)
- Bachelor of Business (double major option)
- Bachelor of Business with Honours
- Bachelor of Management†
- Bachelor of Management with Honours
- Bachelor of Agribusiness
- Bachelor of Accounting, Bachelor of Information Technology†
- Master of Business (by Thesis)*
- Doctor of Philosophy*

The following programmes can be completed in mixed mode from the School of Business:

- Bachelor of Business (Business Law)#
- Bachelor of Business (Finance)#
- Bachelor of Business (Human Resource Management)#
- Bachelor of Business (International Business)#
- Bachelor of Business (Politics)#

- Bachelor of Business, Bachelor of Arts ➢
- Bachelor of Business, Bachelor of Laws ➢
- * Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.
- † Some units may need to be studied externally.
- # Parts of the Finance, Politics, International Business, Business Law and Human Resource Management majors are available on an external basis only.
- ➢ Some units need to be studied externally and not all majors in these double degrees are available by external study. Contact the School for further details.

BACHELOR OF ACCOUNTING
(Abbreviated title: BAcc)

Introduction

The Bachelor of Accounting provides an opportunity for students enrolled in the Bachelor of Business to convert to a specialist degree on completion of a number of advanced units in Accounting. Students wishing to take this option will need to transfer from the Bachelor of Business to the Bachelor of Accounting no later than two-thirds of the way through their course.

It should be noted that it is possible to combine a Bachelor of Accounting with a Bachelor of Information Technology and obtain a double degree.

Job opportunities exist in both the public and private sectors and the School's graduates are employed as audit managers, internal auditors, finance officers, financial directors, systems controllers, accountants, senior partners, and academics.

Course Structure

The degree requires the satisfactory completion of twenty-four (24) semester units.   Full-time study normally involves four (4) units per semester and part-time study two (2) units per semester.

The structure of the Bachelor of Accounting consists of ten core units required to support the Accounting Major in the Bachelor of Business, plus the eight units of the Accounting Major in the Bachelor of Business, plus any three from the following list:

ACC00131	Advanced Auditing
ACC00134	Advanced Taxation
ACC00148	Advanced Financial Reporting
ACC00154	Advanced Finance and Risk Management
ACC00222	Computer Control, Auditing and Security

Electives

The remaining three units can be chosen from any other undergraduate degree (or equivalent) offered within the University.   When choosing electives, normal requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School.   Students will not be allowed to enrol in such units which include the same topics as any unit offered by the School.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format.   These units can only be undertaken with the approval of the Head of School.

Admission

A person before being admitted to candidature for the degree of Bachelor of Accounting shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

BACHELOR OF BUSINESS (Abbreviated title: BBus)

Introduction

The suite of Business programmes was reviewed in 1999 in order to ensure that the structure and units offered continued to produce graduates with the requisite skills, knowledge and attitude to succeed in their careers and to make a worthwhile contribution to society and their profession.

The Bachelor of Business has been designed to allow for flexibility of study and to prepare students for careers in such fields as accounting, business law, electronic commerce, information systems, finance, human resource management, international business, economics, marketing, politics, and retail. A general Business degree can also be selected. The degree requires three years full-time or equivalent part-time study. It is available on campus, externally or in mixed mode.

Students who have completed the Associate Degree in Law (Paralegal Studies) may qualify for the **Bachelor of Business (Business Law)** on completion of the ten core units. Careful choice of electives in the Associate Degree would make it possible to convert the Associate Degree into a Bachelor of Business within one year.

Accounting, information systems, economics, retail and marketing etc. may be studied as single majors and in conjunction with other fields for a double major. Some popular double majors are Accounting and Information Systems, Accounting and Finance, Accounting and Retail, Marketing and Accounting, Economics and Marketing, Economics and Finance, Marketing and Human Resource Management, etc. See *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B) for a full list of double majors.

Professional Recognition

Depending on the Major studied, the following professional bodies are among those which have given recognition to the Bachelor of Business degree.

Graduates are eligible to apply for membership of, or registration by, these bodies, subject to having successfully completed certain specified units. Because the professional bodies' requirements change from time to time, students are strongly advised to contact the relevant organisations to determine what specific units they are required to complete to ensure eligibility to apply for membership or registration.

The Accounting Major

- CPA Australia (entry into the CPA programme)
- The Institute of Chartered Accountants in Australia (eligibility is to apply for admission to the Professional Year programme)

The Finance Major

Students completing the Major and becoming employed in the banking and finance industry are immediately eligible for advancement to the status of affiliate member of the Australian Institute of Banking and Finance. Following satisfaction of employment criteria set by the Institute graduates may proceed to the full professional award of Senior Associateship, AAIBF (Snr).

The Human Resource Management Major

This Major meets the requirements for membership of the Australian Institute of Human Resource Management.

The Information Systems Major

The course is accredited at Level 2 for membership of The Australian Computer Society.

The Marketing Major

•   Australian Marketing Institute (Associate)

    A graduate with the Marketing major will be eligible to join as an Associate. Associate members have voting rights in AMI elections, may stand for office, and may display the postnominals AAMI.

•   Market Research Society (Affiliate)

Admission

A person before being admitted to candidature for the degree of Bachelor of Business shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

BACHELOR OF BUSINESS WITH HONOURS
(Abbreviated title: BBus(Hons))

Introduction

The Honours course is a year of study that may be undertaken as an additional year following successful completion of an undergraduate degree.   The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

Major Study

The major study consists of an approved research project and the presentation of a research thesis of approximately 15,000-20,000 words reporting on the research undertaken. The research project will be conducted under the supervision of a nominated project supervisor.

The research thesis (one unbound original plus two bound copies) must be submitted in final form for examination by 12.00 noon on the first Friday of November, each year.   Failure to submit the thesis in time may result in non-assessment of the thesis and consequently failure in the Honours programme.

Candidates are urged to submit a final draft of their thesis to the project supervisor at least four weeks prior to the final submission date to enable comment and initial review.

The **Research Thesis** constitutes 62.5% of the assessment for this unit.   The thesis will be examined by two examiners, one of whom may be external to the University.

Research Methods

Normally taken by attendance in MAT00792, Research Methods, accounts for 12.5% of the assessment for this unit.

Seminar in Development of (Discipline) Thought

Development of Thought accounts for 12.5% of the assessment for this unit.

Seminar in Current Issues in (Discipline)

Current Issues accounts for 12.5% of the assessment for this unit.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF MANAGEMENT
(Abbreviated title: BMangt)

Introduction

The Bachelor of Management degree was offered for the first time in 1996. The course goes beyond the Karpin Report's recommendations as to the needs of Management and Leadership Education in Australia. It includes diversity management, workplace democracy and sustainable development, as well as more traditional

subjects. This degree is intended to provide a specialisation in the area of general management and leadership.

The degree is available by full-time and part-time study. The course normally occupies three years of full-time study or its part-time equivalent of six years.

Course Structure

The award of the Bachelor of Management degree requires satisfactory completion of twenty-four (24) semester units. Full-time study normally involves four (4) units per semester and part-time study two (2) units per semester. The degree is available both on-campus and externally.

Elective Units

Students may choose their elective units from any other undergraduate degree (or equivalent) units offered within the University. When choosing electives, normal requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School. Students will not be allowed to enrol in such units that include the same topics as any unit offered by the School.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Admission

A person before being admitted to candidature for the degree of Bachelor of Management shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

BACHELOR OF MANAGEMENT WITH HONOURS
(Abbreviated title: BMangt(Hons))

Introduction

The Honours course is a year of study that may be undertaken as an additional year following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

Major Study

The major study consists of an approved research project and the presentation of a research thesis of approximately 15,000-20,000 words reporting on the research undertaken. The research project will be conducted under the supervision of a nominated project supervisor.

The research thesis (one unbound original plus two bound copies) must be submitted in final form for examination by 12.00 noon on the first Friday of November each year. Failure to submit the thesis in time may result in non-assessment of the thesis and consequently failure in the Honours programme.

Candidates are urged to submit a draft thesis to the project supervisor at least four weeks prior to the final submission date to enable comment and initial review.

The research thesis constitutes 62.5% of the assessment for this unit. The thesis will be examined by two examiners, one of whom may be external to the University.

Seminar in Research Methods

Normally taken by attendance in MAT00792 Research Methods, accounts for 12.5% of the assessment for this unit.

Seminar Unit in Development of Management Thought

Development of Management Thought accounts for 12.5% of the assessment for this unit.

Seminar Unit in Current Issues in Management

Current Issues in Management accounts for 12.5% of the assessment for this unit.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF AGRIBUSINESS (Abbreviated title: BAgribus)

Introduction

The Bachelor of Agribusiness is an innovative and progressive multiple entry/exit educational programme recognising the opportunities, challenges and changes in the roles of agribusiness management methods. This programme focuses on businesses either directly engaged in or providing support for all levels of agricultural pursuits, including managerial, finance sourcing, marketing strategies and policy determination.

The programme provides opportunities for those completing High School or those who already have agribusiness experience or qualifications. Students undertaking the Bachelor of Agribusiness have the option to exit the programme after successful completion of one or two years of study, and receive the Certificate IV in Agribusiness or the Diploma in Agribusiness from NSW TAFE. Alternatively, some students may choose to complete the Certificate IV in Agribusiness or Diploma in Agribusiness at TAFE before applying to enrol in the third year of the degree programme. Students choosing this pathway may obtain further information directly from local TAFE colleges.

Aims

To provide curriculums which develop or further advance experienced professional experts in the natural, technological and social sciences and their inter-relatedness through meeting existing and predicted national and international training demands for sustainable agricultural development.

Objectives

Industry has indicated the need for greater diversity of trained specialists and is demanding an increased representation in the preparation of prospective employees. For these reasons this course provides a number of pathways in the areas of:

1. production management e.g. farm planning and management, accounting, tax regulation. Southern Cross University has commenced important discussions with industry associations to further advance this area of education, particularly as the Federal Government advances its Performance Management Plans schemes;

2. resource management (soil and water management, sustainable agriculture, etc.) is playing an increasingly important role with the introduction of environmental auditing for international loans, increased environmental protection and liability laws for company directors, and the social pressures for "organic" products;

3. marketing careers (existing or proposed) for persons interested in national and/or international promotion of agricultural based products. This professional pathway includes the normally recognised aspects of marketing (advertising) as well as preparing strategies for the presentation of the product to the community through development of new processes, marketing organisation creation (e.g. co-operatives, export companies, etc.) and opening of new market opportunities via joint-product innovations;

4. waste minimisation legislation in NSW (1996) places a new onus on producers, manufacturers and users to reduce wastage as well as identify new sources of use for "by-products". It is expected that several

thousand new positions will be created through this legislation ranging from environmental inspectors (government positions) to enterprise supervisors, environmental auditors and field technicians (private enterprise positions);

5. environment regulation on, e.g., pesticide, herbicides, growth hormones, environmental protection, etc. is being enforced with the revisions of the NSW Environmental Planning and Assessment Act and its hundreds of amendments by the present government;

6. post-harvest value-added experts, quality control managers and infrastructural supervisors responsible for the storage and transportation of products.

Admission

To be eligible for entry to the course a student must:

(a) have completed the Higher School Certificate, or equivalent, at an acceptable level of achievement, or have been granted consideration for admission under a special entry category; or

(b) have completed the TAFE Diploma of Agribusiness.

In addition to the above entry requirements, the School Board may grant a candidate advanced standing for up to twelve (12) units on the basis of work or units successfully completed at this University, or another tertiary institution acceptable to the School Board, provided that the work or units so completed are considered to be equivalent or comparable to a unit or units in the Schedule attached to the Rules. Conditions of advanced standing also include:

(a) candidates who have completed the requirements of the TAFE Certificate IV in Agribusiness may be granted advanced standing for up to six (6) units.

(b) candidates who have completed the requirements of the TAFE Diploma of Agribusiness may be granted advanced standing for up to twelve (12) units.

Assessment

While there is continued reliance on written assessment through assignments and examination, increasing emphasis is being placed on oral expression and demonstrated abilities in practical applications. As agribusiness relies on a wide combination of skills, ranging from primary production through to manufacturing, marketing and service management, this course places significant emphasis on practical skills in the first 12 months, while academic excellence is specifically assessed during the concluding 12 months.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission

(c) Applicants for admission to candidature shall have successfully completed the NSW TAFE Certificate IV in Agribusiness or Diploma of Agribusiness.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Agribusiness a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules; and

(ii) all units listed under the relevant strand in Part B of the Schedule; and

(iii) for candidates undertaking the Production Management strand, two (2) units selected from Part C of the Schedule; or

(iv) for candidates undertaking the Environmental Management strand or Marketing strand, three (3) units selected from Part C of the Schedule.

**7.   Advanced Standing/Credit Transfer/
Professional Experience**

(b) Candidates who have completed the requirements of the TAFE Certificate IV in Agribusiness may be granted advanced standing for up to eight (8) specified units in the Bachelor of Agribusiness.

(c) Candidates who have completed the requirements of the TAFE Diploma of Agribusiness may be granted advanced standing for up to twelve (12) specified units in the Bachelor of Agribusiness.

(d) At its discretion, recognising special circumstances, the School Board may grant a candidate advanced standing for up to four (4) units in addition to any advanced standing provided for in the Rules.

(e) Notwithstanding the above, no student may be granted advanced standing for more than sixteen (16) units.

Schedule of Units

PART A

ECO00102	Applied Microeconomics
MNG00111	Fundamentals of Management
MKT00075	Marketing Principles
ECO00101	Macroeconomics
ACC00150	Using Financial Information
AGT00300	Environmental Awareness#
GLY00220	Natural Sciences#
MNG01503	Agri-management#
BUS00505	Rural Business Principles#
AGT00301	Introduction to Production Management#
MNG00504	Applied Planning#
ECO00301	Agribusiness

PART B

Production Management

ECO00007	Managerial Economics
MAT00115	Statistics I
MNG00320	Introduction to Human Resource Management
MNG00100	Organisational Behaviour
MNG00114	Strategic Management
MAT00400	Research Methods
ECO00300	Sustainable Production Economics
IST00251	Independent Study
MNG00500	Production Methods I#
MNG01501	Production Methods II#

Environmental Management

ECO00105	Microeconomic Theory*
ECO00107	Economic Policy
ECO00108	Environmental Economics*
MNG00114	Strategic Management
MAT00400	Research Methods
IST00251	Independent Study
MAT00115	Statistics I
MNG01502	Environmental Management I#
MNG00506	Environmental Management II#

Marketing

MKT00150	Global Marketing
MAT00115	Statistics I
MKT00102	Consumer Behaviour
MKT00152	Sales and Promotion Management†
MKT00106	Marketing Research
MAT00400	Research Methods
IST00251	Independent Study
MNG00500	Production Methods I#
MNG01501	Production Methods II#

PART C

ACC00106	Accounting Theory
ACC00153	Business Information Systems
ACC00151	Introduction to Accounting
ACC00145	Financial Reporting
ACC00146	Management Accounting
ACC00152	Business Finance
MNG00702	Current Issues in Human Resource Management
ECO00007	Managerial Economics
ECO00150	International Economics and Trade*
ECO00104	Monetary Economics
ECO00107	Economic Policy*
LAW00004	Company Law
MNG00246	Environmental and Ethical Issues for Business
MAT00113	Applied Business Statistics
MAT00116	Statistics II
MKT00152	Sales and Promotion Management†
MKT00106	Marketing Research
MKT00152	Global Marketing
MKT00110	Retail Marketing
MNG00154	Staff Selection and Appraisal
MNG00320	Introduction to Human Resource Management

MNG00314   Entrepreneurship
MNG00317   Small Business Management
LAW00126   Marketing Law

*   *Offered subject to numbers and course completion requirements.*

†   *Not offered in 2001.*

Conditions apply – refer School of Business.

BACHELOR OF BUSINESS, BACHELOR OF LAWS
(Abbreviated title: BBus, LLB)
BACHELOR OF ACCOUNTING, BACHELOR OF INFORMATION TECHNOLOGY
(Abbreviated title: BAcc, BInfTech)
BACHELOR OF BUSINESS, BACHELOR OF ARTS
(Abbreviated title: BBus, BA)

Introduction

The School of Business offers three double degree programmes which can be obtained over a period of four to five years.

These double awards are designed to provide breadth of study. The combinations chosen by the Schools are intended to provide graduates with significantly enhanced career opportunities.

The **double degree awards** offered are:

• Bachelor of Business, Bachelor of Laws

• Bachelor of Accounting, Bachelor of Information Technology

• Bachelor of Business, Bachelor of Arts

Potential applicants must have the approval of the Head of both Schools to enrol.

Admission

A person before being admitted to candidature for any of the double degrees shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

BACHELOR OF BUSINESS, BACHELOR OF LAWS
(Abbreviated title: BBus, LLB)

This double award is offered jointly with the School of Law and Justice.

The Bachelor of Business component of the double award includes core units, major studies and electives.

Major studies which may be offered in combination with Law include: Accounting, Finance, Human Resource Management, Marketing, Information Systems, International Business. A general Business programme is also available.

The Bachelor of Laws component of the double award includes core and optional studies.

The double award is to be offered in mixed mode, either full or part-time. The combined double award programme requires completion of forty (40) semester units which is the equivalent of five years full-time study.

Work experience is a feature of the combined award and is encouraged. To facilitate this, the final year can be studied part-time/externally if desired.

Career opportunities are excellent, as the double award combines high level skills and understanding in business in general, in a selected area of major study, and in law. Opportunities include private practice, industry and commerce, international business and the public sector.

The Rules Governing Candidature and structure of this double award are included in the School of Law and Justice entry, in this Handbook.

Rules Governing Candidature

See *Rules Governing Candidature, Bachelor of Laws* (see School of Law and Justice entry in this Handbook).

BACHELOR OF ACCOUNTING, BACHELOR OF INFORMATION TECHNOLOGY
(Abbreviated title: BAcc, BInfTech)

This double award is offered jointly with the School of Multimedia and Information Technology.

The Bachelor of Accounting component of the double award includes core units in Business and Accounting, together with a choice from advanced units and electives.

The Bachelor of Information Technology component includes compulsory units in Business and Information Technology, a major in Information Systems, and electives.

The double award is to be offered on-campus, either full or part-time.

The combined double award programme requires completion of thirty-six (36) semester units which is the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years with the approval of the Heads of both Schools.

Career opportunities are excellent, as the double award combines high level skills and understanding in accountancy with those in computing and information systems. Opportunities include accountancy practice, industry and commerce, finance, and the public sector.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6.   Requirements for an Award

(f)   To be eligible for the award of Bachelor of Accounting, Bachelor of Information Technology a candidate shall successfully complete not less than thirty-six (36) units and comply with the Schedule of Units attached to these Rules.

Schedule of Units

The "Advanced Accounting Units" must be chosen from ACC00131 Advanced Auditing, ACC00134 Advanced Taxation, ACC00148 Advanced Financial Reporting and ACC00154 Advanced Finance and Risk Management.

The Computing Elective must be an additional unit chosen from either Part B or C of the Schedule of Units attached to the Rules for the Bachelor of Information Technology.

COURSE STRUCTURE FOR THE BACHELOR OF ACCOUNTING, BACHELOR OF INFORMATION TECHNOLOGY

	First		Second	
Year 1	ACC00150	Using Financial Information	ACC00151	Introduction to Accounting
	MAT00051	Business Mathematics	MAT00115	Statistics I
	ISY00221	Introduction to Information Technology	CSC00239	Object Oriented Programming
	ISY00245	Principles of Programming	ISY00242	Object Oriented Design
Year 2	ACC00145	Financial Reporting	ACC00146	Management Accounting
	MNG00100	Organisational Behaviour	ECO00101	Macroeconomics
	LAW00150	Introduction to Business Law	LAW00004	Company Law
	ISY00243	Systems Analysis and Design	CSC00240	Data Communications and Networks
Year 3	ACC00152	Business Finance	ACC00130	Auditing
	ECO00102	Applied Microeconomics	MKT00075	Marketing Principles
	MNG00111	Fundamentals of Management	CSC00228	Database Systems I
		Computing Elective	CSC00235	Applications Development
Year 4	ACC00132	Taxation	ACC00106	Accounting Theory
	ISY00237	Decision Support Systems	ISY00246	Client/Server Systems
	ACC00222	Computer Control, Auditing and Security	CSC00223	Software Engineering
		Advanced Accounting Unit	ISY00230	Information Resources Management
Year 5	ACC00153	Business Information Systems		
	ISY00231	Computing Project		
	CSC00236	Artificial Intelligence		
		Advanced Accounting Unit		

BACHELOR OF BUSINESS, BACHELOR OF ARTS (Abbreviated title: BBus, BA)

This double award is offered collaboratively with several Schools.

The Bachelor of Business awarded as part of this double award is a general award, with no opportunity to complete a single major (although six (6) units of an eight (8) unit major can be completed).

The Bachelor of Arts component includes core units plus major studies and electives.

The double award is to be offered in mixed mode and the programme requires completion of thirty-six (36) semester units.

This course can be completed within the equivalent of four and a half years of full-time study.   Students who perform well may be permitted to accelerate their studies and complete the double award in four years, with the approval of the Heads of all Schools.

Career opportunities are excellent since the double award combines a general introduction to business with either the development of cultural awareness and language skills or development of high level media communications skills. Opportunities include import/export and international business, marketing and advertising, media.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6.   Requirements for an Award

(f)   To be eligible for the award of Bachelor of Business, Bachelor of Arts a candidate shall successfully complete not less than thirty-six (36) units and comply with the Schedule of Units attached to these Rules.

Schedule of Units

Business Studies units must be chosen from Part D of the Schedule of Units attached to the Rules for the Bachelor of Business, Bachelor of Management, Bachelor of Accounting. At least three (3) of the eight (8) Business Studies units must be chosen from section (ii) in Part D. Alternatively, an eight (8) unit major may be chosen from Part E of the Schedule of Units attached to the Rules for the Bachelor of Business, Bachelor of Management, Bachelor of Accounting.

The Arts Major units, comprising of two six (6) unit majors, must be chosen from Part B of the Schedule of Units attached to the Rules for the Bachelor of Arts.

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS, BACHELOR OF ARTS

	First		Second	
Year 1	CSC00125 MNG00111	Introductory Computing Fundamentals of Management	ECO00101 MKT00075	Macroeconomics Marketing Principles
	CUL00210 COM00334	Australia/Asia Learning Technologies and the Academy	COM00333 PHI00201	Communication and Culture Ways of Knowing
Year 2	ACC00150 MAT00051	Using Financial Information Business Mathematics Arts Major 1 Unit 1 Arts Major 2 Unit 1	MAT00115 ACC00151	Statistics I Introduction to Accounting Arts Major 1 Unit 2 Arts Major 2 Unit 2
Year 3	LAW00150 ECO00102	Introduction to Business Law Applied Microeconomics Arts Major 1 Unit 3 Arts Major 2 Unit 3		Business Studies 1 Business Studies 2 Arts Major 1 Unit 4 Arts Major 2 Unit 4
Year 4	MNG00100	Organisational Behaviour Business Studies 3 Arts Major 1 Unit 5 Arts Major 2 Unit 5	MNG00114	Strategic Management Business Studies 4 Arts Major 1 Unit 6 Arts Major 2 Unit 6
Year 5		Business Studies 5 Business Studies 6 Business Studies 7		
		Business Studies 8		

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

*School of Commerce
and Management*

School of Commerce and Management

Head of School

R.H.K. Sloan MCom, DipEd, PhD(UNSW), AAIBF(Snr)

The mission of the School of Commerce and Management is to develop and deliver courses of contemporary relevance in the fields of accounting, banking, finance, independent enterprise, international business, mathematics, marketing and management and to conduct research in associated areas, with a particular focus on small business management. The School ensures excellence and equity in the pursuit of its mission through the implementation of quality review procedures involving regional, national and international student, community and professional stakeholders.

The School offers or contributes to the programmes listed below.

- Bachelor of Accounting
- Bachelor of Business (general)
- Bachelor of Business (Accounting)
- Bachelor of Business (Business Law)
- Bachelor of Business (Economics)
- Bachelor of Business (Finance)
- Bachelor of Business (Human Resource Management)
- Bachelor of Business (Information Systems)
- Bachelor of Business (International Business)
- Bachelor of Business (Marketing)
- Bachelor of Business (Politics)
- Bachelor of Business (Retail)
- Bachelor of Business (double major option)
- Bachelor of Business with Honours
- Bachelor of Management
- Bachelor of Management with Honours
- Bachelor of Accounting, Bachelor of Information Technology
- Bachelor of Business, Bachelor of Laws
- Bachelor of Business, Bachelor of Arts
- Master of Professional Accounting
- Master of Business (by Thesis)#
- Doctor of Philosophy#

\#   Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

BACHELOR OF ACCOUNTING (Abbreviated title: BAcc)

Introduction

The Bachelor of Accounting provides an opportunity for students enrolled in the Bachelor of Business to convert to a specialist degree on completion of a number of advanced units in Accounting. Students wishing to take this option will need to transfer from the Bachelor of Business to the Bachelor of Accounting no later than two-thirds of the way through their course.

It should be noted that it is possible to combine a Bachelor of Accounting with a Bachelor of Information Technology and obtain a double degree.

Job opportunities exist in both the public and private sectors and the School's graduates are employed as audit managers, internal auditors, finance officers, financial directors, systems controllers, accountants, senior partners, and academics.

Course Structure

The degree requires the satisfactory completion of twenty-four (24) semester units. Full-time study normally involves four (4) units per semester and part-time study two (2) units per semester.

The structure of the Bachelor of Accounting consists of ten core units required to support the Accounting Major in the Bachelor of Business, plus the eight units of the Accounting Major in the Bachelor of Business, plus any three from the following list:

ACC00148	Advanced Financial Reporting
ACC00131	Advanced Auditing
ACC00134	Advanced Taxation
ACC00154	Advanced Finance and Risk Management
ACC00222	Computer Control, Auditing and Security

Electives

The remaining three units can be chosen from any other undergraduate degree (or equivalent) offered within the University. When choosing electives, normal requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School. Students will not be allowed to enrol in such units which include the same topics as any unit offered by the School.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Admission

A person before being admitted to candidature for the degree of Bachelor of Accounting shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

BACHELOR OF BUSINESS (Abbreviated title: BBus)

Introduction

The Bachelor of Business has been designed to allow for flexibility of study and to prepare students for careers in such fields as accounting, business law, information systems, finance, human resource management, international business, economics, marketing, politics, and retail. A general Business degree can also be selected. The degree requires three years full-time or equivalent part-time study. It is available on campus, externally or in mixed mode.

Majors offered externally are Accounting, Business Law, Economics, Finance, Human

Resource Management, International Business, Marketing, Politics, and Retail. External Studies are supported by the use of study guides, teleconferences and workshops held at the University Campuses and Centres in Coolangatta, Lismore, Coffs Harbour, Port Macquarie and Sydney.

Course Structure

Twenty-four units are required to complete the course. All students study twelve core units. Students who complete a single major are required to complete eight units of major study. The remaining four units are electives, which, subject to certain limitations, can generally be chosen from anywhere within the University.

Students who choose a double major are required to complete at least six units from each of two major areas.

Core Units

The core units for the Bachelor of Business (single major) are set out in the relevant component of the Schedule of Units attached to the *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* appearing in the Rules entry in this Handbook (Part B).

For students studying for a double major, MNG00114 Strategic Management is not compulsory.

Single Majors

Majors comprising eight units can be studied, as listed in the relevant component of the Schedule of Units attached to the *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology*. A student who completes an eight unit major sequence as part of her/his degree will be awarded a **Bachelor of Business (xxxx)** where (xxxx) is the title of the major.

Single majors are available as follows: **Accounting, Business Law, Economics, Finance**, **Human Resource Management**, **Information Systems, International Business**, **Marketing,** and **Retail.**

Students who choose a general award are required to complete the twelve Core Units and twelve additional units as specified in the relevant component of the Schedule of Units attached to the *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology*.

Double Majors

Students who choose a double major are required to complete at least six units from each of two major areas. The award will be a **Bachelor of Business (x + y)**, where x and y consists of the two majors. A double major on a cross-School basis is available subject to prior approval of the Heads of both Schools.

Electives

Students may choose their elective units from any other undergraduate (or equivalent) degree offered within the University. When choosing electives, normal pre-requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School. Students will not be allowed to enrol in such units which include the same topics as any unit offered by the School.

Business with Politics

Students may choose to study a Bachelor of Business with politics, which includes a six unit sequence of units in Politics. The resulting award will be a **Bachelor of Business (with Politics)**.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Professional Recognition

Depending on the Major studied, the following professional bodies are among those which have given recognition to the Bachelor of Business degree.

Graduates are eligible to apply for membership of, or registration by, these bodies, subject to having successfully completed certain specified units. Because the professional bodies' requirements change from time to time, students

are strongly advised to contact the relevant organisations to determine what specific units they are required to complete to ensure eligibility to apply for membership or registration.

The Accounting Major

- The Australian Society of Certified Practising Accountants (entry into the CPA programme)

- The Institute of Chartered Accountants in Australia (eligibility is to apply for admission to the Professional Year programme)

The Finance Major

Students completing the Major and becoming employed in the banking and finance industry are immediately eligible for advancement to the status of affiliate member of the Australian Institute of Banking and Finance. Following satisfaction of employment criteria set by the Institute graduates may proceed to the full professional award of Senior Associateship, AAIBF (Snr).

The Human Resource Management Major

This Major meets the requirements for membership of the Australian Institute of Human Resource Management.

The Information Systems Major

The course is accredited at Level 2 for membership of The Australian Computer Society.

The Marketing Major

- Australian Marketing Institute (Associate)

  A graduate with the Marketing major will be eligible to join as an Associate. Associate members have voting rights in AMI elections, may stand for office, and may display the postnominals AAMI.

- Market Research Society (affiliate)

Admission

A person before being admitted to candidature for the degree of Bachelor of Business shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

BACHELOR OF BUSINESS WITH HONOURS
(Abbreviated title: BBus(Hons))

Introduction

The Honours course is a year of study that may be undertaken as an additional year following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

Major Study

The major study consists of an approved research project and the presentation of a research thesis of approximately 15,000-20,000 words reporting on the research undertaken. The research project will be conducted under the supervision of a nominated project supervisor.

The research thesis (one unbound original plus two bound copies) must be submitted in final form for examination by 12.00 noon on the first Friday of November, each year. Failure to submit the thesis in time may result in non-assessment of the thesis and consequently failure in the Honours programme.

Candidates are urged to submit a final draft of their thesis to the project supervisor at least four weeks prior to the final submission date to enable comment and initial review.

The **Research Thesis** constitutes 62.5% of the assessment for this unit. The thesis will be examined by two examiners, one of whom may be external to the University.

Research Methods

Normally taken by attendance in MAT00792, Research Methods, accounts for 12.5% of the assessment for this unit.

Seminar in Development of (Discipline) Thought

Development of Thought accounts for 12.5% of the assessment for this unit.

Seminar in Current Issues in (Discipline)

Current Issues accounts for 12.5% of the assessment for this unit.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF MANAGEMENT (Abbreviated title: BMangt)

Introduction

The Bachelor of Management degree was offered for the first time in 1996. The course goes beyond the Karpin Report's recommendations as to the needs of Management and Leadership Education in Australia. It includes diversity management, workplace democracy and sustainable development, as well as more traditional subjects. This degree is intended to provide a specialisation in the area of general management and leadership.

The degree is available by full-time and part-time study. The course normally occupies three years of full-time study or its part-time equivalent of six years.

Course Structure

The award of the Bachelor of Management degree requires satisfactory completion of twenty-four (24) semester units. Full-time study normally involves four (4) units per semester and part-time study two (2) units per semester. The degree is available both on-campus and externally.

Elective Units

Students may choose their elective units from any other undergraduate degree (or equivalent) units offered within the University. When choosing electives, normal requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School. Students will not be allowed to enrol in such units that include the same topics as any unit offered by the School.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Admission

A person before being admitted to candidature for the degree of Bachelor of Management shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

BACHELOR OF MANAGEMENT WITH HONOURS (Abbreviated title: BMangt(Hons))

Introduction

The Honours course is a year of study that may

be undertaken as an additional year following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

Major Study

The major study consists of an approved research project and the presentation of a research thesis of approximately 15,000-20,000 words reporting on the research undertaken. The research project will be conducted under the supervision of a nominated project supervisor.

The research thesis (one unbound original plus two bound copies) must be submitted in final form for examination by 12.00 noon on the first Friday of November each year. Failure to submit the thesis in time may result in non-assessment of the thesis and consequently failure in the Honours programme.

Candidates are urged to submit a final draft of their thesis to the project supervisor at least four weeks prior to the final submission date to enable comment and initial review.

The Research Thesis constitutes 62.5% of the assessment for this unit. The thesis will be examined by two examiners, one of whom may be external to the University.

Research Methods

Normally taken by attendance in MAT00792 Research Methods, accounts for 12.5% of the assessment for this unit.

Seminar Unit in Development of Management Thought

Development of Management Thought accounts for 12.5% of the assessment for this unit.

Seminar Unit in Current Issues in Management

Current Issues in Management accounts for 12.5% of the assessment for this unit.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF BUSINESS, BACHELOR OF LAWS (Abbreviated title: BBus, LLB) BACHELOR OF ACCOUNTING, BACHELOR OF INFORMATION TECHNOLOGY (Abbreviated title: BAcc, BInfTech) BACHELOR OF BUSINESS, BACHELOR OF ARTS (Abbreviated title: BBus, BA)

Introduction

The School of Commerce and Management offers three double degree programmes which can be obtained over a period of four to five years.

These double awards are designed to provide breadth of study. The combinations chosen by the Schools are intended to provide graduates with significantly enhanced career opportunities.

The **double degree awards** offered are:

- Bachelor of Business, Bachelor of Laws
- Bachelor of Accounting, Bachelor of Information Technology
- Bachelor of Business, Bachelor of Arts

Potential applicants must have the approval of the Head of both Schools to enrol.

Admission

A person before being admitted to candidature for any of the double degrees shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

BACHELOR OF BUSINESS, BACHELOR OF LAWS
(Abbreviated title: BBus, LLB)

This double award is offered jointly with the School of Law and Justice.

The Bachelor of Business component of the double award includes core units, major studies and electives.

Major studies offered in combination with Law include: Accounting, Finance, Human Resource Management, Marketing, Information Systems, International Business. A general Business programme is also available.

The Bachelor of Laws component of the double award includes core and optional studies.

The double award is to be offered on-campus, either full or part-time. The combined double award programme requires completion of forty (40) semester units which is the equivalent of five years full-time study.

Work experience is a feature of the combined award and is encouraged. To facilitate this, the final year can be studied part-time/externally if desired.

Career opportunities are excellent, as the double award combines high level skills and understanding in business in general, in a selected area of major study, and in law. Opportunities include private practice, industry and commerce, international business and the public sector.

The Rules Governing Candidature and structure of this double award are included in the School of Law and Justice entry, in this Handbook.

Rules Governing Candidature

See *Rules Governing Candidature, Bachelor of Laws* (see School of Law and Justice entry in this Handbook).

BACHELOR OF ACCOUNTING, BACHELOR OF INFORMATION TECHNOLOGY
(Abbreviated title: BAcc, BInfTech)

This double award is offered jointly with the School of Multimedia and Information Technology.

The Bachelor of Accounting component of the double award includes core units in Business and Accounting, together with a choice from advanced units and electives.

The Bachelor of Information Technology component includes compulsory units in Business and Information Technology, a major in Information Systems, and electives.

The double award is to be offered on-campus, either full or part-time.

The combined double award programme requires completion of thirty-six (36) semester units which is the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years with the approval of the Heads of both Schools.

Career opportunities are excellent, as the double award combines high level skills and understanding in accountancy with those in computing and information systems. Opportunities include accountancy practice, industry and commerce, finance, and the public sector.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Accounting, Bachelor of Information Technology a candidate shall successfully complete not less than thirty-six (36) units and comply with the Schedule of Units attached to these Rules.

Schedule of Units

The "Advanced Accounting Units" must be chosen from ACC00131 Advanced Auditing, ACC00134 Advanced Taxation, ACC00148 Advanced Financial Reporting and ACC00154 Advanced Finance and Risk Management.

The Computing Elective must be an additional unit chosen from either Part B or C of the Schedule of Units attached to the Rules for the Bachelor of Information Technology.

COURSE STRUCTURE FOR THE BACHELOR OF ACCOUNTING, BACHELOR OF INFORMATION TECHNOLOGY

	First		Second	
Year 1	ACC00150 MAT00051 ISY00221 ISY00245	Using Financial Information Business Mathematics Introduction to Information Technology Principles of Programming	ACC00151 MAT00115 CSC00239 ISY00242	Introduction to Accounting Statistics I Object Oriented Programming Object Oriented Design
Year 2	ACC00145 MNG00100 LAW00150 ISY00243	Financial Reporting Organisational Behaviour Introduction to Business Law Systems Analysis and Design	ACC00146 ECO00101 LAW00004 CSC00240	Management Accounting Macroeconomics Company Law Data Communications and Networks
Year 3	ACC00152 ECO00102 MNG00111	Business Finance Applied Microeconomics Fundamentals of Management Computing Elective	ACC00130 MKT00075 CSC00228 CSC00235	Auditing Marketing Principles Database Systems I Applications Development
Year 4	ACC00132 ISY00237 ACC00222	Taxation Decision Support Systems Computer Control, Auditing and Security Advanced Accounting Unit	ACC00106 ISY00246 CSC00223 ISY00230	Accounting Theory Client/Server Systems Software Engineering Information Resources Management
Year 5	ACC00153 ISY00231 CSC00236	Business Information Systems Computing Project Artificial Intelligence Advanced Accounting Unit		

BACHELOR OF BUSINESS, BACHELOR OF ARTS
(Abbreviated title: BBus, BA)

This double award is offered collaboratively with several Schools.

The Bachelor of Business awarded as part of this double award is a general award, with no opportunity to complete a single major (although six (6) units of an eight (8) unit major can be completed).

The Bachelor of Arts component includes core units plus major studies and electives.

The double award is to be offered either full or part-time. The combined double award programme requires completion of thirty-six (36) semester units.

This course can be completed within the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years, with the approval of the Heads of all Schools.

Career opportunities are excellent since the double award combines a general introduction to business with either the development of cultural awareness and language skills or development of high level media communications skills. Opportunities include import/export and international business, marketing and advertising, media.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

  (f) To be eligible for the award of Bachelor of Business, Bachelor of Arts a candidate shall successfully complete not less than thirty-six (36) units and comply with the Schedule of Units attached to these Rules.

Schedule of Units

Business Studies units must be chosen from Part D of the Schedule of Units attached to the Rules for the Bachelor of Business, Bachelor of Management, Bachelor of Accounting. At least three (3) of the eight (8) Business Studies units must be chosen from section (ii) in Part D. Alternatively, an eight (8) unit major may be chosen from Part E of the Schedule of Units attached to the Rules for the Bachelor of Business, Bachelor of Management, Bachelor of Accounting.

The Arts Major units, comprising of two six (6) unit majors, must be chosen from Part B of the Schedule of Units attached to the Rules for the Bachelor of Arts.

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS, BACHELOR OF ARTS

	First		Second	
Year 1	CSC00125 MNG00111 CUL00210 COM00334	Introductory Computing Fundamentals of Management Australia/Asia Learning Technologies and the Academy	ECO00101 MKT00075 COM00333 PHI00201	Macroeconomics Marketing Principles Communication and Culture Ways of Knowing
Year 2	ACC00150 MAT00051	Using Financial Information Business Mathematics Arts Major 1 Unit 1 Arts Major 2 Unit 1	MAT00115 ACC00151	Statistics I Introduction to Accounting Arts Major 1 Unit 2 Arts Major 2 Unit 2
Year 3	LAW00150 ECO00102	Introduction to Business Law Applied Microeconomics Arts Major 1 Unit 3 Arts Major 2 Unit 3		Business Studies 1 Business Studies 2 Arts Major 1 Unit 4 Arts Major 2 Unit 4
Year 4	MNG00100	Organisational Behaviour Business Studies 3 Arts Major 1 Unit 5 Arts Major 2 Unit 5	MNG00114	Strategic Management Business Studies 4 Arts Major 1 Unit 6 Arts Major 2 Unit 6
Year 5		Business Studies 5 Business Studies 6 Business Studies 7 Business Studies 8		

MASTER OF PROFESSIONAL ACCOUNTING
(Abbreviated title: MPA)

Introduction

The Master of Professional Accounting is a graduate course of study intended to provide an avenue whereby graduates from any discipline can undertake an intensive programme of advanced study to meet the entrance requirements of the accounting profession.

The Australian Society of Certified Practising Accountants and the Institute of Chartered Accountants in Australia have accredited the MPA as satisfying the educational requirements of the Society and the Institute, providing candidates complete the twelve (12) units specified as well as a computing unit, if computing has not been completed in previous studies.

Master of Professional Accounting units are offered on a trimester basis.

Course Structure

Twelve units are required to complete the course as shown in the Schedule of Units.

Subject to approval, a sixteen (16) unit Master of Professional Accounting will be available for non-graduates, subject to special conditions.

Admission

Applicants for admission to candidature for the degree of Master of Professional Accounting shall have fulfilled the requirements for admission to a degree or qualification of equivalent standing at this or another university or approved tertiary institution, provided that the degree or qualification:

 (a) is accepted by the School Board in Commerce and Management as sufficient qualification for admission to the proposed course of study; and

 (b) except with the permission of the Head, School of Commerce and Management shall produce evidence of at least one year of employment beyond graduation, or evidence of an additional year of full-time or

equivalent tertiary study in addition to the above undergraduate degree.

Rules Governing Candidature

1.   Qualifications for Admission

Applicants for admission to candidature for the degree of Master of Professional Accounting shall normally have fulfilled the requirements for admission to a degree or qualification of equivalent standing at this or another university or other approved tertiary institution, provided that the degree or qualification is accepted by the School as sufficient qualification for admission to the course of study.

2.   Duration of the course

A candidate shall complete the units for the degree:

(a) if enrolled as a full-time candidate, in not more than nine trimesters; and

(b) in all other cases, in a maximum of 18 trimesters.

3.   Enrolment

Normally, unless the School Board otherwise determines:

(a) a candidate shall remain enrolled for the duration of each session;

(b) a candidate shall not enrol for the equivalent of more than four (4) units in any one session; provided that where the School Board's discretion is exercised such candidate shall be permitted to enrol in not more than five (5) units.

4.   Completion of a Unit

A candidate shall be deemed to have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

5.   Admission to an Award

A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all applicable By-laws and other Rules may be admitted to the Master of Professional Accounting award.

6.   Requirements for an Award

To be eligible for the award of Master of Professional Accounting a candidate shall successfully complete all units listed in the Schedule of Units attached to these Rules.

7.   Advanced Standing

At the discretion of the School Board, a candidate may be granted advanced standing to a maximum of six (6) units for units successfully completed prior to admission to candidature, provided that the units so completed are considered by the School Board to be equivalent to units in the Schedule.

Schedule of Units

ACC00712	Business Accounting
MAT00722	Quantitative Methods for Commerce
ACC00715	Auditing and Assurance Services
LAW00720	Legal Studies
ACC00713	Corporate Reporting
ACC00714	Managerial Accounting
ECO00720	Economics for Management
LAW00701	Corporation and Securities Law
ACC00718	Computer Based Accounting Systems
ACC00705	Issues in Accounting Theory
ACC00716	Corporate Finance
ACC00717	Taxation Practice

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Contemporary Arts

School of Contemporary Arts

Head of School

Associate Professor J.A. Davis DipPEd(Melb), GradDip(FineArt)(PIT), MA(FineArts)

The School of Contemporary Arts offers a range of undergraduate and postgraduate awards in Contemporary Music and Visual Arts. Through its teaching and research, the School is committed to a contemporary understanding of arts practice. The School provides support and encouragement for the highest levels of individual artistic achievement.

Contemporary Music offers major studies in composition, including songwriting, music production, and performance in the areas of bass guitar, drums, electric guitar, keyboards, saxophone, trombone, trumpet and voice.

Visual Arts studios include ceramics, painting, printmaking and sculpture. Art theory, graphic enquiry, photography and computer graphics also form part of the programme.

The following courses are offered:

- Certificate in Contemporary Music#
- Diploma of Contemporary Music#
- Bachelor of Contemporary Music
- Bachelor of Contemporary Music with Honours
- Bachelor of Visual Arts
- Bachelor of Visual Arts with Honours
- Master of Arts (by Thesis)*
- Doctor of Philosophy*

The combined degrees Bachelor of Contemporary Music, Bachelor of Education (Secondary) and Bachelor of Visual Arts, Bachelor of Education (Secondary) are available. Further details are included in the School of Education entry in this Handbook.

The double degree Bachelor of Contemporary Music, Bachelor of Laws is also available. Details are included in the School of Law and Justice entry in this Handbook.

\# These awards are offered in conjunction with the Queensland International Business Academy. See Rule 1(e) under the Rules Governing Candidature.

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

BACHELOR OF CONTEMPORARY MUSIC (Abbreviated title: BContempMus)

DIPLOMA OF CONTEMPORARY MUSIC (Abbreviated title: DipContempMus)

CERTIFICATE IN CONTEMPORARY MUSIC (Abbreviated title: CertContempMus)

Introduction

The Bachelor of Contemporary Music is a three year full-time (or equivalent part-time) course. The educational philosophy of the programme in Contemporary Music includes the belief that each artist is unique so the instruction for each student should be as flexible as possible to enable individual artistic and intellectual growth. Every effort is made to flex the boundaries of the creative, intellectual and interpretative expectations and capabilities of students and to encourage a sense of independence and confidence.

Staff members are composers, engineers and practising performers who are active in their specialised professions. Modes of teaching vary widely. Group classes, independent work, individual tuition, lectures, seminars, tutorials, large group projects and performances all take place routinely each semester.

The School provides a superb, purpose-built facility for students to learn with professionally designed and equipped recording, performance and video studios.

There is growing recognition of the commercial realities in which musicians have to function in the current Australian setting. The Contemporary Music programme at Southern Cross University ensures that students are equipped to relate effectively to them.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission

(c) Applicants for admission shall be required to show evidence of aptitude for and commitment to the proposed area of study by means of audition/portfolio review and interview.

(d) Applicants who can demonstrate exceptional aptitude in practical music may be admitted at the discretion of the School Board.

(e) Applicants for the Certificate in Contemporary Music and the Diploma of Contemporary Music must have successfully completed the Queensland International Business Academy foundation semester in English language and basic music theory, or an equivalent qualification acceptable to the School Board.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Contemporary Music a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) two (2) single-weighted and five (5) double-weighted units from Part B of the Schedule;

(iii) four (4) units from Part C of the Schedule; and

(iv) four (4) elective units, which may include units from Part D of the Schedule.

(g) To be eligible for the award of Diploma of Contemporary Music a candidate shall successfully complete not less than eight (8) units comprising:

(i) two (2) units from Part A of the Schedule of Units attached to these Rules;

(ii) four (4) units from Part B of the Schedule; and

(iii) two (2) units from Part C of the Schedule.

(h) To be eligible for the award of Certificate in Contemporary Music a candidate shall successfully complete not less than four (4) units comprising:

(i) one (1) unit from Part A of the Schedule of Units attached to these Rules;

(ii) two (2) units from Part B of the Schedule; and

(iii) one (1) unit from Part C of the Schedule.

(i) In exceptional circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

(b) Candidates who can demonstrate artistic expertise at a professional level in an approved area of the award course may be granted advanced standing for up to eight (8) units from Part A, B or C in the Schedule provided that, except in special circumstances, such artistic expertise has been demonstrated within seven (7) years prior to admission to candidature.

(c) Candidates who have completed the School of Audio Engineering Advanced Certificate course, and an additional eight (8) School of Audio Engineering units approved by the School Board, may be granted advanced standing for a total of twenty (20) specified units in the Schedule attached to these Rules.

Schedule of Units

PART A

MUS00600	World Music Perspectives
MUS00601	Popular Music Since 1940
MUS00610	Music Industry Studies
MUS00611	Music Business

PART B

MUS00641	Practical Studies I
MUS00497	Introduction to Music Technology
MUS00642	Practical Studies II*
MUS00643	Practical Studies III*
MUS00644	Practical Studies IV*
MUS00645	Practical Studies V*
MUS00646	Practical Studies VI*

PART C

MUS00620	Contemporary Music Theory I
MUS00630	Songwriting
MUS00621	Contemporary Music Theory II
MUS00622	Contemporary Style Analysis

PART D

ENE00400	Audio Engineering I
ENE00401	Audio Engineering II
ART01469	Music Video
MUS00623	Functional Keyboard
MUS00624	Introduction to Vocal Studies
IST00421	Independent Study I
IST00422	Independent Study II
IST00423	Independent Study III
IST00424	Independent Study IV

*   *Double-weighted unit.*

NB

Students specialising in Music Production cannot undertake ENE00400 or ENE00401, as elective units.

Students specialising in Keyboard cannot undertake MUS00623 as an elective unit.

Students specialising in Voice cannot take MUS00624 as an elective unit.

BACHELOR OF CONTEMPORARY MUSIC WITH HONOURS (Abbreviated title: BContempMus(Hons))

Introduction

The Honours degree is a separate fourth year of study which provides research training for graduates of music degrees through the study of research methods, including those specific to the discipline, and the execution of a research project.

Candidates will receive a thorough grounding in theories relating to creative and performance practices in the field of contemporary music; an appropriate level of research training to undertake higher degrees; and an ability to design and carry out a research project of a creative, performance or musicological nature.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

To be eligible for the award of Bachelor of Contemporary Music with Honours a candidate shall successfully complete all units listed in the Schedule of Units attached to these Rules.

BACHELOR OF CONTEMPORARY MUSIC WITH HONOURS
Course Structure

Full-time Study

Unit		Co-requisite		Semester Level	Unit Load
MUS00510	Contemporary Music Research Methods	MUS00511	Contemporary Music Research Project (Stage 1)	1	2
MUS00511	Contemporary Music Research Project (Stage 1)	MUS00510	Contemporary Music Research Methods		2
MUS00514	Contemporary Music Research Project (Stages 2 and 3)		Nil	2	4

Part-time Study

Unit		Co-requisite	Semester Level	Unit Load
MUS00510	Contemporary Music Research Methods	Nil	1	2
MUS00511	Contemporary Music Research Project (Stage 1)	Nil	2	2
MUS00512	Contemporary Music Research Project (Stage 2)	Nil	3	2
MUS00513	Contemporary Music Research Project (Stage 3)	Nil	4	2

BACHELOR OF VISUAL ARTS
(Abbreviated title: BVA)

Introduction

The Bachelor of Visual Arts is a three year full-time (or equivalent part-time) course. The Visual Arts programme is distinguished by its highly experienced and dynamic staff, its insistence on artistic excellence, the emphasis on studio-based activities and the use of current technology and electronic media. Graduates of the School are influencing the state of contemporary art as they pursue their professional lives as artists, designers, arts administrators, educators, curators and writers. The programme has built a reputation for developing close bonds among its community of art students.

Staff members are practising artists who exhibit regularly in local, national and international shows. Their engagement with current art practice underpins and reinforces the contemporary focus of the course. Artists of national and international repute regularly visit the University to provide workshops, masterclasses, seminars and lectures.

Modes of teaching vary widely in recognition that each artist is unique. Learning takes place in studio classes, lectures, seminars, tutorials, group work, independent studio work and individual tuition.

The Studios

The ceramics studio aims at developing expertise in functional and/or sculptural ceramic areas. Basic glass fusing, slumping, casting techniques and mixed media are also introduced.

The painting studio enables development of skills and techniques in various media: oils, acrylics, encaustic, mixed media and digital applications.

The printmaking studio has facilities for study in relief printing (lino and woodblock), etching and photoetching, water-based screenprinting, lithography, paper-making and basic digital imaging.

The sculpture studio offers a broad programme which includes instruction in wood and metal fabrication, bronze casting, mixed media and installation work, 3-D computer-based design, audio and video editing.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

   (c) Applicants for admission shall be required to show evidence, through a portfolio review and interview, of acceptable aptitude for, and commitment to, the proposed area of study.

   (d) Applicants who can demonstrate exceptional aptitude for studio-based units may be admitted at the discretion of the School Board.

6. **Requirements for an Award**

   (f) To be eligible for the award of Bachelor of Visual Arts a candidate shall successfully complete not less than twenty-four (24) unit comprising:

      (i) all double-weighted units listed in Part A of the Schedule of Units attached to these Rules;

      (ii) not less than four (4) units from Part B of the Schedule;

      (iii) not less than four (4) units from Part C of the Schedule; and

      (iv) up to four (4) elective units, which may include units from Part D of the Schedule.

   (g) In exceptional circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

   (b) Candidates who can demonstrate artistic expertise at a professional level in an approved area of the award course may be granted advanced standing of up to eight (8) units from Part A of the Schedule provided that such artistic expertise has been

demonstrated within seven (7) years prior to admission to candidature.

Schedule of Units

PART A

ART00621	Visual Arts Studio Studies I: Foundation*
ART00622	Visual Arts Studio Studies II*
ART00623	Visual Arts Studio Studies III*
ART00624	Visual Arts Studio Studies IV*
ART00625	Visual Arts Studio Studies V*
ART00626	Visual Arts Studio Studies VI*

PART B

ART00600	Introduction to Visual Culture
ART00601	Modernism: Visual Parameters
ART00498	Contemporary Issues in Visual Arts
ART00602	Australian Visual Art
ART00603	Visual Art as Critical Practice
ART00604	Visual Discourse: Uncovering the Body

PART C

ART00630	Design
ART00406	Studio Drawing I
ART00407	Studio Drawing II
ART00408	Studio Drawing III
ART00455	Photography I
ART00456	Photography II
GRA00500	Computer Graphics I
GRA00501	Computer Graphics II

PART D

ART00641	Studio Elective I
ART00642	Studio Elective II
ART00643	Studio Elective III
ART00644	Studio Elective IV

*   Double-weighted unit.

BACHELOR OF VISUAL ARTS WITH HONOURS
(Abbreviated title: BVA(Hons))

Introduction

The Honours degree is a separate fourth year of study which provides research training for graduates of visual arts degrees through the study of research methods, including those specific to the discipline, and the execution of a research project.

Candidates will receive a thorough grounding in creative and critical practices in the field of visual art; an appropriate level of research training to undertake higher degrees; and an ability to design and carry out a research project of a creative, or theoretical nature.

See *Rules for Bachelors Degrees with Honours* in the Rules section of this Handbook and the Course Structure below.

In addition to the requirements specified under the Rules Governing Candidature: Application for Admission, applicants must submit a research project proposal directly to the School. Details of requirements for the proposal are available from the School.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

To be eligible for the award of Bachelor of Visual Arts with Honours a candidate shall successfully complete all units listed in the Schedule of Units attached to these Rules.

BACHELOR OF VISUAL ARTS WITH HONOURS
Course Structure

Full-time Study

Unit		Co-requisite		Semester Level	Unit Load
ART00510	Visual Arts Research Methodology	ART00511	Visual Arts Research Project (Stage 1)	1	2
ART00511	Visual Arts Research Project (Stage 1)	ART00510	Visual Arts Research Methodology		2
ART00514	Visual Arts Research Project (Stages 2 and 3)		Nil	2	4

Part-time Study

Unit		Co-requisite	Semester Level	Unit Load
ART00510	Visual Arts Research Methodology	Nil	1	2
ART00511	Visual Arts Research Project (Stage 1)	Nil	2	2
ART00512	Visual Arts Research Project (Stage 2)	Nil	3	2
ART00513	Visual Arts Research Project (Stage 3)	Nil	4	2

MASTERS DEGREE BY THESIS
DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Education

School of Education

Head of School

M.J. Chaseling BMus(Adel), GradDipEd(ArmCAE), MEd(NE)

The focus of the School of Education is on teacher education and development. A Bachelor of Education programme (with various student pathways to employment in teaching and education), a Diploma of Education (Secondary), a Master of Education (research thesis) and a Master of Education by coursework, are offered. An Honours programme is also available.

The School of Education is building a strong research base in all the above areas and has developed significant working relationships with employer partnerships which help inform its programme development, maximise employment opportunities for its graduates, and give it a profile in school development and renewal.

The School of Education offers the following programmes:

- Bachelor of Education
- Bachelor of Education with Honours
- Bachelor of Education (Secondary)*
- Bachelor of Education Combined Degrees
    - Bachelor of Arts, Bachelor of Education (Secondary)
    - Bachelor of Contemporary Music, Bachelor of Education (Secondary)
    - Bachelor of Human Movement Science, Bachelor of Education (Secondary)
    - Bachelor of Visual Arts, Bachelor of Education (Secondary)
- Bachelor of Education (Technologies)*
- Graduate Diploma of Education
- Master of Education
- Master of Education (by Thesis)#
- Doctor of Philosophy#

* *Not offered in 2001.*

\# Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

BACHELOR OF EDUCATION BACHELOR OF EDUCATION WITH HONOURS (Abbreviated title: BEd/BEd(Hons))

Introduction

The Bachelor of Education (Primary) is a four-year full-time course, consisting of curriculum studies, general units and electives, together with professional studies which include a practicum/internship component in each year of the course. Honours candidates must complete two research units and a thesis. The degree aims are the acquisition of sufficient knowledge and skills for graduates to begin their teaching career competently, confidently and with minimal supervision.

Course Structure

A. Professional Studies/Practicum

These units consist of integrated study involving in-school block periods together with on-campus preparation. They are a co-operative venture of

students, teachers and lecturers planned as a series of graded experiences throughout the programme.

Weekly internship experiences in schools are designed to give students regular access to teachers and pupils, making their learning and studies more meaningful. The experiences allow students to apply their Curriculum and Elective Studies at the University to actual classroom situations, under the guidance of practising and experienced teachers, over an extended period of time.

Early in their course students are assigned to a school in the local area for one day per week and undertake their practicum block of three weeks in that school. In each subsequent year further practicum/internship experiences are provided.

A Teaching and Learning unit introduces students to the theory and practice of teaching and learning.

B. Curriculum Studies

The Curriculum Studies units are designed to cover all areas of the NSW Department of Education and Training curriculum, with teaching principles and their practical applications coming together through regular practicum and internship experiences in the schools.

Through their Curriculum Studies students gain experience in each of the Key Learning Areas throughout the programme. Units are arranged to encourage some integration among curriculum areas. Emphasis is given to teaching methodologies and to an examination of school and system curricula.

C. General Studies

As well as being skilled in classroom practice and being conversant with current trends in school curricula, teachers also need to be acquainted with the theoretical foundations on which such practice and curricula are based and to have a broad general knowledge. Accordingly, students in the Bachelor of Education course study a number of units drawn from psychology, computer studies and history, and they undertake a study of contemporary issues affecting Australia. The course also aims to develop students' own learning and communication skills.

D. Special Needs

All students undertake the study of Special Education which focuses primarily on the educational needs of pupils who may have a disability or learning or behavioural disorder. Students study a further unit that focuses on the unique needs of Indigenous Australians.

E. Elective Units

Students may undertake major and minor studies in specialised areas of interest. These electives may be chosen from within or outside the School of Education.

F. Research Units and Thesis

For Honours candidates, two research units with a focus on research paradigms, methods and techniques from the normative, interpretive and critical perspectives will be required. A research thesis will be completed in the final year.

Special Note:

Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for teaching positions.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

    (f) To be eligible for the award of the Bachelor of Education a candidate shall successfully complete not less than thirty-two (32) units comprising:

        (i) all units listed in Part A of the Schedule of Units attached to these Rules; and

        (ii) six (6) elective units, which may include units listed in Part B of the Schedule.

    (g) A candidate may be permitted by the School Board to enrol in a unit or units other than those specified in these Rules.

Degree with Honours

1. Application for Admission

An intending candidate shall submit to the Director of Student Administration, an application on the prescribed form and completed to the satisfaction of the Head of School.

Applications for admission must be forwarded to reach the Director, Student Administration no later than 30th November for commencement in the first semester of the following year, and no later than 31st May for commencement in the second semester of the same year.

Late applications may be considered in exceptional circumstances and at the sole discretion of the Head of School.

2. Eligibility for Admission

To be eligible for consideration for admission to the Bachelors degree (BEd) with Honours pathway a candidate shall, unless the Head of School determines otherwise, have either:

(a) (i) completed the requirements of the first two years of the BEd at this University with at least a credit average in norm-referenced units;

    (ii) obtained a grade of at least "Highly Commendable" in Professional Studies II; and

    (iii) satisfied the Head of School that the content of the first two years of the degree together with any further work the Head of School may prescribe is sufficient to make that person a suitable candidate for the degree with Honours pathway; or

(b) satisfied any additional admission requirements specified by the School Board.

3. Admission

Admission to candidature for a Bachelors degree with Honours pathway shall be:

(i) at the discretion of the relevant School Board; and

(ii) subject to the availability of appropriate supervision.

4. Course of Study for the Degree with Honours

Unless the Head of School determines otherwise, a candidate for the degree with Honours shall:

(a) pursue a course of study, approved by the Head of School, which meets the requirements of the BEd degree, and includes Enquiry I and II and the Thesis from Part B; and

(b) complete the requirements of the first three years of the BEd with at least a credit average in norm-referenced units (including grades of at least "Credit" in Enquiry I and II) and obtain a grade of at least "Highly Commendable" in Professional Studies III.

5. Duration of Course

Unless the Head of School in special circumstances otherwise determines, a candidate shall fulfil all requirements of the Honours course in not more than four consecutive semesters of full-time study, or eight consecutive semesters of part-time study, after the completion of Semester 4 of the BEd.

6. Appointment of Supervisors

(a) At the time of admission to candidature, there shall be assigned to the candidate, one or more supervisors, under whose general guidance the candidate shall work.

(b) The supervisor(s) shall be appointed by the Head of School on the recommendation of the Honours Year Co-ordinator, and after consultation with relevant staff.

(c) Each candidate shall be allocated at least one supervisor, to be known as the Principal Supervisor, who is a member of the School Board.

7. Examination of Honours Year Project/Thesis

The Honours year project/thesis completed by a candidate shall be examined by not less than two examiners, one of whom will normally be external to the University. The candidate's supervisor(s) may not be examiners.

8. **Class of Honours**

    A candidate who has reached the required standard of proficiency may on the recommendation of the School Board be awarded Honours in one of the following grades: First Class Honours; Second Class Honours, Division 1; Second Class Honours, Division 2; Third Class Honours. In published lists, the names of candidates awarded the same grade of Honours shall be placed in alphabetical order.

Schedule of Units

PART A

EDU00401	Curriculum Studies: English I
EDU00221	Teaching and Learning
BHS00227	Approaches to Psychology
EDU00400	Australian and Asian Studies
PHI00200	History of Ideas
EDU00404	Curriculum Studies: Mathematics I
EDU00417	Curriculum Studies: Personal Development/Health/Physical Education I
EDU00413	Curriculum Studies: Science and Technology I
EDU00402	Curriculum Studies: English II
EDU00405	Indigenous Australians in Education
EDU00415	Curriculum Studies: Creative and Performing Arts I
EDU00412	Curriculum Studies: Human Society and its Environment
EDU00405	Curriculum Studies: Mathematics II
EDU01095	Special Education
EDU00403	Curriculum Studies: English III
EDU00414	Curriculum Studies: Science and Technology II
EDU00418	Curriculum Studies: Personal Development/Health/Physical Education II
EDU00416	Curriculum Studies: Creative and Performing Arts II
TCH00511	Practicum I: Primary Education
TCH00501	Professional Studies in Education I
TCH00512	Practicum II: Primary Education
TCH00502	Professional Studies in Education II
TCH00513	Practicum III: Primary Education
TCH00503	Professional Studies in Education III
TCH00514	Practicum IV: Primary Education
TCH00504	Professional Studies in Education IV

PART B

SOY00220	Approaches to Social Sciences
EDU00220	Learning, Communicating and Educational Computing
SOC00100	Current Issues
SOC00118	Approaches to Sociology
BHS00228	Cognition
BHS00229	Personality
BHS00230	Social Psychology
BHS00231	The Measurement and Evaluation of Individual Differences
EDU01306	The Nature of Art and Visual Education
EDU01288	Computers in Education: Learning Materials*
EDU01297	Technology in Learning and Teaching
EDU00222	Applied Ethics: An Introduction*
EDU01094	Early Childhood Education
EDU00353	Teaching the Gifted
EDU01098	The Primary School Library in the 1990s*
EDU00731	Enquiry I
EDU00732	Enquiry II
EDU00801	Thesis (6 unit)
ENG00351	Children's Literature
EDU00352	Teaching English to Speakers of Other Languages (TESOL)
ENG00355	Storytelling
EDU00356	Reading Difficulties
EDU01290	Outdoor Education I
EDU01300	Health and Fitness in Modern Society
EDU01303	Mathematics Resources in the Classroom
EDU01302	Studies in Mathematics Learning*
EDU01304	Music Education in the K-6 Classroom I
EDU01305	Music Education in the K-6 Classroom II*
EDU01286	Environmental Education

*   Not offered in 2001.

BACHELOR OF EDUCATION (SECONDARY)*
(Abbreviated title: BEd(Sec))

* Not offered in 2001.

Contact the School of Education for information regarding the offering of Secondary Teacher Education programmes in 2001.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units attached.

1. Qualification for Admission

(b) Applicants shall either have qualified for any degree of this or another university or other institution approved by the School Board for this purpose, or in exceptional circumstances, have completed so much of the requirements of a degree over a period of not less than three (3) years, that the remaining requirements may be completed within one year concurrently with candidature for the Bachelor of Education (Secondary). No student may qualify for the award of Bachelor of Education (Secondary) until all requirements of the first degree have been satisfied.

(c) Preference will be given to graduates who have the required majors and minors in their first degree that meet employer requirement for teacher qualifications. Applicants are responsible for ensuring that they have a NSW Department of Education and Training or a Queensland Teacher Registration Board assessment of their first degree as part of the application process.

2. Duration of Course

Normally, unless the School Board otherwise determines, a candidate shall complete the course in not more than six (6) years from the date of commencement.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Education (Secondary) degree a candidate shall successfully complete not less than sixteen (16) units of the Schedule of Units attached to these Rules comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) not less than two (2) sequential units in a curriculum specialisation for a secondary teaching major listed in Part B of the Schedule; and

(iii) not less than four (4) and no greater than six (6) approved elective units, which may include units from Part C of the Schedule.

Schedule of Units

PART A

EDU00221	Teaching and Learning
TCH10000	Professional Experience I
TCH10001	Professional Experience II
EDU00067	Education Studies
EDU01095	Special Education
EDU10003	Educational Information Technology
EDU10004	Language, Literacy and Diversity*
EDU10005	Behaviour, Learning and the Curriculum*

PART B†

EDU01153	Curriculum Specialisation: Visual Arts I
EDU01154	Curriculum Specialisation: Visual Arts II
EDU01021	Curriculum Specialisation: PDHPE I (Movement)
EDU01022	Curriculum Specialisation: PDHPE II (Lifestyle)
EDU01246	Curriculum Specialisation: Science I
EDU01247	Curriculum Specialisation: Science II
TCH10007	Curriculum Specialisation: Human Society and its Environment I
TCH10008	Curriculum Specialisation: Human Society and its Environment II
TCH10009	Curriculum Specialisation: Teaching Modern Languages I*
TCH10010	Curriculum Specialisation: Teaching Modern Languages II*
EDU01145	Curriculum Specialisation:

	Mathematics I
EDU01146	Curriculum Specialisation: Mathematics II
EDU01143	Curriculum Specialisation: Music I
EDU01144	Curriculum Specialisation: Music II
EDU00499	Computing Studies/Information Technology Curriculum#
TCH10011	Curriculum Specialisation: English#*
TCH10013	Curriculum Specialisation: Dance#*
TCH10012	Curriculum Specialisation: Drama#*
EDU01292	Curriculum Specialisation: Outdoor Education#

PART C

EDU01308	Indigenous Australians in Education
EDU01286	Environmental Education
EDU10006	Introduction to Vocational Education and Training*
IST00151	Independent Study – Education I
TCH10002	School Internship*

* *Not offered in 2001.*

† *With approval from the Course Co-ordinator, Curriculum Specialisation units can also be completed on a cross-institutional basis for Curriculum Specialisations not offered by Southern Cross University.*

Students wishing to complete a second Curriculum Specialisation unit in discipline areas where only one Curriculum Specialisation unit is offered may elect to do an Independent Study unit directed towards that discipline area. One unit in a Curriculum Specialisation is required for a secondary teaching subject.

BACHELOR OF ARTS, BACHELOR OF EDUCATION (SECONDARY) (Abbreviated title: BA, BEd(Sec))

BACHELOR OF CONTEMPORARY MUSIC, BACHELOR OF EDUCATION (SECONDARY) (Abbreviated title: BContempMus, BEd(Sec))

BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF EDUCATION (SECONDARY) (Abbreviated title: BHMS, BEd(Sec))

BACHELOR OF VISUAL ARTS, BACHELOR OF EDUCATION (SECONDARY) (Abbreviated title: BVA, BEd(Sec))

Introduction

The School of Education provides two pathways for entry to the field of secondary education. Applicants who hold a first degree in a discipline area taught in secondary education can make application for the Graduate Diploma of Education. For applicants who do not hold a first degree, the four-year combined degrees offer a pathway into secondary education.

The Programme

The four-year combined degree courses are designed to meet current NSW Department of Education and Training (DET) requirements for accreditation of secondary teachers, and to allow optional components for students to meet the Australian Council of Deans of Education (ACDE) (1998) recommended national standards. The combined degrees provide an integrated study in education over a number of years which will allow a solid professional base for initial employment in secondary education by including, where feasible, elements of educational content and professional experience in the first three years of the combined degree and requiring normally four units in the first degree to have an educational focus.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards*, in conjunction with specific Rules and the Schedules below.

1. **Qualification for Admission**

   (c) Applicants for the Bachelor of Visual Arts, Bachelor of Education (Secondary)

or the Bachelor of Contemporary Music, Bachelor of Education (Secondary) must meet the entry requirements of the Bachelor of Visual Arts or the Bachelor of Contemporary Music.

2. Duration of Course

(f) Normally, unless the School Board otherwise determines, a candidate shall complete the requirements for the combined degree in not more that ten (10) years from the date of commencement.

6. Requirements for an Award

(f) To be eligible for the award of a combined degree a candidate shall successfully complete not less than thirty-two (32) units and comply with the applicable Schedule of Units attached to these Rules.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) Advanced standing will be determined by the School Board responsible for the unit for which advanced standing is sought, or in the case of unspecified advanced standing, by the School Board responsible for the award in which it is sought.

(c) Advanced standing greater than the limits of Rule 7(a) may be granted by the relevant School Board, which shall notify Academic Board of all instances.

Schedules of Units

COURSE STRUCTURE FOR THE BACHELOR OF ARTS, BACHELOR OF EDUCATION (SECONDARY)

	First		Second	
Year 1	COM00334	Learning Technologies and the Academy	COM00333	Communication and Culture
		Major 1 – 1st Unit		Major 1 – 2nd Unit
	EDU10004	Major 2 – 1st Unit Language, Literacy and Diversity*	EDU10003	Major 2 – 2nd Unit Educational Information Technology
Year 2	CUL00210	Australia/Asia Major 1 – 3rd Unit Major 2 – 3rd Unit	PHI00201	Ways of Knowing Major 1 – 4th Unit Major 2 – 4th Unit
	EDU00221	Teaching and Learning	EDU00067	Education Studies
Year 3		Minor Unit No. 1 Major 1 – 5th Unit		Minor Unit No. 2 Major 1 – 6th Unit
	TCH10007	Curriculum Specialisation: Human Society and its Environment I		Education Elective Unit from Part C#
	TCH10000	Professional Experience I	TCH10005	Behaviour, Learning and the Curriculum*
Year 4		Minor Unit No. 3 Major 2 – 5th Unit		Minor Unit No. 4 Major 2 – 6th Unit
	EDU01095	Special Education	TCH10008	Curriculum Specialisation: Human Society and its Environment II
		Education Elective Unit from Part C#	TCH10001	Professional Experience II

*   *Not offered in 2001.*

\#   *Refer to Part C of Schedule of Units for Bachelor of Education (Secondary).*

COURSE STRUCTURE FOR THE BACHELOR OF CONTEMPORARY MUSIC, BACHELOR OF EDUCATION (SECONDARY)

		First		Second
Year 1	MUS00641	Practical Studies I	MUS00642	Practical Studies II ◅
	MUS00497	Introduction to Music Technology	MUS00601	Popular Music Since 1940
	MUS00600	World Music Perspectives	MUS00630	Songwriting
	MUS00620	Contemporary Music Theory I		
Year 2	MUS00643	Practical Studies III◅	MUS00644	Practical Studies IV ◅
	MUS00621	Contemporary Music Theory II	MUS00622	Contemporary Style Analysis
	EDU00221	Teaching and Learning	MUS00611	Music Business
Year 3	MUS00645	Practical Studies V◅	MUS00646	Practical Studies VI ◅
	EDU01143	Curriculum Specialisation: Music I	EDU00067	Education Studies
	TCH10000	Professional Experience I	TCH10005	Behaviour, Learning and the Curriculum*
Year 4	MUS00610	Music Industry Studies	EDU10003	Educational Information Technology
	EDU10004	Language, Literacy and Diversity*	EDU01144	Curriculum Specialisation: Music II
		Elective Unit from Part C#		Elective Unit from Part C#
	EDU01095	Special Education	TCH10001	Professional Experience II

◅   *Double-weighted unit.*

*   *Not offered in 2001.*

Refer to Part C of Schedule of Units for Bachelor of Education (Secondary).

COURSE STRUCTURE FOR THE BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF EDUCATION (SECONDARY)

	First		Second	
Year 1	BIO01302	Anatomy for Human Movement	MAT00330	Statistics
	MNG00301	Sport and Exercise Management I	BIO00307	Physiology for Human Movement
	HEA00331	Sport and Exercise Psychology I	HMS01202	Sport and the Law
	HMS00201	Field Studies I – Sports Communication and Personal Development	HMS00202	Field Studies II – Coaching Principles
Year 2	HMS00203	Field Studies III – Sports Conditioning and Training Methodology	BIO00209	Kinesiology
	BIO00203	Exercise Physiology I	HEA00332	Sport and Exercise Psychology II
	HMS00328	Motor Learning I	BIO00326	Exercise Biochemistry and Drugs in Sport
	EDU00221	Teaching and Learning	EDU00067	Education Studies
Year 3	BIO00207	Biomechanics I		Elective
	NUT00330	Nutrition and Human Performance	HMS00214	Prevention and Management of Injury *or*
	EDU01021	Curriculum Specialisation: PDHPE I (Movement)	BIO00324	Biomechanics II
	TCH10000	Professional Experience I		Education Elective Unit from Part C#
			EDU10003	Educational Information Technology
			TCH10005	Behaviour, Learning and the Curriculum*
Year 4	HMS00301	Research Design in Sport Science		Elective
	BIO00204	Exercise Physiology II	HMS00220	Graduating Seminar *or*
	EDU10004	Language, Literacy and Diversity*	CMM00215	Exercise Testing and Prescription *or*
	EDU01095	Special Education	MNG00305	Facility Programming and Management
			TCH10001	Professional Experience II
			EDU01022	Curriculum Specialisation: PDHPE II (Lifestyle)
				Education Elective Unit from Part C#

*   *Not offered in 2001.*

\#   *Refer to Part C of Schedule of Units for Bachelor of Education (Secondary).*

COURSE STRUCTURE FOR THE BACHELOR OF VISUAL ARTS, BACHELOR OF EDUCATION (SECONDARY)

	First		Second	
Year 1	ART00621	Visual Arts Studio Studies I: Foundation◁	ART00622	Visual Arts Studio Studies II◁
	ART00600	Introduction to Visual Culture	ART00601	Modernism: Visual Parameters
	ART00630	Design	ART00406	Studio Drawing I
Year 2	ART00623	Visual Arts Studio Studies III◁	ART00624	Visual Arts Studio Studies IV◁
	ART00498	Contemporary Issues in Visual Arts *or*	ART00602	Australian Visual Art *or*
	ART00603	Visual Art as Critical Practice	ART00604	Visual Discourse: Uncovering the Body
	EDU00221	Teaching and Learning	EDU00067	Education Studies
Year 3	ART00625	Visual Arts Studio Studies V◁	ART00626	Visual Arts Studio Studies VI◁
	EDU01153	Curriculum Specialisation: Visual Arts I	EDU10003	Educational Information Technology
	TCH10000	Professional Experience I	TCH10005	Behaviour, Learning and the Curriculum*
Year 4		Elective	ART00641	Studio Elective I (Visual Arts) *or*
	ART00407	Studio Drawing II *or*	ART00408	Studio Drawing III *or*
	ART00455	Photography I *or*	GRA00501	Computer Graphics II *or*
	GRA00500	Computer Graphics I	ART00456	Photography II
	EDU10004	Language, Literacy and Diversity*	EDU01154	Curriculum Specialisation: Visual Arts II
		Elective Unit from Part C#		Elective Unit from Part C#
	EDU01095	Special Education	TCH10001	Professional Experience II

◁   *Double-weighted unit.*

*   *Not offered in 2001.*

Refer to Part C of Schedule of Units for Bachelor of Education (Secondary).

BACHELOR OF EDUCATION (TECHNOLOGIES)*
Abbreviated title: BEd(Technologies)

*   *Not offered in 2001.*

Contact the School of Education for information regarding the offering of Teacher Education programmes in the Technology Curriculum area, in 2001.

GRADUATE DIPLOMA OF EDUCATION
(Abbreviated title: DipEd)

Introduction

The Diploma is a one-year, full-time programme to prepare graduates for secondary school teaching in Visual Arts; Music; Science; Personal Development, Health and Physical Education; Modern Languages; Human Society and Its Environments; Dance; Drama; Mathematics and English.

The Programme

The Graduate Diploma of Education is designed primarily to prepare secondary teachers, with strong backgrounds in their relevant disciplines, for their early years of teaching. An assumption of the programme design is that pre-service teacher education programmes should be seen as but the first step in the career and professional development of teachers. In light of research on pre-service teachers' concerns about teaching and the ways in which these change with teaching experience, the programme takes the practice of teaching as its starting point and leads from this into emphasis on problem-solving in relation to classroom and school-based issues.

The programme consists of four units each semester, covering curriculum studies, education studies, practice teaching, special education and computer studies.

Admission

1. A person before being admitted to candidature for the Graduate Diploma of Education shall either:

    (a) have successfully completed all the requirements of a degree of a university or other recognised tertiary institution; or

    (b) in exceptional circumstances only, have completed, over a period of not less than three academic years, so much of the requirements of a degree of a university or other recognised tertiary institution that the remaining requirements may be completed by external study in one year concurrently with candidature for the Graduate Diploma of Education provided that no person may qualify for the award of the Diploma until all requirements for the award of their degree have been satisfied.

2. The admission to candidature of persons satisfying the requirements of the preceding paragraph shall be conditional upon their degree including studies relevant to subjects taught in secondary schools. Preference for admission will be given to those who satisfy the relevant promotion requirements of the NSW Department of Education and Training. Candidates for admission must have their first degree assessed by the Department of Education and Training prior to commencing the Graduate Diploma of Education.

3. In special circumstances, studies in related subject areas may be considered to meet requirements in (2) above.

Special Note:

Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for teaching positions.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission

(c) Applicants for admission to candidature shall either:

(i) have qualified for any degree of this or another university or other institution approved by the School Board for this purpose; or

(ii) in exceptional circumstances, have completed, over a period of not less than three academic years, so much of the requirements for Rule 1(c)(i) above that the remaining requirements may be completed by external study in one year concurrently with candidature for the Graduate Diploma of Education, provided that no person may qualify for the award of the Diploma until all requirements for the award of their degree have been satisfied.

(d) Applicants for admission to candidature under Rule 1(c) shall also be required to have undertaken to the satisfaction of the School Board a proportion of studies during their degree which are relevant to subjects taught in secondary schools.

(e) Preference will be given to applicants for admission to candidature who satisfy the relevant promotion requirements of the NSW Department of Education and Training.

6. **Requirements for an Award**

(f) To be eligible for the award of the Graduate Diploma of Education a candidate shall successfully complete not less than eight (8) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) a two (2) unit sequence selected from Part B of the Schedule.

Schedule of Units

PART A

EDU00221	Teaching and Learning
TCH10000	Professional Experience I
TCH10001	Professional Experience II
EDU00067	Education Studies
EDU01095	Special Education
EDU10003	Educational Information Technology

PART B†

EDU01153	Curriculum Specialisation: Visual Arts I
EDU01154	Curriculum Specialisation: Visual Arts II
EDU01021	Curriculum Specialisation: PDHPE I
EDU01022	Curriculum Specialisation: PDHPE II
EDU01246	Curriculum Specialisation: Science I
EDU01247	Curriculum Specialisation: Science II
TCH10007	Curriculum Specialisation: Human Society and its Environment I
TCH10008	Curriculum Specialisation: Human Society and its Environment II
TCH10009	Curriculum Specialisation: Teaching Modern Languages I*
TCH10010	Curriculum Specialisation: Teaching Modern Languages II*
EDU01145	Curriculum Specialisation: Mathematics I
EDU01146	Curriculum Specialisation: Mathematics II
EDU01143	Curriculum Specialisation: Music I
EDU01144	Curriculum Specialisation: Music II **and/or#**
EDU00499	Computing Studies/Information Technology Curriculum
TCH10011	Curriculum Specialisation: English*
TCH10012	Curriculum Specialisation: Drama*
TCH10013	Curriculum Specialisation: Dance*
EDU01292	Curriculum Specialisation: Outdoor Education

* *Not offered in 2001.*

† *With approval from the Course Co-ordinator, Curriculum Specialisation units can also be completed on a cross-institutional basis for Curriculum Specialisations not offered at Southern Cross.*

Students wishing to complete a second Curriculum Specialisation unit in a discipline where only one Curriculum Specialisation unit is offered, may elect to do an Independent Study unit directed towards that discipline area.

MASTER OF EDUCATION
(Abbreviated title: MEd)

Introduction

The Master of Education provides candidates with an opportunity to engage with contemporary issues in school contexts and to critically reflect on, and further develop, their professional practice. The degree has been developed in response to the needs and priorities of the profession. The Master of Education is offered by coursework, however candidates may elect to pursue a research-focused path of study. The programme currently has facility for flexible entry. A separate award, the Master of Education (by Thesis) is also available and is detailed later in this Handbook.

Course Structure

The Master of Education comprises eight units including the core unit, *EDU00550 Understanding Educational Research.* Candidates can select from the range of units listed in the Schedule of Units and these may be undertaken in any sequence, as negotiated with the Course Co-ordinator.

Students choosing to undertake the Research Project (EDU00754 or EDU00755) must complete at least one of the units *EDU01551 Enquiry I: Qualitative Research in Education* or *EDU01552 Enquiry II: Quantitative Research in Education*, prior to enrolling in the Research Project.

Rules Governing Candidature

For the purpose of these Rules, the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) "Centre" means a Centre for Professional Development in Education;

(b) "Candidate" means a person either enrolled in the University as a student, or registered as a student in the Centre or with one of the University's Licensees, and proceeding to the award of the Master of Education.

2. **Qualifications for Admission**

Applicants for admission to candidature shall:

(a) hold the equivalent of a four-year qualification in teaching, from this or another university; and

(b) provide evidence of at least one year's experience in a field of employment relevant to the course and acceptable to the School Board.

3. **Duration of the Course**

Normally, unless the School Board otherwise determines, a candidate shall complete the units for the Degree over a period of not less than two semesters (full-time candidates) and not more than eight semesters (part-time or external candidates) from the time of enrolment.

4. **Completion of a Unit**

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in the University's Assessment and Examination Rules; or

(b) the candidate has been granted advanced standing in the unit.

5. **Admission to an Award**

A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all By-laws and other Rules may be admitted to the award.

6. **Requirements for an Award**

(a) To be eligible for the award of Master of Education candidates shall have a course of study approved by the Head of School or their delegate on behalf of the School. They must then successfully complete not less than eight (8) units comprising:

   (i) the unit listed in Part A of the Schedule; and

   (ii) seven units listed in Part B of the Schedule, provided they are being offered in the year of candidature.

In exceptional circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

(b) A candidate who while enrolled for the Master of Education has completed the requirements of the Graduate Certificate of Professional Development may elect to be awarded the Graduate Certificate of Professional Development following withdrawal from candidature from the award.

(c) A candidate who has been awarded the Graduate Certificate in Professional Development under Rule(b), and who wishes to complete the Master of Education must surrender the Graduate Certificate prior to conferral of the Master of Education.

7.   Advanced Standing

At the discretion of the School Board a candidate may be granted advanced standing for up to 50 percent of the units required for the award of Master of Education.

Schedule of Units

PART A

EDU00550   Understanding Educational Research

PART B

EDU01551   Enquiry I: Qualitative Research in Education
EDU01552   Enquiry II: Quantitative Research in Education
EDU00754   Research Project # *or*
EDU00755   Research Project # †
EDU00558   Professional Practice in Education I
EDU00559   Professional Practice in Education II
EDU00553   The Policy Context of School Education in Australia
EDU00733   The Nature and Process of Educational Change
MNG00704   Human Resource Development
EDU00748   Workplace Learning
EDU01312   Mathematics Recovery Theory and Techniques IA➢
EDU01313   Mathematics Recovery Theory and Techniques IB➢

EDU01314   Mathematics Recovery Theory and Techniques IIA➢
EDU01310   Mathematics Recovery Theory and Techniques IIB➢
EDU00751   Independent Study Unit I: Negotiated Reading Course
EDU00753   Research Project - Background and Proposal
ISY00550   Educational Information Technology for the School Practitioner
ISY00551   Integrating Information Technology into Classroom Practice
ISY00552   Management of Information Technology in the School Environment
EDU00554   Educational Leadership
EDU00557   Developing School Communities
MNG00510   Mentoring for Early Career Professionals
EDU00017   Vocational Education and Training Studies
ISY00553   Assessing and Teaching Early Numeracy: Count Me in Too
CSL00501   School Welfare: Loss and Grief Education
EDU00555   Professional Ethics and Teaching
REL00556   Religious Education in a Pluralist Society

\#   *Double-weighted units.*

†   *Year-long units.*

➢   *Available only to teachers working in a district where the Mathematics Recovery Program is being implemented.*

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Exercise Science and Sport Management

School of Exercise Science and Sport Management

Head of School

T.J. Woods DipT(NRCAE), BEd(DDIAE), MSA(Ohio)

The School of Exercise Science and Sport Management offers several courses for those wishing to seek employment in such areas as the Sport, Health and Exercise Industry, Sport Management and Sport Administration, Exercise Rehabilitation and Sport Science. In addition the School has established a strong commitment to research which leads to career paths for postgraduate students. It currently offers degrees in Exercise Science and Sport Management at the undergraduate and postgraduate levels.

The following will be offered in 2001:

- Bachelor of Human Movement Science
- Bachelor of Human Movement Science with Honours (fourth year)
- Bachelor of Human Movement Science (Applied) (fourth year)
- Bachelor of Exercise Science and Nutrition
- Bachelor of Exercise Science and Nutrition with Honours (fourth year)
- Bachelor of Sport Tourism Management
- Bachelor of Sport Tourism Management with Honours (fourth year)
- Graduate Certificate in International Sport Management
- Graduate Diploma in International Sport Management
- Master of International Sport Management
- Master of Science (by Thesis)*
- Doctor of Philosophy*

A combined degree in Bachelor of Human Movement Science, Bachelor of Education (Secondary) (four years) is also available. Details are found in the School of Education entry in this Handbook.

A double degree in Bachelor of Human Movement Science, Bachelor of Laws (five years) is also available. The course comprises 18 units from the Bachelor of Human Movement Science and 22 from the Bachelor of Laws. Details are found in the School of Law and Justice entry in this Handbook.

The School also offers a specialist stream in Sport Management within the Master of Business Administration. Details of this course can be found in the Graduate College of Management entry in this Handbook.

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

BACHELOR OF HUMAN MOVEMENT SCIENCE (Abbreviated title: BHMS)

BACHELOR OF HUMAN MOVEMENT SCIENCE (APPLIED) (Abbreviated title: BHMS(Applied))

Introduction

The Bachelor of Human Movement Science (BHMS) is a three-year full-time (or equivalent part-time) professional course based on a philosophy of health and fitness. The course focuses on the study of the sport, exercise and fitness industry. It is multi-disciplinary in nature, drawing from the biological, psychological and sociological sciences as they relate to exercise and sport. Major strands of study are available in Exercise Science and Sport Management. Upon completion of the requirements for the BHMS degree a candidate may undertake a further year of study for the Bachelor of Human Movement Science (Applied) (BHMS(Applied)) degree. This programme involves advanced units of study in community health and fitness issues and an intensive industry based Internship. The course is designed for the professional development of candidates to an advanced level and to provide comprehensive industry related training.

Candidates successfully completing the BHMS programme may enrol for a further year of study in the Graduate Diploma of Education offered by the School of Education which will allow students to be employed as Personal Development, Health and Physical Education (PD/H/PE) teachers.

The Bachelor of Human Movement Science programme places a strong emphasis on practical experiences whereby students are given the opportunity to utilise the theoretical concepts of their lectures in a "hands on" situation.

The development of a comprehensive Sport Science facility incorporating the more recent developments in equipment and technology provides opportunities for state of the art student training.

Course Structure

Twenty-four units are required for successful completion of the BHMS course.

A full-time student takes four units in each of six semesters, i.e. 24 units in total. All students are required to complete twelve Core units, eight Major units, and four Elective units.

A further eight units are required for the successful completion of the BHMS(Applied) course, which includes the Internship which has the value of four units.

There are four basic categories of entrants to the Bachelor of Human Movement Science course:

1. School-leavers who have completed a NSW Higher School Certificate examination or its equivalent with an aggregate figure above a minimum level determined by the Academic Board.

2. Candidates admitted under the Regional Entry Report Scheme.

3. Applicants from special groups including Aboriginals and the physically impaired.

4. Mature entrants (over 18 years of age) selected on the basis of some demonstrated aptitude obtained from past vocational and/or life experience, and motivation to take the course.

Entry to the BHMS(Applied) degree is through successful completion of the BHMS degree.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Human Movement Science a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached these Rules;

(ii) eight (8) units from one major sequence of units in Part B or Part C of the Schedule, including any compulsory units for that major; and

(iii) four (4) elective units which may include units from Part B of the Schedule.

(g) To be eligible for the award of the Bachelor of Human Movement Science (Applied) a candidate shall successfully complete the requirements as set out in Rule 6(f) above and the additional eight (8) units listed in Part C of the Schedule.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) Candidates who have completed the Associate Diploma of Health Science (Sport and Exercise) at a grade average of Credit or better, may be granted advanced standing for up to eight (8) units.

Schedule of Units

PART A

BIO01302	Anatomy for Human Movement
MNG00301	Sport and Exercise Management I
HMS00201	Field Studies I
MAT00330	Statistics
HEA00331	Sport and Exercise Psychology I
BIO00307	Physiology for Human Movement
HMS01202	Sport and the Law
HMS00202	Field Studies II
BIO00203	Exercise Physiology I
HMS00223	Internship I
HMS00203	Field Studies III - Sports Conditioning and Training Methodology
HMS00301	Research Design in Sport Science

PART B

Exercise Science

BIO00209	Kinesiology #
BIO00207	Biomechanics I#
BIO00324	Biomechanics II
BIO00326	Exercise Biochemistry and Drugs in Sport

HMS00328	Motor Learning I #
BIO00204	Exercise Physiology II
HEA00332	Sport and Exercise Psychology II #
HLT00221	Ageing and Physical Activity
NUT00330	Nutrition and Human Performance
CMM00215	Exercise Testing and Prescription
HMS00214	Prevention and Management of Injury
HLT00222	Physical Activity for People with Disabilities
HMS00220	Graduating Seminar*
HMS00224	Internship II

Sport Management

MKT00205	Public Relations in Sport and Exercise
MKT00320	Sport and Exercise Marketing
MNG00307	Sports Policy and Planning
FIN00320	Financial Management for Sport and Exercise
MNG00303	Personnel Management in Sport
MNG00304	Facility Planning and Design
MNG00305	Facility Programming and Management
MNG00306	Entrepreneurship in Sport and Exercise
HMS00220	Graduating Seminar*
HMS00224	Internship II

PART C

BIO00325	Applied Biomechanics (Wellness)
NUT00207	Applied Diet, Weight Control and Exercise (Wellness)
BIO00210	Applied Exercise Physiology (Wellness)
BHS00328	Applied Exercise Psychology (Wellness)
HMS00225- HMS00228	Internship III

\# *Required unit for Exercise Science strand.*

* *Required unit if applying for entry to Bachelor of Human Movement Science with Honours.*

Note:

The offering of any unit in a given semester is subject to student numbers, availability of staff and timetabling constraints.

BACHELOR OF HUMAN MOVEMENT SCIENCE WITH HONOURS
(Abbreviated title: BHMS(Hons))

General

The Honours course is a separate fourth year of study, which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

To qualify for the Bachelor of Human Movement Science with Honours, a candidate is required to complete the Honours course, HMS00801 Human Movement 400 (Honours), comprising:

(a) a thesis based on original work, and

(b) a colloquium for thesis proposal and a research seminar based on the thesis, and

(c) the unit MAT00331 Advanced Statistics, where a candidate has been deemed by the School Board to be deficient in this area. Whereas successful completion of the course will be required, the result will not count towards the class of Honours awarded.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF EXERCISE SCIENCE AND NUTRITION
(Abbreviated title: BExSc&Nutr)

Introduction

The Bachelor of Exercise Science and Nutrition is a three-year full-time (or equivalent part-time) professional course providing graduates in Exercise Science with enhanced knowledge and specialist skills in nutrition. Areas where exercise scientists are currently involved, in which the relationship between exercise and diet is extremely strong, include working with special populations such as the aged, obese children and adults and in cardiac rehabilitation.

In the Sport Science field there has been a significant increase in the use of dietary supplements to enhance the benefits of training and to improve sporting performance. The relationship between training modalities and diet has reached a high level of sophistication and complexity.

In addition, the course offers a pathway by which students may gain entry to postgraduate programmes in Dietetics and Clinical Nutrition which would allow them on completion to practise as accredited clinicians in hospitals, clinics and private practice. Graduates who proceed through the Honours programme are eligible to proceed to postgraduate studies by research.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Exercise Science and Nutrition a candidate shall successfully complete all twenty-four (24) units listed in the Schedule of Units attached to these Rules.

Schedule of Units

BIO01302	Anatomy for Human Movement
BIO00307	Physiology for Human Movement
MAT00330	Statistics
BIO00203	Exercise Physiology I
HMS00223	Internship I
HMS00203	Field Studies III
HMS00301	Research Design in Sport Science
BIO00209	Kinesiology
BIO00207	Biomechanics I
HMS00328	Motor Learning I
BIO00204	Exercise Physiology II
CMM00215	Exercise Testing and Prescription

IST00561	Independent Study – Human Movement I
HMS00214	Prevention and Management of Injury
CHE00102	Biological Chemistry I
CHE00103	Biological Chemistry II
CHE00002	Biochemistry
NUT0004	Nutritional Biochemistry
NUT00214	Nutrition I
NUT00215	Nutrition II
NUT00216	Nutrition III
NUT00333	Sport and Exercise Nutrition
HEA00331	Sport and Exercise Psychology I
HEA00332	Sport and Exercise Psychology II

BACHELOR OF EXERCISE SCIENCE AND NUTRITION WITH HONOURS (Abbreviated title: BExSc&Nutr(Hons))

General

The Honours course is a separate fourth year of study, which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

To qualify for the Bachelor of Exercise Science and Nutrition with Honours, a candidate is required to complete the Honours course, HMS00801 Human Movement 400 (Honours), comprising:

(a) a thesis based on original work, and

(b) a colloquium for thesis proposal and a research seminar based on the thesis, and

(c) the unit MAT00331 Advanced Statistics, where a candidate has been deemed by the School Board to be deficient in this area. Whereas successful completion of the course will be required, the result will not count towards the class of Honours awarded.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF SPORT TOURISM MANAGEMENT (Abbreviated title: BSportTourMangt)

Introduction

The Bachelor of Sport Tourism Management is a three year course providing students with the knowledge and skills required to be managers in the Australian and international sport tourism industry. Sport-related tourism has become prominent in the last few years both as an academic field of study and an increasingly popular tourism product. The emergence of the sport tourism discipline has been due in part to the growth in popularity of world wide events, increased importance of health through sport activity while also participating as a tourist and mobility of sports-minded and tourist-minded people.

Course Structure

This multi-discipline course draws upon the sport and tourism management disciplines. Subjects studied provide a basic foundation in the sport tourism profession. Students will be required to complete twenty-four (24) units: eighteen (18) core units; four (4) units selected from within the programme; and two (2) electives selected from within the programme or University-wide.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Sport Tourism Management a candidate shall successfully complete

not less that twenty-four (24) units comprising:

(i)   all units listed in Part A of the Schedule of Units attached to these Rules;

(ii)   not less than four (4) units from Part B of the Schedule; and

(iii) two (2) elective units.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

(b)   Advanced standing shall be determined by the School Board responsible for the unit for which advanced standing is being sought in consultation with the other School Board.

Schedule of Units

PART A

SOY00011	Sport Tourism I
SOY00012	Sport Tourism II
MNG00301	Sport and Exercise Management I
COM00207	Personal Communication for Tourism and Hospitality Industry
SOY00411	Tourism and Hospitality Studies I
HMS01202	Sport and the Law
MNG01413	Human Resource Management
MNG00307	Sports Policy and Planning
MAT00330	Statistics
FIN00320	Financial Management for Sport and Exercise
MNG00304	Facility Planning and Design
MNG00441	Tourism and Hospitality Services Management
MKT00205	Public Relations in Sport and Exercise
MKT00320	Sport and Exercise Marketing
MKT01221	Intern Study I
MKT01222	Intern Study II
MKT01223	Intern Study III
MKT01224	Intern Study IV

PART B

MNG00305	Facility Programming and Management
MNG00306	Entrepreneurship in Sport and Exercise
HEA00206	Exercise for Personal Health
MNG00421	Events Management
HMS00423	Tourism Planning and the Environment
MNG00417	Strategic Management for Tourism and Hospitality
SCI00419	Food and Beverage Management
MKT01420	Convention, Meetings and Exhibitions Management
MNG00418	Accommodation and Information Technology Systems
MNG00426	Gaming and Club Management
MKT00204	Special Interest Tourism
MKT01416	Tourism and Hospitality Industry Project
MNG00422	Tourism Market Research Methods*
HMS00301	Research Design in Sport and Exercise*
IST00561	Independent Study – Human Movement

*   *One of these units must be satisfactorily completed for entry into the Bachelor of Sport Tourism Management with Honours.*

BACHELOR OF SPORT TOURISM MANAGEMENT WITH HONOURS (Abbreviated title: BSportTourMangt(Hons))

General

The Honours course is a separate fourth year of study, which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

A candidate will be required to undertake studies in the area of Sport Tourism comprising:

(a)   a thesis based on original work; and

(b)   a colloquium for thesis proposal and a research seminar based on the thesis; and

(c)   the unit MAT00331 Advanced Statistics, where a candidate has been deemed by the School Boards to be deficient in this area. Whereas successful completion of the

course will be required, the result will not count towards the class of Honours awarded.

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

GRADUATE CERTIFICATE IN INTERNATIONAL SPORT MANAGEMENT
(Abbreviated title: GradCertISM)

Introduction

The Graduate Certificate in International Sport Management, the Graduate Diploma in International Sport Management and the Master of International Sport Management are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international sport management.

Course Structure

The Graduate Certificate requires the completion of at least four (4) units described in the accompanying schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. **Admission to Candidature**

   (a) Applicants for admission to candidature for the Graduate Certificate shall provide evidence of at least one year's experience in a field of employment acceptable to the School Board, School of Exercise Science and Sport Management and shall either:

   (i) have fulfilled the requirements for admission to a degree or qualification of equivalent standing at this University or another University or tertiary institution; or

   (ii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (i).

   (b) An applicant for candidature shall apply to the University on the prescribed form.

   (c) The Head of School or nominee shall determine admission to candidature and the trimester of commencement.

   (d) After admission to candidature, a candidate shall submit a programme of study for approval by the Head of School or nominee.

2. **Requirements for the Graduate Certificate**

   To satisfy requirements for the Graduate Certificate the candidate shall complete a programme of at least four (4) units of study selected from the Schedule of Units annexed to these Rules and approved by the Head of School or nominee. A core programme comprises four (4) units from Part A of the Schedule, which may include up to two (2) units that are offered as a part of this course by the University partners.

   In special circumstances the Head of School or nominee may approve other coursework units.

3. **Period of Candidature**

   (a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than three (3) trimesters of full-time study and not more than six (6) trimesters of part-time study. There will be three trimesters in each calendar year.

   (b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. **Enrolment**

   Unless the Head of School otherwise determines:

   (a) a candidate shall remain enrolled for the duration of each semester; and

(b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that, where the Head of School's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in the Assessment and Examination Rule 9 of Southern Cross University; or

(b) the candidate has been granted advanced standing in the unit.

6. Advanced Standing

At the discretion of the School Board, a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or at another University or tertiary institution. Provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

7. Admission to the Graduate Certificate in International Sport Management

A candidate, who has fulfilled the requirements of these Rules and otherwise complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Certificate in International Sport Management.

Schedule of Units

The Schedule of Units is to be found at the end of the entry for the Master of International Sport Management.

GRADUATE DIPLOMA IN INTERNATIONAL SPORT MANAGEMENT
(Abbreviated title: GradDipISM)

Introduction

The Graduate Certificate in International Sport Management, the Graduate Diploma in International Sport Management and the Master of International Sport Management are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international sport management.

Course Structure

The Graduate Diploma requires the completion of at least eight (8) units described in the accompanying schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Diploma shall provide evidence of at least one year's experience in a field of employment acceptable to the School Board, School of Exercise Science and Sport Management and shall either:

(i) have fulfilled the requirements for admission to a degree or qualification of equivalent standing at this University or another University or tertiary institution; or

(ii) have completed the Graduate Certificate in International Sport Management; or

(iii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (i) or (ii).

(b) An applicant for candidature shall apply to the University on the prescribed form.

(c) The Head of School or nominee shall determine admission to candidature and the trimester of commencement.

(d) After admission to candidature, a candidate shall submit a programme of study for approval by the Head of School or nominee.

2. **Requirements for the Graduate Diploma**

To satisfy requirements for the Graduate Diploma the candidate shall complete a programme of at least eight (8) units of study selected from the Schedule of Units annexed to these Rules and approved by the Head of School or nominee. A core programme comprises eight (8) units of study including:

(a) eight (8) units from Part A of the Schedule of Units, which may include up to three (3) units that are offered as a part of this course by University partners; **OR**

(b) five (5) units from Part A of the Schedule of Units, which may include up to three (3) units that are offered as a part of this course by University partners **AND** three (3) units from Part B of the Schedule of Units.

In special circumstances the Head of School or nominee may approve other coursework units.

3. **Period of Candidature**

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than six (6) trimesters of full-time study and not more than twelve (12) trimesters of part-time study. There will be three trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. **Enrolment**

Unless the Head of School otherwise determines:

(a) a candidate shall remain enrolled for the duration of each semester; and

(b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that, where the Head of School's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. **Completion of a Unit**

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in the Assessment and Examination Rule 9 of Southern Cross University; or

(b) the candidate has been granted advanced standing in the unit.

6. **Advanced Standing**

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or at another University or tertiary institution. Provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

(b) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(c) Notwithstanding, the total of advanced standing units other than those units in the Graduate Certificate shall not exceed 50% of the course.

7. **Admission to the Graduate Diploma in International Sport Management**

A candidate, who has fulfilled the requirements of these Rules and otherwise complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Diploma in International Sport Management.

Schedule of Units

The Schedule of Units is to be found at the end of the entry for the Master of International Sport Management.

MASTER OF INTERNATIONAL SPORT MANAGEMENT (Abbreviated title: MISM)

Introduction

The Graduate Certificate in International Sport Management, the Graduate Diploma in International Sport Management and the Master of International Sport Management are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international sport management.

Course Structure

The Masters degree requires the completion of at least twelve (12) units described in the accompanying schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. **Admission to Candidature**

    (a) Applicants for admission to candidature for the Masters degree shall provide evidence of at least one year's experience in a field of employment acceptable to the School Board, School of Exercise Science and Sport Management and shall either:

    (i)   have fulfilled the requirements for admission to a degree or qualification of equivalent standing at this University or another University or tertiary institution; or

    (ii) have completed the Graduate Diploma in International Sport Management; or

    (iii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (i) or (ii).

    (b) An applicant for candidature shall apply to the University on the prescribed form.

    (c) The Head of School or nominee shall determine admission to candidature and the trimester of commencement.

    (d) After admission to candidature, a candidate shall submit a programme of study for approval by the Head of School or nominee.

2. **Requirements for the Master of International Sport Management**

    To satisfy requirements for the Masters degree the candidate shall complete a programme of at least twelve (12) units of study selected from the Schedule of Units annexed to these Rules and approved by the Head of School or nominee. A core programme comprises twelve (12) units of study including:

    (a) nine (9) units from Part A of the Schedule of Units, which may include up to four (4) units that are offered as a part of this course by University partners; **AND**

    (b) three (3) units from Part B of the Schedule of Units.

3. **Period of Candidature**

    (a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than nine (9) trimesters of full-time study and not more than eighteen (18) trimesters of part-time study. There will be three trimesters in each calendar year.

    (b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. **Enrolment**

    Unless the Head of School otherwise determines:

    (a) a candidate shall remain enrolled for the duration of each semester; and

(b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that, where the Head of School's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in the Assessment and Examination Rule 9 of Southern Cross University; or

(b) the candidate has been granted advanced standing in the unit.

6. Advanced Standing

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to six (6) units on the basis of units completed at this University or at another University or tertiary institution. Provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

(b) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(c) A candidate who has completed all the requirements for the Graduate Diploma may be granted advanced standing for up to eight (8) units.

(d) Notwithstanding, the total of advanced standing units other than those units in the appropriate Graduate Certificate and Graduate Diploma shall not exceed 50% of the course.

7. Admission to the Master of International Sport Management

(a) A candidate, who has fulfilled the requirements of these Rules and otherwise complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Master of International Sport Management.

(b) A candidate granted advanced standing under Rule 6(b) must surrender the Graduate Certificate prior to conferral of the degree.

(c) A candidate granted advanced standing under Rule 6(c) must surrender the Graduate Diploma prior to conferral of the degree.

Schedule of Units

PART A

MKT00723	Sport Marketing and Public Relations
MNG00781	Event and Facility Management
HMS00782	Performance Management in Sport
MNG00783	Project Management for Sport
MNG00784	Industry Based Project
HMS00721	Sports Law
USC00261	Unspecified Core Unit I
USC00262	Unspecified Core Unit II
UPU00001	University Partner Unit I
UPU00002	University Partner Unit II
UPU00003	University Partner Unit III
UPU00004	University Partner Unit IV

PART B

MNG00726	Research Project (1 unit)
MNG00727	Research Project (2 unit)
MNG00728	Research Project (3 unit)

BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF EDUCATION (SECONDARY) (Abbreviated title: BHMS, BEd(Sec))

Information and Rules concerning the combined degree, Bachelor of Human Movement Science, Bachelor of Education (Secondary) are given in the School of Education entry in this Handbook.

Enquiries should be directed to the School of Education.

BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF LAWS
(Abbreviated title: BHMS, LLB)

BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BHMS, LLB(Hons))

Information and Rules concerning the double degrees, Bachelor of Human Movement Science, Bachelor of Laws and Bachelor of Human Movement Science, Bachelor of Laws with Honours, are given in the School of Law and Justice entry in this Handbook.

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

*School of Humanities,
Media and Cultural Studies*

School of Humanities, Media and Cultural Studies

Head of School

H.M. Wearne BA(GIAE), MA(Monash)

The School of Humanities, Media and Cultural Studies provides a focus for the University to deliver a programme which has strong student demand for a generic degree in disciplines which allow them to develop particular and highly marketable skills.

The Bachelor of Arts generic degree is committed to producing graduates with a high degree of core skills and knowledges relating to:

- critical and creative thinking
- independence of mind
- understanding of complex social, cultural and historical systems and practices
- practical skills in language and articulation with complex systems of communication and negotiation
- contemporary social and political realities of the workplace
- highly developed research skills

One of the innovative strengths of the Bachelor of Arts programme is the articulation between the two areas of theory and practice which together provide students with a very desirable graduating qualification. This articulation occurs across all areas of the programme, from the Media strands in which students may take both theory and production units, to the Humanities and Australian Cultural Studies strands in which all students work within a complex of interdisciplinary engagements as well as producing their own theoretical and creative projects. The programme also provides opportunities for professional and workplace experience.

The following courses are offered:

- Associate Degree of Arts (Writing)
- Bachelor of Arts
- Bachelor of Arts (Honours)
- Master of Arts (by Thesis)*
- Doctor of Philosophy*

A combined degree in Arts, Education (Secondary), and double degrees in Arts, Business and Arts, Law are also available. Details are included in the School of Education, School of Commerce and Management and School of Law and Justice entries in this Handbook.

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

ASSOCIATE DEGREE OF ARTS (WRITING) (Abbreviated title: AssocDegA(Writing))

Introduction

The programme is available on a two year full-time or a four year part-time basis.

This programme is offered for those who wish to complete major studies in Writing and complete a qualification which will:

- provide an opportunity for students to develop and extend their writing skills, enjoyment and satisfaction;

- enable students to complete a course at Southern Cross University which will prepare them for occupational professional outcomes in the area of Writing;

- provide a specific specialist alternative to the Bachelor of Arts degree for those who have identified Writing as their focused learning outcome;

- provide a professional and industry orientation in Writing education; and

- provide the opportunity for students to develop specialist skills in Writing industry related areas.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6.   Requirements for an Award

(f)   To be eligible for the award of Associate Degree of Arts (Writing) a candidate shall successfully complete not less than sixteen (16) units comprising:

(i)   all units listed in Part A of the Schedule of Units attached to these Rules; and

(ii)   not less than twelve (12) units from Part B of the Schedule.

(g)   A candidate who while enrolled for the Bachelor of Arts has completed the requirements for the Associate Degree of Arts (Writing) may elect to be awarded the Associate Degree of Arts (Writing) following withdrawal from candidature for the Bachelor degree.

Schedule of Units

PART A

PHI00201	Ways of Knowing
CUL00210	Australia/Asia
COM00333	Communication and Culture
COM00334	Learning Technologies and the Academy

PART B

ENG00400	Introduction to Written Texts
ENG00401	Issues and Themes in Contemporary Writing
ENG00403	Prose
ENG00406	Theories of Text and Culture
ENG00407	Writing for Performance
ENG00408	Writing Project
ENG00410	Introduction to Creative Writing
ENG00411	Writing Genre
ENG00412	Australian Women's Writing
ENG10022	Writing from the Edge

COM00481	Journalism I
COM00482	Journalism II
COM01402	Scriptwriting

BACHELOR OF ARTS (Abbreviated title: BA)

Introduction

The Bachelor of Arts is a three-year full-time course offered by the School of Humanities, Media and Cultural Studies. The School offers Major Studies in Media Communications, Writing, Australian Cultural Studies and EcoCultural History. Emphasis is placed on the acquisition of practical skills as well as appropriate theoretical understanding. Students are encouraged to achieve high levels of academic knowledge, personal expression, and professional skills.

Aims

- To stimulate interest in the problem-solving and applied dimension of the Arts knowledge spectrum, with a focus on concerns of contemporary Australians;

- to provide a stimulating environment and access to appropriate resources for optimum academic and personal growth and achievement;

- to cultivate a broad range of competencies through a study of the historical, cultural, theoretical and practical aspects of the Arts;

- to extend the boundaries of the creative, intellectual and interpretative capacities of students; and

- to encourage a sense of independence and self-confidence.

Objectives

Upon completing the course, students will be expected to demonstrate:

(a) a professional attitude;

(b) a high level of academic or technical expertise, and interpretative or creative ability in at least one Major Study area;

(c) confidence, discipline and critical capacity in their professional practice;

(d) a suitable range of enquiry, research and presentation skills;

(e) an awareness of the appropriate career options open to them and of the conditions and requirements which must be met for entry into those careers;

(f) the ability to adapt to the changing needs of the community;

(g) a creative expertise in the use of electronic media; and

(h) a familiarity with major contemporary trends and developments, and with historical perspectives of changes in arts and ideas.

Admission

Students seeking admission to the Bachelor of Arts course must satisfy normal entry requirements of the University and may be required to show evidence of aptitude for and commitment to their proposed area of study. This evidence may be determined by means of a personal interview. Provision exists for students with extensive demonstrated prior skills in particular units to be granted advanced standing in those units.

Assessment

Both progressive and examination-based assessment are practised by the School of Humanities, Media and Cultural Studies. Details of assessment methods, techniques and criteria are specified in unit outlines which are available from the School at the start of the relevant semester.

The structure of the Bachelor of Arts degree is common for all Major Study areas. Available Majors offered in the School's four areas of study are listed below. The common structure is:

- the four Core Units;
- 2 six-unit Majors;
- 1 four unit Minor; and
- any other four units (subject to pre-requisites, quotas and semester availability).

A Major and Minor may be taken in the following areas of study:

Australian Cultural Studies
EcoCultural History
Media Communications
Writing

Students should construct plans for their studies in consultation with the Course Co-ordinator responsible for their area of study. Course Co-ordinators will be able to identify basic enrolment patterns and more specific options for those students wishing to construct relatively individualised programmes. Students are advised that a number of factors will affect the availability and suitability of units, so they should consult the appropriate Course Co-ordinator as early as possible in their first semester of study, and whenever they propose to change their agreed enrolment pattern.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Such units are sometimes available to students who wish to take extra units in an area where there exists only one established Major - for example, within the Humanities programme - or where students have already completed all the units offered by the School within a given subject area - for example, in radio production. The opportunity to undertake units in this mode is normally restricted to students who have achieved at a high level in units already completed. Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken if an appropriate supervisor is available, and require the approval of the Head, School of Humanities, Media and Cultural Studies.

Cross-School Studies

Students may complete a certain number of units within other Schools at the University (see Rules below for details). Such course structures need to be formulated in consultation with Course Co-ordinators in both schools, and require the approval of the Head, School of Humanities, Media and Cultural Studies.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6.   Requirements for an Award

(f)   To be eligible for the award of Bachelor of Arts a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i)   all units listed in Part A of the Schedule of Units attached to these Rules;

(ii)   six (6) units from each of two major sequences of units, and four (4) units from one minor sequence of units; and

(iii)   four (4) elective units, which must include one (1) unit from Part A of the Schedule of Units attached to the Rules for the Bachelor of Indigenous Studies, but not ED198 Academic Study Methodology.

At least seventeen (17) units must be taken from the Schedule attached to these Rules.

(g)   A candidate who while enrolled for the Bachelor of Arts has completed the requirements for the Associate Degree of Arts (Writing) may elect to be awarded the Associate Degree of Arts (Writing) following withdrawal from candidature for the Bachelor degree.

7.   Advanced Standing/Credit Transfer/ Professional Experience

(b)   Candidates who have completed an Associate Degree, including at least four (4) units from the Schedule of Units attached to these Rules, may be granted advanced standing for up to sixteen (16) units.

Schedule of Units

PART A

COM00333	Communication and Culture
CUL00210	Australia/Asia

COM00334	Learning Technologies and the Academy
PHI00201	Ways of Knowing

PART B

Media Communications

COM00439	Foundations in Media Studies
COM00401	Cross-Cultural Film Studies
COM00445	Media, Culture and Ideology
COM00446	International Media Studies
COM00447	Media and New Technologies Studies
COM00448	Asian Media Studies
COM00451	Text Media I
COM00452	Text Media II
COM01402	Scriptwriting
COM00455	Multimedia I
COM00456	Multimedia II
COM00457	Multimedia III
COM00471	Professional Placement
COM00481	Journalism I
COM00482	Journalism II
COM00461	Radio I
COM00462	Radio II
COM00491	Radio Journalism I
COM00492	Radio Journalism II
COM00465	Video I
COM00466	Video II
COM01403	Media Ethics and Law
COM00470	Media Management

Writing

ENG00400	Introduction to Written Texts
ENG00401	Issues and Themes in Contemporary Writing
ENG00403	Prose
ENG00407	Writing for Performance
ENG00408	Writing Project
ENG00406	Theories of Text and Culture
ENG00411	Writing Genre
ENG00410	Introduction to Creative Writing
ENG00412	Australian Women's Writing
ENG10022	Writing from the Edge

EcoCultural History

HIS10016	Nature of History Making
HIS10017	Empire and Ecology
HIS10018	Reading Landscapes
HIS10019	EcoActivism
HIS10020	Food for Thought
HIS10021	Home

Australian Cultural Studies

HUM00270 Locating Cultural Studies
HUM00271 Unruly Subjects: Citizenship
HUM00272 Space, Place and Travel
HUM00273 Borderlands
HUM00274 EcoCultural Studies
HUM00275 Cultural Studies Research Project

BACHELOR OF ARTS (HONOURS)
(Abbreviated title: BA(Hons))

Introduction

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an appropriate undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

The Bachelor of Arts (Honours) is intended to provide a further year of structured investigation for those with a superior pattern of performance in the Bachelor of Arts programme at this University (or equivalent).

The course structure is as detailed below.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF ARTS (HONOURS)

Category A (Written Project)

SEMESTER LEVEL	UNITS	UNIT LOAD
1	HUM00720 Research Seminar (Arts)	1
	HUM00724 Thesis Foundation (Arts)	2
	HUM00793 Research Core	1
2	HUM00721 Thesis (Arts)*	1
	HUM00722 Thesis (Arts)*	2
	HUM00723 Thesis (Arts) *or*	3
	HUM00726 Graduate Independent Study (Humanities)	1

OR

Category B (Creative Performance Project)

SEMESTER LEVEL	UNITS	UNIT LOAD
1	HUM00793 Research Core	1
	HUM00720 Research Seminar (Arts)	2
	HUM00724 Thesis Foundation (Arts)	1
2	HUM00721 Thesis (Arts)*	1
	HUM00722 Thesis (Arts)*	2
	HUM00723 Thesis (Arts)	3
	HUM00725 Thesis Statement (Humanities)	1

* *Part-time students only.*

BACHELOR OF ARTS, BACHELOR OF EDUCATION (SECONDARY) (Abbreviated title: BA, BEd(Sec))

Information and Rules concerning the combined degree, Bachelor of Arts, Bachelor of Education (Secondary), are given in the School of Education entry in this Handbook.

Enquiries should be directed to the School of Education.

BACHELOR OF ARTS, BACHELOR OF LAWS (Abbreviated title: BA, LLB) BACHELOR OF ARTS, BACHELOR OF LAWS WITH HONOURS (Abbreviated title: BA, LLB(Hons))

Information and Rules concerning the double degrees, Bachelor of Arts, Bachelor of Laws and Bachelor of Arts, Bachelor of Laws with Honours, are given in the School of Law and Justice entry in this Handbook.

Enquiries should be directed to the School of Law and Justice.

BACHELOR OF BUSINESS, BACHELOR OF ARTS (Abbreviated title: BBus, BA)

Information and Rules concerning the double degree, Bachelor of Business, Bachelor of Arts, are given in the School of Commerce and Management entry in this Handbook.

Enquiries should be directed to the School of Commerce and Management.

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Human Services

School of Human Services
(located at Coffs Harbour)

Head of School

J.A. Griffiths BA(Qld), GradDipCounselling(BCAE), MNA(UNSW)

Chair in Psychology

Professor P.H. Wilson BA, PhD(UNSW)

The School of Human Services is located on the Coffs Harbour Campus of Southern Cross University. The focus of the School is all human services settings, including public, private and community-based organisations.

In the *undergraduate* area, the School offers a Bachelor of Social Science, a Bachelor of Human Services and a Bachelor of Human Services, Bachelor of Health Science in Nursing.

The **Bachelor of Social Science** offers study in the following:

Majors (on campus at Coffs Harbour and by distance education)

- Counselling and Mediation Studies
- Social Welfare Studies
- Community Development

Minors (by distance education)

- Social Inquiry
- Field Education

All other majors and minors in the Bachelor of Social Science are offered through the School of Social and Workplace Development on campus at Lismore and by distance education.

The **Bachelor of Human Services** is offered internally at the Coffs Harbour Campus and by distance education. It is designed for people possessing a TAFE Diploma or Associate Diploma, or who have a qualification equivalent to two-years' full-time tertiary study or a Southern Cross University Associate Degree.

The **Bachelor of Human Services, Bachelor of Health Science in Nursing** offers Human Services units at the Coffs Harbour Campus, and Health Science in Nursing units at the Lismore Campus, and all units are available by distance education. It is specifically designed for students who are registered nurses in an Australian State or Territory, or are eligible for registration as a nurse in an Australian State or Territory. This is a post-registration degree.

The **Bachelor of Psychology** is a new four-year degree, which may be awarded with Honours, commencing in 2001 and *is only available on the Coffs Harbour Campus.* The degree has a strong scientific emphasis, ensuring that students are will educated in the basic scientific discipline of Psychology which is seen as being an appropriate foundation for the further education and training of both practitioners and researchers at the postgraduate level. Information regarding this course is available from the School of Human Services.

In the area of *postgraduate* studies, the School offers a **Graduate Certificate, Graduate Diploma and Masters of Community Development (Emergency Management) or (Human Services)** by coursework. These programmes are offered through online distance learning.

The School of Human Services has developed a distinct disciplinary and professional base to service the growing human services workforce. It has a multidisciplinary focus and aims to promote research, excellence, continuing education and professionalism across a wide range of organisations.

The School of Human Services offers the following programmes:

- Associate Degree of Social Science
- Bachelor of Social Science
- Bachelor of Social Science with Honours
- Bachelor of Human Services
- Bachelor of Human Services, Bachelor of Health Science in Nursing
- Bachelor of Psychology
- Bachelor of Psychology with Honours
- Graduate Certificate in Community Development (Emergency Management) or (Human Services)
- Graduate Diploma in Community Development (Emergency Management) or (Human Services)
- Master in Community Development (Emergency Management) or (Human Services)
- Master of Arts (by Thesis)*
- Doctor of Philosophy*

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

BACHELOR OF SOCIAL SCIENCE
(Abbreviated title: BSocSc)

ASSOCIATE DEGREE OF SOCIAL SCIENCE
(Abbreviated title: AssocDegSocSc)

Introduction

The Bachelor of Social Science is a three-year full-time (or equivalent part-time) course offered in the traditional on-campus mode and also in an open learning/work based mode for external students. A number of units are now available in interactive on-line mode. The programme is offered jointly by the Schools of Social and Workplace Development and Human Services.

The course provides a programme of study at degree level which offers maximum choice for students in a broad range of areas in the Social Sciences.

The degree has the possibility of specialisation in a number of areas by the completion of major areas of study (six (6) related units) and minor areas of study (four related units) leading to a general undergraduate qualification which would give flexible career choices to graduates.

Course Structure

To qualify for the Bachelor of Social Science award, a student must complete 24 units. A full-time student would normally take four (4) units in each of six (6) semesters, while part-time or external students would normally undertake two (2) units in each of twelve semesters. All students are required to complete four (4) compulsory core units. Students must also complete a minimum of two (2) majors. Majors are offered in the following areas:

School of Social and Workplace Development
- Human Relations and Communication
- Human Resource Development
- Human Resource Management
- Politics and Policy Studies
- Sociology

School of Human Services
- Counselling and Mediation Studies
- Community Development
- Social Welfare Studies

Minor areas of study are offered in:

School of Human Services
- Field Education
- Social Inquiry

Students will have differing needs in terms of the units they each choose to study and will negotiate with the Course Co-ordinator, a course of study which meets the requirements for the award.

Admission Requirements

(a) The University actively encourages the admission of mature-age students to this programme and high proportions of places in the Bachelor of Social Science are reserved for applicants in this category. Applicants of mature age must show documented evidence of relevant work experience (paid and non-paid) and evidence of an ability to cope with the academic content of the course. This may include secondary education and/or previous tertiary or sub-tertiary studies. Studies in non-related fields may also be taken into consideration; or

(b) a candidate may satisfy minimum requirements for admission to the Bachelor of Social Science by attaining at the NSW Higher School Certificate examination (or its interstate equivalent), a level of performance determined by the Academic Board from time to time.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) "Centre" means the Centre for Professional Development in the School of Social and Workplace Development;

(b) "candidate" means a person either enrolled in the University as a student, or registered as a student in the Centre or with one of the University's Licensees, and proceeding to the award of the Bachelor of Social Science.

1. Qualification for Admission

(c) Applicants for admission to candidature in the Associate Degree of Social Science shall:

(i) have completed not less than two (2) units whilst enrolled as a candidate for the Bachelor of Social Science;

(ii) have obtained the permission of one of the two relevant School Boards.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Social Science a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) one (1) unit from Part B of the Schedule;

(iii) at least two six (6)-unit major sequences of study from Part C of the Schedule; and

(iv) eight (8) elective units, which may include units listed in Part D of the Schedule.

(g) To be eligible for the award of Associate Degree of Social Science a candidate shall successfully complete not less than sixteen (16) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) one (1) unit from Part B of the Schedule; and

(iii) two six (6)-unit major sequences of study from Part C of the Schedule.

(h) A candidate who while enrolled for the Bachelor of Social Science has completed the requirements for the Associate Degree of Social Science may elect to be awarded the Associate Degree of Social Science following withdrawal from candidature for the Bachelor degree.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) In exceptional circumstances a candidate may be granted advanced

standing greater than 50% by the School Board, which shall notify the Academic Board of all instances.

(c) Candidates who have completed the requirements for the Associate Degree of Social Science may be granted advanced standing of up to sixteen (16) units in the Bachelor of Social Science.

Schedule of Units

PART A

SOY00220	Approaches to Social Sciences
EDU00220	Learning, Communicating and Educational Computing
SOC00118	Approaches to Sociology

PART B

BHS00106	Group Processes
BHS00119	Working with Groups

PART C

Community Development

BHS00130	Introduction to Community Development
SOC00107	Social Planning
SOY00204	Community Project Management
POL00131	International Community Development
SOY00132	Evaluation in Community Welfare
SOY00133	Rural and Urban Community Development

Counselling and Mediation Studies

CSL00231	Introduction to Counselling: Theory and Practice
CSL10014	Interventions in Counselling
CSL10015	Issues in Counselling Assessment
CSL00301	The Counsellor: Role, Ethics and Personal Development
BHS00119	Working with Groups
LAW00214	Mediation and Dispute Resolution

Human Relations and Communication

BHS00161	Interpersonal Communication
BHS00106	Group Processes
CSL00164	Consultation and Participation
CSL00120	Conflict Resolution
SOY00127	Human Relations
MNG00132	Organisational Communication

Human Resource Development

Any six (6) of the following units:

BHS00105	Development of Human Resources
EDU01264	Staff Development and Training
MNG00168	Learning Organisations
MNG00166	Managing Change
BHS00156	Leadership
MNG00167	Supervision and Teamwork
MNG00124	Mentoring in the Organisation

Human Resource Management

Any six (6) of the following units:

MNG00320	Introduction to Human Resource Management
MNG00154	Staff Selection and Appraisal
MNG00311	International Human Resource Management
MNG00116	Industrial Relations
MNG00118	Industrial and Economic Democracy
LAW00104	Employment and Industrial Relations Law
LAW00106	EEO and OH&S Law and Practice
MNG00321	Current Issues in Human Resource Management

Politics and Policy Studies

POL00006	Australian Government and Political Institutions
POL00010	Local Government
POL10025	Controversies in Ethics and Policy
POL10024	Contemproary Ideas in Political Practice
POL10023	Peace, War and International Politics

Social Welfare Studies

SOC00111	Contexts of Social Welfare Practice
SOC00112	Social Policy
SOY00132	Evaluation in Community Welfare
POL00134	Intervention and Case Management
SOY00213	Human Services Management
CSL00209	Specific Areas of Social Welfare Practice

Sociology

SOC00115	Sociology of Inequality
SOC00117	Sociology of Work
SOC01122	Sociology of the Family
SOC01123	Sociology of Deviance
SOC10027	Sociology of Cyberspace
SOC10026	Corporate Citizenship

PART D

Field Education

CSL00113	Field Education I*
CSL00114	Field Education II*

Social Inquiry

SOY00125	Approaches to Social Inquiry
SOC01121	Social Inquiry Methods
SOY00126	Applied Social Inquiry*

Four (4) units from any of the major areas of study listed in Part C.

Social Science

IST00361	Independent Study – Social Science I
IST00362	Independent Study – Social Science II
IST00363	Independent Study – Social Science III
IST00364	Independent Study – Social Science IV

Human Services

IST00365	Independent Study – Human Services I
IST00366	Independent Study – Human Services II
IST00367	Independent Study – Human Services III
IST00368	Independent Study – Human Services IV

*   Double-weighted unit.

BACHELOR OF SOCIAL SCIENCE WITH HONOURS (Abbreviated title: BSocSc(Hons))

Introduction

The Honours course is a separate fourth year of study, which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

The Bachelor of Social Science with Honours provides for a one-year full-time or two-year part-time Honours course following the successful completion of the Bachelor of Social Science or an equivalent degree at this or another institution.

The Honours degree may be undertaken in one of the following specialisations:

* Counselling and Mediation Studies
* Human Relations and Communication
* Human Resource Management
* Human Resource Development
* Politics and Policy Studies
* Community Development
* Social Welfare Studies
* Sociology

Course Structure

The Honours course will comprise the following units:

MNG00726	Research Project (1 unit);
EDU01326	Qualitative Research Methods for the Social Sciences;
SOY00801	Thesis – Social Sciences (6 unit) *or*
SOY00802	Thesis – Social Sciences (8 unit).

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF HUMAN SERVICES (Abbreviated title: BHumS)

Introduction

The Bachelor of Human Services is an 18 month full-time (or equivalent part-time) course offered in the traditional on campus mode at Coffs Harbour and also in a distance learning mode for external students. The programme is offered by the School of Human Services at Coffs Harbour.

The course provides a programme of study at degree level which builds on two years of prior tertiary studies either at TAFE (tertiary and further education) or University level.

The course aims to provide specific articulation pathways into the Bachelor of Human Services degree from a TAFE Diploma and Associate Diploma or Associate Degree courses in such areas as Children's Services, Aboriginal Studies or Aged Services.

The course aims to produce generic human service workers who can bring a thorough understanding of human services to a range of different settings.

Course Structure

To qualify for the Bachelor of Human Services award a student must complete a further 12 units. A full-time student would normally take four units in each of three semesters while part-time or external students would normally undertake two units in each of six semesters. All students are required to complete eight compulsory units and students can select a further four elective units as specified in the Schedule of Units.

Admission Requirements

Applicants for the Bachelor of Human Services must have completed:

(a) two years' equivalent full-time tertiary study at Technical and Further Education (TAFE) Associate Diploma or Diploma level;

(b) two years' equivalent full-time prior study at University level;

(c) an Associate Degree at Southern Cross University.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

    (c) Applicants for admission shall have completed:

    (i) either a TAFE Diploma or Associate Diploma, equivalent to two years full-time study at a recognised tertiary institution, at an appropriate standard; *or*

    (ii) a Southern Cross University Associate Degree; *or*

    (iii) a course deemed equivalent by the School Board, at an appropriate standard.

6. **Requirements for the Degree**

    (f) To be eligible for the award of the Bachelor of Human Services degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

    (i) a Diploma or Associate Diploma from TAFE or an Associate Degree or a course deemed equivalent by the School Board, to not more than twelve (12) units;

    (ii) not less than eight (8) units from Part A of the Schedule of Units attached to these Rules; and

    (iii) not less than two (2) units selected from Part B of the Schedule. Students can undertake a maximum of two (2) elective units from any other Southern Cross University programme or equivalent from other recognised tertiary institutions.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

    (b) Candidates who have completed study in addition to their pre-admission studies may be granted advanced standing for up to a maximum of four (4) units.

Schedule of Units

PART A

CSL00231	Introduction to Counselling: Theory and Practice
SOC00111	Contexts of Social Welfare Practice
BHS00119	Working with Groups
POL00134	Intervention and Case Management
SOY00213	Human Services Management
SOC00112	Social Policy
CSL00301	The Counsellor: Role, Ethics and Personal Development
BHS00130	Introduction to Community Development

PART B

CSL10014	Interventions in Counselling
CSL10015	Issues in Counselling Assessment
SOY00132	Evaluation in Community Welfare

CSL00209	Specific Areas of Social Welfare Practice
SOC00107	Social Planning
POL00131	International Community Development
SOY00133	Rural and Urban Community Development
SOY00204	Community Project Management

BACHELOR OF HUMAN SERVICES, BACHELOR OF HEALTH SCIENCE IN NURSING (Abbreviated title: BHumS, BHlthScN)

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

   (c) Applicants for admission to candidature for the combined degree of Bachelor of Human Services, Bachelor of Health Science in Nursing shall be registered nurses in an Australian State or Territory, or eligible for registration as a nurse in an Australian State or Territory.

   Any registered nurse applicant who has completed an entry level course at certificate level or equivalent (Category One admission in the BHlthScN) which leads to registration as a nurse must enrol in the Bachelor of Human Services at the beginning of their candidature for the award of Bachelor of Human Services, Bachelor of Health Science in Nursing, and undertake the eight (8) compulsory units and four (4) elective units. On completion of these units the Registered Nurse is deemed to have achieved diploma level status (Category Two admission in BHlthScN) and proceed to four (4) units from the BHlthScN schedule.

   Any registered nurse applicant who has completed an entry level course at diploma level or equivalent (Category

Two admission in the BHlthScN) which leads to registration as a nurse must enrol in the Bachelor of Human Services and complete the required twelve (12) units, and then proceed to four (4) units from the BHlthScN schedule.

6. **Requirements for an Award**

   (f) To be eligible for the award of Bachelor of Human Services, Bachelor of Health Science in Nursing a candidate shall successfully complete not less than sixteen (16) units comprising:

   (i) not less than eight (8) units selected from the Bachelor of Human Services component of Part A of the Schedule of Units, two (2) elective units from Part B within the Bachelor of Human Service offerings and two (2) elective units, which may include units from the Bachelor of Health Science in Nursing Schedule of Units; and

   (ii) not less than two (2) units selected from the Bachelor of Health Science in Nursing component of Part A of the Schedule of Units, one (1) unit selected from Part D and the remaining unit selected from the range of units available in Parts B and C of the Schedule of Units attached to these Rules.

Schedule of Units

PART A

Bachelor of Human Services

CSL00231	Introduction to Counselling: Theory and Practice
SOC00111	Contexts of Social Welfare Practice
BHS00130	Introduction to Community Development
BHS00119	Working with Groups
SOY00213	Human Services Management
SOC00112	Social Policy
SOC00107	Social Planning
SOY00132	Evaluation in Community Welfare

Bachelor of Health Science in Nursing

NRS00226	Nursing in Context
NRS00227	Applied Health Research

PART B

Bachelor of Human Services

CSL10014	Interventions in Counselling
CSL10015	Issues in Counselling Assessment
CSL00301	The Counsellor: Role, Ethics and Personal Development
POL00134	Intervention and Case Management
CSL00209	Specific Areas of Social Welfare Practice
SOY00133	Rural and Urban Community Development
SOY00204	Community Project Management
POL00131	International Community Development

Bachelor of Health Science in Nursing

NRS00228	Critical Perspectives in Nursing
NRS00229	Clinical Project I

PART C

NRS00255	Primary Health Care
BHS00301	Interpersonal Relating
BIO00314	Pathophysiology
PHA00315	Introductory Pharmacology
BHS00303	Lifespan Human Development
BHS00355	Health Psychology
SOC00304	Introductory Sociology
SOC00355	Sociology of Health Care Practice
CMM00251	Public and Environmental Health
NRS00230	Clinical Project II

PART D

CUL00408	Health and Australian Indigenous Peoples

GRADUATE CERTIFICATE IN COMMUNITY DEVELOPMENT (EMERGENCY MANAGEMENT) or (HUMAN SERVICES) (Abbreviated title: GradCertCommDev(EmergMangt) or GradCertCommDev(HumS))

Introduction

The Graduate Certificate in Community Development (Emergency Management) or (Human Services) is designed to provide graduates, senior emergency services personnel and human services practitioners the opportunities to undertake advanced study in community development.

Course Structure

The Graduate Certificate requires completion of at least four (4) units described in the accompanying Schedule.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Certificate shall:

(i) have fulfilled all the requirements for admission to a degree or qualifications of equivalent standing at this or another University or tertiary institution; or

(ii) have demonstrated academic, professional standing or work experience considered to be equivalent to the requirement of (i).

(b) An applicant for candidature shall apply to the Head, School of Human Services on the prescribed form.

(c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

(d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. Requirements for the Graduate Certificate

To satisfy requirements for the Graduate Certificate the candidate shall complete a programme equivalent to at least four (4) units of study approved by the School Board, comprising all units in Part A and all units in either strand in Part B of the Schedule of Units attached to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than three (3) fifteen (15) week trimesters of full-time study and not more than six (6) trimesters of part-time study. There will be three (3)

fifteen (15) week trimesters in each calender year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Unless the School Board otherwise determines:

(a) a candidate shall remain enrolled for the duration of each trimester; and

(b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that where the School Board's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

(a) Advanced standing may be awarded for up to three (3) units of the course.

(b) At the discretion of the School Board, a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or at another University or tertiary institution, provided that those units have not been counted towards another qualification and they have a reasonable correspondence to units prescribed for the coursework programme.

(c) At the discretion of the School Board, a candidate may be granted advanced standing for up to two (2) units on the basis of professional standing and/or work experience deemed to be equivalent to the objectives of the course.

(d) A candidate who, within three (3) months of completing all the requirements for the Graduate Certificate, elects to enrol in the Graduate Diploma or Masters shall be granted advanced standing for four (4) units towards those awards subject to the candidate surrendering the right to be awarded the Graduate Certificate.

(e) A candidate granted advanced standing in accordance with the provision of (c) and (d) but who subsequently fails to complete the Graduate Diploma or Masters on application shall be entitled to be awarded the Graduate Certificate at the next appropriate graduation ceremony.

7. Admission to the Graduate Certificate

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Certificate in Community Development (Emergency Management) or (Human Services).

Schedule of Units

PART A

BHS00360	Perspectives of Community Development
BHS00361	Political, Economic and Cultural Aspects of Community Development

PART B

Emergency Management

BHS00363	Issues in Disaster Management
BHS00364	Disaster Preparedness and Prevention

Human Services

BHS00368	Conceptual Contexts of Human Services#
BHS00370	Delivery Systems in Human Services#

Not offered in 2001.

GRADUATE DIPLOMA IN COMMUNITY DEVELOPMENT (EMERGENCY MANAGEMENT) or (HUMAN SERVICES) (Abbreviated title: GradDipCommDev(EmergMangt) or GradDipCommDev(HumS))

Introduction

The Graduate Diploma in Community Development (Emergency Management) or (Human Services) is designed to provide graduates, senior emergency services personnel and human services practitioners the opportunities to undertake advanced study in community development.

Course Structure

The Graduate Diploma requires completion of at least eight (8) units described in the accompanying Schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. **Admission to Candidature**

   (a) Applicants for admission to candidature for the Graduate Diploma shall:

   (i) have fulfilled all the requirements for admission to a degree or qualifications of equivalent standing at this or another University or tertiary institution; or

   (ii) have completed the Graduate Certificate in Community Development (Emergency Management) or (Human Services)

   (iii) have demonstrated academic, professional standing or work experience considered by the School Board to be equivalent to the requirement of (i) or (ii).

   (b) An applicant for candidature shall apply to the Head, School of Human Services on the prescribed form.

   (c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

   (d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. **Requirements for the Graduate Diploma**

   To satisfy requirements for the Graduate Diploma the candidate shall complete a programme equivalent to at least eight (8) units of study approved by the School Board, comprising all units in Part A and all units in either strand in Part B of the Schedule of Units attached to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. **Period of Candidature**

   (a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than six (6) fifteen (15) week trimesters of full-time study and not more than twelve (12) trimesters of part-time study. There will be three (3) fifteen (15) week trimesters in each calender year.

   (b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. **Enrolment**

   Unless the School Board otherwise determines:

   (a) a candidate shall remain enrolled for the duration of each trimester; and

   (b) a candidate shall enrol in not more than four (4) units in any one (1) trimester. Provided that where the School Board's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one (1) trimester.

5. **Completion of a Unit**

   A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. **Advanced Standing**

(a) Advanced standing may be awarded for up to four (4) units of the course.

(b) At the discretion of the School Board, a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or at another University or tertiary institution, provided that those units have not been counted towards another qualification and they have a reasonable correspondence to units prescribed for the coursework programme.

(c) At the discretion of the School Board, a candidate may be granted advanced standing for up to four (4) units on the basis of professional standing and/or work experience deemed to be equivalent to the objectives of the course.

(d) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(e) A candidate who, within three (3) months of completing all the requirements for the Graduate Diploma, elects to enrol in the Masters shall be granted advanced standing for eight (8) units towards the degree subject to the candidate surrendering the right to be awarded the Graduate Diploma.

(f) A candidate granted advanced standing in accordance with the provision of (b) to (d) but who subsequently fails to complete the Masters on application shall be entitled to be awarded the Graduate Diploma at the next appropriate graduation ceremony.

7. **Admission to the Graduate Diploma**

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Diploma in Community Development (Emergency Management) or (Human Services).

Schedule of Units

PART A

BHS00360	Perspectives of Community Development
BHS00362	Community Education
BHS00361	Political, Economic and Cultural Aspects of Community Development

PART B

Emergency Management

BHS00363	Issues in Disaster Management
BHS00364	Disaster Preparedness and Prevention
BHS00365	Living in a Hazardous Environment
BHS00366	Social Dimensions of Disasters
BHS00367	Analytical Methodologies in Emergency Management

Human Services

BHS00368	Conceptual Contexts of Human Services#
BHS00369	Analysis of Contemporary Policy in Human Services#
BHS00370	Delivery Systems in Human Services#
BHS00371	Evaluation and Accountability in Human Services#
	Elective

\# *Not offered in 2001.*

MASTER IN COMMUNITY DEVELOPMENT (EMERGENCY MANAGEMENT) or (HUMAN SERVICES) (Abbreviated title: MCommDev(EmergMangt) or MCommDev(HumS))

Introduction

The Master in Community Development (Emergency Management) or (Human Services) is designed to provide graduates, senior emergency services personnel and human services practitioners the opportunity to undertake advanced study in community development.

Course Structure

The Masters requires completion of at least twelve (12) units described in the accompanying schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. **Admission to Candidature**

   (a) Applicants for admission to candidature for the Masters shall:

      (i) have fulfilled all the requirements for admission to a degree or qualifications of equivalent standing at this or another University or tertiary institution; or

      (ii) have completed the Graduate Diploma in Community Development (Emergency Management) or (Human Services);

      (iii) have demonstrated academic, professional standing or work experience considered by the School Board to be equivalent to the requirement of (i) or (ii).

   (b) An applicant for candidature shall apply to the Head, School of Human Services on the prescribed form.

   (c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

   (d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. **Requirements for the Masters**

   To satisfy requirements for the Masters the candidate shall complete a programme equivalent to at least twelve (12) units of study approved by the School Board, comprising all units in Part A and all units in either strand in Part B of the Schedule of Units attached to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. **Period of Candidature**

   (a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than nine (9) fifteen (15) week trimesters of full-time study and not more than eighteen (18) trimesters of part-time study. There will be three (3) fifteen (15) week trimesters in each calendar year.

   (b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. **Enrolment**

   Unless the School Board otherwise determines:

   (a) a candidate shall remain enrolled for the duration of each trimester; and

   (b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that where the School Board's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. **Completion of a Unit**

   A candidate shall have completed a unit when either:

   (a) a grade indicating satisfactory completion of the unit has been attained

as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. **Advanced Standing**

(a) Advanced standing may be awarded for up to six (6) units of the course.

(b) At the discretion of the School Board, a candidate may be granted advanced standing for up to six (6) units on the basis of units completed at this University of at another University or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable correspondence to units prescribed for the coursework programme.

(c) At the discretion of the School Board, a candidate may be granted advanced standing for up to six (6) units on the basis of professional standing and/or work experience deemed to be equivalent to the objectives of the course.

(d) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(e) A candidate who has completed all the requirements for the Graduate Diploma may be granted advanced standing for up to eight (8) units.

(f) A candidate granted advanced standing in accordance with the provision of (b) to (e) but who subsequently fails to complete the Masters on application shall be entitled to be awarded the Graduate Diploma at the next appropriate graduation ceremony.

7. **Admission to the Masters**

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Master in Community Development (Emergency Management) or (Human Services).

Schedule of Units

PART A

BHS00360	Perspectives of Community Development
BHS00361	Political, Economic and Cultural Aspects of Community Development
BHS00362	Community Education

PART B

Emergency Management

BHS00363	Issues in Disaster Management
BHS00364	Disaster Preparedness and Prevention
BHS00365	Living in a Hazardous Environment
BHS00366	Social Dimensions of Disasters
EDU00756	Research Dissertation*
IST00165	Independent Study – Training and Development I
BHS00367	Analytical Methodologies in Emergency Management

Human Services

BHS00368	Conceptual Contexts of Human Services#
BHS00369	Analysis of Contemporary Policy in Human Services#
BHS00370	Delivery Systems in Human Services#
BHS00371	Evaluation and Accountability in Human Services#
EDU00756	Research Dissertation*
IST00165	Independent Study – Training and Development I

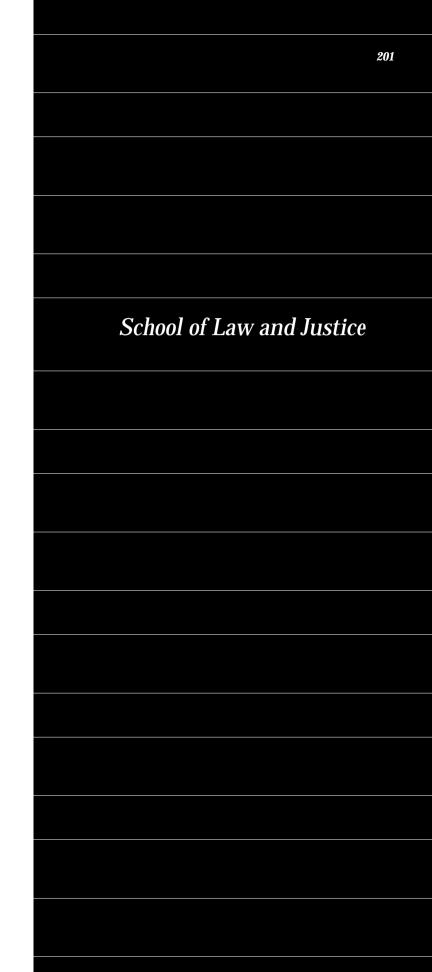* *Triple-weighted unit.*

\# *Not offered in 2001.*

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Law and Justice

School of Law and Justice

Head of School

Associate Professor B. Fitzgerald BA(Griff), LLB(Hons)(QUT), BCL(Hons)(Oxf), LLM(Harv), Barrister of the Supreme Court of Queensland and of the High Court of Australia, Barrister and Solicitor of the Supreme Court of the ACT

Director of Research

Associate Professor G.M. Bird LLB(Hons)(Melb), LLM(Monash), MPhil(Camb), Barrister and Solicitor of the Supreme Court of Victoria

Academic Programmes Co-ordinator

R.H. Harris BA, LLB(ANU), DipEd(Syd), LLM(QUT), Solicitor of the Supreme Court of New South Wales

The School of Law and Justice was established on 1st January, 1994 and was originally known as the Faculty of Law and Criminal Justice. The name change took effect from 1997 and reflects the wider interests of the School in providing research and educational initiatives in Law, Paralegal and Justice Studies. Its primary aims are to produce gender and culturally aware graduates who are able to examine legal and non-legal issues logically and critically; have substantive knowledge of a wide body of case and statute law; are able to express themselves clearly and concisely and argue logically and objectively; have high levels of practical legal skills. The School also aims to improve legal practice and scholarship throughout rural Australia.

The following programmes are offered:

- Associate Degree in Law (Paralegal Studies)
- Bachelor of Legal and Justice Studies
- Bachelor of Legal and Professional Studies
- Bachelor of Laws (Graduate entry)
- Bachelor of Laws with Honours
- Bachelor of Laws Double Degrees
  - Bachelor of Applied Science, Bachelor of Laws
  - Bachelor of Applied Science, Bachelor of Laws with Honours
  - Bachelor of Arts, Bachelor of Laws
  - Bachelor of Arts, Bachelor of Laws with Honours
  - Bachelor of Business, Bachelor of Laws
  - Bachelor of Business, Bachelor of Laws with Honours
  - Bachelor of Business in Tourism, Bachelor of Laws
  - Bachelor of Business in Tourism, Bachelor of Laws with Honours
  - Bachelor of Contemporary Music, Bachelor of Laws
  - Bachelor of Contemporary Music, Bachelor of Laws with Honours
  - Bachelor of Human Movement Science, Bachelor of Laws
  - Bachelor of Human Movement Science, Bachelor of Laws with Honours
  - Bachelor of Indigenous Studies, Bachelor of Laws
  - Bachelor of Indigenous Studies, Bachelor of Laws with Honours
  - Bachelor of Information Technology, Bachelor of Laws

- ♦ Bachelor of Information Technology, Bachelor of Laws with Honours
- ♦ Bachelor of Legal and Justice Studies, Bachelor of Laws
- ♦ Bachelor of Legal and Justice Studies, Bachelor of Laws with Honours
- ♦ Bachelor of Social Science, Bachelor of Laws
- ♦ Bachelor of Social Science, Bachelor of Laws with Honours
- Graduate Diploma in Law
- Master of Laws (by Thesis)#
- Doctor of Philosophy#

\# Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

ASSOCIATE DEGREE IN LAW (PARALEGAL STUDIES) (Abbreviated title: AssocDegLaw)

Introduction

The Associate Degree in Law (Paralegal Studies) may be studied over two years on a full-time basis and four years on a part-time basis at Lismore or on an external basis.

It may also be taken either as a general qualification in paralegal studies or, by selecting an appropriate combination of units, as a qualification leading to registration as a Licensed Conveyancer. Students intending to seek registration as a Licensed Conveyancer should include LAW00004, LAW00057, LAW00062, LAW01125, LAW00107 and LAW00108 in their study programme. Information on registration and practical experience requirements may be obtained from the NSW Department of Fair Trading.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

   (c) Applicants for admission to candidature may be selected from those who have satisfied one or more of the following:

      (i) have successfully completed any four (4) units from an Australian university;

      (ii) have completed an Associate Degree or Diploma from any VETAB recognised provider;

      (iii) have worked for a minimum of two (2) years full-time, or equivalent, in a legal environment;

      (iv) have a combination of the above or other such experience or studies which in the opinion of the School Board is equivalent to the above.

6. **Requirements for an Award**

   (f) To be eligible for the award of the Associate Degree in Law (Paralegal Studies) a candidate shall successfully complete not less than sixteen (16) units comprising:

      (i) all units listed in Part A of the Schedule of Units attached to these Rules;

      (ii) eight (8) units offered at Associate Degree or Degree level subject to the approval of the School Board including at least two (2) units listed in Part B of the Schedule.

   (g) A candidate may be permitted to enrol in a unit or units other than those specified in these Rules at the discretion of the School Board.

Schedule of Units

PART A

LAW00130   Introduction to Law and Contract
LAW00050   Criminal Process

LAW00128	Legal Interviewing, Negotiation and Advocacy
LAW00051	Legal Research and Writing
LAW00131	Business Law
LAW00052	Introduction to Land Law
LAW00054	Family Law Practice
LAW00053	Foundations of Torts

PART B*

LAW00529	Restorative Justice
LAW00055	Aboriginals, Islanders and Contemporary Legal Issues
LAW00056	Aboriginals, Islanders and the Criminal Justice System
LAW00522	Human Rights
CSC00125	Introductory Computing
LAW00057	Conveyancing Law
LAW00048	Legal Project
ACC00132	Taxation
LAW00062	Wills and Estates
ACC00134	Advanced Taxation
LAW00004	Company Law
LAW00104	Employment and Industrial Relations Law
LAW00106	EEO and OH&S Law and Practice
LAW00107	Conveyancers Professional Practice
LAW00108	Legal and Conveyancing Practice
LAW00058	Litigation Practice
LAW00126	Marketing Law
LAW01125	Securities Markets Regulation
LAW00059	Welfare Law
LAW00521	International Law
LAW00214	Mediation and Dispute Resolution
LAW00061	Drugs, Crime and the Law
LAW00514	Criminology
LAW00120	Victimology
LAW00215	Dispute Resolution and Aboriginal Communities
LAW00216	Mediation Practice and Procedure
LAW00525	Cyberlaw
LAW00526	International Criminal Justice
LAW00523	Commercial Law

*   *Not all units listed in this Schedule will necessarily be offered each semester/year. The offering of any School elective is subject to student numbers, availability of staff and timetabling constraints.*

BACHELOR OF LEGAL AND JUSTICE STUDIES
(Abbreviated title: BLJS)

Introduction

The Bachelor of Legal and Justice Studies may be studied over three years full-time or six years part-time at the Lismore Campus or on an external basis. It provides students who have completed the requirements for the Associate Degree in Law (Paralegal Studies) and Associate Degree in Law (Aboriginal Paralegal Studies) with the opportunity to enhance their capabilities by undertaking an extra year of study with a major in Commerce, Practice Management, Criminal Justice, Dispute Resolution, Indigenous Studies, Local Government, Social Justice, Licensed Conveyancing, Employment and Industrial Relations, and International Studies. Units may be taken from Law and Justice or other Schools as per the Schedules.

The degree is also open to school leavers. The Bachelor of Legal and Justice Studies enables students to study law at a non-professional degree level. This course is **not** a qualification for practice as a Barrister or Solicitor.

The course consists of twenty-four semester equivalent units drawn from offerings of the School of Law and Justice and other Schools. The first and second years of the course comprise units from the Associate Degree in Law (Paralegal Studies). The third year builds on the practice and theory developed in the first two years, but in a particular major area.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1.   **Qualification for Admission**

   (c)   Applicants for admission to candidature shall have completed an Associate Degree (or Diploma) in Law (Paralegal Studies), Associate Degree in Law (Aboriginal Paralegal Studies) or Associate Diploma of Business (Paralegal Studies).

6.   Requirements for the Award

(f)   To be eligible for the award of the Bachelor of Legal and Justice Studies degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i)   all units in Part A of the Schedule of Units attached to these Rules; and

(ii)   not less than two (2) units from Part B of the Schedule that are not units completed as part of a major listed in Part C of the Schedule; and

(iii)   one of the majors listed in Part C of the Schedule.

Candidates who complete a double major will be deemed to have met the requirements of 6(f)(ii) above.

(g)   Candidates who have completed the requirements for the Associate Degree in Correctional Administration will be deemed to qualify for the Bachelor of Legal and Justice Studies upon completion of the Units in Part D of the Schedule of Units attached to these Rules.

7.   Advanced Standing/Credit Transfer/ Professional Experience

(b)   Candidates who have completed an Associate Degree in Law or Diploma in Law (Paralegal Studies), Associate Degree in Law or Diploma in Law (Aboriginal Paralegal Studies), Associate Diploma in Business (Paralegal Studies) or Associate Degree in Correctional Administration may be granted advanced standing for up to sixteen (16) units in the Bachelor of Legal and Justice Studies.

(c)   In exceptional cases additional advanced standing may be granted by the School Board, which shall notify Academic Board of all instances.

8.   Surrender of Award

Candidates who hold the Associate Degree in Law or Diploma in Law (Paralegal Studies) or Associate Degree or Diploma in Law (Aboriginal Paralegal Studies) or the Associate Diploma in Business (Paralegal Studies) or Associate Degree in Correctional Administration and are granted advanced standing for greater than the equivalent of twelve (12) units, must surrender the award prior to conferral of the degree.

Schedule of Units

PART A

LAW00130	Introduction to Law and Contract
LAW00050	Criminal Process
LAW00051	Legal Research and Writing
LAW00128	Legal Interviewing, Negotiation and Advocacy
LAW00131	Business Law
LAW00052	Introduction to Land Law
LAW00053	Foundations of Torts
LAW00054	Family Law Practice
LAW00125	Information Technology and the Law

PART B*

LAW01125	Securities Markets Regulation
ACC00132	Taxation
ACC00134	Advanced Taxation
LAW00055	Aboriginals, Islanders and Contemporary Legal Issues
LAW00056	Aboriginals, Islanders and the Criminal Justice System
LAW00057	Conveyancing Law
LAW00062	Wills and Estates
LAW00004	Company Law
LAW00523	Commercial Law
LAW00525	Cyberlaw
LAW00106	EEO and OH&S Law and Practice
LAW00104	Employment and Industrial Relations Law
LAW00107	Conveyancers Professional Practice
LAW00108	Legal and Conveyancing Practice
LAW00058	Litigation Practice
LAW00059	Welfare Law
LAW00521	International Law
LAW00214	Mediation and Dispute Resolution
LAW00514	Criminology
LAW00120	Victimology
LAW00061	Drugs, Crime and the Law
LAW00216	Mediation Practice and Procedure
LAW00522	Human Rights
LAW00526	International Criminal Justice
LAW00529	Restorative Justice
LAW00126	Marketing Law

PART C*

Criminal Justice Studies

LAW00514   Criminology
LAW00056   Aboriginals, Islanders and the
           Criminal Justice System

and any four of the following:

LAW00048   Legal Project
LAW00059   Welfare Law
LAW00120   Victimology
LAW00061   Drugs, Crime and the Law
BHS00219   Youth, Crime and Cultural
           Change #
BHS00220   Psychology of Law and Justice #
SOC01123   Sociology of Deviance
LAW00526   International Criminal Justice
LAW00529   Restorative Justice

Practice Management

LAW00055   Aboriginals, Islanders and
           Contemporary Legal Issues
LAW00108   Legal and Conveyancing Practice
LAW00214   Mediation and Dispute Resolution
LAW00104   Employment and Industrial
           Relations Law *or*
LAW00106   EEO and OH&S Law and Practice

and any two of the following:

MNG00111   Fundamentals of Management
MNG00320   Introduction to Human Resource
           Management
EDU01264   Staff Development and Training
MNG00154   Staff Selection and Appraisal
MNG00167   Supervision and Teamwork
LAW00106   EEO and OH&S Law and Practice

Commerce

ACC00132   Taxation
LAW00055   Aboriginals, Islanders and
           Contemporary Legal Issues
LAW00104   Employment and Industrial
           Relations Law
LAW00106   EEO and OH&S Law and Practice

and any two of the following:

LAW00048   Legal Project
LAW00121   Intellectual Property
LAW00124   International Business Law
LAW00515   Insolvency Law#
ECO00102   Applied Microeconomics
LAW00214   Mediation and Dispute Resolution
LAW00523   Commercial Law
LAW00525   Cyberlaw
LAW00004   Company Law
LAW00126   Marketing Law

Dispute Resolution

LAW00055   Aboriginals, Islanders and
           Contemporary Legal Issues
LAW00215   Dispute Resolution and Aboriginal
           Communities
LAW00214   Mediation and Dispute Resolution
LAW00216   Mediation Practice and Procedure
CSL00231   Introduction to Counselling: Theory
           and Practice
CSL00120   Conflict Resolution

Indigenous Australians

LAW00055   Aboriginals, Islanders and
           Contemporary Legal Issues
LAW00056   Aboriginals, Islanders and the
           Criminal Justice System
CUL00402   Contemporary Australian
           Indigenous Societies

and three of the following:

CUL00414   Indigenous Common Law
CUL00415   Comparative Indigenous Legal
           Issues
CUL00413   Human Rights and Indigenous
           Peoples
CUL00407   Australian Indigenous Community
           Administration
LAW00059   Welfare Law
LAW00215   Dispute Resolution and Aboriginal
           Communities
LAW00048   Legal Project

Local Government

LAW00119   Local Government and Planning
           Law
LAW00118   Environmental Law

and any one of the following:

LAW00055   Aboriginals, Islanders and
           Contemporary Legal Issues
LAW00215   Dispute Resolution and Aboriginal
           Communities
SOY00419   Indigenous Environmental
           Management

and any three of the following electives:

LAW00117   Administrative Law
AGT00220   Environmental Impact Studies and
           Assessment
LAW00106   EEO and OH&S Law and Practice
LAW00104   Employment and Industrial
           Relations Law
LAW00048   Legal Project
HMS00423   Tourism Planning and the
           Environment

LAW00214	Mediation and Dispute Resolution
LAW00216	Mediation Practice and Procedure
SOC00107	Social Planning
POL00006	Australian Government and Political Institutions
POL00010	Local Government
MNG00111	Fundamentals of Management
SOY00150	Policies and Organisations
ECO00202	Natural Resource and Environmental Economics
MKT00165	Communication, Promotion and the Community
LAW00004	Company Law
AGR00215	Water Resource Management and Technology
ENS00218	Waste Technology

Social Justice

CUL00413	Human Rights and Indigenous Peoples
LAW00059	Welfare Law
LAW00522	Human Rights

and any three of the following electives:

LAW00106	EEO and OH&S Law and Practice
LAW00113	Family Law and Society
LAW00520	The Philosophy of Law
LAW00055	Aboriginals, Islanders and Contemporary Legal Issues
LAW00048	Legal Project
SOC00115	Sociology of Inequality
SOC00111	Contexts of Social Welfare Practice
HIS00232	Australia from 1788-1988
HIS00234	Gender and Race in Australian History
LAW00514	Criminology
CUL00402	Contemporary Australian Indigenous Societies
SOC00417	Race and Racism
LAW00526	International Criminal Justice
POL00006	Australian Government and Political Institutions

Licensed Conveyancing

LAW00004	Company Law
LAW00108	Legal and Conveyancing Practice
LAW00107	Conveyancers Professional Practice
LAW01125	Securities Markets Regulation
LAW00062	Wills and Estates
LAW00507	Conveyancing Law *and*
LAW00055	Aborigines, Islanders and Contemporary Legal Issues ➢

➢ *This is an additional unit required when completing this major.*

Employment and Industrial Relations

LAW00104	Employment and Industrial Relations Law
LAW00106	EEO and OH&S Law and Practice
LAW00055	Aboriginals, Islanders and Contemporary Legal Issues *or*
LAW00215	Dispute Resolution and Aboriginal Communities

and any three of the following electives:

MNG00116	Industrial Relations
MNG00320	Introduction to Human Resource Management
MNG00111	Fundamentals of Management
LAW00214	Mediation and Dispute Resolution
LAW00004	Company Law
LAW00058	Litigation Practice
ACC00132	Taxation
BHS00105	Development of Human Resources
MNG00154	Staff Selection and Appraisal
LAW00048	Legal Project
SOC00117	Sociology of Work
SOC00100	Current Issues
SOC00101	The Future of Work
CSL00102	Work and the Community
POL00103	Work in the Australian Context

International Studies

LAW00521	International Law

plus one of the following units:

CUL00413	Human Rights and Indigenous Peoples
CUL00410	International Indigenous Issues
CUL00415	Comparative Indigenous Legal Issues

plus any four of the following units:

CUL00210	Australia/Asia
LAW00048	Legal Project
LAW00522	Human Rights
LAW00526	International Criminal Justice
POL00131	International Community Development
LAW00124	International Business Law
ECO00312	International Trade
MNG00313	International Management
POL00006	Australian Government and Political Institutions

Prison Administration

LAW00056	Aboriginals, Islanders and the Criminal Justice System

and one of the following:

LAW00514   Criminology
LAW00061   Drugs, Crime and the Law
LAW00120   Victimology

and eight of the following units †:

Southern Cross University Units

COR00307   Emerging Issues in Correctional
                 Services#
COR00313   Introduction to Human Resource
                 Management#
COR00310   Young Offenders#
COR00302   Critical Incident Management#
COR00309   Community Corrections in NSW#
COR00304   Planning in Correctional Institutions
                 I#
COR00305   Planning in Correctional Institutions
                 II#
COR00311   Women in Correctional Systems#

Centre for Professional Development in Corrective Services Units

CAP101   The Prison Population#
CAA202   Area Management#
CAA201   Introduction to Management of
              Correctional Institutions#
CAE201   History of Corrections#
CAS201   Staff and Institutional Supervision#

PART D

LAW00130   Introduction to Law and Contract
LAW00051   Legal Research and Writing
LAW00128   Legal Interviewing, Negotiation and
                 Advocacy
LAW00056   Aborigines, Islanders and the
                 Criminal Justice System
LAW00131   Business Law
LAW00054   Family Law Practice
LAW00053   Foundations of Torts
LAW00052   Introduction to Land Law

 #   Not offered in 2001.

*   Not all units listed in Parts B and C will necessarily be offered each semester/year. The offering of any School elective is subject to student numbers, availability of staff and timetabling constraints.

†   Half-weighted units (worth 75 hours only). These units are available subject to permission of the Centre for Professional Development in Corrective Services.

BACHELOR OF LEGAL AND PROFESSIONAL STUDIES (Abbreviated title: BLeg&ProfStudies)

Introduction

The Bachelor of Legal and Professional Studies was designed and developed specifically for Queensland Police Service personnel. The award builds on the workplace training embodied in the Constable Development Program offered internally by the Queensland Police Service and admission is available to those who are completing or have completed the Constable Development Program.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this University Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) "Centre" means the Centre for Professional Development in Legal and Professional Studies;

(b) "candidate" means a person enrolled in the University as a student, or registered as a student in the Centre;

(c) "unit" means a component of a course and includes equivalent units offered by the Centre.

1. **Qualification for Admission**

   (c) In addition to satisfying the University's Admission Rules a candidate must provide evidence that:

      (i) they are a serving member of the Queensland Police Service; and

      (ii) they have successfully completed the following Queensland Police Service in-service courses, or their equivalent:

        Police Recruit Operational
        Vocational Education Program
        First Year Constable Program
        Constable Development Program

2. Duration of Course

(f) Unless the School Board otherwise determines, a candidate for the degree shall complete the requirements of the award in not more than eight (8) semesters from initial enrolment.

3. Enrolment

(c) Unless the School Board otherwise determines, a candidate may only enrol in units approved by the Academic Programs Co-ordinator prior to enrolment.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Legal and Professional Studies, a candidate must successfully complete the equivalent of twenty-four (24) Southern Cross University units.

Normally, equivalence in relation to this award means:

(i) completion of the Police Recruit Operational Vocational Education Program; and

(ii) completion of the First Year Constable Program; and

(iii) completion of the Constable Development Program, including the four Southern Cross University assessment tasks; and

(iv) completion of not less than four (4) Southern Cross University units from the Schedule of Units attached to these Rules – a minimum of two (2) units from Part A and the balance from either Part A or Part B of the Schedule.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) The School Board may grant a candidate advanced standing for up to the equivalent of sixteen (16) units on the basis of in-service courses successfully completed through the Queensland Police Service Academy or equivalent.

(c) A candidate who has successfully completed additional University-determined assessment tasks relating to the Constable Development Program offered by the Queensland Police Service Academy may be granted advanced standing for up to four (4) units.

(d) The maximum equivalent units for which advanced standing may be granted shall be twenty (20).

Schedule of Units

PART A

Any unit offered by the School of Law and Justice.

PART B

Any undergraduate unit offered by the University.

BACHELOR OF LAWS BACHELOR OF LAWS WITH HONOURS (Abbreviated title: LLB/LLB(Hons))

Introduction

The Bachelor of Laws degree is a graduate degree and will consist of three years full-time study:

Year 1 Three double-weighted (300 hours) and two single-weighted (150 hours) compulsory substantive law units.

Year 2 Eight 150 hours compulsory substantive law units.

Year 3 Eight optional 150 hours units.

Law Placements

It is possible for students to gain up to twelve months' pre-admission experience with a firm of solicitors or in another part of the legal environment. This will take place during the final year where sufficient units will be available externally to allow the completion of placements away from the region.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

    Rules 1(a) and 1(b) of the Generic Rules for Undergraduate Awards do not apply.

    (c) Applicants for admission to candidature shall either:

    (i) have qualified for any degree of this or another university or other institution approved by the School Board, School of Law and Justice, for this purpose; or

    (ii) have qualified for, and achieved excellence in, an Associate Degree offered through the School of Law and Justice, or the Associate Degree in Law (Aboriginal Paralegal Studies); or

    (iii) have qualifications which in the opinion of the School Board are equivalent to the above.

6. **Requirements for an Award**

    (f) To be eligible for the award of Bachelor of Laws a candidate shall successfully complete not less than twenty-four (24) units comprising:

    (i) all units listed in Part A of the Schedule of Units attached to these Rules;

    (ii) eight (8) units from Part B or Part C of the Schedule, but no more than two (2) units being from Part C; and

    (iii) have completed a degree or associate degree or hold equivalent qualifications as specified in Rule 1(c)(iii) above.

    (g) A candidate may be permitted to enrol in a unit or units other than those specified in these Rules at the discretion of the School Board.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

    (b) Candidates who have completed the Associate Degree in Law (Paralegal Studies) or Bachelor of Legal and Justice Studies may be granted advanced standing for up to a total of eight (8) units.

8. **Surrender of Award**

    A candidate who holds the Associate Degree or Diploma in Law (Paralegal Studies) or the Associate Degree or Diploma in Law (Aboriginal Paralegal Studies) or the Associate Diploma in Business (Paralegal Studies) or the Graduate Diploma in Law and is granted advanced standing on that basis for greater than the equivalent of four (4) units, must surrender the award prior to conferral of the degree.

9. **Law Degree with Honours**

    (a) A candidate for the award of Bachelor of Laws with Honours shall fulfil the requirements of the *Bachelor of Laws* award, and in addition:

    (i) shall achieve such standard of excellence as the School Board, School of Law and Justice, may from time to time determine;

    (ii) shall complete the unit *Independent Legal Research.*

    (b) For the award of Honours, consideration shall be given to a candidate's academic record throughout the course of study. A candidate who has reached the required standard of excellence referred to in the previous Rule 9(a) may on the recommendation of the School Board, School of Law and Justice, be awarded Honours in one of the following grades:

    First Class Honours
    Second Class Honours - Division I
    Second Class Honours - Division II

Schedule of Units

PART A

LAW00051	Legal Research and Writing
LAW00111	Legal Process*
LAW00507	Criminal Law and Procedure* #
LAW00502	Torts* #
LAW00503	Contract Law* #
LAW00112	Constitutional Law*
LAW00114	Evidence and Civil Procedure*
LAW00520	The Philosophy of Law
LAW00527	Corporations Law*
LAW00115	Equity*
LAW00116	Property Law*
LAW00117	Administrative Law*

LAW00519   Professional Conduct*

PART B

Part B is identical to Part B in the Bachelor of Laws double degrees.

PART C

LAW00128   Legal Interviewing, Negotiation and Advocacy
LAW00056   Aborigines, Islanders and the Criminal Justice System
LAW00215   Dispute Resolution and Aboriginal Communities
CUL00413   Human Rights and Indigenous Peoples
LAW00058   Litigation Practice
LAW00054   Family Law Practice
LAW00108   Legal and Conveyancing Practice

*   *To undertake these units, students must be enrolled in the Bachelor of Laws course as well as satisfy pre-requisites specified in the Unit Descriptions entry in this Handbook.*

\#   *These units are double-weighted and count as the equivalent of two semester units.*

BACHELOR OF APPLIED SCIENCE, BACHELOR OF LAWS (Abbreviated title: BAppSc, LLB)

BACHELOR OF APPLIED SCIENCE, BACHELOR OF LAWS WITH HONOURS (Abbreviated title: BAppSc, LLB(Hons))

BACHELOR OF ARTS, BACHELOR OF LAWS (Abbreviated title: BA, LLB)

BACHELOR OF ARTS, BACHELOR OF LAWS WITH HONOURS (Abbreviated title: BA, LLB(Hons))

BACHELOR OF BUSINESS, BACHELOR OF LAWS (Abbreviated title: BBus, LLB)

BACHELOR OF BUSINESS, BACHELOR OF LAWS WITH HONOURS (Abbreviated title: BBus, LLB(Hons))

BACHELOR OF BUSINESS IN TOURISM, BACHELOR OF LAWS (Abbreviated title: BBus, LLB)

BACHELOR OF BUSINESS IN TOURISM, BACHELOR OF LAWS WITH HONOURS (Abbreviated title: BBus, LLB(Hons))

BACHELOR OF CONTEMPORARY MUSIC, BACHELOR OF LAWS (Abbreviated title: BContempMus, LLB)

BACHELOR OF CONTEMPORARY MUSIC, BACHELOR OF LAWS WITH HONOURS (Abbreviated title: BContempMus, LLB(Hons))

BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF LAWS
(Abbreviated title: BHMS, LLB)

BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BHMS, LLB(Hons))

BACHELOR OF INDIGENOUS STUDIES, BACHELOR OF LAWS
(Abbreviated title: BIndigS, LLB)

BACHELOR OF INDIGENOUS STUDIES, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BIndigS, LLB(Hons))

BACHELOR OF INFORMATION TECHNOLOGY, BACHELOR OF LAWS
(Abbreviated title: BInfTech, LLB)

BACHELOR OF INFORMATION TECHNOLOGY, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BInfTech, LLB(Hons))

BACHELOR OF LEGAL AND JUSTICE STUDIES, BACHELOR OF LAWS
(Abbreviated title: BLJS, LLB)

BACHELOR OF LEGAL AND JUSTICE STUDIES, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BLJS, LLB(Hons))

BACHELOR OF SOCIAL SCIENCE, BACHELOR OF LAWS
(Abbreviated title: BSocSc, LLB)

BACHELOR OF SOCIAL SCIENCE, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BSocSc, LLB(Hons))

Introduction

The Bachelor of Laws double degree programmes provide students with the choice of completing degrees in more than one School. The double degrees have 40 equivalent semester units including a minimum of 22 law units. The use of work placements has been a fundamental aspect of the graduate law degree. The law double degree programmes provide the opportunity for students to complete their final year internally or externally, thereby allowing a local or distant work placement. To achieve this, students should select at least one of the elective placement units. This will allow them to complete a project relevant to their work experience during this final year as well as a range of external units offered by the School in the fifth year. In some double degrees there are compulsory or elective units from the second School offering the award, in the final year. Students wishing to complete the final year externally will need to check the availability of those units with the relevant School.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedules below.

1.   Qualification for Admission

or (c)   shall have completed a minimum of eight (8) units at this or another university and have a level of achievement acceptable to the School Boards.

2.   Duration of Course

(f)   Normally, unless the School Boards otherwise determine, a candidate shall be required to complete the requirements of the double degrees in not more than twelve (12) years from the date of commencement.

6.   Requirements for the Awards

(f)   To be eligible for the award of a double degree including Law a candidate shall successfully complete not less than the equivalent of forty (40) units and comply with the applicable Schedule attached to these Rules.

(g)   A candidate may be permitted to enrol in a unit other than those specified in the Schedule attached to these Rules at the discretion of the School Board responsible for the unit.

7.   Advanced Standing/Credit Transfer/ Professional Experience

(b) (i)   Candidates will not be granted advanced standing for more than the equivalent of twenty (20) units in total, or eleven (11) law units, or nine (9) non-law units, except for candidates enrolled in the Bachelor of Legal and Justice Studies/Bachelor of Laws course, who may be granted advanced standing for up to twenty (20) law units. A law unit is one offered by the School of Law and Justice.

(ii)   Advanced standing will be determined by the School Board responsible for the unit for which advanced standing is being sought,

or in the case of unspecified advanced standing, by the School Board responsible for the award in which it is sought.

(iii) In exceptional cases advanced standing greater than the above limits may be granted by the relevant School Board, which shall notify the Academic Board of all instances.

(iv) Candidates who have completed an Associate Degree in Law offered by the School of Law and Justice may be granted advanced standing in the Law degree for up to a total of eight (8) units.

8.   Surrender of Award

A candidate who holds the Associate Degree or Diploma in Law (Paralegal Studies) or Associate Degree or Diploma in Law (Aboriginal Paralegal Studies) or the Associate Diploma in Business (Paralegal Studies) and is granted advanced standing on that basis for greater than the equivalent of four (4) units, must surrender the award prior to conferral of the Degree.

Law Degree with Honours

This Rule is the same as Rule 9 of the Bachelor of Laws Rules.

Schedules for Double Degrees including Law

(i)   All units denoted with an asterisk (*) are double-weighted units and count as the equivalent of two semester units;

(ii)   *"law elective"* refers to a unit from the Part B Schedule of Elective Law Units;

(iii) any Rules governing unit selection relating to a single degree named in the Double Degree Schedules are deemed to have been met by compliance with that Double Degree Schedule;

(iv) amendments to the semester or year in which a unit is offered require agreement of the relevant School Boards, but do not require Academic Board or Council approval.

Schedules of Units

PART A

Schedules for Double Degrees including Law

COURSE STRUCTURE FOR THE BACHELOR OF APPLIED SCIENCE, BACHELOR OF LAWS
(1) Coastal Management Strand

	First		Second	
Year 1	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process	BIO00202	Ecology
	BIO00201	Biology	ISY00241	Computing in Applied Science
	CHE00201	Chemistry		
Year 2	LAW00112	Constitutional Law	LAW00503	Contract Law*
	GLY00201	Geology	ENS00203	Hydrology and Climatology
	SUR00201	Resource Assessment Techniques I	SUR00202	Resource Assessment Techniques II
	MAT00211	Quantitative Analysis		
Year 3	LAW00507	Criminal Law and Procedure*	LAW00115	Equity
	LAW00520	The Philosophy of Law	LAW00116	Property Law
	LAW00114	Evidence and Civil Procedure	GLY01231	Coastal Ecosystems and their Management
			BIO01230	Principles of Coastal Resource Management
Year 4	LAW00527	Corporations Law	GLY00231	Coastal Geomorphology and Sedimentology
	BIO00232	Marine Ecosystems	LAW00241	Legislation, Administration and Communication
	ENV00207	Land Use Planning	LAW00519	Professional Conduct
	ECO00202	Natural Resource and Environmental Economics	LAW00117	Administrative Law
Year 5	FOR00244	Protected Area Management	AGT00220	Environmental Impact Studies and Assessment
		Law elective	LAW00118	Environmental Law
		Law elective		Law elective
		Law elective		Law elective

*   *Denotes a double-weighted unit.*

COURSE STRUCTURE FOR THE BACHELOR OF APPLIED SCIENCE, BACHELOR OF LAWS
(2) Environmental Resource Management Strand

	First			**Second**	
Year 1	LAW00051	Legal Research and Writing		LAW00502	Torts*
	LAW00111	Legal Process		BIO00202	Ecology
	BIO00201	Biology		ISY00241	Computing in Applied Science
	CHE00201	Chemistry			
Year 2	LAW00112	Constitutional Law		LAW00503	Contract Law*
	GLY00201	Geology		ENS00203	Hydrology and Climatology
	SUR00201	Resource Assessment Techniques I		SUR00202	Resource Assessment Techniques II
	MAT00211	Quantitative Analysis			
Year 3	LAW00507	Criminal Law and Procedure*		LAW00115	Equity
	LAW00520	The Philosophy of Law		LAW00116	Property Law
	LAW00114	Evidence and Civil Procedure		AGT00217	Land Degradation and Rehabilitation
				AGR00215	Water Resource Management and Technology
Year 4	LAW00527	Corporations Law		ENS00218	Waste Technology
	AGR00214	Soil Processes		MNG00242	Project Planning and Management
	ENV00207	Land Use Planning		LAW00519	Professional Conduct
	ECO00202	Natural Resource and Environmental Economics		LAW00117	Administrative Law
Year 5	FOR00244	Protected Area Management		AGT00220	Environmental Impact Studies and Assessment
		Law elective		LAW00118	Environmental Law
		Law elective			Law elective
		Law elective			Law elective

*   *Denotes a double-weighted unit.*

COURSE STRUCTURE FOR THE BACHELOR OF ARTS, BACHELOR OF LAWS

	First		**Second**	
Year 1	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process	COM00333	Communication and Culture
	COM00334	Learning Technologies and the Academy	PHI00201	Ways of Knowing
	CUL00210	Australia/Asia		
Year 2	LAW00112	Constitutional Law	LAW00503	Contract Law*
		First Major 1		Second Major 2
		Second Major 1	PHI00200	History of Ideas
		First Major 2		
Year 3	LAW00507	Criminal Law and Procedure*	LAW00115	Equity
	LAW00520	The Philosophy of Law	LAW00116	Property Law
	LAW00114	Evidence and Civil Procedure		First Major 3
				Second Major 3
Year 4	LAW00527	Corporations Law	LAW00519	Professional Conduct
		First Major 4	LAW00117	Administrative Law
		Second Major 4		First Major 5
		Second Major 5		First Major 6
Year 5		Law elective		Second Major 6
		Law elective		Law elective
		Law elective		Law elective
		Law elective *or* Arts elective		Law elective

*   *Denotes double-weighted unit.*

Notes to this Table:

The Rules for the Bachelor of Arts degree require the completion of a double major (12 units) or two majors (2 x 6 units).

Candidates must comply with requirements relating to majors as specified in the Rules for the Bachelor of Arts degree.

"First Major 1", "Second Major 1" and following refers to the first unit in the first major and the first unit in the second major etc.

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS, BACHELOR OF LAWS
(1) Accounting Strand

	First		Second	
	First		**Second**	
Year 1	ACC00150	Using Financial Information	MAT00115	Statistics I
	MAT00051	Business Mathematics	ACC00151	Introduction to Accounting
	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process		
Year 2	CSC00125	Introductory Computing	MKT00075	Marketing Principles
	ECO00102	Applied Microeconomics	ECO00101	Macroeconomics
	MNG00111	Fundamentals of Management	LAW00503	Contract Law*
	LAW00112	Constitutional Law		
Year 3	LAW00507	Criminal Law and Procedure*	ACC00146	Management Accounting
	LAW00520	The Philosophy of Law		Elective
	LAW00114	Evidence and Civil Procedure	LAW00115	Equity
			LAW00116	Property Law
Year 4	ACC00152	Business Finance	ACC00106	Accounting Theory
	ACC00145	Financial Reporting	LAW00117	Administrative Law
	LAW00527	Corporations Law	LAW00519	Professional Conduct
	ACC00132	Taxation		Elective
Year 5	ACC00130	Auditing		Law Elective
	ACC00153	Business Information Systems		Elective
		Law elective		Law elective
		Law elective		Law elective

*   *Denotes double-weighted unit.*

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS, BACHELOR OF LAWS
(2) Finance Strand

	First		Second	
	First		**Second**	
Year 1	ACC00150	Using Financial Information	MAT00115	Statistics I
	MAT00051	Business Mathematics	ACC00151	Introduction to Accounting
	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process		
Year 2	CSC00125	Introductory Computing	MKT00075	Marketing Principles
	ECO00102	Applied Microeconomics	ECO00101	Macroeconomics
	MNG00111	Fundamentals of Management	LAW00503	Contract Law*
	LAW00112	Constitutional Law		
Year 3	LAW00507	Criminal Law and Procedure*		Law Elective
	LAW00520	The Philosophy of Law	LAW00115	Equity
	LAW00114	Evidence and Civil Procedure	LAW00116	Property Law
				Elective
Year 4	ECO00104	Monetary Economics	FIN00126	International Finance
	FIN00115	Security Anaylsis and Portfolio Management	ACC00154	Advanced Finance and Risk Management
	ACC00152	Business Finance	LAW00519	Professional Conduct
	LAW00527	Corporations Law	LAW00117	Administrative Law
Year 5	MNG00100	Organisational Behaviour	MNG00114	Strategic Management
	FIN00127	Financial Institutions Management	LAW01125	Securities Markets Regulation
		Law elective		Law elective
		Law elective		Law elective

*   *Denotes double-weighted units.*

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS, BACHELOR OF LAWS
(3) Marketing Strand

	First		Second	
Year 1	MAT00051 MNG00111 LAW00051 LAW00111	Business Mathematics Fundamentals of Management Legal Research and Writing Legal Process	MKT00075 MAT00115 LAW00502	Marketing Principles Statistics I Torts*
Year 2	ACC00150 CSC00125 MKT00102 LAW00112	Using Financial Information Introductory Computing Consumer Behaviour Constitutional Law	ACC00151 ECO00101 LAW00503	Introduction to Accounting Macroeconomics Contract Law*
Year 3	LAW00507 LAW00520 LAW00114	Criminal Law and Procedure* The Philosophy of Law Evidence and Civil Procedure	MKT00106 LAW00115 LAW00116	Marketing Research Marketing Unit 1 Equity Property Law
Year 4	ECO00102 MNG00100 LAW00527	Applied Microeconomics Organisational Behaviour Marketing Unit 2 Corporations Law	 LAW00519 LAW00117	Marketing Unit 3 Marketing Unit 4 Professional Conduct Administrative Law
Year 5		Marketing Unit 5 Law elective Law elective Law elective	MNG00114 LAW00126	Strategic Management Marketing Law Law elective Law elective

* *Denotes a double-weighted unit.*

The five (5) Marketing units must be chosen from the following:

Semester 1 Units

MKT00151	Electronic Marketing
MKT00152	Sales and Promotion Management
MKT00111	Services Marketing
MKT00110	Retail Marketing
SOY00247	Business Internship* – available either Semester

Semester 2 Units

MKT00153	Advertising and Media Strategies
MNG00319	Buying
MKT00150	Global Marketing
MNG00246	Environmental and Ethical Issues for Business

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS, BACHELOR OF LAWS
(4) Human Resource Management Strand

	First		**Second**	
Year 1	MAT00051	Business Mathematics	MKT00075	Marketing Principles
	MNG00111	Fundamentals of Management	MAT00115	Statistics I
	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process		
Year 2	MNG00320	Introduction to Human Resource Management	ACC00151	Introduction to Accounting
	ACC00150	Using Financial Information	ECO00101	Macroeconomics
	MNG00100	Organisational Behaviour	LAW00503	Contract Law*
	LAW00112	Constitutional Law		
Year 3	LAW00507	Criminal Law and Procedure*	LAW00104	Employment and Industrial Relations Law
	LAW00520	The Philosophy of Law	LAW00106	EEO and OH&S Law and Practice
	LAW00114	Evidence and Civil Procedure	LAW00115	Equity
			LAW00116	Property Law
Year 4	MNG00154	Staff Selection and Appraisal	MNG00118	Industrial and Economic Democracy
	CSC00125	Introductory Computing	MNG00321	Current Issues in Human Resource Management
	MNG00116	Industrial Relations	LAW00519	Professional Conduct
	LAW00527	Corporations Law	LAW00117	Administrative Law
Year 5	MNG00311	International Human Resource Management	MNG00114	Strategic Management
	ECO00102	Applied Microeconomics		Law elective
		Law elective		Law elective
		Law elective		Elective

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS, BACHELOR OF LAWS
(5) Business Information Systems Strand

	First		**Second**	
Year 1	CSC00125	Introductory Computing	MKT00075	Marketing Principles
	MAT00051	Business Mathematics	ECO00101	Macroeconomics
	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process		
Year 2	CSC00235	Applications Development	ACC00151	Introduction to Accounting
	ACC00150	Using Financial Information	MAT00115	Statistics I
	ISY00243	Systems Analysis and Design	LAW00503	Contract Law*
	LAW00112	Constitutional Law		
Year 3	LAW00507	Criminal Law and Procedure*	ISY00230	Information Resources Management
	LAW00520	The Philosophy of Law	CSC00228	Database Systems I
	LAW00114	Evidence and Civil Procedure	LAW00115	Equity
			LAW00116	Property Law
Year 4	ECO00102	Applied Microeconomics	ISY00231	Computing Project
	MNG00111	Fundamental of Management	LAW00519	Professional Conduct
	CSC00240	Data Communications and Networks	LAW00117	Administrative Law
	LAW00527	Corporations Law	LAW00125	Information Technology and the Law
Year 5	MNG00100	Organisational Behaviour		Law elective
	ISY00237	Decision Support Systems		Law elective
	ACC00222	Computer Control, Auditing and Security		Law elective
		Law elective		Law elective

*   *Denotes a double-weighted unit.*

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS, BACHELOR OF LAWS
(6) International Business Strand

	First		Second	
Year 1	MAT00051	Business Mathematics	MKT00075	Marketing Principles
	MNG00111	Fundamentals of Management	ECO00101	Macroeconomics
	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process		
Year 2	CSC00125	Introductory Computing	ACC00151	Introduction to Accounting
	ECO00102	Applied Microeconomics	MAT00115	Statistics I
	ACC00150	Using Financial Information	LAW00503	Contract Law*
	LAW00112	Constitutional Law		
Year 3	LAW00507	Criminal Law and Procedure*		International Business Unit 1
	LAW00520	The Philosophy of Law		International Business Unit 2
	LAW00114	Evidence and Civil Procedure	LAW00115	Equity
			LAW00116	Property Law
Year 4	MNG00100	Organisational Behaviour		International Business Unit 5
		International Business Unit 3		International Business Unit 6
		International Business Unit 4	LAW00519	Professional Conduct
	LAW00527	Corporations Law	LAW00117	Administrative Law
Year 5		International Business Unit 7	MNG00114	Strategic Management
	LAW00124	International Business Law		Law elective
		Law elective		Law elective
		Law elective		Law elective

*   *Denotes a double-weighted unit.*

The seven (7) International Business major units must be chosen from:

At least six units from:

Semester 1 Units

ACC00152	Business Finance
MNG00311	International Human Resource Management
MNG00316	Multi-National Business Organisations
ECO00150	International Economics and Trade

Semester 2 Units

FIN00126	International Finance
MKT00150	Global Marketing
MNG00313	International Management

One unit from:

CUL00210	Australian/Asia
MAT00400	Research Methods
LAN00301	Japanese I
LAN00302	Japanese II

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS, BACHELOR OF LAWS
(7) General Business Degree

	First		Second	
Year 1	MAT00051	Business Mathematics	MAT00115	Statistics I
	MNG00111	Fundamentals of Management	MKT00075	Marketing Principles
	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process		
Year 2	ACC00150	Using Financial Information	ACC00151	Introduction to Accounting
	CSC00125	Introductory Computing	ECO00101	Macroeconomics
	ECO00102	Applied Microeconomics	LAW00503	Contract Law*
	LAW00112	Constitutional Law		
Year 3	LAW00507	Criminal Law and Procedure*		Business Unit 1
	LAW00520	The Philosophy of Law		Business Unit 2
	LAW00114	Evidence and Civil Procedure	LAW00115	Equity
			LAW00116	Property Law
Year 4	MNG00100	Organisational Behaviour		Business Unit 5
		Business Unit 3		Business Unit 6
		Business Unit 4	LAW00519	Professional Conduct
	LAW00527	Corporations Law	LAW00117	Administrative Law
Year 5		Business Unit 7	MNG00114	Strategic Management
		Law elective		Law elective
		Law elective		Law elective
		Law elective		Law elective

*   *Denotes a double-weighted unit.*

The seven (7) Business units must be chosen from Part D of the Schedule attached to the Rules for the Bachelor of Business, including not less than three (3) units from list (ii) of Part D.

COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS IN TOURISM, BACHELOR OF LAWS

	First		Second	
Year 1	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process	SOY00412	Tourism and Hospitality Studies II
	SOY00411	Tourism and Hospitality Studies I	MNG01413	Human Resource Management in the Tourism and Hospitality Industry
	COM00207	Personal Communications for the Tourism and Hospitality Industry		
Year 2	LAW00112	Constitutional Law	LAW00503	Contract Law*
	MKT00127	Introduction to Tourism and Hospitality Marketing	MKT00128	Tourism and Hospitality Sales and Promotion
	ACC00206	Financial Analysis for Tourism and Hospitality	MNG00415	Tourism and Hospitality Research and Analysis
	MNG00440	Introduction to Tourism and Hospitality Management		
Year 3	LAW00507	Criminal Law and Procedure*	LAW00115	Equity
	LAW00520	The Philosophy of Law	LAW00116	Property Law
	LAW00114	Evidence and Civil Procedure	MKT01425	Pacific Asia Tourism Marketing and Development
			ACC00207	Hospitality and Tourism Financial Management
Year 4	LAW00527	Corporations Law	MNG00426	Gaming and Club Management *or*
	MKT00204	Special Interest Tourism *or*	LAN00301	Japanese I
	MNG01205	Industrial Relations and Law for Tourism and Hospitality	HMS00423	Tourism Planning and the Environment
	MNG00417	Strategic Management for Tourism and Hospitality Enterprises	LAW00519	Professional Conduct
	MNG00441	Tourism and Hospitality Services Management	LAW00117	Administrative Law
Year 5	MKT01416	Tourism and Hospitality Industry Project		Law elective
		Law elective		Law elective
		Law elective		Law elective
		Law elective		Law elective

*   *Denotes a double-weighted unit.*

COURSE STRUCTURE FOR THE BACHELOR OF CONTEMPORARY MUSIC, BACHELOR OF LAWS

	First		**Second**	
Year 1	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process	MUS00642	Practical Studies II*
	MUS00641	Practical Studies I		
	MUS00497	Introduction to Music Technology		
Year 2	LAW00112	Constitutional Law	LAW00503	Contract Law*
	MUS00643	Practical Studies III*	MUS00630	Songwriting
	MUS00620	Contemporary Music Theory I	MUS00611	Music Business
Year 3	LAW00507	Criminal Law and Procedure*	LAW00115	Equity
	LAW00520	The Philosophy of Law	LAW00116	Property Law
	LAW00114	Evidence and Civil Procedure	MUS00644	Practical Studies IV*
Year 4	LAW00527	Corporations Law	LAW00519	Professional Conduct
	MUS00645	Practical Studies V*	LAW00117	Administrative Law
	MUS00621	Contemporary Music Theory II	MUS00610	Music Industry Studies
			MUS00622	Contemporary Style Analysis
Year 5		Law elective		Law elective
		Law elective		Law elective
		Law elective		Law elective
	MUS00600	World Music Perspectives	MUS00601	Popular Music Since 1940

*   *Denotes a double-weighted unit.*

COURSE STRUCTURE FOR THE BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF LAWS

	First		**Second**	
Year 1	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process	MAT00330	Statistics
	BIO01302	Anatomy for Human Movement	BIO01307	Physiology for Human Movement
	MNG00301	Sport and Exercise Management		
Year 2	LAW00112	Constitutional Law	LAW00503	Contract Law*
	HEA00331	Sport and Exercise Psychology I	MKT00205	Public Relations in Sport and Exercise
	BIO01203	Exercise Physiology I	HMS01202	Sport and the Law
	HMS00328	Motor Learning I		
Year 3	LAW00507	Criminal Law and Procedure*	LAW00115	Equity
	LAW00520	The Philosophy of Law	LAW00116	Property Law
	LAW00114	Evidence and Civil Procedure	MNG00307	Sports Policy and Planning
			MKT00320	Sport and Exercise Marketing
Year 4	LAW00527	Corporations Law	LAW00519	Professional Conduct
	BIO01207	Biomechanics I	LAW00117	Administrative Law
	FIN00320	Financial Management for Sport and Exercise	MNG00306	Entrepreneurship in Sport and Exercise
	MNG00303	Personnel Management in Sport		Human Movement elective#
Year 5	HMS00301	Research Design in Sport Science	MNG00305	Facility Programming and Management
		Law elective		Law elective
		Law elective		Law elective
		Law elective		Law elective

*   *Denotes a double-weighted unit.*

\#   A Human Movement elective unit must be selected from the units offered by the School of Exercise Science and Sport Management and includes the unit *HEA00206 Exercise for Personal Health.*

COURSE STRUCTURE FOR THE BACHELOR OF INDIGENOUS STUDIES, BACHELOR OF LAWS

	First		**Second**	
Year 1	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process	CUL00402	Contemporary Australian Indigenous Societies
	CUL00401	Australian Indigenous Societies Prior to Invasion	LAW00055	Aborigines, Islanders and Contemporary Legal Issues
	HUM00198	Academic Study Methodology		
Year 2	LAW00112	Constitutional Law Elective – BIndigS Part B	LAW00503	Contract Law*
	LAW00056	Aborigines, Islanders and the Criminal Justice System	CUL00420	History of the Invasion of Aboriginal Nations
	CUL00413	Human Rights and Indigenous Peoples		Elective – BIndigS Part B
Year 3	LAW00507	Criminal Law and Procedure*	LAW00115	Equity
	LAW00520	The Philosophy of Law	LAW00116	Property Law
	LAW00114	Evidence and Civil Procedure		Elective – BIndigS Part B
				Elective – BIndigS Part B
Year 4	LAW00527	Corporations Law	LAW00519	Professional Conduct
	CUL00414	Indigenous Common Law	LAW00117	Administrative Law
		Elective – BIndigS Part B	SOC00417	Race and Racism
		Elective – BIndigS Part B	LAW00215	Dispute Resolution and Aboriginal Communities
Year 5		Law elective		Law elective
		Law elective		Law elective
		Law elective		Law elective
		Elective - BIndigS Part B		Elective - BIndigS Part B

*   *Denotes a double-weighted unit.*

COURSE STRUCTURE FOR THE BACHELOR OF INFORMATION TECHNOLOGY, BACHELOR OF LAWS

	First			**Second**
Year 1	ISY00221	Introduction to Information Technology	CSC00239	Object Oriented Programming
	ISY00245	Principles of Programming	ISY00242	Object Oriented Design
	LAW00051	Legal Research and Writing	LAW00502	Torts
	LAW00111	Legal Process		
Year 2	ISY00243	Systems Analysis and Design	CSC00240	Data Communications and Networks
	ACC00150	Using Financial Information	MAT00115	Statistics I
	MAT00213	Discrete Mathematics	LAW00503	Contract Law*
	LAW00112	Constitutional Law		
Year 3	LAW00507	Criminal Law and Procedure*	CSC00235	Applications Development
	LAW00520	The Philosophy of Law	CSC00228	Database Systems I
	LAW00114	Evidence and Civil Procedure	LAW00115	Equity
			LAW00116	Property Law
Year 4	ACC00222	Computer Control, Auditing and Security	ISY00230	Information Resources Management
	ISY00237	Decision Support Systems	LAW00519	Professional Conduct
	MNG00111	Fundamentals of Management	LAW00117	Administrative Law
	LAW00527	Corporations Law	ISY00231	Computing Project
Year 5	CSC00236	Artificial Intelligence	LAW00125	Information Technology and the Law
		Law elective	ISY00246	Client/Server Systems
		Law elective		Law elective
		Law elective		Law elective

*   *Denotes a double-weighted unit.*

COURSE STRUCTURE FOR THE BACHELOR OF LEGAL AND JUSTICE STUDIES, BACHELOR OF LAWS

	First		**Second**	
Year 1	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process	LAW00503	Contract Law*
	LAW00128	Legal Interviewing, Negotiation and Advocacy		
	LAW00112	Constitutional Law		
Year 2	LAW00507	Criminal Law and Procedure*	LAW00115	Equity
	LAW00520	The Philosophy of Law	LAW00116	Property Law
	LAW00114	Evidence and Civil Procedure	LAW00125	Information Technology and the Law
			LAW00054	Family Law Practice
Year 3	LAW00527	Corporations Law	LAW00519	Professional Conduct
		Major 1	LAW00117	Administrative Law
		Major 2		Major 4
		Major 3		Major 5
Year 4		Law elective		Major 6
		Law elective		Law elective
		Law elective		Law elective
		Law elective		Law elective
Year 5		Any elective#		Law elective
		Any elective#		Any elective#
		Any elective#		Any elective#
		Any elective#		Any elective#

*   *Denotes a double-weighted unit.*

\#   Any elective includes electives from any degree at Southern Cross University but does not include the following units: Legal Studies I/(Introduction to Law and Contract), Legal Studies II/(Business Law), Introduction to Land Law, Foundation of Torts, Criminal Process or any introductory level law unit. However, candidates who have completed any of these units prior to enrolment in this double law degree may apply for advanced standing in up to a maximum of five of the above as "any electives" but not as "law electives".

Notes to this Table:

Students completing the above degree must complete a major in the Bachelor of Legal and Justice Studies degree from the list of majors contained in the Bachelor of Legal and Justice Studies degree rules. "Major 1" and following refers to the first unit in the first major.

COURSE STRUCTURE FOR THE BACHELOR OF SOCIAL SCIENCE, BACHELOR OF LAWS

	First		**Second**	
Year 1	LAW00051	Legal Research and Writing	LAW00502	Torts*
	LAW00111	Legal Process	SOC00118	Approaches to Sociology
	EDU00220	Learning, Communicating and Educational Computing	BHS00106	Group Processes *or*
	SOY00220	Approaches to Social Science	BHS00119	Working with Groups
Year 2	LAW00112	Constitutional Law	LAW00503	Contract Law*
		2 units – 1st Social Science major		1 unit – 1st Social Science major
		1 unit – 2nd Social Science major		1 unit – 2nd Social Science major
Year 3	LAW00507	Criminal Law and Procedure*	LAW00115	Equity
	LAW00520	The Philosophy of Law	LAW00116	Property Law
	LAW00114	Evidence and Civil Procedure		1 unit – 1st Social Science major
				1 unit – 2nd Social Science major
Year 4	LAW00527	Corporations Law	LAW00519	Professional Conduct
		1 unit – 1st Social Science major	LAW00117	Administrative Law
		2 units – 2nd Social Science major		1 unit – 1st Social Science major
				1 unit – 2nd Social Science major
Year 5		Law elective		Law elective
		Law elective		Law elective
		Law elective		Law elective
		BSocSc elective		BSocSc elective

Explanatory Notes:
(i)   An asterisk (*) indicates that these units are double-weighted.
(ii)   An external student studying the Bachelor of Social Science component of the double degree must undertake the 16 compulsory Law units as an internal student. These compulsory Law units may be studied either full-time over two years of on-campus study, or over a longer period as a part-time student.
(iii)   The nominated schedule of Bachelor of Social Science units may be varied in accordance with the Bachelor of Social Science programme rules, unit offerings and pre-requisites.

PART B
Schedule of Elective Law Units

ACC00132	Taxation
ACC00134	Advanced Taxation
LAW00057	Conveyancing Law
LAW00059	Welfare Law
LAW00061	Drugs, Crime and the Law
LAW00062	Wills and Estates
LAW00104	Employment and Industrial Relations Law
LAW00106	EEO and OH&S Law and Practice
LAW00113	Family Law and Society
LAW00118	Environmental Law
LAW00119	Local Government and Planning Law
LAW00120	Victimology
LAW00121	Intellectual Property
LAW00122	Law Placement I
LAW00123	Law Placement II
LAW00124	International Business Law
LAW00125	Information Technology and the Law
LAW00126	Marketing Law
LAW00214	Mediation and Dispute Resolution
LAW00216	Mediation Practice and Procedure
LAW00513	Aborigines, Torres Strait Islanders and the Law
LAW00514	Criminology
LAW00515	Insolvency Law
LAW00516	Advanced Advocacy
LAW00518	Advanced Constitutional Law
LAW00521	International Law
LAW00522	Human Rights
LAW00523	Commercial Law
LAW00524	Independent Legal Research
LAW00525	Cyberlaw
LAW00526	International Criminal Justice
LAW00528	Law Review
LAW00529	Restorative Justice
LAW01125	Securities Markets Regulation

GRADUATE DIPLOMA IN LAW
(Abbreviated title: GradDipLaw)

Introduction

The Graduate Diploma in Law provides students who already hold a degree with the opportunity to develop a working knowledge of the law. It is designed for those who do not wish to undertake the Bachelor of Laws degree or for students who would not gain entry to that degree on the basis of their undergraduate results. It is of particular assistance to teachers of Legal Studies at Higher School Certificate level.

The Graduate Diploma is one year in duration if studied full-time, or two years if studied on a part-time basis. It is available at the Lismore Campus, or on an external basis. It consists of eight semester equivalent units. Three units are compulsory and the five remaining units may be selected from any units (Paralegal Studies and Bachelor of Laws) offered by Law and Justice and other Schools subject to Course Co-ordinator approval; availability and pre-requisites.

The Graduate Diploma is structured so that specific units may be designed for industry needs where this is appropriate, or will allow students to follow more generic studies in law drawn from existing offerings in the School's Associate Degrees in Law. Where a student's academic performance indicates that she/he may succeed in units from the Bachelor of Laws degree, students will be permitted to enrol in units from that course with the approval of the Course Co-ordinator.

Students who complete the Graduate Diploma may gain some advanced standing in the Bachelor of Laws degree, depending on the units studied.

Rules Governing Candidature

1. **Interpretation**

   In these Rules unless otherwise specified:

   Head of School is a reference to the Head, School of Law and Justice;

   School means the School of Law and Justice;

   unit is a discrete component of a degree, normally 150 hours in duration. Double-weighted units are the equivalent of two [2] 150 hour units.

2. **Qualification for Admission**

   A candidate for the Graduate Diploma in Law, in addition to complying with the requirements of any other rule relating to enrolments, shall either:

   (a) have qualified for any degree of this or another university or other institution approved by the School Board, School of Law and Justice for this purpose; or

(b) have qualifications, professional or otherwise, which in the opinion of the Head of School are equivalent to the above.

3. Requirements for the Graduate Diploma in Law

(a) To be eligible for the award of the Diploma a candidate shall:

    (i) complete not less than the equivalent of eight (8) 150 hour units;

    (ii) comply with the Schedule of Units.

(b) The Head of School may permit a candidate to enrol in a unit or units other than, or in place of, a law unit specified in the Schedule of Units including units or modules offered by other Schools and Centres, or other universities.

(c) The candidate shall select units for which completion is concurrently possible under the lecture timetable or other delivery mode in force from time to time.

4. Duration of Course

Unless the Head of School otherwise determines, a candidate shall complete the requirements for the Graduate Diploma in Law in not more than five (5) years from the date of commencement.

5. Enrolment

Unless the Head of School otherwise determines:

(a) a candidate shall remain enrolled for the duration of each semester;

(b) a candidate shall not enrol in more than the equivalent of five (5) 150 hour units in any one semester.

6. Completion of a Unit

A candidate shall have completed a unit when a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9.

7. Advanced Standing

Advanced standing is not granted in this course. However, if a candidate is able to demonstrate competence in one or more units in the course by virtue of undergraduate study, the candidate may apply to the Course Co-ordinator to substitute other units for those in which competency is established. Unit substitution does not reduce the number of units required to complete the course.

8. Admission to the Graduate Diploma

To qualify for admission to the Graduate Diploma in Law a candidate shall:

(a) gain credit in accordance with these Rules for each of the units listed in Part A and a further five (5) units from any units offered by the School of Law and Justice subject to availability and satisfaction of pre-requisites;

(b) complete a research essay of between 6,000 and 8,000 words on a topic approved by the Unit Co-ordinator in the unit *LAW00048 Legal Project*.

The following Schedule forms part of these Rules:

Schedule of Units

PART A

LAW00130	Introduction to Law and Contract
LAW00051	Legal Research and Writing
LAW00048	Legal Project

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Multimedia and Information Technology

School of Multimedia and Information Technology
(located at Coffs Harbour and Lismore)

Head of School
B.A. Wilks BSc(Hons)(ANU), MSc(Qld)

The School offers a range of undergraduate and postgraduate coursework and research programmes in information technology, multimedia, software engineering, computer science, information systems and business computing. These may be taken as a single specialisation or in combination with other areas in business, management, sciences and arts to provide a broader preparation for future professionals. Some of these programmes can be studied internally or externally in Australia as well as overseas.

The School offers the following programmes:

- Associate Degree of Information Technology
- Bachelor of Information Technology
- Bachelor of Information Technology with Honours
- Associate Degree in Multimedia
- Bachelor of Multimedia
- Bachelor of Multimedia with Honours
- Bachelor of Applied Computing
- Bachelor of Business (Information Systems)
- Bachelor of Business with Honours
- Bachelor of Accounting, Bachelor of Information Technology
- Bachelor of Information Technology, Bachelor of Laws
- Graduate Certificate in Educational Multimedia
- Graduate Diploma in Educational Multimedia
- Master of Educational Multimedia
- Graduate Certificate of Information Systems
- Graduate Diploma of Information Systems
- Master of Information Systems
- Master of Business (by Thesis)*
- Master of Education (by Thesis)*
- Master of Science (by Thesis)*
- Doctor of Philosophy*

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

ASSOCIATE DEGREE OF INFORMATION TECHNOLOGY
(Abbreviated title: AssocDegInfTech)

Introduction

The Associate Degree of Information Technology is designed as an entry level programme for the preparation of para-professionals in the computing industry. It normally requires two years of full-time study or equivalent part-time.

It may be studied on campus (full-time or part-time) or externally (part-time only).

Admission to the course is not limited to matriculants. Successful Associate Degree graduates may proceed to the full Bachelor programme which requires one further year of full-time study or its equivalence.

Professional Recognition

The Associate Degree of Information Technology has been accredited by the Australian Computer Society at Level 2.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6.   Requirements for an Award

   (f)   To be eligible for the award of the Associate Degree of Information Technology, a candidate shall successfully complete not less than sixteen (16) units comprising:

   (i)   all units listed in Part A of the Schedule of Units attached to these Rules;

   (ii)   two (2) units in either (i) or (ii) of Part B of the Schedule; and

   (iii)   two (2) elective units.

   (g)   A candidate who while enrolled for the Bachelor of Information Technology has completed the requirements for the Associate Degree of Information Technology may elect to be awarded the

Associate Degree following withdrawal from candidature for the Bachelors degree.

Schedule of Units

PART A

MNG00111	Fundamentals of Management
CSC00240	Data Communications and Networks
ISY00221	Introduction to Information Technology
CSC00239	Object Oriented Programming
ISY00245	Principles of Programming
CSC00228	Database Systems I
ISY00246	Client/Server Systems
MAT00115	Statistics I
ISY00243	Systems Analysis and Design
ISY00242	Object Oriented Design
MAT00213	Discrete Mathematics
MNG00100	Organisational Behaviour

PART B

(i)

ACC00141	Accounting and Financial Management I, *or*
CSC00234	Operating Systems and Computer Architecture

(ii)

CSC00235	Applications Development, *or*
CSC00205	Data Structures

BACHELOR OF INFORMATION TECHNOLOGY
(Abbreviated title: BInfTech)

Introduction

The Bachelor of Information Technology aims to prepare high quality graduates capable of meeting the demands of the Information Technology profession. The skills acquired in this course can lead to a variety of careers in the information technology industry: for example programmers, systems analysts, business analysts, software engineers, computer scientists, database administrators, data communications and network specialists, project managers, etc. Job opportunities exist in private enterprises as well as in Local Government, State and Federal Public Service Departments.

This course takes three years of full-time or six years of part-time study or the equivalent. It

may be studied on campus (full-time or part-time) or externally (part-time only).

The Bachelor of Information Technology replaced the former Bachelor of Applied Science (Computing) programme. Students first enrolled in the Bachelor of Applied Science (Computing) prior to 1996 are advised to refer to previous Handbooks for details of the earlier degree structure.

Major or Specialisation

Students enrolled in the Bachelor of Information Technology may choose from three majors:

- Software Engineering

- Information Systems

- Interactive Multimedia

The Software Engineering major is concerned with the technical aspect of Information Technology. It is essentially an applied computer science course with an emphasis on the development and re-engineering of software.

The Information Systems major is concerned with the application of information technology and offers units from a diverse range of business disciplines, enabling its graduates to interact with other professionals in accounting, marketing, finance, law and economics.

The Interactive Multimedia major provides students with the opportunity to specialise in the area of digital and interactive multimedia. Students will develop a comprehensive understanding of the integration of text, graphics, audio and animation using state-of-the-art development tools.

The Bachelor of Information Technology requires the completion of a total of 24 semester units consisting of:

- 12 *core units* - units which are common to all Bachelor of Information Technology students;

- 8 *major units* - advanced units which provide the specialisation in the majors areas;

- 2 *computing elective units* - units which are related to or support the area of specialisation chosen by the students and must be related to the Information

Technology discipline; and

- 2 *elective units* - units in which students have complete freedom to choose. These may include any degree unit from the offerings of the University.

Elective Units

Students may choose their "free" elective units from any other degree units offered by the University. When choosing electives, normal pre-requisite requirements must be observed. Students will not be allowed to enrol in units which have substantial content overlap with units in the course. Students are advised to consult with the course co-ordinator in planning the choice of elective units.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Professional Recognition

The Bachelor of Information Technology has been accredited by the Australian Computer Society at Level 1, the highest level.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for the Degree

(f) To be eligible for the award of Bachelor of Information Technology a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) an eight (8) unit major sequence from Part B of the Schedule;

(iii) two (2) units selected from Part B or Part C of the Schedule; and

(iv) two (2) elective units, which may not include units from Part B or Part C of the Schedule.

7.   Advanced Standing/Credit Transfer/ Professional Experience

(b) Candidates who have completed an Associate Degree of Information Technology may be granted advanced standing for up to sixteen (16) units.

Schedule of Units

PART A

ISY00221	Introduction to Information Technology
MAT00213	Discrete Mathematics
MNG00111	Fundamentals of Management
CSC00239	Object Oriented Programming
MAT00115	Statistics I
CSC00240	Data Communications and Networks
ISY00243	Systems Analysis and Design
MNG00100	Organisational Behaviour
ISY00242	Object Oriented Design
CSC00228	Database Systems I
ISY00245	Principles of Programming
ISY00246	Client/Server Systems

PART B

Information Systems

CSC00236	Artificial Intelligence
ISY00231	Computing Project
CSC00223	Software Engineering
ISY00230	Information Resources Management
ACC00150	Using Financial Information
CSC00235	Applications Development
ISY00237	Decision Support Systems
ACC00222	Computer Control, Auditing and Security

Software Engineering

CSC00205	Data Structures
CSC00236	Artificial Intelligence
ISY00231	Computing Project
CSC00223	Software Engineering
ISY00230	Information Resources Management
CSC00234	Operating Systems and Computer Architecture
ISY00245	Principles of Programming
ISY00246	Client/Server Systems

CSC00238	Interface Development and Evaluation
CSC00217	Programming Languages

Interactive Multimedia

ISY00321	Interactive Multimedia Development I
ISY00322	Interactive Multimedia Development II
ISY00323	Interactive Multimedia Development III
ISY00324	Digital Media I
ISY00325	Digital Media II
ISY00326	Digital Media III
ISY00231	Computing Project
CSC00236	Artificial Intelligence

PART C

ACC00153	Business Information Systems
LAW00125	Information Technology and the Law
ISY00311	Multimedia Issues
MAT00219	Numerical Analysis

BACHELOR OF INFORMATION TECHNOLOGY WITH HONOURS
(Abbreviated title: BInfTech(Hons))

Introduction

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

To qualify for the Bachelor of Information Technology with Honours degree, a candidate is required to successfully complete the year-long Honours unit:

Information Technology 400 (Honours).

This unit involves three-eighths (3/8) of coursework and five-eighths (5/8) of research cumulating in the submission of an honours research thesis.

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

ASSOCIATE DEGREE IN MULTIMEDIA
(Abbreviated title: AssocDegMM)

BACHELOR OF MULTIMEDIA
(Abbreviated title: BMM)

Introduction

This undergraduate degree programme provides specialisation in the skills and knowledge required to design, develop and produce state-of-the-art interactive multimedia materials and to operate the associated delivery systems. Units cover media, design and communication principles; the Internet; digital media; interactive authoring; audio and video fundamentals; multimedia projects; business; human resources; scriptwriting and project management. The overall course emphasises the implementation of interactive multimedia for both desktop (CD-ROM) and on-line (Internet) applications.

The degree is normally undertaken at the rate of eight units in each of three consecutive years. Included in the course are two "industrial experience" units which are normally undertaken in a work environment during the fourth session. Provision for accelerated progression (additional units and Summer School units, up to four units) means that the degree can be completed within two and a half years and with only two years of on-campus study.

The Bachelor of Multimedia replaces the former Bachelor of Educational Multimedia programme. Students enrolled in the Bachelor of Educational Multimedia prior to 1999 are advised to refer to previous Handbooks for details of the earlier degree structure.

Major Study

Students enrolled in the Bachelor of Multimedia may choose from the following majors:

- Interactive Learning
- Human Resources
- Software Engineering
- Media Theory and Analysis
- Law and Technology
- Business
- Marketing
- Sport Management

The Bachelor of Multimedia requires the completion of a total of 24 semester units consisting of:

- 16 core units - units which are common to all Bachelor of Multimedia students;
- 6 major units - advanced units which provide specialisation in one of the majors areas;
- 2 elective units - units are selected, either from those offered as part of the programme or from other programmes such as the Bachelor of Information Technology, Bachelor of Business or Bachelor of Social Science.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

3. Enrolment

(c) A candidate may achieve accelerated progression by enrolling, with the approval of the School Board, in additional units which may be offered from time to time in a flexible delivery mode.

6.   Requirements for an Award

(f)   To be eligible for the award of Bachelor of Multimedia, a candidate shall successfully complete not less than twenty-four (24) units comprising:

   (i)   all units listed in Part A of the Schedule of Units attached to these Rules; and either

   (ii)   six (6) units from one major sequence of units in Part B of the Schedule, and two (2) elective units, which may include units from Part B of the Schedule; or

   (iii)   eight (8) elective units, which may include units from Part B of the Schedule.

(g)   To be eligible for the award of Associate Degree in Multimedia, a candidate shall successfully complete not less than sixteen (16) units comprising all units listed in Part A of the Schedule of Units attached to these Rules.

(h)   A candidate who while enrolled in the Bachelor of Multimedia has completed the requirements for the Associate Degree in Multimedia may elect to be awarded the Associate Degree in Multimedia following withdrawal from candidature for the Bachelors degree.

7.   Advanced Standing/Credit Transfer/ Professional Experience

(b)   Candidates who have completed the requirements of the Associate Degree in Multimedia may be granted advanced standing for up to sixteen (16) units in the Bachelor of Multimedia.

(c)   Candidates who have completed the requirements for TAFE Course 3610, Level 4 Certificate in Information Technology (Multimedia), may be granted advanced standing for eight (8) specified units in the Bachelor of Multimedia.

Schedule of Units

PART A

COM00204	Communication: Theory and Practice
COM01402	Scriptwriting
ISY00301	Electronic Networking and the Internet
ISY00311	Multimedia Issues
ISY00321	Interactive Multimedia Development I
ISY00322	Interactive Multimedia Development II
ISY00323	Interactive Multimedia Development III
ISY00324	Digital Media I
ISY00325	Digital Media II
ISY00326	Digital Media III
ISY00331	Multimedia Design Project
ISY00333	Multimedia Development Project
COM00439	Foundations in Media Studies
MNG00111	Fundamentals of Management
BHS00106	Group Processes
ISY00350	Multimedia Design

PART B

Interactive Learning

ISY00300	Principles of Educational Multimedia
ISY00312	Instructional Design I
ISY00313	Instructional Design II
ISY00314	Instructional Design III
ISY00330	Multimedia Design Update
ISY00332	Multimedia Development Update

Human Resources

MNG00320	Introduction to Human Resource Management
MNG00154	Staff Selection and Appraisal
BHS00105	Development of Human Resources
BHS00156	Leadership
MNG00167	Supervision and Teamwork
MNG00166	Managing Change

Software Engineering

ISY00245	Principles of Programming
ISY00243	Systems Analysis and Design
CSC00239	Object Oriented Programming
CSC00228	Database Systems I
ISY00246	Client/Server Systems
CSC00223	Software Engineering

Media Theory and Analysis

COM00401   Cross-Cultural Film Studies
COM00445   Media, Culture and Ideology
COM00446   International Media Studies
COM00447   Media and New Technologies Studies
COM00448   Asian Media Studies
COM01403   Media Ethics and Law

Law and Technology

LAW00051   Legal Research and Writing
LAW00130   Introduction to Law and Contract
LAW00131   Business Law
LAW00125   Information Technology and the Law
LAW00121   Intellectual Property
LAW00525   Cyberlaw

Business

MKT00075   Marketing Principles
LAW00150   Introduction to Business Law
ACC00150   Using Financial Information
MKT00102   Consumer Behaviour
ECO00101   Macroeconomics, *or*
ECO00102   Microeconomics
ACC00151   Introduction to Accounting, *or*
MAT00115   Statistics

Marketing

MKT00075   Marketing Principles
MKT00102   Consumer Behaviour
MKT00152   Sales and Promotion Management
LAW00150   Introduction to Business Law
     plus any two (2) units selected from the following list:
LAW00126   Marketing Law
MKT00153   Advertising and Media Strategies
MNG00246   Environmental and Ethical Issues for Business
MKT00106   Market Research
MKT00150   Global Marketing
MKT00110   Retail Marketing
MKT00111   Services Marketing
MNG00319   Buying
MKT00151   Electronic Marketing

*Sport Management**

MNG00301   Sport and Exercise Management I
     plus any seven (7) units selected from the following:
FIN00320   Financial Management for Sport and Exercise
HMS01202   Sport and the Law

MKT00205   Public Relations in Sport and Exercise
MNG00307   Sports Policy and Planning
MKT00320   Sport and Exercise Marketing
MNG00303   Personnel Management in Sport
MNG00304   Facility Planning and Design
MNG00305   Facility Programming and Management
MNG00306   Entrepreneurship in Sport and Exercise
HMS00220   Graduating Seminar#
HMS00301   Research Design in Sport Science#

*   *Due to professional requirements, a major study in Sport Management requires the completion of eight (8) units from Part B.*

\#   *Students contemplating an Honours year will be required to complete this unit.*

BACHELOR OF MULTIMEDIA WITH HONOURS
(Abbreviated title: BMM(Hons))

General

Provides an introduction to research work and postgraduate studies through supervised research and project work. Honours students select their thesis topic in consultation with a staff member who has expertise in an area consistent with that of the proposed topic.

Course Structure

To qualify for the Bachelor of Multimedia with Honours, a candidate is required to complete the Honours course Multimedia 400 (Honours). The Honours course comprises three research seminars and a thesis. The thesis may be taken in any area of Multimedia, subject to the approval of the Head, School of Multimedia and Information Technology.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF APPLIED COMPUTING
(Abbreviate title: BAppComp)

Introduction

This degree is a fully articulated programme of study that provides a clear pathway from technical education (TAFE) to university education taking advantage of both systems. The course comprises three years of full-time study (or part-time equivalent) with the first 1.5 years at TAFE and the remaining 1.5 years on-campus at Southern Cross University.

The aim of this course is to produce quality graduates in the area of technical service and end-user support personnel who blend the technical competency of a skilled practitioner with the intellectual rigour of a degree graduate. It attempts to preserve the integrity of the applied and hands-on nature of TAFE training and at the same time impart the capacity for critical analysis, logical reasoning and scientific scholarship and mature thinking which is the essence of University education.

Students following this articulated pathway may be eligible for awards from both TAFE and Southern Cross University:

- Certificate Level 3 in Information Technology (Foundation) by TAFE

- Certificate Level 4 in Information Technology (PC Support) by TAFE

- Certificate Level 4 in Information Technology (Network Support) by TAFE

- Diploma of Information Technology (PC and Network Support) by TAFE

- Bachelor of Applied Computing by Southern Cross University

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

   (c) Applicants for admission to candidature shall have qualified for the New South Wales TAFE Diploma of Information Technology, or for an equivalent qualification approved by the School Board.

6. **Requirements for an Award**

   (f) To be eligible for the award of Bachelor of Applied Computing, a candidate shall successfully complete not less than twenty-four (24) units comprising:

       (i) all units listed in Part A of the Schedule of Units attached to these Rules; and

       (ii) have completed a diploma or hold an equivalent qualification as specified in Rule 1(c) above.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

   (b) Candidates who have completed the New South Wales TAFE Diploma of Information Technology, or hold an equivalent qualification approved by the School Board may be granted advanced standing for up to a total of twelve (12) units.

   (c) Candidates will not be granted advanced standing for the unit ISY00231 Computing Project.

Schedule of Units

CSC00236	Artificial Intelligence
ISY00245	Principles of Programming
ACC00222	Computer Control, Auditing and Security
ISY00231	Computing Project
CSC00228	Database Systems I
ISY00237	Decision Support Systems
ISY00725	End-User Computing
ISY00230	Information Resources Management
ISY00242	Object Oriented Design
CSC00239	Object Oriented Programming
ISY00243	Systems Analysis and Design
CSC00223	Software Engineering

BACHELOR OF BUSINESS
(Abbreviated title: BBus)

Information Systems Major

For students interested in the applications of computing in business and commerce, the Bachelor of Business, with an Information Systems Major, will be an appropriate course of study.

The Bachelor of Business with an Information Systems Major requires three years full-time or equivalent part-time study. It is designed for the preparation of business computing professionals in a commercial environment. Students are required to do an introductory year in general business subjects before taking up a major in Information Systems.

Information Systems may be studied as a single major or in conjunction with another field as a double major. Some popular double majors are Accounting and Information Systems, Information Systems and Marketing, Information Systems and Finance, etc. See *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B) for a full list of double majors.

Graduates of the course are likely to find employment with banks, finance companies, accounting firms, service industries and other businesses in both the public and private sectors.

Professional Recognition

The Bachelor of Business with an Information Systems major is accredited by the Australian Computer Society at Level 2.

If students wish to gain Level 1 Australian Computer Society accreditation under the Bachelor of Business programme, he/she must take four (4) additional units from "DP" units offered by the School of Multimedia and Information Technology.

Admission

A person before being admitted to candidature for the degree of Bachelor of Business shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See *Generic Rules in Business, Commerce and Management, Multimedia and Information Technology* and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

Attention is drawn to the note preceding the Bachelor of Business entry in the Schedule of Units attached to the Rules.

BACHELOR OF BUSINESS WITH HONOURS
(Abbreviated title: BBus(Hons))

Computing Major

Introduction

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

For those interested in the applications of information technology in business or commerce the Bachelor of Business with Honours degree is available in the area of computing.

Course Structure

To qualify for the Bachelor of Business with Honours degree in the area of computing, a candidate is required to successfully complete the year-long Honours unit:

ISY00801 Computing 400 (Honours).

This unit involves three-eighths (3/8) of coursework and five-eighths (5/8) of research cumulating in the submission of an honours research thesis.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF ACCOUNTING, BACHELOR OF INFORMATION TECHNOLOGY
(Abbreviated title: BAcc, BInfTech)

Students who are interested in both the fields of Information Technology and Accounting may enrol in a combined degree of Bachelor of Accounting, Bachelor of Information Technology with an Information Systems Major.

The School of Multimedia and Information Technology and the School of Commerce jointly administer the programme.

The combined double award programme requires completion of thirty-six (36) semester units which is the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years with the approval of the Heads of both Schools.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6.   Requirements for an Award

(f)   To be eligible for the award of Bachelor of Accounting, Bachelor of Information Technology a candidate shall successfully complete not less than thirty-six (36) units and comply with the Schedule of Units attached to these Rules.

Schedule of Units

The "Advanced Accounting Units" must be chosen from ACC00131 Advanced Auditing, ACC00134 Advanced Taxation, ACC00148 Advanced Financial Reporting and ACC00154 Advanced Finance and Risk Management.

The Computing Elective must be an additional unit chosen from either Part B or C of the "Schedule of Units" attached to the Rules for the Bachelor of Information Technology.

COURSE STRUCTURE FOR THE BACHELOR OF ACCOUNTING, BACHELOR OF INFORMATION TECHNOLOGY

	First		**Second**	
Year 1	ACC00150 MAT00051 ISY00221 ISY00245	Using Financial Information Business Mathematics Introduction to Information Technology Principles of Programming	ACC00151 MAT00115 CSC00239 ISY00242	Introduction to Accounting Statistics I Object Oriented Programming Object Oriented Design
Year 2	ACC00145 MNG00100 LAW00150 ISY00243	Financial Reporting Organisational Behaviour Introduction to Business Law Systems Analysis and Design	ACC00146 ECO00101 LAW00004 CSC00240	Management Accounting Macroeconomics Company Law Data Communications and Networks
Year 3	ACC00152 ECO00102 MNG00111	Business Finance Applied Microeconomics Fundamentals of Management Computing Elective	ACC00130 MKT00075 CSC00228 CSC00235	Auditing Marketing Principles Database Systems I Applications Development
Year 4	ACC00132 ISY00237 ACC00222	Taxation Decision Support Systems Computer Control, Auditing and Security Advanced Accounting Unit	ACC00106 ISY00246 CSC00223 ISY00230	Accounting Theory Client/Server Systems Software Engineering Information Resources Management
Year 5	ACC00153 ISY00231 CSC00236	Business Information Systems Computing Project Artificial Intelligence Advanced Accounting Unit		

*   *Double-weighted units.*

BACHELOR OF INFORMATION TECHNOLOGY, BACHELOR OF LAWS
(Abbreviated title: BInfTech, LLB)

Students who are interested in both the fields of Information Technology and Law may enrol in the combined degree of Bachelor of Information Technology, Bachelor of Laws.

The programme is jointly administered by the School of Multimedia and Information Technology and the School of Law and Justice.

The combined double award programme requires completion of forty (40) semester units which is the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years with the approval of the Heads of both Schools.

The combined degree Rules are included in the School of Law and Justice entry in this Handbook.

Rules Governing Candidature

The relevant rules for the two programmes, Bachelor of Information Technology and Bachelor of Laws apply. Students are advised to consult with the Heads of both Schools to plan for the programme of study.

COURSE STRUCTURE FOR THE BACHELOR OF INFORMATION TECHNOLOGY, BACHELOR OF LAWS

	First			Second	
Year 1	ISY00221	Introduction to Information Technology	CSC00239	Object Oriented Programming	
	ISY00245	Principles of Programming	ISY00241	Object Oriented Design	
	LAW00051	Legal Research and Writing	LAW00502	Torts	
	LAW00111	Legal Process			
Year 2	ISY00243	Systems Analysis and Design	CSC00240	Data Communications and Networks	
	ACC00150	Using Financial Information	MAT00115	Statistics I	
	MAT00213	Discrete Mathematics	LAW00503	Contract Law	
	LAW00112	Constitutional Law			
Year 3	LAW00507	Criminal Law and Procedure	CSC00235	Applications Development	
	LAW00520	The Philosophy of Law	CSC00228	Database Systems I	
	LAW00114	Evidence and Civil Procedure	LAW00115	Equity	
			LAW00116	Property Law	
Year 4	ACC00222	Computer Control, Auditing and Security	ISY00230	Information Resources Management	
	ISY00237	Decision Support Systems	LAW00519	Professional Conduct	
	MNG00111	Fundamentals of Management	LAW00117	Administrative Law	
	LAW00527	Corporations Law	ISY00231	Computing Project	
Year 5	CSC00236	Artificial Intelligence	LAW00125	Information Technology and the Law	
		Law elective	ISY00246	Client/Server Systems	
		Law elective		Law elective	
		Law elective		Law elective	

GRADUATE CERTIFICATE IN EDUCATIONAL MULTIMEDIA
(Abbreviated title: GradCertEdM)

GRADUATE DIPLOMA IN EDUCATIONAL MULTIMEDIA
(Abbreviated title: GradDipEdM)

MASTER OF EDUCATIONAL MULTIMEDIA
(Abbreviated title: MEdM)

Introduction

This is a coursework degree programme designed for trainers, teachers and educational specialists who wish to enhance their knowledge and understanding of interactive learning.

The overall programme aims to develop comprehensive skills and knowledge in the foundations of educational multimedia, the design and development of educational multimedia applications and to extend the knowledge-base of educational multimedia through research endeavours. Graduates will be able to apply their knowledge and skills to the application of technology to support training and education.

The Master of Educational Multimedia may be completed by full-time study with four units per trimester over three trimesters, or by part-time study (Australian students only) with two units per trimester over six trimesters.

The programme is delivered by a mixture of distance-learning mode and (optional) on-campus learning support. Potential candidates should contact the School for further details.

Rules Governing Candidature

1. **Qualification for Admission**

   (a) To be admitted to the candidature of the Master of Educational Multimedia, applicants must:

   (i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or

   (ii) have completed the Graduate Diploma in Educational Multimedia; or

   (iii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of either (i) or (ii).

   (b) To be admitted to the candidature of the Graduate Diploma in Educational Multimedia, applicants must:

   (i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or

   (ii) have completed the Graduate Certificate in Educational Multimedia; or

   (iii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of either (i) or (ii).

   (c) To be admitted to the candidature of the Graduate Certificate in Educational Multimedia, applicants must:

   (i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or

   (ii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of (i).

2. **Requirements for the Award**

   (a) To be eligible for the award of the degree of Master of Educational Multimedia, a candidate shall complete no less than twelve (12) units including:

   (i) four (4) units chosen from Part A of the Schedule of Units annexed to these Rules; and

   (ii) four (4) units chosen from Part B of the Schedule of Units annexed to these Rules; and

   (iii) four (4) units chosen from Part C of the Schedule of Units annexed to these Rules.

   (b) In special circumstances, a candidate for the Master of Educational Multimedia degree, may have a course of study approved by the Head of School comprising proportions of units different from that prescribed above.

   (c) To be eligible for the award of the Graduate Diploma in Educational Multimedia, a candidate shall complete no less than eight (8) units, including:

   (i) four (4) units chosen from Part A of the Schedule of Units annexed to these Rules; and

   (ii) four (4) units chosen from Part B of the Schedule of Units annexed to these Rules.

   (c) To be eligible for the award of the Graduate Certificate in Educational Multimedia, a candidate shall complete not less than a total of four (4) units from Part A in the Schedule of Units annexed to these Rules.

3. **Duration of Course**

   (a) Unless the Head of School otherwise determines, a candidate shall complete the requirements for the course in not less than three (3) or more than nine (9) trimesters if a full-time student, and not less than six (6) or more than eighteen (18) trimesters if a part-time student.

(b) Except with the permission of the Head of School, the total period of candidature for the Master of Educational Multimedia shall not exceed eighteen (18) trimesters, the total period of candidature for the Graduate Diploma shall not exceed twelve (12) trimesters, and the total period of candidature for the Graduate Certificate shall not exceed six (6) trimesters.

(c) The Head of School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Except with the permission of the Head of School:

(a) a candidate shall remain enrolled in at least two out of the three trimesters in a given 12 months cycle;

(b) a full-time candidate shall normally enrol in not more than four (4) units in any trimester;

(c) a part-time candidate shall normally enrol in not less than two (2) units in any trimester.

5. Completion of a Unit

A candidate shall be deemed to have completed a unit when either:

(a) in the assessment for that unit, the candidate has obtained a grade other than a grade of Fail or Unsatisfactory, as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to:

(i) six (6) units in the Master of Educational Multimedia;

(ii) four (4) units in the Graduate Diploma in Educational Multimedia; and

(iii) two (2) units in the Graduate Certificate in Educational Multi-media

on the basis of units completed at this University or at another university or tertiary institution prior to admission to candidature for the Master of Educational Multimedia, provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

(b) Candidates who have completed the requirements of the Graduate Certificate in Educational Multimedia may be granted advanced standing for up to four units in the Master of Educational Multimedia or the Graduate Diploma in Educational Multimedia.

(c) Candidates who have completed the requirements of the Graduate Diploma in Educational Multimedia may be granted advanced standing for up to eight units in the Master of Educational Multimedia.

(d) Notwithstanding, the total advanced standing in the Masters degree and the Graduate Diploma, based on units other than those in the Graduate Certificate in Educational Multimedia or the Graduate Diploma in Educational Multimedia, shall not exceed 50% of the course.

7. Exemption

At the discretion of the Head of School, a candidate may be granted exemption for up to a maximum of three (3) units from Part A of the Schedule of Units annexed to these Rules, on the basis of completion of equivalent units which have been counted as part of an award at this or another university or other institution, other than the Graduate Certificate or Graduate Diploma in Educational Multimedia. A candidate granted such exemption shall choose alternative units approved by the Head of School.

8. Admission to the Awards

(a) A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the degree of Master of Educational Multimedia, the Graduate Diploma in Educational Multimedia, or the Graduate Certificate in Educational Multimedia as appropriate.

(b) A candidate granted advanced standing under Rule 6(b) must surrender the Graduate Certificate prior to the conferral of the degree or diploma.

(c) A candidate granted advance standing under Rule 6(c) must surrender the Graduate Diploma prior to the conferral of the degree.

Schedule of Units

PART A

ISY00340	Educational Multimedia Foundations
ISY00341	Educational Multimedia Development I
ISY00342	Computer Mediated Communication
ISY00343	Educational Multimedia Evaluation

PART B

ISY00344	Educational Multimedia Design
ISY00345	Educational Multimedia Development II
ISY00346	Educational Multimedia Development Project*

PART C

ISY00347	Research Methods for Educational Multimedia
ISY00348	Research Issues in Educational Multimedia
ISY00349	Educational Multimedia Research Project*

* Double-weighted units.

GRADUATE CERTIFICATE OF INFORMATION SYSTEMS (Abbreviated title: GradCertInfSys)

GRADUATE DIPLOMA OF INFORMATION SYSTEMS (Abbreviated title: GradDipInfSys)

MASTER OF INFORMATION SYSTEMS (Abbreviated title: MInfSys)

Introduction

This is a coursework degree programme designed for graduates from fields other than computing who wish to enter into the IT profession. With an emphasis in the development and applications of information systems, the primary objective of the Master of Information Systems course is to provide an up-to-date programme of study which blends modern principles and theories of computing with practical applications of Information Technology in organisations.

The Master of Information Systems may be completed by full-time study with four units per trimester over three trimesters, or by part-time study (Australian students only) with two units per trimester over six trimesters.

The programme is delivered by a mixture of distance-learning mode and (optional) on-campus learning support. While many students prefer formal contact with lecturers, the on-campus tutorials and workshops are optional, so it may be studied in pure distance learning mode. Potential candidates should contact the School for further details.

Rules Governing Candidature

1. Qualification for Admission

(a) To be admitted to the candidature of the Master of Information Systems, applicants must:

(i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or

(ii) have completed the Graduate Diploma of Information Systems; or

(iii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of either (i) or (ii).

(b) To be admitted to the candidature of the Graduate Diploma of Information Systems, applicants must:

(i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or

(ii) have completed the Graduate Certificate of Information Systems; or

(iii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of either (i) or (ii).

(c) To be admitted to the candidature of the Graduate Certificate of Information Systems, applicants must:

(i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or

(ii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of (i).

2.   Requirements for the Award

(a) To be eligible for the award of the degree of Master of Information Systems, a candidate shall complete no less than twelve (12) units including:

(i) eight (8) units chosen from Part A of the Schedule of Units annexed to these Rules; and

(ii) four (4) units chosen from Part B of the Schedule of Units annexed to these Rules.

(b) In special circumstances, a candidate for the Master of Information Systems degree, may have a course of study approved by the Head of School comprising proportions of units different from that prescribed above.

(c) To be eligible for the award of the Graduate Diploma of Information Systems, a candidate shall complete not less than a total of eight (8) units, chosen from Part A in the Schedule of Units annexed to these Rules. With the permission of the Head of School, a candidate may substitute up to two of the Part A units by the Information Systems Project units from Part B.

(d) To be eligible for the award of the Graduate Certificate of Information Systems, a candidate shall complete not less than a total of four (4) units from Part A in the Schedule of Units annexed to these Rules.

3.   Duration of Course

(a) Except with the permission of the Head of School, the total period of candidature for the Master of Information Systems shall not exceed eighteen (18) trimesters, the total period of candidature for the Graduate Diploma shall not exceed twelve (12) trimesters, and the total period of candidature for the Graduate Certificate shall not exceed nine (9) trimesters.

(b) The Head of School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4.   Enrolment

Except with the permission of the Head of School:

(a) a candidate shall remain enrolled in at least two out of the three trimesters in a given 12 months cycle;

(b) a candidate shall normally enrol in not more than four (4) units in any trimester.

5. Completion of a Unit

A candidate shall be deemed to have completed a unit when either:

(a) in the assessment for that unit, the candidate has obtained a grade other than a grade of Fail or Unsatisfactory, as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to:

    (i) six (6) units in the Master of Information Systems;

    (ii) four (4) units in the Graduate Diploma of Information Systems; and

    (iii) two (2) units in the Graduate Certificate of Information Systems

on the basis of units completed at this University or at another university or tertiary institution prior to admission to candidature for the Master of Information Systems, provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

At the discretion of the School Board, candidates may be granted up to 25% of the total advanced standing, for a unit or units that have been successfully completed and counted towards another qualification at this University or at another university or tertiary institution.

(b) Candidates who have completed the requirements of the Graduate Certificate of Information Systems may be granted advanced standing for up to four units in the Master of Information Systems or the Graduate Diploma of Information Systems.

(c) Candidates who have completed the requirements of the Graduate Diploma of Information Systems may be granted advanced standing for up to eight units in the Master of Information Systems.

(d) Notwithstanding, the total advanced standing in the Masters degree and the Graduate Diploma, based on units other than those in the Graduate Certificate of Information Systems or the Graduate Diploma of Information Systems, shall not exceed 50% of the course.

7. Exemption

At the discretion of the Head of School, a candidate may be granted exemption for up to a maximum of three (3) units from Part A of the Schedule of Units annexed to these Rules, on the basis of completion of equivalent units which have been counted as part of an award at this or another university or other institution, other than the Graduate Certificate or Graduate Diploma of Information Systems. A candidate granted such exemption shall choose alternative units approved by the Head of School.

8. Admission to the Awards

(a) A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the degree of Master of Information Systems, the Graduate Diploma of Information Systems, or the Graduate Certificate of Information Systems as appropriate.

(b) A candidate granted advanced standing under Rule 6(b) must surrender the Graduate Certificate prior to the conferral of the degree or diploma.

(c) A candidate granted advance standing under Rule 6(c) must surrender the Graduate Diploma prior to the conferral of the degree.

Schedule of Units

PART A

ISY00700	Program Design
ISY00701	Information Analysis
ISY00702	Data Management
ISY00704	Distributed Information Systems
ISY00705	Issues in Information Management
CSC00706	Systems Design
ISY00720	Management Information Systems
ISY00730	Information Systems Project Management

PART B

ISY00731	Information Systems Research Project A
ISY00732	Information Systems Research Project B
ISY00733	Information Systems Research Project C
ISY00734	Information Systems Research Project D

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Natural and Complementary Medicine

School of Natural and Complementary Medicine

Head of School

Associate Professor S.P. Myers BMed, PhD(N'cle), ND(SSNT)

The School of Natural and Complementary Medicine offers a four-year Bachelor of Naturopathy for those who wish to be employed in private practice, natural products research and public health policy. The School engages actively in natural product research and public health issues.   Following undergraduate studies, students may undertake Honours or further postgraduate courses.

The following will be offered in 2001:

- Bachelor of Naturopathy

- Bachelor of Naturopathy with Honours

- Bachelor of Natural Therapies

- Master of Science by Thesis*

- Doctor of Philosophy*

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

BACHELOR OF NATUROPATHY (Abbreviated title: BNat)

Introduction

The Bachelor of Naturopathy is a four-year full-time or seven-year part-time course. The fourth year is only available on a full-time basis. The Bachelor of Naturopathy is available in on-campus mode at the Lismore Campus.

The overall aim of the course is to prepare Naturopathy graduates who are competent to take their place in the workforce in independent, prime contact, clinical practice.

The curriculum has been constructed to provide a balance between naturopathic studies and the biomedical sciences.   The course provides clinical education in the School's Naturopathic Teaching Clinic that provides graduates with appropriate knowledge and skills required for clinical practice.

The course also aims to prepare students and practitioners for postgraduate studies and research.   Postgraduate pathways exist for suitably qualified applicants through the Research Masters and PhD programmes of the University.

The School of Natural and Complementary Medicine should be contacted for further information relating to the course structure.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

    (c) Applicants for admission to candidature shall, at the discretion of the School Board, be required to attend an interview and show evidence of acceptable aptitude, motivation and commitment to undertake the program.

6. **Requirements for an Award**

    (f) To be eligible for the award of the Bachelor of Naturopathy degree, a candidate shall successfully complete not less than thirty-two (32) units comprising:

    (i) all units in the Schedule of Units attached to these Rules; and

    (ii) one (1) elective unit.

Schedule of Units

BIO01201	Anatomy and Physiology I
BIO01202	Anatomy and Physiology II
HLT00259	Naturopathic Foundations
BHS00301	Interpersonal Relating
CHE00102	Biological Chemistry I
CHE00103	Biological Chemistry II
HLT00257	Phytotherapy I
NUT00214	Nutrition I
BIO00101	Physiological Pathology I
CHE00002	Biochemistry
HLT00302	Phytotherapy II
HLT00303	Phytotherapy III
HLT00255	Homoeopathy I†
HLT00280	Clinical Preparation IA*
BIO00102	Physiological Pathology II
NUT00004	Nutritional Biochemistry
HLT00281	Clinical Preparation IB*
HLT00274	Clinical Diagnosis I
CUL00408	Health and Australian Indigenous Peoples
HLT00266	Phytotherapy IV
HLT00256	Homoeopathy II†
HLT00277	Clinical Preparation II†
HLT00275	Clinical Diagnosis II
NUT00215	Nutrition II
NRS00227	Applied Health Research
NUT00216	Nutrition III
HLT00263	Homoeopathy III
HLT00278	Naturopathic Clinic I
HLT00260	Naturopathic Studies
NUT00217	Nutrition IV
HLT00267	Phytotherapy V
HLT00279	Naturopathic Clinic II

†   *Year-long units.*

*   *Half-weighted unit.*

BACHELOR OF NATUROPATHY WITH HONOURS
(Abbreviated title: BNat(Hons))

Introduction

The Honours course is a year of study which may be undertaken as an additional year following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

To qualify for the Bachelor of Naturopathy with Honours, a candidate is required to complete the Honours course, BNat(Hons). The Honours course comprises a Major Study and a Research Seminar. Major Studies may be taken in any area of Natural and Complementary Medicine, subject to the approval of the Head, School of Natural and Complementary Medicine.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours are given in the Rules entry in this Handbook (Part B).

BACHELOR OF NATURAL THERAPIES
(Abbreviated title: BNatTherapies)

Introduction

The Bachelor of Natural Therapies has been developed for practitioners of naturopathic medicine, herbal medicine and naturopathic nutrition, who hold an accredited Diploma or Advanced Diploma. The programme aims to provide practitioners of natural and complementary medicine with the opportunity to undertake university studies that are of specific relevance to their profession and upgrade their qualification to a Bachelor award.

The choice of units offered enables the student to choose either a programme with a strong emphasis on clinical practice, or a more research-oriented programme, which would prepare the student for postgraduate studies and research.

Candidates for admission to this award must hold a relevant Australian National Training Authority registered qualification (at Diploma or Advanced Diploma level) and be eligible for professional membership of an appropriate professional association (Australian Natural Therapists Association or National Herbalists Association of Australia).

The Bachelor of Natural Therapies is offered in the external mode and would typically be completed in two years of part-time study. To qualify for the award, candidates must complete a total of eight (8) professional development units: all of the units listed in Part A of the Schedule of Units and four (4) units (or equivalent) from Part B of the Schedule of Units. These professional development units, which are also available to professionals on a non-award basis, are offered through the School of Natural and Complementary Medicine's Centre for Professional Development. Enrolment can occur anytime throughout the year.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules, the relevant definitions in the Glossary apply subject to the following amendments:

(a) "Centre" means the Centre for Professional Development in Natural and Complementary Medicine.

(b) "candidate" means a person enrolled in the University as a student; or registered as a student in the Centre.

1. Qualifications for Admission

(b) Applicants for admission to candidature shall possess an Australian National Training Authority registered diploma or advanced diploma qualification or equivalent of at least three years full-time study (or equivalent part-time study) in naturopathy or herbal medicine or naturopathic nutrition, and be eligible for professional membership of either the Australian Natural Therapists Association or the National Herbalists Association of Australia.

2. Duration of Course

(f) Unless the School Board otherwise determines, a candidate for the degree shall complete the requirements of the award in not more than four (4) years from the date of initial enrolment.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Natural Therapies a candidate shall successfully complete not less than eight (8) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) four (4) units from Part B of the Schedule; and

(iii) possess an Australian National Training Authority registered diploma or advanced diploma qualification or equivalent of at least three years full-time study (or equivalent part-time study) in naturopathy or herbal medicine or naturopathic nutrition; and be eligible for professional membership of either the Australian Natural Therapists Association or the National Herbalists Association of Australia.

(g) In exceptional circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule of Units.

Schedule of Units

PART A

HLT00410 Contemporary Natural Medicine
MDC00411 Clinical Diagnosis for Natural Medicine I
MDC00412 Clinical Diagnosis for Natural Medicine II
HLT00420 Critical Reasoning and Research Methods in Natural Medicine

PART B

HLT00413 Clinical Examination in Natural Medicine
HLT00414 Natural Medicine and Reproduction
HLT00415 Natural Medicine in Childhood and Adolescence
HLT00416 Natural Medicine and the Aged
HLT00417 Natural Medicine and Mental Health
HLT00418 Independent Study in Natural Medicine

HLT00419   Research Project in Natural
Medicine

MASTERS DEGREE BY THESIS
DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Nursing and Health Care Practices

School of Nursing and Health Care Practices

Head of School

C.D. Game RN, RM, DipNEd(CNA), MEdStud(Monash), FRCNA, FCN

The School of Nursing and Health Care Practices provides a range of courses for those wishing to be employed or who are already employed in the areas of nursing, and health related disciplines. It currently offers degrees in Nursing, as well as postgraduate coursework and research programmes in Nursing and allied areas. The following will be offered in 2001:

- Bachelor of Health Science in Nursing

- Bachelor of Health Science (Nursing) with Honours

- Bachelor of Nursing

- Bachelor of Nursing with Honours

- Graduate Certificate of Health Science

- Graduate Diploma of Health Science

- Master of Health Science

- Master of Science (by Thesis) #

- Doctor of Philosophy #

\# Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

BACHELOR OF HEALTH SCIENCE IN NURSING (Abbreviated title: BHlthScN)

Introduction

The Bachelor of Health Science in Nursing is designed to provide registered nurses without a tertiary level degree in nursing the opportunity to build a knowledge base equivalent to graduates of the Bachelor of Nursing course. It will provide graduates with the ability to enter postgraduate courses in nursing.

The course will be offered in external part-time mode to allow practising nurses maximum opportunity to successfully undertake and complete their studies.

The course aims to produce graduates who are able to think critically and analytically, be effective problem solvers and participate fully in the organisation and delivery of effective health care.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(i) *"Centre"* means the Centre for Professional Development in Health Sciences;

(ii) "candidate" means a person either enrolled in the University as a student, or registered as a student in the Centre or with one of the University's Licensees, and proceeding to the award of the Bachelor of Health Science in Nursing.

1. Qualification for Admission

(c) Applicants for admission to candidature shall:

(i) for Australian residents and/or citizens, be registered nurses in an Australian State or Territory, or be eligible for registration as a nurse in an Australian State or Territory; or

(ii) for non-Australian residents and/or citizens, be eligible for registration as a nurse in the country of current residence.

(d) There will be two categories of admission:

Category One:

Any applicant who has completed an entry level course at certificate level or equivalent which leads to registration as a nurse. This category includes hospital based certificates, hospital based diplomas, and/or tertiary associate diplomas.

Category Two:

Any applicant who has completed an entry level course in a recognised institution, at the diploma level or equivalent leading to registration as a nurse. This category also includes any applicant who has completed at a tertiary institution, a nursing diploma, or graduate nursing diploma, or a post registration nursing course which was the equivalent of at least one year's full-time study.

(e) Other registered nurses with a non-nursing award at diploma level, which is the equivalent of at least one year's duration, from a recognised tertiary institution, may be admitted in Category Two on application to the School Board.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Health Science in Nursing a candidate shall successfully complete the prescribed number of units as follows, unless exempted:

(i) Category One candidates shall complete eight (8) units from the Schedule of Units attached to these Rules, comprising of two (2) units selected from Part A, one (1) unit from Part D, and the remaining units from Parts B and/or C;

(ii) Category Two candidates shall complete four (4) units from the Schedule of Units attached to these Rules; comprising two (2) units from Part B, one (1) unit from Part D and the remaining unit from Parts A or C.

(g) Exemptions from Rules 6(f)(i) and (ii) may be granted on the following grounds:

(i) Candidates admitted under Category Two who have previously completed a unit or units, which in the opinion of the School Board are equivalent to units listed in the Schedule, shall be required to obtain the approval of the School Board for their unit selection prior to enrolment.

(ii) Candidates who are not resident in Australia at the time of enrolment shall complete the following number of units:

Category One candidates shall complete eight (8) units comprising: two (2) units from Part A of the Schedule and the remainder from the range of units in Parts B, C and D;

Category Two candidates shall complete four (4) units comprising two (2) units from Part B of the Schedule and two (2) units selected from the range available in Parts A, C and D.

(h) Candidates who enrolled in the course prior to 1996 shall have their course of study approved by the School Board.

Schedule of Units

PART A

NRS00226	Nursing in Context#
NRS00227	Applied Health Research

PART B

NRS00228	Critical Perspectives in Nursing
NRS00229	Clinical Project I

PART C

NRS00255	Primary Health Care
BHS00301	Interpersonal Relating
BIO00314	Pathophysiology
PHA00315	Introductory Pharmacology
BHS00303	Lifespan Human Development*
BHS00355	Health Psychology*
SOC00304	Introductory Sociology
SOC00355	Sociology of Health Care Practice
CMM00251	Public and Environmental Health
NRS00230	Clinical Project II

PART D

CUL00408	Health and Australian Indigenous Peoples

 #   Category One students are required to enrol in the unit NRS00226 Nursing in Context as their first unit of study for the award.

*   Not offered in 2001.

BACHELOR OF HEALTH SCIENCE (NURSING) WITH HONOURS
(Abbreviated title: BHlthSc(Nursing)(Hons))

General

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree.   The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

To qualify for admission to the Bachelor of Health Science (Nursing) with Honours,

candidates are required to successfully complete the Honours course NR801 Nursing 450 (Honours), comprising:

(a) a thesis based on original work; and

(b) a research seminar based on the thesis; and

(c) a progress paper on the project which forms the basis of the thesis.

Where a candidate has been deemed by the School Postgraduate Committee to be deficient in an area, they may be required to undertake units of study which address any deficiency, and which do not count towards the class of Honours awarded.

Special Note:

Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for nursing positions.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF NURSING (Abbreviated title: BNurs)

The Bachelor of Nursing is a three-year full-time or six-year part-time course which offers students the opportunity to obtain basic nursing qualifications at degree level in order to gain registration as a nurse in New South Wales. The course is designed to provide a combination of course work and clinical experiences in order to prepare graduates to commence employment in the health care sector as competent beginning practitioners.

Clinical experience is undertaken across the three years with the majority occurring in second and third years of the course. Clinical experience is undertaken in the following ways:

- two hour sessions;
- two day sessions;
- three weekly blocks;
- two two-week or one four-week mentor-arranged blocks.

Hospitals and health agencies throughout the North Coast Health Region are used for clinical experience. Students will be required to travel/live anywhere within this region during clinical experiences, and may be required to arrange their own accommodation at such times.

Admission to Candidature

To be eligible to apply for admission to candidature for the degree of Bachelor of Nursing, an applicant shall:

(a) have achieved a satisfactory aggregate in the New South Wales Higher School Certificate, or its equivalent, as stipulated from time to time; or

(b) be 21 years of age or above; or

(c) meet other special admission criteria set out by the University from time to time.

Special Note:

Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for nursing positions.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Nursing, a candidate shall successfully complete not less that twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules; and

(ii) two (2) elective units, which may include units from Part B of the Schedule.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) In exceptional circumstances a candidate may be granted advanced standing greater than 50 per cent by the

School Board, which shall notify the Academic Board of all instances.

Schedule of Units

PART A

NRS00331	Nursing Practice I
NRS00321	Clinical Nursing Studies I
BIO01201	Anatomy and Physiology I
HEA00291	Health Care Practices I
NRS00332	Nursing Practice II
NRS00322	Clinical Nursing Studies II
BIO01202	Anatomy and Physiology II
CUL00408	Health and Australian Indigenous Peoples
NRS00333	Nursing Practice III
NRS00323	Clinical Nursing Studies III
BIO00301	Biomedical Science I
BIO00303	Biomedical Science III
NRS00334	Nursing Practice IV
NRS00324	Clinical Nursing Studies IV
BIO00302	Biomedical Science II
HEA00292	Health Care Practices II
NRS00335	Nursing Practice V
NRS00325	Clinical Nursing Studies V
HEA00293	Health Care Practices III
NRS00336	Nursing Practice VI
NRS00326	Clinical Nursing Studies VI
HEA00294	Health Care Practices IV

PART B

NRS00200	Psychosocial Emergency Care
SOY00203	Women's Studies
PHA00315	Introductory Pharmacology
HEA00203	Studies in Substance Abuse
NRS00250	Stress Management

BACHELOR OF NURSING WITH HONOURS
(Abbreviated title: BNurs(Hons))

General

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

To qualify for admission to the Bachelor of Nursing with Honours, candidates are required to successfully complete the Honours course NR800 Nursing 400 (Honours), comprising:

(a) a thesis based on original work; and

(b) a research seminar based on the thesis; and

(c) a progress paper on the project which forms the basis of the thesis.

Where a candidate has been deemed by the School Postgraduate Committee to be deficient in an area, they may be required to undertake units of study which address any deficiency, and which do not count towards the class of Honours awarded.

Special Note:

Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for nursing positions.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

GRADUATE CERTIFICATE OF HEALTH SCIENCE (Abbreviated title: GradCertHlthSc)

Introduction

This course is suitable for those students who wish to gain expertise at an advanced level in a specialist field.

Course Structure

The Graduate Certificate of Health Science requires completion of at least four units selected from the Schedule attached to these Rules. Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

For the purpose of these Rules, the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) *"candidate"* means a person either enrolled in the University as a student; or

(b) registered with the Centre for Professional Development in Health Sciences (CPDHS) as an independent student or through an industry partnership or licence agreement.

1. **Admission to Candidature**

   (a) Applicants for admission to candidature for the Graduate Certificate of Health Science degree shall either:

       (i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution approved by the School Board, School of Nursing and Health Care Practices; or

       (ii) have demonstrated completion of a previous course of study at a level acceptable to the School Board; or

       (iii) have demonstrated professional experience at a level acceptable to the School Board.

   (b) An applicant for candidature shall apply to the Head of School on the prescribed form.

   (c) Admission to candidature and time of commencement shall be determined by the School Board.

2. **Approval of a Course of Study**

   After admission to candidature a candidate shall have a course of study approved by the School Board.

3. **Duration of Course**

   Normally, unless the School Board otherwise determines, a candidate shall pursue the approved course of study for not more than two (2) semesters of full-time study or not more than four (4) semesters of part-time study.

The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the candidature.

4. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

5. Requirements for the Graduate Certificate of Health Science Degree

To be eligible for the award of the Graduate Certificate of Health Science degree a candidate shall successfully complete not less than four (4) units of study selected from the Schedule of Units attached to these Rules.

Other units may be approved at the discretion of the School Board.

6. Advanced Standing/Credit Transfer/ Professional Experience

At the discretion of the School Board, a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or another university or tertiary institution or with an industry partner or licensee of the School, or professional experience, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the Schedule.

7. Admission to the Award

A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all applicable By-laws and other Rules may be admitted to the award of Graduate Certificate of Health Science.

Schedule of Units

The Schedule of Units is to be found at the end of the entry for the Master of Health Science.

GRADUATE DIPLOMA OF HEALTH SCIENCE (Abbreviated title: GradDipHlthSc)

Introduction

The Graduate Diploma offers the clinician an opportunity to gain expertise in a specialist field and introductory knowledge and/or skills in research.

Course Structure

The Graduate Diploma of Health Science requires completion of at least eight units selected from the Schedule attached to these Rules. Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules. Rules regarding advanced standing for this course are being reviewed. Further details are available by contacting the School.

Rules Governing Candidature

For the purpose of these Rules, the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) *"candidate"* means a person either enrolled in the University as a student; or

(b) registered with the Centre for Professional Development in Health Sciences (CPDHS) as an independent student or through an industry partnership or licence agreement.

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Diploma of Health Science degree shall either:

(i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution approved by the Board of Studies; or

(ii) have completed the Graduate Certificate of Health Science; or

(iii) have demonstrated completion of a previous course of study at a level

acceptable to the School Board, School of Nursing and Health Care Practices.

(b) An applicant for candidature shall apply to the Head of School on the prescribed form.

(c) Admission to candidature and time of commencement shall be determined by the School Board.

2. **Approval of a Course of Study**

After admission to candidature a candidate shall have a course of study approved by the School Board.

3. **Duration of Course**

Normally, unless the School Board otherwise determines, a candidate shall pursue the approved course of study for not more than four (4) semesters of full-time study or not more than eight (8) semesters of part-time study.

The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the candidature.

4. **Completion of a Unit**

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

5. **Requirements for the Graduate Diploma of Health Science Degree**

To be eligible for the award of the Graduate Diploma of Health Science degree a candidate shall successfully complete not less than eight (8) units of study selected from the Schedule of Units attached to these Rules.

Other units may be approved at the discretion of the School Board.

6. **Advanced Standing/Credit Transfer/ Professional Experience**

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution or with an industry partner or licensee of the School, or professional experience, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the Schedule.

(b) Candidates who have completed the requirements of the Graduate Certificate of Health Science may be granted advanced standing for up to four (4) units. Additional advanced standing may be granted for up to two (2) units at the discretion of the School Board.

7. **Admission to the Award**

A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all applicable By-laws and other Rules may be admitted to the award of Graduate Diploma of Health Science.

Schedule of Units

The Schedule of Units is to be found at the end of the entry for the Master of Health Science.

MASTER OF HEALTH SCIENCE (Abbreviated title: MHlthSc)

Introduction

This programme focuses on broad contemporary health care issues while allowing focus within a particular specialisation chosen by the student. The programme aims to help a wide range of health professionals to prepare themselves for leadership roles in the health care sector in the 21st Century.

Course Structure

The Master of Health Science requires completion of at least twelve units selected from the Schedule attached to these Rules. Progression from the Graduate Certificate to the

Graduate Diploma to the Masters degree is permitted within the Rules. Rules regarding advanced standing for this course are being reviewed. Further details are available by contacting the School.

Rules Governing Candidature

For the purpose of these Rules, the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) *"candidate"* means a person either enrolled in the University as a student; or

(b) registered with the Centre for Professional Development in Health Sciences (CPDHS) as an independent student or through an industry partnership or licence agreement.

1.   Admission to Candidature

(a) Applicants for admission to candidature for the Master of Health Science degree shall:

(i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution approved by the Board of Studies; or

(ii) have completed the Graduate Certificate or Graduate Diploma of Health Science; or

(iii) have demonstrated completion of a previous course of study at a level acceptable to the School Board, School of Nursing and Health Care Practices.

(b) An applicant for candidature shall apply to the Head of School on the prescribed form.

(c) Admission to candidature and time of commencement shall be determined by the School Board.

2.   Approval of a Course of Study

After admission to candidature a candidate shall have a course of study approved by the School Board.

3.   Duration of Course

Normally, unless the School Board otherwise determines, a candidate shall pursue the approved course of study for not more than eight (8) semesters of full-time study or not more than sixteen (16) semesters of part-time study.

The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the candidature.

4.   Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

5.   Requirements for the Master of Health Science Degree

To be eligible for the award of the Master of Health Science degree a candidate shall successfully complete not less than twelve (12) units of study selected from the Schedule of Units attached to these Rules.

Other units may be approved at the discretion of the School Board.

6.   Advanced Standing/Credit Transfer/ Professional Experience

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to eight (8) units on the basis of units completed at this University or another university or tertiary institution, with an industry partner or licensee of the School, or professional experience, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the Schedule.

(b) Candidates who have completed the requirements of the Graduate Certificate of Health Science may be granted advanced standing for up to four (4) units. Additional advanced standing may be granted for up to two (2) units at the discretion of the School Board.

(c) Candidates who have completed the requirements of the Graduate Diploma of Health Science may be granted advanced standing for up to eight (8) units. Additional advanced standing may be granted for up to two (2) units at the discretion of the School Board.

7.   Admission to the Award

A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all applicable By-laws and other Rules may be admitted to the award of Master of Health Science.

Schedule of Units

Acupuncture for Registered Nurses

HLT00439	Eastern Medical Concepts
HLT00440	Acupuncture Concepts
HLT00441	Acupuncture Practice I
HLT00442	Acupuncture Practice II
HLT00443	Acupuncture Practice III*
HLT00444	Professional Practice in Acupuncture*

Advanced Midwifery

NRS00704	Maternal Assessment
NRS00705	Midwife as Primary Health Care Provider and Advocate
NRS00706	Childbirth Education and Parentcraft
NRS00707	Advanced Midwifery Skills

Mental Health

CMM00001	Overview of Mental Health
CMM00002	Models of Mental Health and Mental Illness
CMM00003	Therapies in Mental Health Care
CMM00004	Evaluation of Mental Health Services: Prevention to Rehabilitation*

Women's Health

ENG00700	Women and Communication*
SOY00707	Social Determinants in Women's Health
SOY00708	Social Construction of Women's Health
SOY01700	Women and Sexuality*

Holistic Health Care

HEA00402	Philosophy of Holistic Health Care
HEA00403	Holistic Caring and Communication
HEA00404	Contextual Body Work
HEA00405	Holistic Nutrition*

Health Promotion

CMM00506	Theory and Concepts in Health Promotion
CMM00507	Programme Development and Management
CMM00508	Strategy Development
CMM00509	Evaluating Health Promotion

Special Care of the Newborn

NRS01700	Initial Management of the "At Risk" Neonate
NRS01701	Management of Acute Conditions in the "At Risk" Neonate
NRS01702	Ongoing Management of the "At Risk" Neonate
NRS01703	Management of Special Clinical Conditions Affecting the "At Risk" Neonate

Perioperative Nurse - Surgeon's Assistant

NRS00610	The Role of the Perioperative Nurse - Surgeon's Assistant
NRS00611	Preoperative Assessment and Planning
NRS00612	Intraoperative Assisting and Nursing Care
NRS00613	Postoperative Nursing Care and Professional Issues

General Units

HEA00501	Issues and Methods in Research I
HEA00502	Issues and Methods in Research II
CMM00705	Health and Epidemiology
SOC00722	The Sociological and Political Basis of Health Care
LAW00722	Health Law
MNG00755	Strategic Issues in Health Management
MTC00600	Master of Health Science Project #

*   *Not offered in 2001.*

\#   *Four to six unit equivalent of project work negotiated by student.*

MASTERS DEGREE BY THESIS
DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College

*School of Resource Science
and Management*

School of Resource Science and Management

Head of School

Professor D.F. Gartside BSc(Hons), PhD(Melb), MEIA

The School of Resource Science and Management offers environmental science degrees in coastal management, environmental resource management, fisheries and aquaculture management, engineering and environmental geochemistry, and sustainable forestry.

The Bachelor of Applied Science course involves the application of scientific knowledge and skills in the management of natural resources and integrates course activities with management projects in the local region and practical work experience programmes.

Elements of the degree include environmental planning, conservation, marine biology, coastal planning, coastal geomorphology, estuarine pollution and monitoring, fisheries, earth resources, environmental chemistry, geotechnical engineering, mining operations, sustainable development principles, geographic information systems and remote sensing.

The Applied Science degree offers a complete education for future natural resource managers.

A Bachelor of Applied Science, Bachelor of Laws double degree is also available. Details are included in the School of Law and Justice entry in this Handbook.

The School of Resource Science and Management offers the following programmes:

- Associate Degree of Applied Science (Resource Technology)

- Bachelor of Applied Science, with streams in Coastal Management, Environmental Resource Management, Fisheries and Aquaculture Management, and Engineering and Environmental Geochemistry

- Bachelor of Applied Science (Forestry)

- Bachelor of Applied Science (Forestry) with Honours

- Bachelor of Applied Science with Honours

- Master of Science (by Thesis)*

- Doctor of Philosophy*

*   Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

ASSOCIATE DEGREE OF APPLIED SCIENCE (RESOURCE TECHNOLOGY) (Abbreviated title: AssocDegAppSc)

Introduction

The Associate Degree of Applied Science (Resource Technology) is a two-year full-time (or equivalent part-time) sub-professional course that will provide training and experience in practical skills in various areas of resource technology such as National Parks, wildlife, forestry, fisheries, aquaculture, soil conservation, natural resources survey, museums and laboratories in universities and private enterprise.

Graduates will be well suited to positions with state government agencies and local government in the above areas, and in others related to field and laboratory assistance in natural resource management.

The Associate Degree, unlike most other courses, places considerable emphasis on field studies as well as providing a basic background of knowledge. The course covers a wide range of disciplines, in the laboratory and the field, and emphasises the need to acquire good communication skills. It is designed to train assistants rather than graduate scientists.

Course Structure

A full-time student undertakes four units in each of four (4) semesters, i.e. sixteen (16) units in all.

Admission

(a) A candidate may satisfy minimum requirements for admission to the Associate Degree of Applied Science (Resource Technology) by attaining at a NSW Higher School Certificate examination held in 1976 or later, a level of performance determined by the Academic Board from time to time.

(b) There are no special additional requirements for admission.

(c) Applicants with interstate or overseas secondary education are considered on an individual basis.

(d) The University actively encourages the admission of mature-age students and a proportion of places in the Associate Degree of Applied Science (Resource Technology) course is reserved for this category.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6.   Requirements for an Award

(f) To be eligible for the award of Associate Degree of Applied Science a candidate shall successfully complete not less than sixteen (16) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules; and

(ii) seven (7) units from Part B of the Schedule.

The School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

7.   Advanced Standing/Credit Transfer/ Professional Experience

(b) Candidates may be granted advanced standing for up to four (4) units for vocational, employment or other relevant experience, provided the work, units or experience so completed are considered to be equivalent to a unit or units in the course.

(b) Candidates who, within three months of completing all the requirements for the Associate Degree of Applied Science, elect to enrol for the Bachelor of Applied Science may be granted advanced standing for sixteen (16) units.

(c) Candidates who within three (3) months of completing all the requirements for the Associate Degree of Applied Science, elect to enrol in the Bachelor of Applied Science majoring in Engineering and Environmental Geochemistry, shall be granted advanced standing for all units completed from Part A, any units completed from Part B and up to two (2) units completed from Part C of the Schedule of Units, subject to limitation.

Schedule of Units

PART A

BIO00201	Biology
CHE00201	Chemistry
GLY00201	Geology
SUR00201	Resource Assessment Techniques I
BIO00202	Ecology
ENS00203	Hydrology and Climatology
ISY00241	Computing in Applied Science
SUR00202	Resource Assessment Techniques II
MAT00211	Quantitative Analysis

PART B

AGR00214	Soil Processes
BIO00212	Techniques in Wildlife Conservation
BIO00232	Marine Ecosystems
BIO01204	Aquatic Ecosystems

CHE00073   Environmental Chemistry
AGR00215   Water Resource Management and
                      Technology
AGT00217   Land Degradation and
                      Rehabilitation
BIO00213   Techniques in Plant Conservation
LAW00241   Legislation, Administration and
                      Communication
BIO00105   Fisheries Biology
ENS00218   Waste Technology

NB

1. Core units must be attempted in the order in
    which they are offered.

2. The offering of any unit in a given semester
    is subject to student numbers, availability of
    staff and timetabling constraints.

3. Refer to unit descriptions for details of the
    semester when each unit is offered and for
    pre-requisites of units.

BACHELOR OF APPLIED SCIENCE
(Abbreviated title: BAppSc)

Introduction

The Bachelor of Applied Science is a three-year
full-time (or equivalent part-time) professional
course for people interested in management of
the resources of the coastal zone. The course
involves application of scientific knowledge and
skills to management of coastal resources and
integrates course activities with management
projects in the local region. The coastal zone is
considered in its widest context to extend from
the top of the Great Dividing Range and its
major water catchments to the offshore areas.

The course provides skills for people wishing to
be involved in natural resource management
over this wide range of areas and includes
environmental planning, conservation, marine
biology,   coastal   planning,   coastal
geomorphology,   estuarine   pollution   and
monitoring, fisheries, mining and resource
recovery operations, land degradation and
rehabilitation,   water   resources   and   local
government.

The University Campus is located near a variety
of coastal environments and field work is an
integral and important part of the course.

Nearby coastal environments include significant
areas of wetlands and estuaries, forest, urban,
rural and resort developments and coastal
National Parks. There is close liaison between
the University and a number of Government
Departments and other organisations involved
in resource management.

Course Structure

Twenty-four (24) units are required to complete
the course. A full-time student takes four (4)
units in each of six (6) semesters, i.e. twenty-four
(24) units in total. All students are required to
complete compulsory core units as well as a
group of elective units which allows for a degree
of specialisation in Coastal Management in
either biological sciences, physical sciences,
earth sciences or management.

In addition to Coastal Management, units can be
taken to specialise in Environmental Resource
Management,   Fisheries   and   Aquaculture
Management, and Engineering and Environ-
mental Geochemistry.

Students interested in pursuing a career in
Urban and Regional Planning should select an
approved course of study which can gain up to
one year's advanced standing for the Graduate
Diploma in Urban and Regional Planning at The
University of New England.

Students interested in pursuing a career as
secondary school science teachers should select
an appropriate Secondary Teaching course
available at this University. This qualification
would lead to employment as a secondary
school science teacher in New South Wales and
other Australian States.

Students interested in pursuing a career as an
engineer may choose to complete a second
degree in Engineering at the University of
Southern Queensland and register as an
engineer.

Admission

(a) A   candidate   may   satisfy   minimum
     requirements for admission to the Bachelor
     of Applied Science by attaining at a NSW
     Higher School Certificate examination held
     in 1976 or later, a level of performance
     determined by the Academic Board from
     time to time.

(b) There are no special additional requirements for admission.

(c) Applicants with interstate or overseas secondary education are considered on an individual basis.

(d) The University actively encourages the admission of mature-age students and a proportion of places in the Bachelor of Applied Science course is reserved for this category.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Applied Science a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) a six (6) unit major sequence for candidates undertaking a major in either Coastal Management, Environmental Resource Management or Fisheries and Aquaculture Management, or a twelve (12) unit sequence for candidates undertaking a double major in Engineering and Environmental Geochemistry, as specified in Part B of the Schedule; and

(iii) seven (7) elective units for candidates undertaking a major in Coastal Management, Environmental Resource Management or Fisheries and Aquaculture Management, or one (1) elective unit for candidates undertaking a double major in Engineering and Environmental Geochemistry, which may include units from Part C of the Schedule.

(g) A candidate who while enrolled for a Bachelor of Applied Science has completed the requirements for the Associate Degree of Applied Science may elect to be awarded the Associate Degree of Applied Science following withdrawal from candidature for the Bachelor degree.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) Candidates who, within three months of completing all the requirements for the Associate Degree of Applied Science, elect to enrol for the Bachelor of Applied Science may be granted advanced standing for sixteen (16) units.

(c) Candidates who within three (3) months of completing all the requirements for the Associate Degree of Applied Science, elect to enrol in the Bachelor of Applied Science majoring in Engineering and Environmental Geochemistry, shall be granted advanced standing for all units completed from Part A, any units completed from Part B and up to two (2) units completed from Part C of the Schedule of Units, subject to limitation.

Schedule of Units

PART A

BIO00201	Biology
CHE00201	Chemistry
GLY00201	Geology
SUR00201	Resource Assessment Techniques I
BIO00202	Ecology
ENS00203	Hydrology and Climatology
ISY00241	Computing in Applied Science
SUR00202	Resource Assessment Techniques II
MAT00211	Quantitative Analysis
SCI00211	Integrated Project #

PART B

Coastal Management

BIO00232	Marine Ecosystems
BIO01230	Principles of Coastal Resource Management
LAW00241	Legislation, Administration and Communication
BIO00213	Techniques in Plant Conservation
ENV00207	Land Use Planning

ECO00202 Natural Resource and Environmental Economics

Environmental Resource Management

AGR00214 Soil Processes
AGR00215 Water Resource Management and Technology
AGT00217 Land Degradation and Rehabilitation
BIO00212 Techniques in Wildlife Conservation
ENV00207 Land Use Planning
ECO00202 Natural Resource and Environmental Economics

Fisheries and Aquaculture Management

BIO00232 Marine Ecosystems
BIO01204 Aquatic Ecosystems
BIO01209 Aquaculture
BIO00105 Fisheries Biology
BIO00233 Commercial and Recreational Fisheries Management
LAW00241 Legislation, Administration and Communication

Engineering and Environmental Geochemistry

GLY00232 Environmental Monitoring and Analysis
AGR00214 Soil Processes
MAT00100 Engineering Mathematics
LAW00241 Legislation, Administration and Communication
GLY00231 Coastal Geomorphology and Sedimentology
CHE00073 Environmental Chemistry
AGT00217 Land Degradation and Rehabilitation
ENS00101 Mechanics
ENO00102 Materials: Properties and Performance
ENO00103 Geomechanical Engineering
GLY00210 Earth Resources
ENO00104 Geotechnical Analysis

PART C

CHE00073 Environmental Chemistry
GLY00223 Introduction to Geographic Information Systems
SOY00222 Internship Study
GLY00232 Environmental Monitoring and Analysis
FOR00244 Protected Area Management
CUL00403 Australian Indigenous Cultural Heritage *

ISY01224 Geographic Information Systems and Remote Sensing
MNG00242 Project Planning and Management *
AGT00220 Environmental Impact Studies and Assessment
BIO01204 Aquatic Ecosystems
AGR00214 Soil Processes
GLY00231 Coastal Geomorphology and Sedimentology
GLY00210 Earth Resources
LAW00241 Legislation, Administration and Communication
ENS00218 Waste Technology
BIO01230 Principles of Coastal Resource Management
AGR00215 Water Resource Management and Technology
ECO00202 Natural Resource and Environmental Economics
ENM00105 Mining Operations
BIO00212 Techniques in Wildlife Conservation
BIO00213 Techniques in Plant Conservation

\# *Double-weighted unit.*

* *Not offered in 2001.*

NB

1. Core units must be attempted in the order in which they are offered.

2. The offering of any unit in a given semester is subject to student numbers, availability of staff and timetabling constraints.

3. Refer to unit descriptions for details of the semester when each unit is offered and for pre-requisites of units.

BACHELOR OF APPLIED SCIENCE (FORESTRY) (Abbreviated title: BAppSc(For))

Introduction

The Bachelor of Applied Science (Forestry) is a four-year full-time (or equivalent part-time) professional course for people interested in sub-tropical and tropical forestry. The course involves application of scientific knowledge and skills to management of forest resources and integrated course activities with forestry projects in the field. Forest resources include native

forests, plantations, farm-forestry and other related forest matters, such as ecological restoration, tree-crop products and production.

The course provides skills for people wishing to be involved in sustainable forestry management over a wide range of disciplines. The course includes various aspects of land use planning and management, management of non-wood production values of forest lands such as water resources, ecological values, recreation and tourism, and involvement in social and business disciplines necessary for sustainable forestry management.

The University Campus is located near a variety of forest environments and field work is an integral and important part of the course. There is close liaison between the University and a number of Government Departments and other organisations involved in forestry activities.

Course Structure

Thirty-two (32) units are required to complete the course. A full-time student takes four (4) units in each of the eight semesters, i.e. thirty-two (32) units in total. All students are required to complete compulsory core units as well as a group of elective units which allow for a degree of streaming and specialisation within chosen areas.

The course may involve a semester of field oriented studies at a different campus or location. In addition, the course has a provision that specified work in a forestry-related field may be required to be undertaken during non-semester periods.

Admission

(a) A candidate may satisfy minimum requirements for admission of the Bachelor of Applied Science (Forestry) by attaining at a NSW Higher School Certificate examination held in 1976 or later, a level of performance determined by the Academic Board from time to time.

(b) There are no special additional requirements for admission.

(c) Applicants with interstate or overseas secondary education are considered on an individual basis.

(d) The University actively encourages the admission of mature-age students and a proportion of places in the Bachelor of Applied Science (Forestry) course is reserved for this category.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Applied Science (Forestry) degree a candidate shall successfully complete not less than thirty-two (32) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) six (6) units from Part B of the Schedule.

(g) A candidate who while enrolled for the Bachelor of Applied Science (Forestry) has completed the requirements for the Associate Degree of Applied Science may elect to be awarded the Associate Degree of Applied Science following withdrawal from candidature for the Bachelors degree.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) A candidate enrolled in the Associate Degree of Applied Science or the Bachelor of Applied Science who successfully completes all eight (8) first year units may transfer into the Bachelor of Applied Science (Forestry) with advanced standing for the eight (8) units.

(c) Candidates who have vocational, employment or other relevant experience may be granted advanced standing for up to four (4) units provided that the work, units or experience so completed are considered to be equivalent to a unit or units in the Schedule attached to these Rules.

Schedule of Units

PART A

BIO00201	Biology
CHE00201	Chemistry
GLY00201	Geology
SUR00201	Resource Assessment Techniques I
BIO00202	Ecology
MAT00211	Quantitative Analysis
ENS00203	Hydrology and Climatology
SUR00202	Resource Assessment Techniques II
ISY00241	Computing in Applied Science
BIO00212	Techniques in Wildlife Conservation
AGR00214	Soil Processes
FOR00100	Fire Ecology and Management
FOR00101	Forest Ecophysiology
FOR00102	Forest Mensuration and Inventory
ECO00202	Natural Resource and Environmental Economics
GLY00223	Introduction to Geographic Information Systems
FOR00103	Silviculture I: Native Forests
AGT00217	Land Degradation and Rehabilitation
AGT00220	Environmental Impact Studies and Assessment
FOR00105	Silviculture II: Plantations
FOR00107	Forest Hygiene – Pests and Diseases
FOR00108	Integrated Tree Cropping – Farm Forestry
FOR00109	Forest Land Use and Management
ACC00149	Accounting for Decision Making
LAW00241	Legislation, Administration and Communication
FOR00110	Natural Resources Policy

PART B

AGR00215	Water Resource Management and Technology
BIO00213	Techniques in Plant Conservation
FOR00104	Timber Harvesting
FOR00244	Protected Area Management
FOR00106	Wood Science Utilisation and Conversion Technology
FOR00111	Forestry Business Enterprise Management*
MNG00242	Project Planning and Management*
FOR00112	Product Development and Marketing
FOR00113	Extension and Advisory Services

* Not offered in 2001.

NB

1. Core units must be attempted in the order in which they are offered.

2. The offering of any elective in a given semester is subject to student numbers, availability of staff and timetabling constraints.

3. Refer to unit descriptions for details of the semester when each unit is offered and for pre-requisites of units.

BACHELOR OF APPLIED SCIENCE (FORESTRY) WITH HONOURS
(Abbreviated title: BAppSc(For)(Hons))

General

The Honours course is a year of study which may be undertaken as an additional year following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

To qualify for the Bachelor of Applied Science (Forestry) with Honours, a candidate is required to complete the Honours course, BIO00802 Forestry 400 (Honours). The Honours course comprises a Major Study, two Minor Studies and a Research Seminar. Major Studies may be taken in any area of Forest Science or Management, subject to the approval of the Head, School of Resource Science and Management. Minor Studies may be taken from the same or a related area of study, subject to specific topics being approved by the Head, School of Resource Science and Management. With the approval of the Head, School of Resource Science and Management, one or both Minor Studies may be substituted by prescribed coursework and examination.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF APPLIED SCIENCE WITH HONOURS (Abbreviated title: BAppSc(Hons))

General

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree.   The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

Course Structure

To qualify for the Bachelor of Applied Science with Honours, a candidate is required to complete the Honours course, BIO00801 Coastal Management 400 (Honours).

The Honours course comprises a Major Study, two Minor Studies and a Research Seminar.

Major Studies may be taken in one of the following areas:

(a)   Environmental Science;
(b)   Coastal Resource Management;
(c)   Environmental Planning;
(d)   Applied Coastal Studies; or
(e)   Resource Technology.

Minor Studies may be taken from:

(a)   the areas of the Major Studies; and

(b)   in a topic other than the one selected for the Major Study, subject to specific topics being approved by the Head, School of Resource Science and Management.

With the approval of the Head, School of Resource Science and Management, one or both Minor Studies may be substituted by prescribed coursework and examination.

Rules Governing Candidature

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Social and Workplace Development

School of Social and Workplace Development

Head of School

M.A. Wallace BA(Hons)(Syd), DipEd(William Balmain College), MEd(NE), PhD(Deak)

Director of Research

Associate Professor A.H. Ellis MSc, PhD(Syd), GradDipExt(HAC), GradDipEdStud(MCAE), GradDipDistEd(SACAE), BA, DipEd, DipContEd(NE)

The focus of the School of Social and Workplace Development is professional learning in a variety of educational, private industry, public sector and other workplace or community settings. The School offers a diverse range of accredited programmes in the fields of Training and Organisational Development, Leadership, Human Resource Management and Development, Human Relations and Communications, Sociology, Politics and Policy Studies.

In the undergraduate area, the School offers a Bachelor of Social Science. This degree and all its strands are offered jointly with the School of Human Services. Majors in the degree include Human Resource Development; Human Resource Management; Counselling and Mediation Studies; Community Development; Sociology; Social Welfare Studies; Human Relations and Communication; and Politics and Policy Studies. Minors in the degree include Field Education (for social welfare accreditation); and Social Inquiry. Honours programmes are also available.

Whilst students may choose to undertake any of the majors and minors listed above, the School of Social and Workplace Development offers the following on campus at Lismore and externally to Coffs Harbour and any other location (many units are also available online).

Majors

- Human Relations and Communication
- Human Resource Development
- Human Resource Management
- Politics and Policy Studies
- Sociology

All other majors and minors in the Bachelor of Social Science offered through the School of Human Services are available to students on campus at Coffs Harbour and externally.

In the area of postgraduate studies, the School offers a Master of Education (Training and Development) by thesis, a Master of Education (Training and Development) by coursework*, a Graduate Certificate/Graduate Diploma and Master of Organisational Development and Training (coursework)*, a Graduate Certificate/Graduate Diploma of Training and Development, a Graduate Certificate/Graduate Diploma and Master of Vocational Education and Training (coursework), a Graduate Certificate/Graduate Diploma and Master of Professional Management, a Graduate Certificate in Leadership and Change, and a Graduate Certificate in Professional Development. Postgraduate programmes are offered through distance learning.

The School of Social and Workplace Development is building a strong research base in the above areas and has developed significant industry and employer partnerships which help inform its programme development and maximise employment opportunities for its graduates. The Professional Development Unit, located within the School, co-ordinates a Graduate Certificate in Professional Development as well as enabling those who do not wish to undertake a full accredited course to study units or modules of work in the above areas.

The School of Social and Workplace Development offers the following programmes:

- Diploma of Frontline Management
- Associate Degree of Social Science
- Bachelor of Social Science
- Bachelor of Social Science with Honours
- Certificate of Management and Professional Studies ➢
- Diploma of Management and Professional Studies ➢
- Associate Degree of Management and Professional Studies ➢
- Bachelor of Management and Professional Studies ➢
- Graduate Certificate in Professional Development
- Graduate Certificate in Professional Management
- Graduate Diploma in Professional Management
- Graduate Certificate of Training and Development
- Graduate Diploma of Training and Development
- Graduate Certificate of Organisational Development and Training
- Graduate Diploma of Organisational Development and Training
- Graduate Certificate of Vocational Education and Training
- Graduate Diploma of Vocational Education and Training
- Graduate Certificate in Leadership and Change
- Master of Organisational Development and Training (Coursework)*
- Master of Education (Training and Development) (Coursework)*
- Master of Education (Training and Development) (by Thesis) #
- Master of Vocational Education and Training (Coursework)
- Master of Professional Management (Coursework)
- Doctor of Philosophy #

➢   Information and Rules are given in the College of Industry and Professional Education entry in this Handbook. Enquiries should be directed to the College of Industry and Professional Education.

Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

*   Not offered in 2001.

DIPLOMA OF FRONTLINE MANAGEMENT (Abbreviated title: DipFrontlineMangt)

Introduction

The Diploma of Frontline Management is a competency-based course which meets the National Frontline Management Initiative Competency Standards. It is the equivalent of a one-year full-time course (8 units).

Course Structure

The course structure is presented in the Schedule of Units.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purposes of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) "Centre" means the Centre for Professional Development in the School of Social and Workplace Development;

(b) "candidate" means a person either enrolled in the University as a student, or registered as a student in the Centre or with one of the University's Licensees.

1. Qualification for Admission

(c) Applicants for admission shall:

(i) provide evidence that they are employed by an organisation which has entered into an agreement with the University to meet the costs of providing tertiary education for their employees, and

(ii) have at least two (2) years work experience.

6. Requirements for the Award

(f) To be eligible for the award of Diploma of Frontline Management a candidate shall successfully complete all units

listed in the Schedule of Units attached to these Rules.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) The School Board may grant advanced standing for units that have been assessed as satisfactorily completed by an assessment agency endorsed under the Australian Qualifications Framework by the Vocational Education and Training Accreditation Board (VETAB) and approved by the School Board, provided that those units have not been counted towards another equivalent qualification.

Schedule of Units

MNG00254 Business Awareness
MNG00255 People Management*
MNG00253 Planning and Process
                   Improvement*
MNG00259 Managing Change*
MNG00261 Customer Service Management

* *Double-weighted unit.*

BACHELOR OF SOCIAL SCIENCE (Abbreviated title: BSocSc)

ASSOCIATE DEGREE OF SOCIAL SCIENCE (Abbreviated title: AssocDegSocSc)

Introduction

The Bachelor of Social Science is a three-year full-time (or equivalent part-time) course offered in the traditional on-campus mode and also in an open learning/work based mode for external students. A number of units are now available in interactive on-line mode. The programme is offered jointly by the Schools of Social and Workplace Development and Human Services.

The course provides a programme of study at degree level which offers maximum choice for students in a broad range of areas in the Social Sciences.

The degree has the possibility of specialisation in a number of areas by the completion of major areas of study (six (6) related units) and minor

areas of study (four related units) leading to a general undergraduate qualification which would give flexible career choices to graduates.

Course Structure

To qualify for the Bachelor of Social Science award, a student must complete 24 units. A full-time student would normally take four (4) units in each of six (6) semesters, while part-time or external students would normally undertake two (2) units in each of twelve semesters. All students are required to complete four (4) compulsory core units. Students must also complete a minimum of two (2) majors. Majors are offered in the following areas:

School of Social and Workplace Development
• Human Relations and Communication
• Human Resource Development
• Human Resource Management
• Politics and Policy Studies
• Sociology

School of Human Services
• Counselling and Mediation Studies
• Community Development
• Social Welfare Studies

Minor areas of study are offered in:

School of Human Services
• Field Education
• Social Inquiry

Students will have differing needs in terms of the units they each choose to study and will negotiate with the Course Co-ordinator, a course of study which meets the requirements for the award.

Admission Requirements

(a) The University actively encourages the admission of mature-age students to this programme and high proportions of places in the Bachelor of Social Science are reserved for applicants in this category. Applicants of mature age must show documented evidence of relevant work experience (paid and non-paid) and evidence of an ability to cope with the academic content of the course. This may include secondary education and/or previous tertiary or sub-tertiary studies.

Studies in non-related fields may also be taken into consideration; or

(b) a candidate may satisfy minimum requirements for admission to the Bachelor of Social Science by attaining at the NSW Higher School Certificate examination (or its interstate equivalent), a level of performance determined by the Academic Board from time to time.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) "Centre" means the Centre for Professional Development in the School of Social and Workplace Development;

(b) "candidate" means a person either enrolled in the University as a student, or registered as a student in the Centre or with one of the University's Licensees, and proceeding to the award of the Bachelor of Social Science.

1. Qualification for Admission

(c) Applicants for admission to candidature in the Associate Degree of Social Science shall:

(i) have completed not less than two (2) units whilst enrolled as a candidate for the Bachelor of Social Science;

(ii) have obtained the permission of one of the two relevant School Boards.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Social Science a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) one (1) unit from Part B of the Schedule;

(iii) at least two six (6)-unit major sequences of study from Part C of the Schedule; and

(iv) eight (8) elective units, which may include units listed in Part D of the Schedule.

(g) To be eligible for the award of Associate Degree of Social Science a candidate shall successfully complete not less than sixteen (16) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) one (1) unit from Part B of the Schedule; and

(iii) two six (6)-unit major sequences of study from Part C of the Schedule.

(h) A candidate who while enrolled for the Bachelor of Social Science has completed the requirements for the Associate Degree of Social Science may elect to be awarded the Associate Degree of Social Science following withdrawal from candidature for the Bachelor degree.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

(b) In exceptional circumstances a candidate may be granted advanced standing greater than 50% by the School Board, which shall notify the Academic Board of all instances.

(c) Candidates who have completed the requirements for the Associate Degree of Social Science may be granted advanced standing of up to sixteen (16) units in the Bachelor of Social Science.

Schedule of Units

PART A

SOY00220	Approaches to Social Sciences
EDU00220	Learning, Communicating and Educational Computing
SOC00118	Approaches to Sociology

PART B

BHS00106	Group Processes
BHS00119	Working with Groups

PART C

Community Development

BHS00130	Introduction to Community Development
SOC00107	Social Planning
SOY00204	Community Project Management
POL00131	International Community Development
SOY00132	Evaluation in Community Welfare
SOY00133	Rural and Urban Community Development

Counselling and Mediation Studies

CSL00231	Introduction to Counselling: Theory and Practice
CSL10014	Interventions in Counselling
CSL10015	Issues in Counselling Assessment
CSL00301	The Counsellor: Role, Ethics and Personal Development
BHS00119	Working with Groups
LAW00214	Mediation and Dispute Resolution

Human Relations and Communication

BHS00161	Interpersonal Communication
BHS00106	Group Processes
CSL00164	Consultation and Participation
CSL00120	Conflict Resolution
SOY00127	Human Relations
MNG00132	Organisational Communication

Human Resource Development

Any six (6) of the following units:

BHS00105	Development of Human Resources
EDU01264	Staff Development and Training
MNG00168	Learning Organisations
MNG00166	Managing Change
BHS00156	Leadership
MNG00167	Supervision and Teamwork
MNG00124	Mentoring in the Organisation

Human Resource Management

Any six (6) of the following units:

MNG00320	Introduction to Human Resource Management
MNG00154	Staff Selection and Appraisal
MNG00311	International Human Resource Management
MNG00116	Industrial Relations
MNG00118	Industrial and Economic Democracy

LAW00104	Employment and Industrial Relations Law
LAW00106	EEO and OH&S Law and Practice
MNG00321	Current Issues in Human Resource Management

Politics and Policy Studies

POL00006	Australian Government and Political Institutions
POL00010	Local Government
POL00013	Politics, Power and Social Movements
POL10025	Controversies in Ethics and Policy#
POL10024	Contemporary Ideas in Political Practice
POL10023	Peace, War and International Politics#

Social Welfare Studies

SOC00111	Contexts of Social Welfare Practice
SOC00112	Social Policy
SOY00132	Evaluation in Community Welfare
POL00134	Intervention and Case Management
SOY00213	Human Services Management
CSL00209	Specific Areas of Social Welfare Practice

Sociology

SOC00115	Sociology of Inequality
SOC00117	Sociology of Work
SOC01122	Sociology of the Family
SOC01123	Sociology of Deviance
SOC10027	Sociology of Cyberspace
SOC10026	Corporate Citizenship

PART D

Field Education

CSL00113	Field Education I*
CSL00114	Field Education II*

Social Inquiry

SOY00125	Approaches to Social Inquiry
SOC01121	Social Inquiry Methods
SOY00126	Applied Social Inquiry*

Four (4) units from any of the major areas of study listed in Part C.

Social Science

IST00361	Independent Study – Social Science I
IST00362	Independent Study – Social Science II
IST00363	Independent Study – Social Science III
IST00364	Independent Study – Social Science IV

Human Services

IST00365	Independent Study – Human Services I
IST00366	Independent Study – Human Services II
IST00367	Independent Study – Human Services III
IST00368	Independent Study – Human Services IV

*   *Double-weighted unit.*

Not offered in 2001.

BACHELOR OF SOCIAL SCIENCE WITH HONOURS (Abbreviated title: BSocSc(Hons))

Introduction

The Honours course is a separate fourth year of study, which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

The Bachelor of Social Science with Honours provides for a one-year full-time or two-year part-time Honours course following the successful completion of the Bachelor of Social Science or an equivalent degree at this or another institution.

The Honours degree may be undertaken in one of the following specialisations:

• Counselling and Mediation Studies

• Human Relations and Communication

• Human Resource Management

• Human Resource Development

• Politics and Policy Studies

• Community Development

• Social Welfare Studies

• Sociology

Course Structure

The Honours course will comprise the following units:

MNG00726 Research Project (1 unit);
EDU01326 Qualitative Research Methods for the Social Sciences;
SOY00801 Thesis – Social Sciences (6 unit) *or*
SOY00802 Thesis – Social Sciences (8 unit).

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

GRADUATE CERTIFICATE IN PROFESSIONAL DEVELOPMENT (Abbreviated title: GradCertProfDev)

Introduction

The Graduate Certificate in Professional Development is designed to meet the continuing professional development needs of a wide range of occupational groups from industry, commerce and the government sector, giving them a qualification relevant to their careers. The Certificate will be of particular interest and benefit to those who wish to add an accredited course in an area of specialisation to their original qualification.

The Graduate Certificate in Professional Development is designed to articulate with other awards offered by the University. For example, its flexible configuration can lead to further graduate study. A significant feature of this Certificate, therefore, is its capacity to allow flexible professional development pathways for candidates already in the workforce.

Rules Governing Candidature

1. To be eligible for admission to the Graduate Certificate in Professional Development an applicant shall:

    (a) possess an approved degree, diploma or equivalent qualification acceptable to the School Board, School of Social and Workplace Development; or

    (b) submit evidence of professional attainment that will satisfy the School Board that the applicant possesses the educational preparation and capacity to pursue the Graduate Certificate course of studies.

1A. (a) To qualify for the Certificate a candidate shall pass four (4) 150 hour units selected from the Schedule of Units attached to these Rules.

    (b) In exceptional cases the Head, School of Social and Workplace Development may permit a candidate to vary the programme specified in the Schedule.

2. **Advanced Standing**

    (a) The School Board may grant a candidate advanced standing for up to four (4) units on the basis of units completed at this University, and/or another university or tertiary institution provided that those units have not been counted towards another qualification and have a reasonable degree of correspondence to units prescribed for the coursework programme;

    (b) The School Board may grant a candidate recognition of prior learning for one (1) unspecified elective unit upon demonstration of high-level workplace professional practice.

3. The Graduate Certificate in Professional Development is the equivalent of one (1) semester of full-time study. A part-time candidate shall complete the units for the Graduate Certificate in Professional Development over a period of not less than two (2) semesters and not more than four (4) semesters of study.

4. A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be awarded the Graduate Certificate in Professional Development.

Schedule of Units

EDU00660	Teaching for Effective Learning
EDU00661	Applying Theories of Learning to Teaching
EDU01102	Learning in Contemporary Society
EDU01104	Assessment and Reporting
EDU00291	Theory and Process of Curriculum Development
LAN00291- LAN00294	Japanese I-IV (Professional Development)
MNG00705	Leadership and Teamwork
EDU00749	Management Education
MNG00703	Organisational Change and Development
EDU00748	Workplace Learning*
MNG00704	Human Resource Development
EDU01029	Adult Learning
EDU00083	Introduction to Training and Development
EDU00085	Training Methods
MNG00791	Recruitment and Performance Management*
MNG00776	Planning Processes*
IST00165-8	Independent Study Units

*   Not offered in 2001.

GRADUATE CERTIFICATE OF TRAINING AND DEVELOPMENT
(Abbreviated title: GradCertTr&Dev)

Introduction

The Graduate Certificate of Training and Development is designed to provide graduates and experienced training practitioners with the opportunity of advanced study in fields of expertise within the School.

The Graduate Certificate has been developed in close consultation with industry partners and with the support of the Education Training Foundation. The programme meets the competency standards set for workplace trainers and is suitable for those currently working in a training or related role or for those wishing to enter the training field.

Course Structure

The Graduate Certificate of Training and Development requires completion of four (4) coursework units with the possibility of advanced standing in some units and will be completed in no more than four (4) semesters of part-time study. This award exists as an exit point for the Graduate Diploma of Training and Development.

Progression from the Graduate Certificate to the Graduate Diploma is permitted within the Academic rules.

The programme of study consists of four of the six (6) coursework units offered for the award of the Graduate Diploma of Training and Development. All units have been written within a training context and follow a logical sequence as set out in the Schedule of Units ("the Schedule") which appears at the end of the Graduate Diploma of Training and Development entry.

Teaching Procedures

To meet the needs of practitioners in either the private or public sector, the course is offered on an external part-time basis using print, audio and audiovisual material supported by teleconferences, videoconferences, electronic mail and computer software.

The course focuses on workplace practice so course participants will need to be employed in the training field or be able to access a training environment.

The course has no compulsory residential component, although opportunities will arise for optional short sessions on campus for audio or videoconferences or E-mail communications. Workload is evenly distributed across the semester. Typically, each unit has two to four pieces of progressive assessment. There are no examinations.

Rules Governing Candidature

1. **Admission Requirements**

   Applicants for admission to the Graduate Certificate of Training and Development must:

   (a) possess an approved degree, diploma or equivalent qualification, plus a minimum of two (2) years' work experience; or

(b) submit such evidence of general or professional qualification or evidence of like in work experience that will satisfy the School Board, School of Social and Workplace Development that the applicant possesses the educational preparation and capacity to pursue graduate studies.

2. **Requirements for the Graduate Certificate of Training and Development**

    2.1 To satisfy the requirements for the Graduate Certificate, a candidate shall complete the coursework programme approved by the School of Social and Workplace Development.

    2.2 The programme of study shall include units to the value of four (4) of the six (6) coursework units from the Schedule (see end of Graduate Diploma of Training and Development entry).

3. **Period of Candidature**

    3.1 Candidates shall complete the prescribed coursework programme in not more than four (4) semesters of part-time study.

    3.2 The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. **Advanced Standing**

    The School Board may grant a candidate advanced standing for up to two (2) units on the basis of units or their equivalent completed at this University or another university or tertiary institution prior to admission to candidature for the Graduate Certificate provided that these units or equivalent have not been counted towards another qualification or for admission to the course and they have a reasonable degree of correspondence to units prescribed in the coursework programme.

    The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

4A. The School Board may grant a candidate with a three-year degree or diploma

recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 4 above.

5. **Award of the Certificate**

    A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Certificate of Training and Development.

GRADUATE DIPLOMA OF TRAINING AND DEVELOPMENT (Abbreviated title: GradDipTr&Dev)

Introduction

The Graduate Diploma of Training and Development has been developed in close consultation with industry partners and has the support of the Education Training Foundation. The programme meets the competency standards set for workplace trainers and is suitable for those currently working in a training or related role or for those wishing to enter the training field.

Teaching Procedures

To meet the needs of practitioners in either the private or public sector, the course is offered on an external part-time basis using print, audio and audiovisual material supported by teleconferences, videoconferences, electronic mail and computer software.

The course focuses on workplace practice so course participants will need to be employed in the training field or be able to access a training environment.

The course has no compulsory residential component, although opportunities will arise for optional short sessions on campus. Workload is evenly distributed across the semester. Typically, each unit has two to four pieces of

progressive assessment. There are no examinations.

Course Structure

This is a minimum two-year, part-time, external course to prepare those persons who work in the training and development field to further develop their knowledge and skills at postgraduate level.

The programme of study consists of eight (8) units, which must be successfully completed to enable the awarding of the Graduate Diploma of Training and Development. The eight (8) units have been written within a training context and follow a logical sequence as set out in the Schedule of Units attached to the Rules Governing Candidature.

Rules Governing Candidature

1. For the purpose of these Rules, the relevant definitions contained in the Glossary apply.

1A. Admission Requirements

    Applicants for admission to the Graduate Diploma of Training and Development must:

    (a) possess an approved degree, diploma or equivalent qualification, plus a minimum of two (2) years' work experience; or

    (b) submit such evidence of general or professional qualification or evidence of like in work experience that will satisfy the School Board, School of Social and Workplace Development that the applicant possesses the educational preparation and capacity to pursue graduate studies.

2. (a) A candidate shall enrol in units selected from and in accordance with the Schedule of Units attached to these Rules ("the Schedule").

    (b) The Head, School of Social and Workplace Development may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

3. *Repealed.*

4. Subject to these Rules, a candidate shall:

    (a) complete the units for the Graduate Diploma over a period of not less than four (4) semesters provided that the Head of School may exempt a candidate from this requirement;

    (b) be enrolled in not more than two (2) units per semester provided that in exceptional circumstances the Head of School may exempt a candidate from such requirements;

    (c) be entitled to be awarded the Graduate Diploma when eight (8) units have been completed;

    (d) have completed a unit when either:

        (i) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

        (ii) the candidate has been granted advanced standing in that unit.

5. A candidate who has completed one or more units and who, with the prior approval of the School Board, completes one or more units at an appropriate institution may be granted credit of not more than four (4) units towards the Graduate Diploma provided that the unit or units so completed are considered by the School Board to be equivalent to a unit or units in the Schedule.

    The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

6. The School Board may grant advanced standing:

    (a) of not more than four (4) units to:

        (i) a graduate of an appropriate institution or a person with equivalent qualifications; or

        (ii) a person who has completed successfully work or units toward an award of an appropriate institution or equivalent qualification;

(iii) a person who has completed the requirements for the Graduate Certificate of Training and Development may be granted advanced standing in up to four (4) units;

(b) up to a maximum of two (2) units, or equivalent modules, to a graduate candidate on the basis of demonstrated industry experience;

where work or units so completed are considered to be equivalent to a unit or units in the Schedule.

7. The Academic Board may grant advanced standing for more than four (4) units.

8. The Academic Board may from time to time vary the contents of the Schedule.

9. A candidate who has been granted advanced standing under Rule 6(a)(iii) must surrender the Graduate Certificate of Training and Development prior to the conferral of the Graduate Diploma.

Schedule of Units

EDU00083   Introduction to Training and Development
EDU01029   Adult Learning
EDU00085   Training Methods
MNG00085   Instructional Design and Educational Technology
EDU00019   Evaluation, Assessment and Professionalism
SOY00028   Project A: Workplace Practices # *or*
SOY00029   Project B: Professional Practice #
MNG00086   Program Planning

*   *Not offered in 2001.*

\#   *Double-weighted unit.*

GRADUATE CERTIFICATE OF ORGANISATIONAL DEVELOPMENT AND TRAINING
(Abbreviated title: GradCertOrgDev&Trg)

Introduction

This programme is designed to provide graduates and experienced human resource practitioners with opportunities for advanced study in the areas of organisational development, human resource development, training and development. This award exists as an exit point for the Master of Organisational Development and Training.

Course Structure

The Graduate Certificate of Organisational Development and Training requires completion of four coursework units with the possibility of advanced standing in some units and will be completed in no more than four (4) semesters of part-time study.

Progression from the Graduate Certificate to the Graduate Diploma and Masters is permitted within the academic rules.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Admission to Candidature

   1.1 Applicants for admission to candidature for the Graduate Certificate of Organisational Development and Training shall:

     (a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the School of Social and Workplace Development as sufficient qualification for admission to candidature; or

     (b) satisfy the School by means of other qualifications and/or relevant experience of adequate preparation for candidature.

   1.2 In addition, applicants for admission to candidature must provide evidence of at least one year's experience in a field of employment acceptable to the School.

   1.3 An applicant for candidature shall apply to the Head, School of Social and Workplace Development on the prescribed form.

1.4 Admission to candidature and the date of commencement of candidature shall be determined by the School.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

3. Requirements for the Graduate Certificate of Organisational Development and Training

3.1 To satisfy the requirements for the Graduate Certificate, a candidate shall complete the coursework programme approved by the School.

3.2 The coursework programme shall include units to the value of four (4) units from Part A of the Schedule attached to the Rules for the Graduate Diploma of Organisational Development and Training.

4. Period of Candidature

4.1 Candidates shall complete the prescribed coursework programme in not more than four (4) semesters.

4.2 The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

5.1 The School Board may grant a candidate advanced standing for up to two (2) units on the basis of units completed at this University or another university or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

5.2 The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

5A. The School Board may grant a candidate with a three-year degree or diploma recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 5 above.

6. Award of the Certificate

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Certificate of Organisational Development and Training.

GRADUATE DIPLOMA OF ORGANISATIONAL DEVELOPMENT AND TRAINING (Abbreviated title: GradDipOrgDev&Trg)

Introduction

This programme is designed to provide graduates and experienced human resource practitioners with opportunities for advanced study in the areas of organisational development, human resource development, training and development. This award exists as an exit point for the Master of Organisational Development and Training.

Course Structure

The Graduate Diploma of Organisational Development and Training requires completion of eight (8) coursework units with the possibility of advanced standing for some units, and shall be completed in no more than eight (8) semesters.

Progression from the Graduate Diploma to the Masters is permitted within the academic rules.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Admission to Candidature

1.1 An applicant for admission to candidature for the Graduate Diploma

of Organisational Development and Training shall:

(a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the School of Social and Workplace Development as sufficient qualification for admission to candidature; or

(b) have completed the Graduate Certificate of Organisational Development and Training; or

(c) have demonstrated academic or professional standing considered by the School to be equivalent to the requirements of (a) or (b).

1.2 In addition, applicants for admission to candidature must provide evidence of at least one year's experience in a field of employment acceptable to the School.

1.3 An applicant for candidature shall apply to the Head, School of Social and Workplace Development on the prescribed form.

1.4 Admission to candidature and the date of commencement shall be determined by the School.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

3. Requirements for the Graduate Diploma of Organisational Development and Training

3.1 To satisfy the requirements for the award of the Graduate Diploma of Organisational Development and Training, a candidate shall complete the coursework programme approved by the School.

3.2 The coursework programme shall include units to the value of eight (8) units, at least four (4) of which must be selected from Part A and two (2) of which must be selected from Part B of the Schedule attached to these Rules.

4. Period of Candidature

4.1 Candidates shall complete the prescribed coursework programme in not more than eight (8) semesters.

4.2 The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

5.1 The School Board may grant a candidate advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution provided that those units have not been counted towards another qualification, and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

5.2 Candidates who have completed the requirements of the Graduate Certificate of Organisational Development and Training or the Graduate Certificate of Training and Development may be granted advanced standing for up to four (4) units.

5.3 Under no circumstances may a student be granted advanced standing for more than four (4) units.

5.4 The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

5A. The School Board may grant a candidate with a three-year degree or diploma recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 5 above.

6. Graduate Certificate of Organisational Development and Training

A student who, while enrolled as a candidate for the Graduate Diploma of Organisational Development and Training, has completed the requirements of the

Graduate Certificate of Organisational Development and Training may elect to be awarded the Graduate Certificate of Organisational Development and Training.

7. Admission to the Graduate Diploma

7.1 A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Diploma of Organisational Development and Training.

7.2 A candidate who is granted advanced standing under Rule 5.2 must surrender the Graduate Certificate of Organisational Development and Training or the Graduate Certificate of Training and Development prior to the conferral of the Diploma.

Schedule of Units

PART A

EDU01029	Adult Learning
EDU00083	Introduction to Training and Development
MNG00085	Instructional Design and Educational Technology
EDU00085	Training Methods
MNG00086	Program Planning
EDU00019	Evaluation, Assessment and Professionalism
MNG00776	Planning Processes*
MNG00791	Recruitment and Performance Management*
MNG00705	Leadership and Teamwork
MNG00779	Reflecting on Practice I*
SOY00028	Project A: Workplace Practices # *or*
SOY00029	Project B: Professional Practice #

PART B

EDU00215	Educational Technology*
EDU00734	The Policy Context of Education and Training in Australia*
MNG00703	Organisational Change and Development
EDU00748	Workplace Learning*
EDU00749	Management Education
MNG00753	Reframing Organisational Futures
IST00165	Independent Study – Training and Development I

MNG00704	Human Resource Development
ISY00712	Computer Based Training*
SOY00700	Sociology of Workplace Industrial Relations*
IST00166	Independent Study – Training and Development II

* *Not offered in 2001.*
\# *Double-weighted unit.*

MASTER OF ORGANISATIONAL DEVELOPMENT AND TRAINING (Abbreviated title: MOrgDev&Trg)

Introduction

This programme is designed to provide graduates and experienced human resource practitioners with opportunities for advanced study in the areas of organisational development, human resource development, training and development.

Course Structure

The Master of Organisational Development and Training requires completion of at least twelve units with the possibility of advanced standing for some units. The Masters shall be completed in no more than twelve semesters.

Progression from the Graduate Certificate to the Graduate Diploma and Masters is permitted within the academic rules.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Admission to Candidature

1.1 Applicants for admission to candidature for the degree of Master of Organisational Development and Training shall:

(a) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution; or

(b) have completed the Graduate Diploma of Organisational

Development and Training or Graduate Diploma of Training and Development or Graduate Diploma of Vocational Education and Training; or

(c) have demonstrated academic or professional standing considered by the School of Social and Workplace Development to be equivalent to the requirements of (a) or (b).

1.2 In addition, applicants for admission to candidature must provide evidence of at least one year's experience in a field of employment acceptable to the School.

1.3 An applicant for candidature shall apply to the Head, School of Social and Workplace Development on the prescribed form.

1.4 Admission to candidature and the date of commencement shall be determined by the School.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

3. Requirements for the Master of Organisational Development and Training

3.1 To satisfy the requirements for the Master of Organisational Development and Training, a candidate shall complete a programme of studies approved by the School.

3.2 The coursework programme shall include units to the value of twelve (12) units which comprise six (6) units from Part A and no less than three (3) units from Part B of the Schedule attached to these Rules.

4. Period of Candidature

4.1 Candidates shall complete the prescribed coursework programme in not more than twelve (12) semesters.

4.2 The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

5.1 The School Board may grant a candidate advanced standing for up to six (6) units on the basis of units completed at this University or at another university or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

Candidates who are given advanced standing must complete at least six (6) units from Part B.

5.2 Candidates who have completed the requirements of the Graduate Certificate of Organisational Development and Training, the Graduate Certificate of Vocational Education and Training or the Graduate Certificate of Training and Development may be granted advanced standing for up to four (4) units.

5.3 Candidates who have completed the requirements of the Graduate Diploma of Organisational Development and Training, the Graduate Diploma of Vocational Education and Training or the Graduate Diploma of Training and Development may be granted advanced standing for up to eight (8) units.

5.4 A student will not be granted advanced standing for more than eight (8) units, unless the units are equivalent units of study undertaken through the Professional Development Centre.

5.5 The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

6. Graduate Certificate of Organisational Development and Training

A student who, while enrolled as a candidate for the Master of Organisational Development and Training, has completed the requirements of the Graduate Certificate of Organisational Development and Training may elect to be awarded the

Graduate Certificate of Organisational Development and Training.

7. **Graduate Diploma of Organisational Development and Training**

A student who, while enrolled as a candidate for the Master of Organisational Development and Training, has completed the requirements of the Graduate Diploma of Organisational Development and Training may elect to be awarded the Graduate Diploma of Organisational Development and Training.

8. **Admission to the Degree of Master of Organisational Development and Training**

8.1 A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the degree of Master of Organisational Development and Training.

8.2 A candidate who is granted advanced standing under Rule 5.2 or 5.3 must surrender the Graduate Certificate or Graduate Diploma prior to the conferral of the Masters.

Schedule of Units

PART A

EDU01029	Adult Learning
EDU00083	Introduction to Training and Development
MNG00085	Instructional Design and Educational Technology
EDU00085	Training Methods
MNG00086	Program Planning
EDU00019	Evaluation, Assessment and Professionalism
MNG00776	Planning Processes*
MNG00791	Recruitment and Performance Management*
MNG00705	Leadership and Teamwork
MNG00779	Reflecting on Practice I*
SOY00028	Project A: Workplace Practices # *or*
SOY00029	Project B: Professional Practice #

PART B

EDU00215	Educational Technology*
EDU00734	The Policy Context of Education and Training in Australia*
MNG00703	Organisational Change and Development
EDU00748	Workplace Learning*
EDU00749	Management Education
MNG00753	Reframing Organisational Futures
IST00165	Independent Study – Training and Development I
MNG00704	Human Resource Development
ISY00712	Computer Based Training*
SOY00700	Sociology of Workplace Industrial Relations*
IST00166	Independent Study – Training and Development II

*   *Not offered in 2001.*

\#   *Double-weighted unit.*

GRADUATE CERTIFICATE OF VOCATIONAL EDUCATION AND TRAINING
(Abbreviated title: GradCertVET)

Introduction

The Graduate Certificate of Vocational Education and Training is designed for candidates who are seeking to broaden their knowledge of Vocational Education and Training and to develop an understanding of contemporary issues which confront teachers or practitioners. It produces graduates who have the skills and knowledge to function either as TAFE teachers or private sector practitioners.

Course Structure

The Graduate Certificate of Vocational Education and Training requires the completion of four coursework units with the possibility of advanced standing in some units and will be completed in no more than four (4) semesters of part-time study.

Progression from the Graduate Certificate to the Graduate Diploma and Masters is permitted within the academic rules.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Qualification for Admission

Applicants for admission to candidature for the Graduate Certificate of Vocational Education and Training shall:

(a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the School as sufficient qualification for admission to candidature; or

(b) satisfy the School by means of other qualifications and/or relevant experience of adequate preparation for candidature.

In addition, applicants for admission to candidature must provide evidence of at least one year's experience in a field of employment acceptable to the School.

An applicant for candidature shall apply to the University on the prescribed form.

Admission to candidature and the semester of commencement of candidature shall be determined by the School.

2. Requirements for the Graduate Certificate of Vocational Education and Training

(a) To be eligible for the award of the Graduate Certificate of Vocational Education and Training, a candidate shall complete the coursework programme approved by the School.

(b) The coursework programme shall consist of four (4) units from the Schedule of Units attached to these Rules.

3. Duration of Course

(a) Unless the Head of School otherwise determines, a candidate shall complete the requirements for the course in no more than two (2) semesters of full-time study or four (4) semesters of part-time study.

(b) The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

(c) Progression from the Graduate Certificate to the Graduate Diploma and Masters is permitted within the academic rules. The Head of School may delegate decisions in student matters to the Course Co-ordinator.

4. Enrolment

After admission to candidature, a candidate shall enrol in a course of study approved by the Head of School on behalf of the School.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

The School Board may grant a candidate advanced standing for up to two (2) units on the basis of units completed at this University or another university or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

6A. The School Board may grant a candidate with a three-year degree or diploma recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 6 above.

7. Graduate Certificate of Vocational Education and Training May Be Awarded

A candidate who has fulfilled the requirements of these Rules and otherwise

has complied with the provision of all applicable By-laws and other Rules may be admitted to the Graduate Certificate of Vocational Education and Training.

Schedule of Units

EDU01029   Adult Learning
EDU00085   Training Methods
EDU00017   Vocational Education and Training Studies
EDU00018   Teaching for Diversity

GRADUATE DIPLOMA OF VOCATIONAL EDUCATION AND TRAINING
(Abbreviated title: GradDipVET)

Introduction

The Graduate Diploma of Vocational Education and Training is designed for candidates who are seeking to broaden their knowledge of Vocational Education and Training and to develop an understanding of contemporary issues which confront teachers or practitioners. It produces graduates who have the skills and knowledge to function either as TAFE teachers or private sector practitioners.

Course Structure

The Graduate Diploma of Vocational Education and Training requires the completion of eight (8) coursework units with the possibility of advanced standing in some units and will be completed in no more than eight (8) semesters of part-time study.

Progression from the Graduate Diploma to the Masters is permitted within the academic rules.

The Head of School may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1.   **Qualification for Admission**

     An applicant for admission to candidature for the Graduate Diploma of Vocational Education and Training shall:

     (a)   have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to

the School as sufficient qualification for admission to candidature; or

(b)   have completed the Graduate Certificate of Vocational Education and Training; or

(c)   have demonstrated academic or professional standing considered by the School to be equivalent to the requirements of (a) or (b).

In addition, applicants for admission to candidature must provide evidence of at least one year's experience in a field of employment acceptable to the School.

An applicant for candidature shall apply to the University on the prescribed form.

Admission to candidature and the semester of commencement shall be determined by the School.

2.   **Requirements for the Graduate Diploma of Vocational Education and Training**

     (a)   To be eligible for the award of the Graduate Diploma of Vocational Education and Training, a candidate shall complete the coursework programme approved by the School.

     (b)   The coursework programme shall consist of eight (8) units from the Schedule of Units annexed to these Rules.

3.   **Duration of Course**

     (a)   Unless the Head of School otherwise determines, a candidate shall complete the requirements of the course in no more than eight (8) semesters.

     (b)   The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

     (c)   Progression from the Graduate Diploma to the Masters is permitted within the academic rules.

4.   **Enrolment**

     After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

5.   **Completion of a Unit**

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6.   **Advanced Standing**

(a) The School Board may grant a candidate advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution provided that those units have not been counted towards another qualification, and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

(b) Candidates who have completed the requirements of the Graduate Certificate of Vocational Education and Training may be granted advanced standing for up to four (4) units.

(c) Candidates who have completed the requirements of the Graduate Certificate of Training and Development or Graduate Certificate of Organisational Development and Training may be granted advanced standing for up to four (4) units.

(d) Candidates who have completed the requirements of the Graduate Certificate in Advanced Professional Practice (VOCED) at the Canberra Institute of Technology or the Graduate Certificate of Adult Education in Training at the University of Technology, Sydney, may be granted advanced standing for up to four (4) units.

(e) Under no circumstances may a student be granted advanced standing for more than four (4) units.

(f) The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

6A. The School Board may grant a candidate with a three-year degree or diploma recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 6 above.

7.   **Graduate Certificate of Vocational Education and Training May Be Awarded**

A student who, while enrolled as a candidate for the Graduate Diploma of Vocational Education and Training, has completed the requirements of the Graduate Certificate of Vocational Education and Training may elect to be awarded the Graduate Certificate of Vocational Education and Training.

8.   **Graduate Diploma of Vocational Education and Training May Be Awarded**

(a) A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all applicable By-laws and other Rules may be admitted to the Graduate Diploma of Vocational Education and Training.

(b) A candidate granted advanced standing under Rule 6(b) or 6(c) must surrender the Graduate Certificate of Vocational Education and Training or the Graduate Certificate of Training and Development or the Graduate Certificate of Organisational Development and Training prior to the conferral of the Graduate Diploma.

Schedule of Units

EDU01029	Adult Learning
MNG00085	Instructional Design and Educational Technology
EDU00085	Training Methods
EDU00019	Evaluation, Assessment and Professionalism
SOY00029	Project B: Professional Practice #
EDU00017	Vocational Education and Training Studies

EDU00018   Teaching for Diversity

 #   Double-weighted unit.

MASTER OF VOCATIONAL EDUCATION AND TRAINING (Abbreviated title: MVET)

Introduction

The Master of Vocational Education and Training provides advanced study for candidates who are seeking to broaden their knowledge of Vocational Education and Training and to develop an understanding of contemporary issues which confront teachers or practitioners. It produces graduates who have advanced skills and knowledge to function in senior positions either in TAFE as teachers, or as private sector practitioners.

Course Structure

The Master of Vocational Education and Training requires the completion of twelve coursework units with the possibility of advanced standing in some units and will be completed in no more than twelve semesters of part-time study.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. **Qualification for Admission**

   Applicants for admission to candidature for the degree of Master of Vocational Education and Training shall:

   (a) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution; or

   (b) have completed the Graduate Diploma of Vocational Education and Training; or

   (c) have demonstrated academic or professional standing considered by the School to be equivalent to the requirements of (a) or (b).

   (d) In addition, applicants for admission to candidature must provide evidence of at least one year's experience in a field of employment acceptable to the School.

   (e) An applicant for candidature shall apply to the University on the prescribed form.

   (f) Admission to candidature and the semester of commencement shall be determined by the School.

2. **Requirements for the Master of Vocational Education and Training**

   (a) To be eligible for the award of Master of Vocational Education and Training, a candidate shall complete a programme of studies approved by the School.

   (b) The coursework programme shall include units to the value of twelve (12) units which shall comprise all units from Part A and no less than four (4) units selected from Part B of the Schedule of Units attached to these Rules.

3. **Duration of Course**

   (a) Unless the Head of School otherwise determines, a candidate shall complete the requirements for the course in no more than twelve (12) semesters.

   (b) The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

   (c) The Head of School may delegate decisions in student matters to the Course Co-ordinator.

4. **Enrolment**

   After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

5. **Completion of a Unit**

   A candidate shall have completed a unit when either:

   (a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

   (b) the candidate has been granted advanced standing in that unit.

6. **Advanced Standing**

   (a) The School Board may grant a candidate advanced standing for up to

six (6) units on the basis of units completed at this University or at another university or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme. Candidates who are given advanced standing must complete any two (2) units from Part A and no less than four (4) units from Part B of the Schedule of Units attached to these Rules.

(b) Candidates who have completed the requirements of the Graduate Certificate of Vocational Education and Training may be granted advanced standing for up to four (4) units.

(c) Candidates who have completed the requirements of the Graduate Diploma of Vocational Education and Training may be granted advanced standing for up to eight (8) units.

(d) Candidates who have completed the requirements of the Graduate Certificate in Advanced Professional Practice (VOCED) at the Canberra Institute of Technology or the Graduate Certificate of Adult Education in Training at the University of Technology, Sydney, may be granted advanced standing for up to four (4) units.

(e) Under no circumstances may a student be granted advanced standing for more than eight (8) units.

(f) The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

7. **Graduate Certificate of Vocational Education and Training May Be Awarded**

A student who, while enrolled as a candidate for the Master of Vocational Education and Training, has completed the requirements of the Graduate Certificate of Vocational Education and Training may elect to be awarded the Graduate Certificate of Vocational Education and Training.

8. **Graduate Diploma of Vocational Education and Training May Be Awarded**

A student who, while enrolled as a candidate for the Master of Vocational Education and Training, has completed the requirements of the Graduate Diploma of Vocational Education and Training may elect to be awarded the Graduate Diploma of Vocational Education and Training.

9. **Master of Vocational Education and Training May Be Awarded**

(a) A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all applicable By-laws and other Rules may be admitted to the degree of Master of Vocational Education and Training.

(b) A candidate granted advanced standing under Rule 6(b) or 6(c) must surrender the Graduate Certificate or Graduate Diploma prior to the conferral of the Masters.

Schedule of Units

PART A

EDU01029	Adult Learning
MNG00085	Instructional Design and Educational Technology
EDU00085	Training Methods
EDU00019	Evaluation, Assessment and Professionalism
SOY00029	Project B: Professional Practice #
EDU00017	Vocational Education and Training Studies
EDU00018	Teaching for Diversity

PART B

EDU00215	Educational Technology*
EDU00734	The Policy Context of Education and Training in Australia*
MNG00703	Organisational Change and Development
EDU00748	Workplace Learning*
EDU00749	Management Education
MNG00753	Reframing Organisational Futures
MNG00704	Human Resource Development
ISY00712	Computer Based Training*
IST00165	Independent Study – Training and Development I

IST00166   Independent Study – Training and Development II

SOY00700   Sociology of Workplace Industrial Relations*

*   *Not offered in 2001.*

\#   *Double-weighted unit.*

MASTER OF EDUCATION (TRAINING AND DEVELOPMENT) (Abbreviated title: MEd(T&D))

Introduction

The Master of Education (Training and Development) requires candidates to specialise in the area of applied enquiry in training contexts. The degree is offered by research or coursework. It is anticipated that the normal time for completion for candidates enrolled in the external or part-time mode would be two (2) years.

Candidates completing a degree by research thesis in Training and Development should refer to the Rules and Regulations for Research Masters. The research option is also detailed below under "Course Structure".

Admission

Applicants for admission to the Masters programme must hold as a minimum requirement the equivalent of a four-year qualification, in an area deemed to be appropriate, from a recognised tertiary institution. This would normally include a degree and/or a graduate diploma (either or both in an area deemed to be appropriate). These previous tertiary qualifications should indicate achievement at a high level. Applicants for the programme should have at least the equivalent of one year of full-time relevant experience.

In keeping with commitment towards greater flexibility of access to programmes and recognition of professional development achievements, consideration will also be given to applicants with qualifications deemed to be "equivalent", e.g. having four-year status from the NSW Department of School Education, a significant record of research or professional development, occupational achievements judged

to be at a postgraduate level. In such cases thorough supporting evidence should be provided at the time of application.

Course Structure

The degree will comprise eight (8) units.

Candidates proceeding via the research option will complete two (2) Research Methods units (1-unit value each) and a 6-unit thesis. If candidates can provide previous evidence of completing similar research units or their equivalent then the School Board may permit the research option to be completed by an 8-unit thesis.

Candidates proceeding via the coursework options will complete one Research Methods unit; four coursework (Issues) units associated with the stream in which the candidate is enrolled; and a dissertation equivalent to 3-unit value.

Coursework units to be selected will depend on availability in each year of candidature. In general, these will be selected from the coursework units in the Schedule of Units for the Master of Education (Training and Development).

Rules Governing Candidature

1. For the purpose of these Rules, the relevant definitions contained in the Glossary apply.

2. (a) A candidate shall enrol in units selected from the Schedule of Units attached to these Rules.

    (b) The Head, School of Social and Workplace Development may permit a candidate to enrol in a unit or units other than those specified in the Schedule of Units.

3. A candidate shall select units from those which are being offered in each year of candidature.

4. Subject to these Rules, a candidate shall:

    (a) complete the units for the degree over a period of not less than two (2) semesters (full-time candidates) and not more than eight (8) semesters (part-time or external candidates) from the time of enrolment;

(b) be entitled to be awarded the degree when they have satisfactorily completed coursework of eight (8) unit value including:

   (i) no less than one (1) unit selected from Part A of the Schedule;

   (ii) four (4) units from Part B of the Schedule; and

   (iii) a three (3) unit dissertation as listed in Part C of the Schedule.

5. A candidate who has completed one or more units and who, with the prior approval of the School Board, School of Social and Workplace Development, completes one (1) or more units at an appropriate institution may be granted credit of not more than 50% of the degree provided that the unit or units so completed are considered by the School Board to be equivalent to a unit or units in the Schedule.

6. (a) The School Board may grant advanced standing of not more than 50% of the degree to an applicant who has been admitted to the programme and who has successfully completed work or units towards an award or equivalent qualification from an appropriate institution provided that work or units completed are considered by the Board to be equivalent to a unit or units in the Schedule of Units.

   (b) Units completed in the Graduate Diploma of Training and Development may be counted for advanced standing at the equivalent of 1-unit value in the 8-unit degree provided that:

      (i) the candidate already holds a four-year degree or its equivalent; *and*

      (ii) the unit has been awarded a grade at "Credit" level or higher; *and*

      (iii) a maximum of four (4) such units may be permitted to contribute to advanced standing within the provisions of 6(a) above.

   (c) The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

Schedule of Units

PART A

EDU01326	Qualitative Research Methods for the Social Sciences
MAT00792	Research Methods

PART B

EDU00734	The Policy Context of Education and Training in Australia*
EDU00749	Management Education
EDU00750	Instructional Design*
SOY00700	Sociology of Workplace Industrial Relations*
ISY00712	Computer Based Training*
MNG00753	Reframing Organisational Futures
MNG00703	Organisational Change and Development
MNG00704	Human Resource Development
EDU00748	Workplace Learning*
EDU00215	Educational Technology*
IST00165	Independent Study – Training and Development I
IST00166	Independent Study – Training and Development II

PART C

EDU00756	Research Dissertation #

* *Not offered in 2001.*
\# *Triple-weighted unit.*

GRADUATE CERTIFICATE IN LEADERSHIP AND CHANGE (Abbreviated title: GradCertL&C)

Rules Governing Candidature

1. **Qualification for Admission**

   Applicants for admission to candidature for the Graduate Certificate in Leadership and Change shall:

   (a) satisfy the School by means of relevant work experience and/or other qualifications of adequate preparation for candidature; or

   (b) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the School of Social and Workplace

Development as sufficient qualification for admission to candidature.

2. Requirements for the Degree

(a) To be eligible for the award of Graduate Certificate in Leadership and Change a candidate shall complete the coursework programme approved by the School.

(b) The coursework programme shall consist of four (4) units from the Schedule of Units attached to these Rules.

3. Duration of Course

Unless the School Board otherwise determines, a candidate shall complete the requirements for the course in no more than two (2) semesters of full-time study or six (6) semesters of part-time study.

4. Enrolment

Unless the School Board otherwise determines:

(a) a candidate shall enrol for at least one semester; and

(b) a candidate shall enrol in not more than two (2) units in any one semester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examinations Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

(a) The School Board may grant a candidate advanced standing for up to four (4) units on the basis of work or units successfully completed by undertaking the School's Professional Development Units, or up to three (3) units of study for units completed at another tertiary institution acceptable to the School Board.

(b) The School Board may grant a candidate advanced standing in recognition of prior learning for up to two (2) unspecified units if they are able to demonstrate and document high level workplace professional practice in the field of management, providing that they have obtained no more than one (1) unit of advanced standing as in Rule 6(a).

7. Graduate Certificate in Leadership and Change May Be Awarded

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all applicable By-laws and other Rules may be admitted to the Graduate Certificate in Leadership and Change.

Schedule of Units

MNG00753 Reframing Organisational Futures
MNG00754 Energising Organisations
MNG00703 Organisational Change and Development
MNG00705 Leadership and Teamwork

GRADUATE CERTIFICATE IN PROFESSIONAL MANAGEMENT
(Abbreviated title: GradCertProfMangt)

GRADUATE DIPLOMA IN PROFESSIONAL MANAGEMENT
(Abbreviated title: GradDipProfMangt)

MASTER OF PROFESSIONAL MANAGEMENT
(Abbreviated title: MProfMangt)

Rules Governing Candidature

The Master of Professional Management requires completion of twelve (12) units. Progression from the Graduate Certificate to the Graduate Diploma and Master of Professional Management is permitted within the Academic Rules.

1. **Qualification for Admission**

   Applicants for admission to candidature for the Graduate Certificate in Professional Management shall:

   (a) have fulfilled all the requirements for admission to an Australian Bachelors degree or equivalent qualification acceptable to the School Board, School of Social and Workplace Development as sufficient qualification for admission to candidature; or

   (b) satisfy the School Board by means of other qualifications and experience of adequate preparation for candidature.

2. **Requirements for the Award**

   (a) To be eligible for the award of Graduate Certificate in Professional Management, a candidate shall successfully complete not less than four (4) units comprising units selected from the Schedule of Units attached to these Rules.

   (b) To be eligible for the award of Graduate Diploma in Professional Management, a candidate shall successfully complete not less than eight (8) units comprising units selected from the Schedule of Units attached to these Rules.

   (c) To be eligible for the award of Master of Professional Management, a candidate shall successfully complete not less than twelve (12) units comprising units selected from the Schedule of Units attached to these Rules.

3. **Duration of Course**

   Unless the School Board otherwise determines, a candidate shall complete the requirements for the course in not more than nine (9) trimesters if a full-time student, and not more than eighteen (18) trimesters if a part-time student.

4. **Enrolment**

   Unless the School Board otherwise determines a candidate shall remain enrolled for the duration of each trimester.

5. **Completion of a Unit**

   A candidate shall have completed a unit when either:

   (a) in the assessment for that unit, the candidate has obtained a grade indicating satisfactory completion of the unit as prescribed in Rule 9 of the University's Assessment and Examination Rules; or

   (b) advanced standing has been granted in that unit.

6. **Advanced Standing/Credit Transfer/ Recognition of Prior Learning**

   (a) A candidate may be granted advanced standing by the School Board towards the Master of Professional Management for up to eight (8) units on the basis of units completed at this University or at another university or tertiary institution provided that those units have not been counted towards another equivalent qualification and they have a reasonable degree of correspondence to units prescribed for the course work programme.

   (b) Candidates who have completed the requirements of the Southern Cross University Graduate Certificate in Professional Management shall be granted advanced standing for up to four (4) units.

   (c) Candidates who have completed the requirements of the Southern Cross University Graduate Diploma in Professional Management shall be granted advanced standing for up to eight (8) units.

   (d) Candidates may receive advanced standing on the basis of recognition of prior learning (RPL) on an individual basis.

   (e) The total advanced standing based on units and RPL other than those in the Graduate Certificate in Professional Management or the Graduate Diploma in Professional Management shall not exceed 75% of the course.

   Deeming Clause

   A unit specified by the Industry Partner and agreed by the University as a unit equivalent for the purposes of these Rules, shall be considered to be a unit in the

Master of Professional Management and satisfactory completion of such a unit shall count as a pass towards this award.

7. **Admission to Award**

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules of the University may be admitted to the award of the Graduate Certificate in Professional Management, the Graduate Diploma in Professional Management, or the degree of Master of Professional Management as appropriate.

Schedule of Units

Candidates may select appropriate units from across the postgraduate offerings within the University. Unit selection must be indicated to the Course Co-ordinator prior to enrolment. The Course Co-ordinator and candidate will negotiate admission to units with the appropriate Unit Assessor.

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

School of Tourism and Hospitality Management

School of Tourism and Hospitality Management

Head of School

J.S.P. Hobson BSc(Hons)(OxfordPoly), MSc(Mass)

The School of Tourism and Hospitality Management offers a variety of undergraduate and postgraduate courses catering to the growing international tourism and hospitality industry.

The courses are offered on-campus at Lismore and Coffs Harbour and by distance education. Innovative exchange programmes allow students to spend a period of their course studying at an overseas university. The School of Tourism and Hospitality Management is recognised internationally for its industry relevant tourism education and research. Graduates have an enviable record of employment in the tourism and hospitality industry.

The School of Tourism and Hospitality Management offers the following programmes:

- Bachelor of Business in Hotel and Catering Management
- Bachelor of Business in Hotel and Catering Management with Honours
- Bachelor of Business in Tourism
- Bachelor of Business in Tourism with Honours
- Bachelor of Business in Hotel Management
- Diploma in Hotel Management
- Bachelor of Sport Tourism Management
- Bachelor of Sport Tourism Management with Honours
- Graduate Certificate in International Tourism Management
- Graduate Diploma in International Tourism Management
- Master of International Tourism Management
- Graduate Certificate in International Hotel Management
- Graduate Diploma in International Hotel Management
- Master of International Hotel Management
- Graduate Certificate of International Tourism and Hotel Management
- Graduate Diploma of International Tourism and Hotel Management
- Master of International Tourism and Hotel Management
- Graduate Certificate in Convention and Event Management
- Graduate Diploma in Convention and Event Management
- Master of Convention and Event Management
- Master of Business (by Thesis)*
- Doctor of Philosophy*
- Certificate in Club Management #
- Diploma in Club Management #
- Associate Degree in Club Management #
- Bachelor of Business in Club Management #
- Diploma of Business Management #
- Diploma of Food Service Management #
- Graduate Certificate in Gaming Management
- Graduate Diploma of Gaming Management
- Master of Gaming Management

A combined Bachelor of Business in Tourism/Bachelor of Laws course is also available. Details are included in the School of Law and Justice entry in this Handbook.

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

\#   These courses are offered in partnership with major corporations and industry associations. Enquiries should be directed to the Administrative Assistant on (02) 6620 3920.

BACHELOR OF BUSINESS IN HOTEL AND CATERING MANAGEMENT (Abbreviated title: BBusHotel&CatMangt)

Introduction

The Bachelor of Business in Hotel and Catering Management is a three-year full-time (or equivalent part-time) degree course. The course was established in close consultation with the hospitality industry to prepare graduates for employment in hotel and catering management and other related tourism management positions in Australia and internationally.

The course provides a strong focus on management skills and reflects the importance of a service-oriented approach to the work environment. It provides an opportunity to apply theories and concepts to the workplace. Graduates will be suited to employment as professional managers and supervisors in hospitality facilities within hotels, clubs, resorts, restaurants, convention, entertainment and catering organisations in both the public and private sector of the hospitality industry. This degree will also qualify them for management and supervisory positions in the tourism industry.

This degree is offered at the new, purpose-built, state-of-the-art facilities at the University's Coffs Harbour Campus.

Course Structure

A full-time student studies four (4) units in each of six semesters over three years, totalling twenty-four (24) units. All students are required to complete compulsory core units as well as a group of elective units which allow for a measure of specialisation within the course.

Internship Study units form a key part of the course. They can be taken over a 24-week period in Semester 6 in one of a range of operating areas which give students practical experience in the workplace. Alternatively, the Internship Study units can be undertaken throughout the course.

International Exchange

Students enrolling in the Bachelor of Business in Hotel and Catering Management may elect to participate in an International Tourism programme as part of their degree. This programme consists of six months of study at partner universities in the United Kingdom, Holland, and the United States of America. While students are responsible for costs such as airfares, accommodation and living expenses, they remain eligible for AUSTUDY or Youth Allowance. For more information, contact the International Exchange Co-ordinator in the School.

Admission

Students will be selected on the following criteria:

1.   School-leavers:

     The aggregate mark achieved in the NSW Higher School Certificate or equivalent examination. School-leavers may also be admitted under the Regional Entry Report Scheme.

2.   Other candidates:

     Selected either on the basis of Higher School Certificate performance or under the special entry rules of the University, which place emphasis on experience and motivation.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6.   Requirements for the Degrees

(f)   To be eligible for the award of Bachelor of Business in Hotel and Catering Management a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) not less than four (4) units from Part B of the Schedule; and

(iii) not more than two (2) elective units.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

(b) Candidates who have completed the requirements of the Diploma of Food Service Management may be granted advanced standing of up to eight (8) units.

(c) No student shall be granted advanced standing for more than sixteen (16) units of which:

(i) a maximum of four (4) units may be counted towards Intern Study; and

(ii) a maximum of twelve (12) units may be counted towards units other than Intern Study.

8. **International Exchange Program**

Candidates permitted to participate in a one-semester exchange program at an approved partner institution overseas shall:

(a) undertake units at the partner university which have been approved by the School Board;

(b) successfully complete the equivalent of four (4) units of a full-time student load at the partner university in order to receive a maximum of four (4) units recorded as "Satisfied Requirements" at Souther Cross University; and

(c) abide by the rules and conditions of the partner university and the exchange agreement.

Schedule of Units

PART A

SOY00411	Tourism and Hospitality Studies I
MKT00127	Introduction to Tourism and Hospitality Marketing
COM00207	Personal Communications for the Tourism and Hospitality Industry
SCI00428	Food and Beverage Service Delivery Systems
SCI00429	Food Preparation and Production Systems
MNG00431	Hotel Operations
MNG00440	Introduction to Tourism and Hospitality Management
MNG01413	Human Resource Management in the Tourism and Hospitality Industry
ACC00206	Financial Analysis for Tourism and Hospitality
MNG00441	Tourism and Hospitality Services Management
MNG01205	Industrial Relations and Law for Tourism and Hospitality
MNG00417	Strategic Management for Tourism and Hospitality Enterprises
SCI00419	Food and Beverage Management
MKT00128	Tourism Hospitality Sales and Promotion
MKT01221	Intern Study I*
MKT01222	Intern Study II*
MKT01223	Intern Study III*
MKT01224	Intern Study IV*

PART B

SOY00412	Tourism and Hospitality Studies II
ACC00207	Hospitality and Tourism Financial Management
MNG00418	Accommodation and Information Technology Systems
ECO00424	Economic Analysis for Tourism and Hospitality
MNG00426	Gaming and Club Management
MNG00427	Entrepreneurship in Tourism and Hospitality
MKT01425	Pacific Asia Tourism Marketing and Development
MKT01420	Conventions, Meetings and Exhibitions Management
MNG00415	Tourism and Hospitality Research and Analysis
MKT01416	Tourism and Hospitality Industry Project
EXE00221	Tourism and Hospitality International Exchange I
EXE00222	Tourism and Hospitality International Exchange II
EXE00223	Tourism and Hospitality International Exchange III
EXE00224	Tourism and Hospitality International Exchange IV

* *Intern Study I-IV may be taken either throughout the course during times when other*

units are not scheduled, or over a 24-week period after the completion of Semester 5. All internship placements must be approved by the Internship Co-ordinator prior to commencement.

NB:

1. Core units must be taken in the order that they are offered, or at the discretion of the School Board.

2. The offering of any unit listed in Part B of the Schedule is at the discretion of the School Board subject to student numbers, availability of staff and timetabling constraints.

3. All elective units are subject to approval by the School Board.

BACHELOR OF BUSINESS IN HOTEL AND CATERING MANAGEMENT WITH HONOURS (Abbreviated title: BBusHotel&CatMangt(Hons))

Course Structure

The course will comprise research leading to the completion of a thesis based upon original work. The thesis will have a workload requirement equivalent to eight (8) units, will be approximately 25,000 words in length and must be submitted by the dates prescribed in the School's "Handbook for Honours Students". As an integral part of the Honours programme, students will be required to present a colloquium for their thesis proposal and a research seminar based on their thesis.

Students may also be required to complete any additional unit(s) prescribed by the Honours Year Co-ordinator to address any deficit in knowledge of research design and/or research methods. While successful completion of the unit(s) so prescribed will be required for attainment of an Honours award, the results obtained for the unit(s) will not count toward the class of Honours awarded.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree) are given in the Rules entry in the University Handbook (Part B).

BACHELOR OF BUSINESS IN TOURISM (Abbreviated title: BBus)

Introduction

The Bachelor of Business in Tourism is a three-year full-time (or equivalent part-time) degree course. The course was established in close consultation with the tourism industry to provide a strong focus on management skills in a variety of tourism-related fields. It places considerable emphasis on workplace experience and involves practicum work in some units in the second and third years.

The main emphasis of the course is to give students the best possible preparation for a successful career in tourism and hospitality management. Graduates will be suited to employment as professional managers and supervisors in tourism facilities such as hotels, clubs, resorts, motels, restaurants, entertainment facilities, convention and event management organisations, private corporations and Government bodies.

The course is offered at the University's Lismore Campus.

Course Structure

A full-time student studies four (4) units in each of six semesters over three years, totalling twenty-four (24) units. All students are required to complete compulsory core units as well as a group of elective units which are offered in a number of streams of specialisation within the course. The four major streams are: Hotel and Resort Management, Convention and Event Management, Tourism Marketing and Planning, and International Tourism Management.

Internship Study units form a key part of the course. They can be taken over a 24-week period in Semester 6 in one of a range of operating areas which give students practical experience in the workplace. Alternatively, the Internship Study units can be undertaken throughout the course.

International Exchange

Students enrolling in the Bachelor of Business in Tourism may elect to participate in an International Tourism programme as part of their degree. This programme consists of one semester of study during the second year at an international partner university in the United Kingdom, Holland or the United States of America. While students are responsible for costs such as airfares, accommodation and living expenses, they remain eligible for AUSTUDY or Youth Allowance. For more information, contact the International Exchange Co-ordinator in the School.

Admission

Students will be selected on the following criteria:

1. School-leavers:

The aggregate mark achieved in the NSW Higher School Certificate or equivalent examination. School-leavers may also be admitted under the Regional Entry Report Scheme.

2. Other candidates:

Selected either on the basis of Higher School Certificate performance or under the special entry rules of the University, which place emphasis on experience and motivation.

There are currently no pre-requisite subjects at the HSC level for any of the University's courses, but applicants are advised that having undertaken a mathematics subject at HSC level would be an advantage in helping prepare them for some units in the Tourism course.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Business in Tourism, a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) no less than four (4) units from Part B of the Schedule; and

(iii) not more than four (4) elective units.

7. Advanced Standing/Credit Transfer/ Professional Experience

(b) Candidates who have completed the requirements of the Diploma of Business Management may be granted advanced standing of up to eight (8) units.

(c) No student shall be granted advanced standing for more than sixteen (16) units of which:

(i) a maximum of four (4) units may be counted towards Intern-Study; and

(ii) a maximum of twelve (12) units may be counted towards units other than Intern-Study.

8. International Exchange Program

Candidates permitted to participate in a one semester exchange program at an approved partner university overseas shall:

(a) undertake units at the partner university which have been approved by the School Board;

(b) successfully complete the equivalent of four (4) units of a full-time student load at the partner university in order to receive a maximum of four (4) units recorded as "Satisfied Requirements" at Southern Cross University; and

(c) abide by the rules and conditions of the partner university and the exchange agreement.

Schedule of Units

PART A

SOY00411	Tourism and Hospitality Studies I
MKT00127	Introduction to Tourism and Hospitality Marketing
COM00207	Personal Communications for the Tourism and Hospitality Industry
MNG00440	Introduction to Tourism and Hospitality Management
SOY00412	Tourism and Hospitality Studies II

MNG01413	Human Resource Management in the Tourism and Hospitality Industry
MNG00415	Tourism and Hospitality Research and Analysis
MKT00128	Tourism Hospitality Sales and Promotion
ACC00206	Financial Analysis for Tourism and Hospitality
MNG00441	Tourism and Hospitality Services Management
MNG01205	Industrial Relations and Law for Tourism and Hospitality
MNG00417	Strategic Management for Tourism and Hospitality Enterprises
MKT01221	Intern Study I*
MKT01222	Intern Study II*
MKT01223	Intern Study III*
MKT01224	Intern Study IV*

PART B

ACC00207	Hospitality and Tourism Financial Management
MKT01416	Tourism and Hospitality Industry Project
SCI00419	Food and Beverage Management
MNG00418	Accommodation and Information Technology Systems
MNG00421	Events Management
MNG00426	Gaming and Club Management
HMS00423	Tourism Planning and the Environment
MNG00427	Entrepreneurship in Tourism and Hospitality
MKT01425	Pacific Asia Tourism Marketing and Development
MNG00422	Tourism Market Research Methods
MKT01420	Conventions, Meetings and Exhibitions Management
ECO00424	Economic Analysis for Tourism and Hospitality
MKT00204	Special Interest Tourism
LAN00301	Japanese I
LAN00302	Japanese II
EXE00221	Tourism and Hospitality International Exchange I
EXE00222	Tourism and Hospitality International Exchange II
EXE00223	Tourism and Hospitality International Exchange III
EXE00224	Tourism and Hospitality International Exchange IV

*   *Intern Study I-IV may be taken either throughout the course during times when other units are not scheduled, or over a 24-week period after the completion of Semester 5.   All internship placements must be approved by the Internship Co-ordinator prior to commencement.*

NB:

1.   Core units must be taken in the order that they are offered, or at the discretion of the School Board.

2.   The offering of any unit listed in Part B of the Schedule is at the discretion of the School Board subject to student numbers, availability of staff and timetabling constraints.

3.   All elective units are subject to approval by the School Board.

BACHELOR OF BUSINESS IN TOURISM WITH HONOURS (Abbreviated title: BBus(Hons))

Course Structure

The course will comprise research leading to the completion of a thesis based upon original work. The thesis will have a workload requirement equivalent to eight (8) units, will be approximately 25,000 words in length and must be submitted by the dates prescribed in the School's "Handbook for Honours Students". As an integral part of the Honours programme, students will be required to present a colloquium for their thesis proposal and a research seminar based on their thesis.

Students may also be required to complete any additional unit(s) prescribed by the Honours Year Co-ordinator to address any deficit in knowledge of research design and/or research methods. While successful completion of the unit(s) so prescribed will be required for attainment of an Honours award, the results obtained for the unit(s) will not count toward the class of the Honours awarded.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

Schedule of Units

MNG00745   Tourism 400 (Hons)

BACHELOR OF BUSINESS IN HOTEL MANAGEMENT (Abbreviated title: BBusHotelMangt)

DIPLOMA IN HOTEL MANAGEMENT (Abbreviated title: DipHotelMangt)

Introduction

The course prepares graduates for employment in hotel management positions in Australia and internationally. The course focuses on hotel operational skills, management practice in the international hotel management sector and the skills needed for continued learning in a changing and global business environment.

This degree is offered at The Hotel School in Sydney. The Hotel School is a joint venture between Southern Cross University and the Inter-Continental Hotel.

Course Structure

Once gaining an Advanced Diploma in Hotel Management, students may enrol in the degree programme. They will complete five units, one of which will require a six-week industry placement. Upon successful completion of these units, the student will have fulfilled the requirements for the Bachelor of Business in Hotel Management.

Admission

The pre-requisite for the degree programme is a Diploma and Advanced Diploma in Hotel Management offered by The Hotel School. Applicants for admission to the Diploma must have completed a Certificate IV in Hospitality (or equivalent) and have demonstrated a capacity for successful completion of university studies. Selection of applicants, if necessary, will be based upon academic merit in the Certificate IV in Hospitality course, or equivalent.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. **Requirements for an Award**

   (f) To be eligible for the award of the Bachelor of Business in Hotel Management degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

      (i) all units listed in Part A of the Schedule attached to these Rules; and

      (ii) eight (8) other units acceptable to the School Board.

   (g) To be eligible for the award of the Diploma in Hotel Management a candidate shall successfully complete no less than eight (8) units from Part A of the Schedule attached to these Rules.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

   (c) Bachelor of Business in Hotel Management

      (i) The School Board may grant a candidate advanced standing for up to twenty (20) units provided that in all cases the units are considered to be equivalent to units in the Schedule.

      (ii) Candidates who have completed the requirements of the Diploma in Hotel Management may be granted advanced standing for up to eight (8) units.

   (b) Diploma in Hotel Management

      The School Board may grant a candidate advanced standing for up to eight (8) units provided that in all cases the units are considered to be equivalent to units in the Schedule.

Schedule of Units

PART A

COM00207   Personal Communications for the Tourism and Hospitality Industry
SOY00411   Tourism and Hospitality Studies I
MKT00210   Hotel Sales and Marketing
MKT00212   Hotel Marketing and Public Relations
MNG01413   Human Resource Management in the Tourism and Hospitality Industry
ACC00136   Financial Analysis for Hotels
MNG00135   Hotel Services Management
MKT00134   Introduction to Hotel Management
MNG01205   Industrial Relations and Law for Tourism and Hospitality
MNG00417   Strategic Management for Tourism and Hospitality Enterprises
ACC00207   Hospitality and Tourism Financial Management
MNG01211   Market Research and Analysis for Hotels
MKT01416   Tourism and Hospitality Industry Project
SOY00137   Environmental Management for the Hotel Industry
MKT01221   Intern Study I
MKT01222   Intern Study II

PART B

MKT00204   Special Interest Tourism
MKT01420   Conventions, Meetings and Exhibitions Management
MKT01425   Pacific Asia Tourism Marketing and Development
MKT01223   Intern Study III
MKT01224   Intern Study IV
SOY00412   Tourism and Hospitality Studies II
MNG00427   Entrepreneurship in Tourism and Hospitality
MNG00426   Gaming and Club Management
HMS00423   Tourism Planning and the Environment
MNG00421   Event Management
ECO00424   Economic Analysis for Tourism and Hospitality

BACHELOR OF SPORT TOURISM MANAGEMENT (Abbreviated title: BSportTourMangt)

Course Structure

To gain the award Bachelor of Sport Tourism Management, students will be required to satisfactorily complete twenty-four (24) units. A full-time student will undertake four units in each of six semesters.

All students are required to undertake the eighteen (18) core units (Part A in the Schedule below) and four (4) units from the selection of units offered by the two Schools (Part B in the Schedule below).   Two (2) university-wide electives will also be taken.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of the University Handbook, in conjunction with specific Rules and the Schedule of Units below.

6.   Requirements for an Award

   (f)   To be eligible for the award of Bachelor of Sport Tourism Management a candidate shall successfully complete not less that twenty-four (24) units comprising:

      (i)   all units listed in Part A of the Schedule of Units attached to these Rules;

      (ii)   not less than four (4) units from Part B of the Schedule; and

      (iii) two (2) elective units.

7.   Advanced Standing/Credit Transfer/ Professional Experience

   (b)   Advanced standing will be determined by the School Board responsible for the unit for which advanced standing is being sought in consultation with the other School Board.

Schedule of Units

PART A

SOY00011	Sport Tourism I
SOY00012	Sport Tourism II
MNG00301	Sport and Exercise Management I
COM00207	Personal Communication for Tourism and Hospitality Industry
SOY00411	Tourism and Hospitality Studies I
HMS01202	Sport and the Law
MNG01413	Human Resource Management
MNG00307	Sports Policy and Planning
MAT00330	Statistics
FIN00320	Financial Management for Sport and Exercise
MNG00304	Facility Planning and Design
MNG00441	Tourism and Hospitality Services Management
MKT00205	Public Relations in Sport and Exercise
MKT00320	Sport and Exercise Marketing
MKT01221	Intern Study I*
MKT01222	Intern Study II*
MKT01223	Intern Study III*
MKT01224	Intern Study IV*

PART B

MNG00305	Facility Programming and Management
MNG00306	Entrepreneurship in Sport and Exercise
HEA00206	Exercise for Personal Health
MNG00421	Events Management
HMS00423	Tourism Planning and the Environment
MNG00417	Strategic Management for Tourism and Hospitality
SCI00419	Food and Beverage Management
MKT01420	Convention, Meetings and Exhibitions Management
MNG00418	Accommodation and Information Technology Systems
MNG00426	Gaming and Club Management
MKT00204	Special Interest Tourism
MKT01416	Tourism and Hospitality Industry Project
MNG00422	Tourism Market Research Methods#
HMS00301	Research Design in Sport and Exercise#
IST00561	Independent Study – Human Movement

\# *One of these units must be satisfactorily completed for entry into Bachelor of Sport Tourism Management with Honours.*

* *Intern Study I-IV may be taken either throughout the course during times when other units are not scheduled, or over a 24-week period after the completion of Semester 5. All internship placements must be approved by the Internship Co-ordinator prior to commencement.*

BACHELOR OF SPORT TOURISM MANAGEMENT WITH HONOURS (Abbreviated title: BSportTourMangt(Hons))

Course Structure

A candidate will be required to undertake studies in the area of Sport Tourism comprising:

(a) a thesis based on original work; and

(b) a colloquium for thesis proposal and a research seminar based on the thesis; and

(c) the unit MAT00331 Advanced Statistics, where a candidate has been deemed by the School Boards to be deficient in this area. Whereas successful completion of the course will be required, the result will not count towards the class of Honours awarded.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree) are given in the Rules entry in the University Handbook (Part B).

GRADUATE CERTIFICATE IN INTERNATIONAL TOURISM MANAGEMENT
(Abbreviated title: GradCertIntTourMangt)

GRADUATE CERTIFICATE IN INTERNATIONAL HOTEL MANAGEMENT
(Abbreviated title: GradCertIntHotMangt)

GRADUATE CERTIFICATE IN CONVENTION AND EVENT MANAGEMENT
(Abbreviated title: GradCertConEventMangt)

Introduction

The Graduate Certificate, Graduate Diploma and Masters programmes are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international tourism, hotel and event management.

Course Structure

The Graduate Certificate requires completion of at least four (4) units described in the accompanying Schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. **Admission to Candidature**

   (a) Applicants for admission to candidature for the Graduate Certificate shall provide evidence of at least one year's experience in a field of employment acceptable to the School Board, School of Tourism and Hospitality Management and shall:

      (i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university of tertiary institution; or

      (ii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (a).

   (b) An applicant for candidature shall apply to the Head, School of Tourism and Hospitality Management on the prescribed form.

   (c) Admission to candidature and the trimester of commencement shall be determined by the Head of School.

   (d) After admission to candidature, a candidate shall submit a programme of study for approval by the Head of School.

2. **Requirements for the Graduate Certificate in International Tourism Management, the Graduate Certificate in International Hotel Management and the Graduate Certificate in Convention and Event Management**

   To satisfy requirements for the Graduate Certificate, the candidate shall complete a programme equivalent to at least four (4) units of study approved by the School Board, including units selected from the appropriate Schedule annexed to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. **Period of Candidature**

   (a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than three (3) fifteen (15) week trimesters; in all other cases, the maximum period of candidature shall be six (6) fifteen (15) week trimesters. There will be three (3) fifteen (15) week trimesters in each calendar year.

   (b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Unless the School Board otherwise determines:

(a) a candidate shall remain enrolled for the duration of each semester; and

(b) a candidate shall enrol in not more than four (4) units in any one semester. Provided that where the Head of School's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one semester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in the unit.

6. Advanced Standing

At the discretion of the School Board a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or at another University or tertiary institution provided that these units have a reasonable degree of correspondence to units prescribed for the coursework programme or are appropriate for study in the said programme.

7. Admission to the Graduate Certificate in International Tourism Management, the Graduate Certificate in International Hotel Management and the Graduate Certificate in Convention and Event Management

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Certificate in International Tourism Management, the Graduate Certificate in International Hotel Management or the Graduate Certificate in Convention and Event Management.

Schedule of Units

The Schedule is to be found at the end of the entry for the Master of International Tourism Management and Master of International Hotel Management.

GRADUATE DIPLOMA IN INTERNATIONAL TOURISM MANAGEMENT
(Abbreviated title: GradDipIntTourMangt)

GRADUATE DIPLOMA IN INTERNATIONAL HOTEL MANAGEMENT
(Abbreviated title: GradDipIntHotMangt)

GRADUATE DIPLOMA IN CONVENTION AND EVENT MANAGEMENT
(Abbreviated title: GradDipConEventMangt)

Introduction

The Graduate Certificate, Graduate Diploma and Masters programmes are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international tourism, hotel and event management.

Course Structure

The Graduate Diploma requires completion of at least eight (8) units described in the accompanying Schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Diploma shall provide evidence of at least one year's experience in a field of employment acceptable to the School Board, School

of Tourism and Hospitality Management and shall:

(i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university of tertiary institution; or

(ii) have completed the Graduate Certificate; or

(iii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (a) or (b).

(b) An applicant for candidature shall apply to the Head, School of Tourism and Hospitality Management on the prescribed form.

(c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

(d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. Requirements for the Graduate Diploma in International Tourism Management, the Graduate Diploma in International Hotel Management and the Graduate Diploma in Convention and Event Management

To satisfy requirements for the Graduate Diploma, the candidate shall complete a programme equivalent to at least eight (8) units of study approved by the School Board, including units selected from the appropriate Schedule annexed to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than six (6) fifteen (15) week trimesters; in all other cases, the maximum period of candidature shall be twelve (12) fifteen (15) week trimesters. There will be three (3) fifteen (15) week trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Unless the School Board otherwise determines:

(a) a candidate shall remain enrolled for the duration of each semester; and

(b) a candidate shall enrol in not more than four (4) units in any one semester. Provided that where the School Board's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one semester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in the unit.

6. Advanced Standing

(a) At the discretion of the School Board a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or at another University or tertiary institution provided that these units have a reasonable degree of correspondence to units prescribed for the coursework programme or are appropriate for study in the said programme.

(b) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(c) Notwithstanding, the total of advanced standing based on units other than those in the Graduate Certificate shall not exceed 50% of the course.

7. **Admission to the Graduate Diploma in International Tourism Management, the Graduate Diploma in International Hotel Management and the Graduate Diploma in Convention and Event Management**

   A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Diploma in International Tourism Management, the Graduate Diploma in International Hotel Management or the Graduate Diploma in Convention and Event Management.

Schedule of Units

The Schedule is to be found at the end of the entry for the Master of International Tourism Management and Master of International Hotel Management.

MASTER OF INTERNATIONAL TOURISM MANAGEMENT (Abbreviated title: MIntTourMangt)

MASTER OF INTERNATIONAL HOTEL MANAGEMENT (Abbreviated title: MIntHotMangt)

MASTER OF CONVENTION AND EVENT MANAGEMENT (Abbreviated title: MConEventMangt)

Introduction

The Graduate Certificate, Graduate Diploma and Masters programmes are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international tourism, hotel and event management.

Course Structure

The Masters degree requires completion of at least twelve (12) units described in the accompanying Schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. **Admission to Candidature**

   (a) Applicants for admission to candidature for the Masters degree shall provide evidence of at least one year's experience in a field of employment acceptable to the School Board, School of Tourism and Hospitality Management and shall:

   (i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university of tertiary institution; or

   (ii) have completed the Graduate Diploma; or

   (iii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (a) or (b).

   (b) An applicant for candidature shall apply to the Head, School of Tourism and Hospitality Management on the prescribed form.

   (c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

   (d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. **Requirements for the Master of International Tourism Management, Master of International Hotel Management and Master of Convention and Event Management**

   To satisfy requirements for the Masters programme, the candidate shall complete the four (4) units which make up Part A of the schedule, and take eight (8) additional units of study from Part B. Under special circumstances other coursework units may be approved by the School Board.

3. **Period of Candidature**

    (a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than nine (9) fifteen (15) week trimesters; in all other cases, the maximum period of candidature shall be eighteen (18) fifteen (15) week trimesters. There will be three (3) fifteen (15) week trimesters in each calendar year.

    (b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. **Enrolment**

    Unless the School Board otherwise determines:

    (a) a candidate shall remain enrolled for the duration of each semester; and

    (b) a candidate shall enrol in not more than four (4) units in any one semester. Provided that where the School Board's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one semester.

5. **Completion of a Unit**

    A candidate shall have completed a unit when either:

    (a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

    (b) the candidate has been granted advanced standing in the unit.

6. **Advanced Standing**

    (a) At the discretion of the School Board a candidate may be granted advanced standing for up to six (6) units on the basis of units completed at this University or at another University or tertiary institution provided that these units have a reasonable degree of correspondence to units prescribed for the coursework programme or are appropriate for study in the said programme.

    (b) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

    (c) A candidate who has completed the requirements for the Graduate Diploma may be granted advanced standing for up to eight (8) units.

    (d) Notwithstanding, the total of advanced standing based on units other than those in the appropriate Graduate Certificate and Graduate Diploma shall not exceed 50% of the course.

7. **Admission to the Degree in Master of International Tourism Management, Master of International Hotel Management and Master of Convention and Event Management**

    A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the degree of Master of International Tourism Management, the Master of International Hotel Management or the Master of Convention and Event Management.

Schedule of Units

PART A

International Tourism Management

MKT01760	The Tourism Environment
MKT01762	Contemporary Tourism Issues
MKT01910	Tourism and Hospitality Project I *

International Hotel Management

BUS00914	Managing Human Resources and Changes in the Hotel Industry
ACC00208	Financial Analysis for Hotels, Conventions and Events
MNG00912	Environmental Management for Hotels
BUS00913	Business Analysis for Tourism and Hospitality Managers

Convention and Event Management

MNG00272	Meetings, Incentives, Conventions and Exhibitions Management
MNG00273	Event Planning and Management
ISY00244	Technological Systems for Conventions and Events

ACC00208	Financial Analysis for Hotels, Conventions and Events

PART B

MKT01760	The Tourism Environment
MKT01762	Contemporary Tourism Issues
MKT01906	International Tourism Studies
MKT01907	Tourism and Hospitality Management
MKT00904	Strategic Marketing for Tourism and Hospitality Industries
MNG00912	Environmental Management for Hotels
MKT01909	Management for Quality Tourism and Hospitality Services
MKT00905	Marketing Management for Tourism and Hospitality Industries
BUS00913	Business Analysis for Tourism and Hospitality Managers
BUS00914	Managing Human Resources and Change in the Hotel Industry
MKT01908	Strategic Management in Tourism and Hospitality Industries
MKT01910	Tourism and Hospitality Project I *
MKT01911	Tourism and Hospitality Project II*
ACC00208	Financial Analysis for Hotels, Conventions and Events
MNG00272	Meetings, Incentives, Conventions and Exhibitions Management
MNG00273	Event Planning and Management
ISY00244	Technological Systems for Conventions and Events

* Double-weighted unit.

GRADUATE CERTIFICATE IN INTERNATIONAL TOURISM AND HOTEL MANAGEMENT
(Abbreviated title: GradCertITHM)

GRADUATE DIPLOMA IN INTERNATIONAL TOURISM AND HOTEL MANAGEMENT
(Abbreviated title: GradDipITHM)

MASTER OF INTERNATIONAL TOURISM AND HOTEL MANAGEMENT
(Abbreviated title: MITHM)

1. **Qualification for Admission**

    (a) Applicants for admission to candidature shall:

    (i) provide evidence of at least one year's experience in a field of employment acceptable to the School Board; and

    (ii) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this University; or

    (iii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement in Rule 1(a)(ii).

2. **Duration of Course**

    Normally, unless the School Board otherwise determines, a candidate for:

    (a) a twelve (12) unit Masters degree must complete the course in not more than four (4) years;

    (b) an eight (8) unit Graduate Diploma must complete the course in not more than three (3) years;

    (c) a four (4) unit Graduate Certificate must complete the course in not more than two (2) years.

3. **Enrolment**

    (a) Normally, unless the School Board otherwise determines:

    (i) a candidate shall remain enrolled for the duration of each session; and

    (ii) a candidate shall enrol in not more than four (4) units in any one session; provided that where the School Board's discretion is exercised such candidate shall be permitted to enrol in not more than five (5) units.

4. Completion of a Unit

(a) A candidate shall have completed a unit when either:

   (i) a grade indicating satisfactory completion of the unit has been attained as prescribed in the University's Assessment and Examination Rules; or

   (ii) the candidate has been granted advanced standing in that unit.

5. Admission to an Award

A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all By-laws and other Rules may be admitted to the award.

6. Requirements for an Award

(a) To be eligible for the award of Master of International Tourism and Hotel Management a candidate shall successfully complete not less that twelve (12) units comprising:

   (i) all units listed in Part A of the Schedule of Units attached to these Rules; and

   (ii) four (4) elective units from Part B of the Schedule.

In exceptional circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

(b) To be eligible for the award of Graduate Diploma in International Tourism and Hotel Management a candidate shall successfully complete not less that eight (8) units comprising all units listed in Part A of the Schedule of Units attached to these Rules.

(c) To be eligible for the award of Graduate Certificate in International Tourism and Hotel Management a candidate shall successfully complete not less that four (4) units from Part A of the Schedule of Units attached to these Rules.

(d) A candidate who while enrolled for the Master of International Tourism and Hotel Management has completed the requirements for the Graduate Diploma in International Tourism and Hotel Management may elect to be awarded the Graduate Diploma in International Tourism and Hotel Management following withdrawal from candidature for the Masters degree.

(e) A candidate who while enrolled for the Master of International Tourism and Hotel Management has completed the requirements for the Graduate Certificate in International Tourism and Hotel Management may elect to be awarded the Graduate Certificate in International Tourism and Hotel Management following withdrawal from candidature for the Masters degree.

7. Advanced Standing

At the discretion of the School Board a candidate may be granted advanced standing for up to six (6) units on the basis of units completed at this University or at another university or tertiary institution provided that these units have a reasonable level of correspondence to units prescribed for the Masters program.

Schedule of Units

PART A

MKT01907	Tourism and Hospitality Management
MKT01909	Management for Quality Tourism and Hospitality Services
MKT01908	Strategic Management in Tourism and Hospitality
MKT01906	International Tourism Studies
MNG00905	Marketing Management for Tourism and Hospitality
MNG00904	Strategic Marketing for Tourism and Hospitality Industries
MKT01910	Industry Project I*

PART B

MKT01760	The Tourism Environment
MKT01762	Contemporary Tourism Issues
BUS00914	Managing Human Resources and Change in the Hotel Industry
ACC00900	Financial Analysis for Hotels, Conventions and Events

MNG00912   Environmental Management for Hotels

BUS00913   Business Analysis for Tourism and Hospitality Managers

MNG00272   Meetings, Incentives, Conventions and Exhibitions Management

MNG00273   Events Planning and Management

ISY00244   Technological Systems for Conventions and Events

*   *Double-weighted unit.*

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

CERTIFICATE IN CLUB MANAGEMENT
(Abbreviated title: CertClubMangt)

DIPLOMA IN CLUB MANAGEMENT
(Abbreviated title: DipClubMangt)

ASSOCIATE DEGREE IN CLUB MANAGEMENT
(Abbreviated title: AssocDegClubMangt)

BACHELOR OF BUSINESS IN CLUB MANAGEMENT
(Abbreviated title: BBusClubMangt)

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(a)   "Candidate" means a person either enrolled in the University as a student, or registered as a student in the Centre for Professional Development in Club Management or with one of the University's licensees and proceeding to the award of Bachelor of Business in Club Management.

6. **Requirements for an Award**

(f) To be eligible for the award of Bachelor of Business in Club Management degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules; and

(ii) four (4) units from Part B of the Schedule.

(g) To be eligible for the award of Associate Degree in Club Management a candidate shall successfully complete not less than sixteen (16) units comprising:

(i) fourteen (14) units from Part A of the Schedule of Units attached to these Rules; and

(ii) two (2) units from Part B of the Schedule.

(h) To be eligible for the award of Diploma in Club Management a candidate shall successfully complete not less than eight (8) units from Part A of the Schedule of Units attached to these Rules.

(i) To be eligible for the award of the Certificate in Club Management a candidate shall successfully complete not less than four (4) units from Part A of the Schedule of Units attached to these Rules.

(j) In exceptional circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

(b) Candidates who have completed the requirements of the Certificate in Club Management may be granted advanced

standing for up to four (4) units in the Diploma in Club Management, Associate Degree in Club Management and Bachelor of Business in Club Management.

(c) Candidates who have completed the requirements of the Diploma in Club Management may be granted advanced standing for up to eight (8) units in the Associate Degree in Club Management and Bachelor of Business in Club Management.

(d) Candidates who have completed the requirements of the Associate Degree in Club Management may be granted advanced standing for up to sixteen (16) units in the Bachelor of Business in Club Management.

Schedule of Units

PART A

MKT01204	Quality Management I: Food and Beverage
MKT01205	Quality Management II: Inventory
MNG01206	Quality Management III: Project Management
MNG01208	Human Resource Management I: Introduction
MNG01209	Human Resource Management II: Planning
MNG01210	Human Resource Management III: Policies
BUS00211	Gaming Management I: Introduction
BUS00212	Gaming Management II: Analysis
BUS00213	Gaming Management III: Impacts
FIN00215	Finance and Information Systems I: Introduction
FIN00216	Finance and Information Systems II: Analysis
FIN00217	Finance and Information Systems III: Financial Management
MKT00218	Marketing I: Introduction
MKT00219	Marketing II: Strategies
MNG01221	Facility and Risk Management I: Legal Principles
MNG01222	Facility and Risk Management II: Framework
MNG01223	Facility and Risk Management III: Policies
MNG01201	Management I: Introduction
MNG01202	Management II: Contemporary Issues
MNG01203	Management III: Strategic Management

PART B

MKT00207	Quality Management IV: Functions and Meetings
BUS00214	Gaming Management IV: Strategic Gaming Management
MKT00220	Marketing III: Management
MNG01224	Club Industry Project
SOY00411	Tourism and Hospitality Studies I
MNG00418	Accommodation and Information Technology Systems

DIPLOMA OF BUSINESS MANAGEMENT
(Abbreviated title: DipBusMangt)

Introduction

Southern Cross University pioneered in Australia the establishment of partnerships with employers through the joint establishment of Centres for Professional Development (CPDs). The Ansett Centre for Business Education has been formed to facilitate the provision of study programmes and related services to meet the education and training needs of Ansett Australia personnel. The Ansett Centre for Business Education is another example of a successful joint development between the University and industry.

Course Structure

The Diploma of Business Management is a two-year part-time course and has been designed specifically to provide students with the knowledge and skills required of middle managers employed by Ansett Australia. Within all units, there is the opportunity for students to use their current work practice and experience to tailor studies to suit their individual needs.

In the first year of the programme, students undertake compulsory units in core business disciplines, including Communications, Human Resource Management, Financial Management and Marketing.

In the second year, units build on these core disciplinary areas by examining industrial relations and legal requirements of day-to-day

travel operations. This year also includes an examination of both services and project management. In the final semester, an applied research project will allow students to link different elements of the course, and evaluate their application in the workplace.

Admission

Applicants for admission to candidature must be 21 years of age and have demonstrated a capacity for successful completion of this course either through previous workplace experience or in their written application.

Candidates for the Diploma must also be current employees of Ansett Australia and have been employed by Ansett for not less than 12 months.

Selection of students is based upon the following:

- employment experience – length of employment, seniority, range, type and relevance;
- education – HSC, post-secondary, relevance of post-secondary experience, previous university studies;
- motivation and aptitude – general indicators such as commitment, professionalism of application in terms of extent, scope, quality of supporting documentation, enthusiasm for the programme and demonstration of their motivation towards long-term goals within the travel and tourism industry. Demonstrated written communication skills are also considered.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendment:

(a) "Candidate" means a person either enrolled in the University as a student, or

(b) registered as a student in the Ansett Centre for Business Education or with one of the University's licensees and proceeding to the award of Diploma of Business Management.

1. **Qualification for Admission**

   (c) Applicants for admission to candidature shall:

      (i) be 21 years of age and have demonstrated a capacity for successful completion of this course either through previous workplace experience or in their written application; or

      (ii) be current employees of Ansett Australia and have been employed by Ansett for not less than 12 months.

6. **Requirements for an Award**

   (f) To be eligible for the award of Diploma of Business Management a candidate shall successfully complete all units in the Schedule of Units attached to these Rules.

   (g) In exceptional circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

Schedule of Units

COM00202	Personal Communications for Tourism
MNG00197	Human Resource Management in the Tourism and Hospitality Industry
ACC00204	Financial Analysis for the Travel Industry
MKT00125	Travel Sales and Marketing
MKT00198	Travel Services Management
MKT00199	Project Management in the Tourism Industry
MNG01204	Elements of Business Law for the Travel and Tourism Industry
MKT00200	Ansett Project

DIPLOMA OF FOOD SERVICE MANAGEMENT (Abbreviated title: DipFoodServMangt)

Introduction

The Restaurant and Catering Industry Association of Australia and Southern Cross University have jointly developed a Diploma of

Food Service Management designed specifically to meet the needs for employment and professional advancement in the dynamic hospitality industry. The innovative programme offers distance education with personal support for study at home, multiple exit points – the ability to choose selected modules or the entire programme – and two years of part-time study that lead to industry relevant qualifications.

Course Structure

Participants study vital elements of food service management in areas of personal communications, finance and budgeting systems, human resource management, marketing and quality assurance, risk management, small business management – all cumulating in a final food service industry project.

Materials and support services provided to each student comprise course introductory guide, unit study guide, book of readings, telephone support by individual tutor, telephone tutorials and optional student network.

Admission

Applicants for admission to candidature must be 21 years of age and have demonstrated a capacity for successful completion of this course through previous workplace experience or in their written application. Selection of students is based upon the following:

- previous educational attainment;
- prior experience at a senior level within the industry;
- demonstrated commitment to the programme.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

    (f) To be eligible for the award of the Diploma of Food Service Management a candidate shall successfully complete all units listed in the Schedule of Units attached to these Rules.

    (g) In exceptional circumstances, the School Board may permit a candidate to enrol

in a unit or units other than those specified in the Schedule.

Schedule of Units

MKT01124	Communications in the Food Service Industry
MNG00125	Human Resource Management in the Food Service Industry
MNG00205	Finance and Budgeting Systems for Food Services
MKT00126	Hospitality Marketing and Quality Assurance
MNG00126	Project Management for the Food Service Industry
MNG00127	Risk Management in the Food Service Industry
MNG00128	Small Business Management for Food Services
MKT00129	Food Service Industry Project

GRADUATE CERTIFICATE IN GAMING MANAGEMENT
(Abbreviated title: GradCertGamingMangt)

GRADUATE DIPLOMA OF GAMING MANAGEMENT
(Abbreviated title: GradDipGamingMangt)

MASTER OF GAMING MANAGEMENT
(Abbreviated title: MGamingMangt)

Rules Governing Candidature

1. Qualification for Admission

    Applicants for admission to candidature shall:

    (a) provide evidence of at least one year's experience in a field of employment relevant to the course and acceptable to the School Board; and

    (b) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university; or

(c) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement in Rule 1(a).

2. **Duration of Course**

Normally, unless the School Board otherwise determines, a candidate for:

(a) a twelve (12) unit Masters degree must complete the course in not more than four (4) years;

(b) an eight (8) unit Graduate Diploma must complete the course in not more than three (3) years;

(c) a four (4) unit Graduate Certificate must complete the course in not more than two (2) years.

3. **Enrolment**

Normally, unless the School Board otherwise determines:

(a) a candidate shall remain enrolled for the duration of each session; and

(b) a candidate shall enrol in not more than four (4) units in any one session; provided that where the School Board discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units.

4. **Completion of a Unit**

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in the University's Assessment and Examination Rules; or

(b) the candidate has been granted advanced standing in the unit.

5. **Admission to an Award**

A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all By-laws and other Rules may be admitted to the award.

6. **Requirements for an Award**

(a) To be eligible for the award of Master of Gaming Management a candidate must successfully complete not less that twelve (12) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) all units listed in Part B of the Schedule;

(iii) all units listed in Part C of the Schedule; and

(iv) two (2) elective units from Part D of the Schedule.

In exceptional circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

(b) To be eligible for the award of Graduate Diploma of Gaming Management a candidate shall successfully complete not less that eight (8) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) all units listed in Part B of the Schedule; and

(iii) two (2) elective units from Part D of the Schedule.

(c) To be eligible for the award of Graduate Certificate in Gaming Management a candidate shall successfully complete not less that four (4) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules; and

(ii) one (1) unit selected from Part B of the Schedule.

(d) A candidate who while enrolled for the Master of Gaming Management has completed the requirements for the Graduate Diploma of Gaming Management may elect to be awarded the Graduate Diploma of Gaming Management following withdrawal from candidature for the Masters degree.

(e) A candidate who while enrolled for the Master of Gaming Management has

completed the requirements for the Graduate Certificate in Gaming Management may elect to be awarded the Graduate Certificate in Gaming Management following withdrawal from candidature for the Masters degree.

7.   Advanced Standing

(a) At the discretion of the School Board a candidate may be granted advanced standing for up to 50 per cent of the units required for the awards of Master of Gaming Management, Graduate Diploma of Gaming Management and Graduate Certificate in Gaming Management.

(b) A candidate who has completed all of the requirements for the Graduate Certificate in Gaming Management may be granted advanced standing for up to four (4) units towards the Graduate Diploma of or Master of Gaming Management.

(c) A candidate who has completed all the requirements for the Graduate Diploma of Gaming Management may be granted advanced standing for up to eight (8) units towards the Master of Gaming Management.

Schedule of Units

PART A

MNG00501	Contemporary Gaming Operations
MNG00502	Management of Gaming Enterprises
MNG00503	Strategic Issues in Gaming Management

PART B

MKT01907	Tourism and Hospitality Management
MKT01908	Strategic Management in Tourism and Hospitality Industries
MKT01909	Management for Quality Tourism and Hospitality Services

PART C

MKT01910	Tourism and Hospitality Project I*
MKT01911	Tourism and Hospitality Project II*

PART D

MKT01760	The Tourism Environment
MKT01762	Contemporary Tourism Issues
MKT01906	International Tourism Studies
MKT00904	Strategic Marketing for Tourism and Hospitality Industries
MNG00912	Environmental Management for Hotels
MKT00905	Marketing Management for Tourism and Hospitality Industries
BUS00913	Business Analysis for Tourism and Hospitality Managers
BUS00914	Managing Human Resources and Change in the Hotel Industry
ACC00208	Financial Analysis for Hotels Conventions and Events
MNG00272	Meetings Incentives Conventions and Exhibitions Management
MNG00273	Event Planning and Management
ISY00244	Technological Systems for Conventions and Events

*   *Double-weighted unit.*

The University's Colleges

Colleges have been formed in areas where programmes and activities may be conducted or co-ordinated University-wide.

The Colleges are the:

- College of Indigenous Australian Peoples
- College of Industry and Professional Education
- Graduate College of Management
- Graduate Research College

Colleges differ significantly in their roles, responsibilities and staffing, details of which are included in this section of the Handbook.

The College of Indigenous Australian Peoples aims to improve the access and participation by Indigenous Australians in higher education and to increase the awareness of Indigenous culture within the wider community. The College offers a range of courses from the Certificate of Foundation Studies to the Bachelor of Indigenous Studies. The College also has the character of a School in that it has academic staff who teach, supervise and conduct scholarship and research.

The College of Industry and Professional Education is responsible for the co-ordination of all co-operative industry and professional programmes offered by the University. The teaching and administration of programmes is undertaken by the relevant School, College or Centre for Professional Development.

The Graduate College of Management has responsibility for the delivery of all postgraduate management degrees offered by the University. Any student wishing to enrol in a Master of Business Administration or a Doctor of Business Administration should consult the Graduate College of Management. Teaching and supervision in the Graduate College of Management is provided by professorial and senior academic staff of the College supported, particularly in some of the industry specialist areas, by academic staff from the Schools.

The Graduate Research College is responsible for the co-ordination of all postgraduate research degrees offered by the University. Any student wishing to enrol in a Research Masters or a Doctor of Philosophy degree should consult the Graduate Research College as well as the relevant School. Research supervision is provided by staff in the Schools or by adjunct staff, not by the staff of the College itself.

College of Indigenous Australian Peoples

College of Indigenous Australian Peoples

Director

Associate Professor S. B. Schnierer MSc(Qld)

The College of Indigenous Australian Peoples aims to empower Indigenous and non-Indigenous peoples through teaching Indigenous studies, conducting research on Indigenous issues, providing Indigenous student services and consultation with Indigenous people. The College has three sections: the Directorate, the Academic Division and Gungil Jindibah Centre (Indigenous Students Service Division).

The College has developed extensive Indigenous networks at the local, regional, national and international levels which ensure that all activities remain relevant and up-to-date. The College is provided with cultural advice from an Aboriginal Advisory Committee comprising elders and community representatives.

The Academic Section has responsibility for teaching Indigenous studies and has developed a range of course options from foundation to undergraduate and postgraduate level. These programmes provide an opportunity for students to blend a knowledge of Indigenous cultures, peoples, and contemporary issues with specific discipline-based knowledges to create culturally appropriate and relevant courses that can be taken in stages. Major themes include cultural studies, health, law, education, and environment.

All students enrolled in programmes at the University have the opportunity to select Indigenous studies units as electives towards their chosen degreee.

The Gungil Jindibah Centre provides Indigenous students with a range of services including access to tutors, study space, computer laboratories, counselling, and Aboriginal elders for advice.

The College offers the following programmes in 2001:

- Certificate of Foundation Studies
- Diploma of Indigenous Studies
- Associate Degree of Indigenous Studies
- Bachelor of Indigenous Studies
- Master of Arts (by Thesis)*
- Master of Science (by Thesis)*
- Doctor of Philosophy*

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

CERTIFICATE OF FOUNDATION STUDIES

Introduction

The Certificate of Foundation Studies is a two-semester foundation course run by the College of Indigenous Australian Peoples. The course is designed specifically for Indigenous Australians who are not at an academic level of preparedness to succeed in an Associate Degree or Degree course at the University.

The Certificate of Foundation Studies equips students with the skills necessary for tertiary study by acquainting them with the goods and services available to students and a working knowledge of their rights and responsibilities associated with the targeted course of study. The course provides students with academic study techniques related to their targeted course of study, an increased awareness of Indigenous Australian issues, field trips, guest lectures and numerous social events.

Students who successfully complete the Certificate of Foundation Studies will, upon recommendation of the College, gain access to a course of their choice within the University.

Admission Requirements

Applicants must:

1. be of Aboriginal or Torres Strait Islander descent;
2. be 18 years of age or over;
3. exhibit a commitment and motivation towards achieving their educational goal.

If students wish to apply through the Special Admissions programme, they are invited to attend a three-day orientation/assessment period prior to admission.

Rules Governing Candidature

1. **Qualifications for Admission**

   Applicants for admission for the Certificate of Foundation Studies shall:

   (a) have completed the Higher School Certificate, or equivalent, at an acceptable level of achievement; or

   (b) have been granted consideration for admission under a special entry category; or

   (c) have obtained the Director, College of Indigenous Australian Peoples' permission to enrol in the Certificate of Foundation Studies; and

   (d) be concurrently enrolled in an award programme of the University.

2. **Requirements for the Certificate**

   To be eligible for the award of the Certificate of Foundation Studies a candidate shall successfully complete:

   (a) four (4) units as listed in the Schedule of Units attached to these Rules; and

   (b) two (2) units from an award programme of the University.

3. **Duration of Course**

   Unless the Director of College otherwise determines, a full-time candidate must complete the course in not less than two (2) semesters and not more than four (4) semesters from the time of first enrolment. A part-time candidate must complete the course in not less than four (4) semesters and not more than eight (8) semesters from the time of first enrolment.

4. **Enrolment**

   Unless the Director of College otherwise determines a candidate shall:

   (a) remain enrolled for the duration of each semester;

   (b) enrol in not more than three (3) units in any one semester.

5. **Completion of a Unit**

   A candidate shall have completed a unit when a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9.

6. **Admission to the Certificate of Foundation Studies**

   A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be awarded the Certificate of Foundation Studies.

Schedule of Units

BHS00323	Academic Study Technique I
ISY00105	Computers in Technology I
BHS00324	Academic Study Technique II
ISY00106	Computers in Technology II

ASSOCIATE DEGREE OF HEALTH SCIENCE (ABORIGINAL HEALTH AND COMMUNITY DEVELOPMENT)*
(Abbreviated title: AssocDegHlthSc)

*   Not offered in 2001.

ASSOCIATE DEGREE IN LAW (ABORIGINAL PARALEGAL STUDIES)*
(Abbreviated title: AssocDegLaw)

*   Not offered in 2001.

DIPLOMA OF INDIGENOUS STUDIES
(Abbreviated title: DipIndigS)

ASSOCIATE DEGREE OF INDIGENOUS STUDIES
(Abbreviated title: AssocDegIndigS)

BACHELOR OF INDIGENOUS STUDIES
(Abbreviated title: BIndigS)

Introduction

The Bachelor of Indigenous Studies is a three-year full-time (or equivalent part-time) course in which students undertake a variety of Indigenous units of a general nature as well as specialising in at least one major area of study. Majors may be developed in areas including Indigenous Health, Paralegal Studies, Indigenous Environmental Management, Indigenous Educational Issues, Indigenous Arts and Indigenous Business Management subject to the approval of the College.

The degree allows students two earlier exit points, subject to their meeting the requirements below. The exit points are the Diploma of Indigenous Studies (after completion of one year of full-time or equivalent part-time studies) and the Associate Degree of Indigenous Studies (after completion of two years of full-time or equivalent part-time studies).

The degree fully articulates with the Associate Degree in Law (Aboriginal Paralegal Studies) and the Associate Degree of Health Science (Aboriginal Health and Community Development).

Aims

1. A broad understanding of historical and contemporary issues affecting Indigenous Australian peoples.

2. A detailed and specialist understanding of a thematic area in Indigenous Australian studies.

3. Skills and knowledge applicable to the needs of Indigenous Australian communities.

4. A caring commitment to fairness and equity for all.

5. A respect for Indigenous Australian identity and development.

6. A commitment to lifelong learning.

Admission

Applicants for admission shall either:

(a) have completed the Higher School Certificate, or equivalent, at an acceptable level of achievement; or

(b) have been granted consideration for admission under one of the following special entry categories:

   (i) work experience (e.g. with an Indigenous organisation or government agency);

   (ii) life experience (e.g. participation in community development);

   (iii) other education experience (e.g. completion of a tertiary preparation course, completion or partial completion of a university award).

Selection

The number of places available will be limited. Selection of students who have completed the HSC, or equivalent, shall be based on academic merit.

Admission under the special entry category is open to Indigenous people after participation in selection week the preceding year (in early December). During the selection period applicants will be oriented to the rights and responsibilities associated with their targeted course of study. Their academic strengths and yet-to-be-strengths will be highlighted through a number of assessment tasks and personalised student advising.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction

with specific Rules and the Schedule of Units below.

6. **Requirements for an Award**

    (f) To be eligible for the award of Bachelor of Indigenous Studies a candidate shall successfully complete not less than twenty-four (24) units comprising:

        (i)   all units listed in Part A of the Schedule of Units attached to these Rules;

        (ii)   twelve (12) units from Part B of the Schedule; and

        (iii) eight (8) elective units.

    (g) In exceptional circumstances, the College Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

    (h) To be eligible for the award of Associate Degree of Indigenous Studies a candidate shall successfully complete not less than sixteen (16) units comprising:

        (i)   all units listed in Part A of the Schedule of Units attached to these Rules;

        (ii)   six (6) units from Part B of the Schedule; and

        (iii) six (6) elective units.

    (i) To be eligible for the award of Diploma of Indigenous Studies a candidate shall successfully complete not less than eight (8) units comprising:

        (i)   all units listed in Part A of the Schedule of Units attached to these Rules;

        (ii)   four (4) units from Part B of the Schedule.

    (j) A candidate who while enrolled for the Bachelor of Indigenous Studies has completed the requirements for the Associate Degree of Indigenous Studies may elect to be awarded the Associate Degree of Indigenous Studies following withdrawal from candidature for the Bachelor degree.

    (k) A candidate who while enrolled for the Bachelor of Indigenous Studies has completed the requirements for the Diploma of Indigenous Studies may elect to be awarded the Diploma of Indigenous Studies following withdrawal from candidature for the Bachelor degree.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

    (b) Candidates who have completed the requirements for the Associate Degree or Diploma of Health Science (Aboriginal Health and Community Development) or the Associate Degree or Diploma in Law (Aboriginal Paralegal Studies) may be granted advanced standing for up to sixteen (16) units in the Bachelor of Indigenous Studies.

Schedule of Units

PART A

HUM00198	Academic Study Methodology
CUL00401	Australian Indigenous Societies Prior to Invasion
CUL00420	History of Invasion of Aboriginal Nations
CUL00402	Contemporary Australian Indigenous Societies

PART B

CUL00403	Australian Indigenous Cultural Heritage*
CUL00404	Schooling of Indigenous Australians*
EDU01308	Indigenous Australians in Education
CUL00406	Australian Indigenous Community Development
CUL00407	Australian Indigenous Community Administration
CUL00408	Health and Australian Indigenous Peoples
CUL00409	The Mental Health of Australian Indigenous Peoples
CUL00410	International Indigenous Issues
CUL00411	Bundjalung Cultural Heritage
CUL00412	Indigenous Ways of Cultural Expression

CUL00413	Human Rights and Indigenous Peoples
CUL00414	Indigenous Common Law
CUL00415	Comparative Indigenous Legal Issues
CSL00416	Spiritual Well Being
SOC00417	Race and Racism
SOC00418	Indigenous Australians and Anthropology*
SOY00419	Indigenous Environmental Management
LAW00055	Aboriginals, Islanders and Contemporary Legal Issues
LAW00056	Aboriginals, Islanders and the Criminal Justice System
CUL00133	Indigenous Styles of Communication
LAW00215	Dispute Resolution and Aboriginal Communities

*   Not offered in 2001.

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

College of Industry and Professional Education

College of Industry and Professional Education

Chair of Board

Prof. J.A. Rickard BSc, PhD(Lond), CMath, FIMA, FAIM, FANZAM

Secretary of Board (Acting)

B.A. Griffin BA, MEd(NE)

The College is responsible for the co-ordination of all co-operative industry and professional education programmes offered by the University. The teaching and administration of programmes is undertaken by the relevant School, College or Centre for Professional Development. With the exception of the Bachelor of Management and Professional Studies and the Bachelor of Business Administration, which are included in this section, information and Rules concerning such programmes are provided in the relevant School entries in this Handbook, as listed below (the name of each industry precedes the relevant award title):

* **School of Commerce and Management**

    Chisholm Institute
    Bachelor of Business
    Bachelor of Business Administration

    Media Education Infotech (Hong Kong)
    Bachelor of Business

    Shanghai Television University
    Bachelor of Business Administration

    Singapore Institute of Purchasing and Materials Management
    Bachelor of Business Administration

* **School of Contemporary Arts**

    School of Audio Engineering
    Bachelor of Arts

* **School of Education**

    International Education Agency of Papua New Guinea
    Bachelor of Education (Primary)

    NSW Department of Education and Training
    Bachelor of Education (Technologies)

* **School of Humanities, Media and Cultural Studies**

    Macleay College
    Bachelor of Arts

* **School of Law and Justice**

    NSW Department of Corrective Services
    Associate Degree in Correctional Administration

    Queensland Police
    Bachelor of Legal and Professional Studies

* **School of Multimedia and Information Technology**

    Australian Army
    Master of Educational Multimedia

    Chisholm Institute
    Bachelor of Information Technology

    India Aptech
    Bachelor of Information Technology

    Kolej Aman, Malaysia
    Bachelor of Information Technology

* **School of Nursing and Health Care Practices**

    Australian College of Midwives Incorporated
    Graduate Certificate of Health Science

    Australian Confederation of Operating Room Nurses
    Master of Health Science

    NSW Department of Health
    Bachelor of Health Science in Nursing
    Master of Health Science

* **School of Social and Workplace Development**

    The School of Social and Workplace Development administers the Bachelor of Management and Professional Studies on behalf of the College of Industry and Professional Education. Various organisations have employees enrolled in the Bachelor of Management and Professional Studies.

NSW Department of Education and Training
Graduate Certificate in Professional
Development

*   **School of Tourism and Hospitality
Management**

Ansett Australia
Diploma of Business Management

Chisholm Institute
Bachelor of Business in Tourism

Club Managers' Association Australia
Certificate in Club Management
Associate Degree in Club Management
Bachelor of Business in Club Management

Franklins
Diploma of Business Management

*Restaurant and Catering Industry Association
of Australia*
Diploma of Food Service Management

*The Australasian Institute of Hotel
Management*
Bachelor of Business in Hotel and Catering
Management

Tourism Qld
Diploma of Business Management

*   **Graduate College of Management**

Asian Centre for Development Studies
Doctor of Business Administration

Chisholm Institute
Master of Management

Hemsdale Associates Pty Ltd
Doctor of Business Administration/Master
of Business Administration

NSW Department of Corrective Services
Graduate Certificate in Management

Northern Rivers Area Health Service
Graduate Certificate in Management

Queensland Police
Master of Business Administration

Royal Australian Air Force
Graduate Diploma in Management

Tongji University
Master of Business Administration

CERTIFICATE OF MANAGEMENT AND PROFESSIONAL STUDIES (Abbreviated title: CertMangt&ProfStudies)

DIPLOMA OF MANAGEMENT AND PROFESSIONAL STUDIES (Abbreviated title: DipMangt&ProfStudies)

ASSOCIATE DEGREE OF MANAGEMENT AND PROFESSIONAL STUDIES (Abbreviated title: AssocDegMangt&ProfStudies)

BACHELOR OF MANAGEMENT AND PROFESSIONAL STUDIES (Abbreviated title: BMangt&ProfStudies)

Introduction

The Bachelor of Management and Professional Studies is a three-year full-time (or equivalent part-time) course of study comprising twenty-four (24) units, with exit points at the Certificate level (four units), Diploma level (eight units), and Associate Degree level (sixteen units).

This course represents the first major Bachelors degree programme offered by a university specifically tailored in terms of content, design and delivery to address the existing and potential needs of external industry partners nation-wide. It is aimed at persons in employment or those who have been in employment and who may have some professional or technical qualification, but who need to broaden their knowledge and skill base in the areas of management and new technology and who wish to increase their employability inside and outside their current industry or organisation. The course will have particular applicability in the newer, "flatter" or non-hierarchical organisations where all employees are increasingly involved in management and where a broader professional and technical knowledge and skill base is required. It is of particular relevance for those organisations that are negotiating accredited training and education components as a significant part of their enterprise agreements.

This degree is designed to actively and responsively accommodate the learning, training and educational needs of a range of industries within one flexible programme. The course offers a flexible design comprised of existing approved Southern Cross units in a co-operative cross-University programme within which employers and employees can negotiate a learning contract that is targeted to address their mutual interests and maximise the applied benefits for both. Units may also be acquired from other providers with the approval of the Deputy Vice-Chancellor or nominee.

Applicants apply direct to the University for admission and must show documented evidence of relevant work experience (paid and non-paid) and evidence of an ability to cope with the academic content of the course. This may include secondary education and/or previous tertiary or sub-tertiary studies. Studies in non-related fields may also be taken into consideration.

Course Structure

To qualify for the Bachelor of Management and Professional Studies award, a student must complete 24 units. Unless the Deputy Vice-Chancellor or nominee otherwise determines, a candidate shall complete the requirements of the course in not more than sixteen semesters from initial enrolment.

The proposed programmes of study will contain units grouped in three elements, with a range of required units in each element as follows:

Bachelor of Management and Professional Studies

Unit Groups	Minimum	Maximum
Professional	6	10
Liberal	4	8
Management	10	14

Associate Degree of Management and Professional Studies

Unit Groups	Minimum	Maximum
Professional	3	6
Liberal	2	4
Management	8	12

Diploma of Management and Professional Studies

Unit Groups	Minimum	Maximum
Professional	0	3
Liberal	0	2
Management	4	8

Certificate of Management and Professional Studies

Unit Groups	Minimum	Maximum
Professional	0	1
Liberal	0	1
Management	2	4

Units for this award can be selected from any undergraduate units offered by the University. The units will be in the appropriate groups (Professional, Liberal/Arts and Management) as nominated by the Head of School responsible for that particular unit.

This degree is designed to actively and responsively accommodate the learning, training and educational needs of a range of industries within one flexible programme. To meet this purpose the course offers three elements of learning:

- Professional

A technical, professional or vocationally oriented element. Many already have basic accreditation for the relevant skills and knowledge in this area and are seeking to update and broaden from this base into areas of new technology and professional upgrading.

- Management

An element which assists employees to manage collectively and effectively in the modern organisation, which is characterised by "flatter" or non-hierarchical team-based organisational structure operating in a more competitive environment within a broader and more complex legislative and industrial relations framework.

- Liberal

A liberal element which enables students to place their industry, professional and managerial skills and particular knowledge base within a broader societal context in an increasingly well-informed, better educated and highly competitive global exchange.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

   (c) Applicants for admission to candidature shall:

   (i) have at least two years' work experience; and

   (ii) provide evidence that they are employed by an organisation which has entered into an agreement with the University to meet the costs of providing tertiary education for their employees.

6. **Requirements for the Award**

   (f) To be eligible for the award of Bachelor of Management and Professional Studies a candidate shall successfully complete not less than twenty-four (24) units, in a sequence approved by the College Board, comprising:

   (i) not less than six (6) and no more than ten (10) professional units from the Schedule of Units attached to these Rules;

   (ii) not less than four (4) and no more than eight (8) liberal studies units from the Schedule;

   (iii) not less than ten (10) and no more than fourteen (14) management units from the Schedule;

   (g) To be eligible for the award of the Associate Degree of Management and Professional Studies a candidate shall successfully complete not less than sixteen (16) units, with not less than three (3) units and not more than six (6)

professional units, not less than two (2) units and not more than four (4) liberal studies units, and not less than eight (8) units and not more than twelve (12) management units from the Schedule of Units.

(h) To be eligible for the Diploma of Management and Professional Studies a candidate shall successfully complete not less than a total of eight (8) units, with not more than three (3) professional units, not more than two (2) liberal units, and not less than four (4) management units from the Schedule of Units.

(i) To be eligible for the Certificate of Management and Professional Studies a candidate shall successfully complete not less than four (4) units, with no more than one (1) professional unit, not more than one (1) liberal studies unit, and not less than two (2) and no more than four (4) management units from the Schedule of Units.

(j) A candidate who while enrolled for the Bachelor of Management and Professional Studies has completed the requirements for the Associate Degree of Management and Professional Studies may elect to be awarded the Associate Degree of Management and Professional Studies following withdrawal from candidature for the Bachelors degree.

(k) A candidate who while enrolled for the Bachelor of Management and Professional Studies has completed the requirements for the Diploma of Management and Professional Studies may elect to be awarded the Diploma of Management and Professional Studies following withdrawal from candidature for the Bachelors degree.

(l) A candidate who while enrolled for the Bachelor of Management and Professional Studies has completed the requirements for the Certificate of Management and Professional Studies may elect to be awarded the Certificate of Management and Professional

Studies following withdrawal from candidature for the Bachelors degree.

7. **Advanced Standing/Credit Transfer/ Professional Experience**

(b) Candidates who have completed the requirements for the Associate Degree of Management and Professional Studies, or for any other Associate Degree of this University, may be granted advanced standing for up to sixteen (16) units in the Bachelor of Management and Professional Studies.

Schedule of Units

All undergraduate units offered by the University are included in this Schedule.

BACHELOR OF BUSINESS ADMINISTRATION
(Abbreviated title: BBA)

The Bachelor of Business Administration is a refinement of Southern Cross University's first major Bachelors degree programme (the Bachelor of Management and Professional Studies) which was **specifically tailored in terms of content, design and delivery** to address the existing and potential needs of industry. This course is aimed at persons in employment who may have some professional or technical qualification, but who need to broaden their knowledge and skill base in the areas of business, management and new technology.

Flexibility is the hallmark of our new approach ranging from the choice of subjects, modes of delivery and level of attainment for the employee. The following key features of the degree translate into reduced cost of training, formalised qualifications and improved organisational performance.

The innovative approach of the Bachelor of Business Administration allows the organisation and employee (with specialised help from the University if requested) to design a degree programme to fit with the **objectives of both the organisation** and the **training of the employee**. It becomes an integral part of the organisation's training with the employee and

organisation still retaining the control and direction of the course.

The Bachelor of Business Administration comprises 24 units, with **exit points** at the Certificate level (four units), Diploma level (eight units) and Associate Degree level (16 units). Southern Cross has a wide range of subjects in the humanities, arts, business, management, social welfare, health and other areas of study.

Students are encouraged to link all assessment work with work based projects. This ensures that studying remains **industry relevant** and results in immediate benefits to the workplace. A student may become accredited as a Chartered Accountant, Australian Computer Society member, Australian Human Resources Institute member, to mention only a few of the organisations available for membership after completing this Degree.

Rules Governing Candidature

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission

     (c) Applicants for admission to candidature shall:

         (i) have at least two years' work experience; and

         (ii) provide evidence that they are employed by an organisation which has entered into an agreement with the University to meet the costs of providing tertiary education for their employees.

6. Requirements for an Award

     (f) To be eligible for the award of the Bachelor of Business Administration a candidate shall successfully complete not less than twenty-four (24) units in a sequence approved by the College Board, comprising:

         (i) not less than six (6) and no more than ten (10) professional units from the Schedule of Units attached to these Rules;

         (ii) not less than four (4) and no more than eight (8) liberal units from the Schedule; and

         (iii) not less than ten (10) and no more than fourteen (14) management units from the Schedule.

Schedule of Units

All undergraduate units offered by the University are included in this Schedule.

*Graduate College
of Management*

Graduate College of Management

Director

Professor S.C. Speedy RN, BA(Flin), BA(Hons), DipEd, MURP(Adel), EdD(Roch), MAPS, FRCNA, FANZCMHN

The Graduate College of Management brings together the graduate programmes in Management. Courses are taught by the College Professoriate and management specialists from a number of Schools within the University with the College being responsible for overall co-ordination and facilitation.

The College currently offers the following programmes:

- Graduate Certificate in Innovation Management*
- Graduate Certificate in Risk Management*
- Graduate Certificate in Strategic Bank Management*
- Graduate Certificate in Management
- Graduate Diploma in Management
- Master of Management
- Graduate Certificate in Business Administration
- Graduate Diploma in Business Administration
- Master of Business Administration
- Doctor of Business Administration
- Graduate Diploma in International Business
- Master of International Business
- Graduate Certificate in Marketing Management
- Graduate Diploma in Marketing Management
- Master of Marketing Management
- Master of Business (by Thesis)#
- Doctor of Philosophy#

Graduate programmes are available from other Schools. Information and Rules are given in the appropriate School entries in this Handbook.

*　*Not offered in 2001.*

#　Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

GRADUATE CERTIFICATE IN INNOVATION MANAGEMENT* (Abbreviated title: GradCertInnovMangt)

*   *Not offered in 2001.*

GRADUATE CERTIFICATE IN RISK MANAGEMENT* (Abbreviated title: GradCertRiskMangt)

*   *Not offered in 2001.*

GRADUATE CERTIFICATE IN STRATEGIC BANK MANAGEMENT* (Abbreviated title: GradCertStratBankMangt)

*   *Not offered in 2001.*

GRADUATE CERTIFICATE IN MANAGEMENT (Abbreviated title: GradCertMangt)

Introduction

The Graduate Certificate in, Graduate Diploma in and Master of Management are designed to provide graduates and experienced managers with the opportunity of advanced study in fields linked to industry workplace and/or small business management/entrepreneurship. The programmes offer candidates the opportunity of completing a work-related research project equivalent to 50% of the total units required for the Graduate Certificate in, Graduate Diploma in and Master of Management.

Course Structure

The Graduate Certificate in Management requires completion of four (4) units with the opportunity of advanced standing. The Certificate will be completed in no more than three (3) trimesters of full-time study or six (6) trimesters of part-time study.

Progression from the Graduate Certificate in to Graduate Diploma in and Master of Management is permitted within the Rules.

Rules Governing Candidature

1. **Admission to Candidature**

    1.1 Applicants for admission to candidature for the Graduate Certificate in Management shall:

    (a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the Graduate College of Management as sufficient qualification for admission to candidature; or

    (b) satisfy the College by means of other qualifications and experience of adequate preparation for candidature.

    1.2 An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

    1.3 Admission to candidature and the date of commencement of candidature shall be determined by the College.

2. **Approval of Course of Study**

    After admission to candidature, a candidate shall have a course of study approved by the Director on behalf of the College.

3. **Requirements for the Graduate Certificate in Management**

    3.1 To satisfy the requirements for the Graduate Certificate, a candidate shall complete a programme of study approved by the College.

    3.2 The programme of study shall comprise four (4) units selected from the Schedule of Units attached to these Rules.

4. **Period of Candidature**

    4.1 Candidates shall complete the prescribed programme in not more than three (3) trimesters of 15 weeks' duration of full-time study and not more than six (6) 15 week trimesters of part-time study. There will be three (3) 15 week trimesters in each calendar year.

4.2 The College may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. **Advanced Standing**

   At the discretion of the College, a candidate may be granted advanced standing on the basis of units completed at this University or another university or tertiary or professional institution prior to admission to candidature for the Graduate Certificate.

6. **Special Examinations and Special Extensions of Time**

   Special examinations or special extensions of time may be granted at the discretion of the College.

7. **Award of the Certificate**

   A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Certificate in Management.

GRADUATE DIPLOMA IN MANAGEMENT
(Abbreviated title: GradDipMangt)

Introduction

The Graduate Certificate in, Graduate Diploma in and Master of Management are designed to provide graduates and experienced managers with the opportunity of advanced study in fields linked to industry workplace and/or small business management/entrepreneurship. The programmes offer candidates the opportunity of completing a work-related research project equivalent to 50% of the total units required for the Graduate Certificate in, Graduate Diploma in and Master of Management.

Course Structure

The Graduate Diploma in Management requires completion of eight (8) units with the possibility of advanced standing for some units, and shall be completed in no more than six (6) trimesters of full-time study or twelve (12) trimesters of part-time study.

Progression from the Graduate Certificate in to the Graduate Diploma in and Master of Management is permitted within the Rules.

Rules Governing Candidature

1. **Admission to Candidature**

   1.1 An applicant for admission to candidature for the Graduate Diploma in Management shall:

   (a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification, acceptable to the Graduate College of Management as sufficient qualification for admission to candidature; or

   (b) have completed the Graduate Certificate in Management.

   1.2 An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

   1.3 Admission to candidature and the date of commencement shall be determined by the College.

2. **Approval of Course of Study**

   After admission to candidature, a candidate shall have a course of study approved by the Director on behalf of the College.

3. **Requirements for the Graduate Diploma in Management**

   3.1 To satisfy the requirements for the award of the Graduate Diploma in Management, a candidate shall complete a programme of study approved by the College.

   3.2 The programme of study shall comprise eight (8) units selected from the Schedule of Units attached to these Rules.

4. **Period of Candidature**

   4.1 Candidates shall complete the prescribed programme in not more than six (6) 15 week trimesters of full-time study and not more than twelve (12) 15 week trimesters of part-time study. There will be three (3) 15 week trimesters in each calendar year.

4.2 The College may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

At the discretion of the College, a candidate may be granted advanced standing on the basis of units completed at this University or another university or tertiary or professional institution prior to admission to candidature for the Graduate Diploma in Management.

6. Special Examinations and Special Extensions of Time

Special examinations or special extensions of time may be granted at the discretion of the College.

7. Admission to the Graduate Diploma

7.1 A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Diploma in Management.

7.2 A candidate who is granted advanced standing under Rule 5 must surrender the Graduate Certificate in Management prior to the conferral of the Diploma.

MASTER OF MANAGEMENT (Abbreviated title: MMangt)

Introduction

The Graduate Certificate in, Graduate Diploma in and Master of Management are designed to provide graduates and experienced managers with the opportunity of advanced study in fields linked to industry workplace and/or small business management/entrepreneurship. The programmes offer candidates the opportunity of completing a work-related research project equivalent to 50% of the total units required for the Graduate Certificate in, Graduate Diploma in and Master of Management.

Course Structure

The Master of Management requires completion of twelve (12) units from a number of options included in the accompanying Rules. The Master of Management shall be completed in no more than nine (9) trimesters of full-time study or eighteen (18) trimesters of part-time study.

Progression from the Graduate Certificate in to the Graduate Diploma in and Master of Management is permitted within the Rules.

Rules Governing Candidature

1. Admission to Candidature

1.1 An applicant for admission to candidature for the Master of Management shall:

(a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification, acceptable to the Graduate College of Management as sufficient qualification for admission to candidature; or

(b) have completed the Graduate Diploma in Management;

(c) have demonstrated evidence or professional standing considered by the Graduate College of Management to be equivalent to the requirements of (a) or (b) above.

1.2 In addition, applications for admission to candidature must provide evidence of at least one (1) year's experience in a field of employment acceptable to the College.

1.3 An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

1.4 Admission to candidature and the date of commencement shall be determined by the College.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Director on behalf of the College.

3. Requirements for the Master of Management

3.1 To satisfy the requirements for the award of Master of Management, a candidate shall complete a programme

of study approved by the College.

3.2 The programme of study shall comprise twelve (12) units selected from the Schedule of Units attached to these Rules.

3.3 To satisfy examiners the candidate must achieve a minimum grade of Pass in all units.

4. Period of Candidature

4.1 Except with the permission of the College, a full-time candidate shall puruse an approved course of study of not more than nine (9) 15 week trimesters; in all cases the maximum period of candidature shall be eighteen (18) 15 week trimesters. There will be three (3) 15 week trimesters in each calendar year.

4.2 The College may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

At the discretion of the College, a candidate may be granted advanced standing on the basis of units completed at this University or another university or tertiary or professional institution prior to admission to candidature for the Master of Management.

6. Special Examinations and Special Extensions of Time

Special examinations or special extensions of time may be granted at the discretion of the College.

7. Admission to the Master of Management

7.1 A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Master of Management.

7.2 A candidate who is granted advanced standing under Rule 5 must surrender the Graduate Certificate in Management prior to the conferral of the Masters degree.

7.3 A candidate who is granted advanced

standing under Rule 5 must surrender the Graduate Diploma in Management prior to the Conferral of the Masters degree.

Schedule of Units

MNG01720	Organisational Behaviour
ISY00720	Management Information Systems
MKT00720	Marketing Management
MNG00720	Processes of Management
MNG00740	Corporate Entrepreneurship*
MNG00743	Management of Small Enterprises
MNG00742	Family Enterprise Dynamics*
MNG00738	Small Enterprise Entrepreneurship*
ACC00720	Accounting for Managers* *or*
FIN00721	Managerial Finance
FIN00730	Credit and Lending Decisions*
FIN00723	International Finance for Managers
ECO00720	Economics for Management
MAT00720	Quantitative Analysis for Management
MKT00721	Marketing Research and Analysis*
MKT00724	International Marketing
MNG00789	Action Research and Evaluation
MNG00726	Research Project
MKT00730	Services Marketing and Management
MKT00726	Business to Business Marketing
MKT00727	Marketing in the Retail Environment
MNG00788	Regional Economic and Business Trends*
MKT00728	Global Marketing Communications
MNG00716	Strategic Management in the Global Context
MNG00715	Leadership in the Diverse Organisation
MAT00721	Management Science
MNG00725	Industrial Relations
MNG00785	Project Organisation and Management
MNG00916	Operations and Quality Management
MNG00917	Management of the Professional Practice*
MNG00737	Concepts of Entrepreneurship
MNG00918	Small and Family Enterprise Entrepreneurship
MNG00724	Human Resource Management
LAW00720	Legal Studies
LAW00730	Law of Finance and Securities

LAW00701   Corporation and Securities Law
MNG00723   International Management*
MNG00786   International and Comparative
           Human Resource Management
MNG01301-6 Industry-Related Project I-VI
ISY00740   E-Commerce for Managers
FIN00919   Investment Analysis and Portfolio
           Management

*   Not offered in 2001.

GRADUATE CERTIFICATE IN BUSINESS ADMINISTRATION (Abbreviated title: GradCertBusAdmin)

Introduction

The Graduate Certificate in, Graduate Diploma in and Master of Business Administration are designed to provide graduates and experienced managers with the opportunity of advanced study in various fields of expertise within the Graduate College of Management.

The programmes offer candidates the opportunity of specialising in various discipline areas of management or specialising in specific streams developed by the College.

Course Structure

The Graduate Certificate in Business Administration requires completion of four (4) coursework units with the possibility of advanced standing in some units and will be completed in no more than three (3) trimesters of full-time study or six (6) trimesters of part-time study.

Progression from the Graduate Certificate in to the Graduate Diploma in and Master of Business Administration is permitted within the Academic Rules.

Rules Governing Candidature

1.   Admission to Candidature

1.1 Applicants for admission to candidature for the Graduate Certificate in Business Administration shall:

(a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the Graduate College of Management as sufficient qualification for admission to candidature; or

(b) satisfy the College by means of other qualifications and relevant experience of adequate preparation for candidature.

1.2 An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

1.3 Admission to candidature and the date of commencement of candidature shall be determined by the College.

2.   Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Director on behalf of the College.

3.   Requirements for the Graduate Certificate in Business Administration

3.1 To satisfy the requirements for the Graduate Certificate, a candidate shall complete the coursework programme approved by the College.

3.2 The coursework programme shall include units to the value of four (4) units from the Schedule of Units attached to these Rules.

4.   Period of Candidature

4.1 Candidates shall complete the prescribed coursework programme in not more than three (3) trimesters of 15 weeks' duration of full-time study and not more than six (6) 15 week trimesters of part-time study. There will be three (3) 15 week trimesters in each calendar year.

4.2 The College may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5.   Advanced Standing

5.1 At the discretion of the Board of Studies a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or another university or tertiary institution prior to admission to

candidature for the Graduate Certificate provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

5.2 Work experience will not be accepted as a basis for advanced standing. Candidates who are of the opinion that their level of knowledge is already equal to that required to successfully complete a unit listed in the Schedule attached to these Rules may apply to the College to be permitted to undertake a challenge examination in that unit. Permission may not be granted where previous tertiary study has been undertaken in the subject area and such study forms part of a completed award from a tertiary institution. Advanced standing will be granted for a unit if a result of 60% or greater is achieved in a challenge examination. Advanced standing for up to two (2) units may be granted under this Rule. A challenge examination for a unit cannot be undertaken again if the candidate is unsuccessful at the first attempt.

5.3 At the discretion of the Board of Studies a candidate may be granted advanced standing for up to two (2) units from the Schedule attached to these Rules on the basis of professional qualifications obtained through study and formal assessment. The subject matter studied and assessed must have a reasonable degree of correspondence to that of the units for which advanced standing is sought, and not have been counted towards another University or tertiary qualification.

5.4 Notwithstanding, the total advanced standing granted shall not exceed 50% of the course, except that candidates who have completed four (4) units through the Executive Management Program may be granted 100% advanced standing.

6. **Special Examinations and Special Extensions of Time**

Special examinations or special extensions of time may be granted at the discretion of the College.

7. **Award of the Certificate**

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Certificate in Business Administration.

Note:

It is intended that a fee will be charged for each challenge examination scheduled with a view to recovering the cost of writing and conducting the examinations.

Schedule of Units

See end of Master of Business Administration entry.

GRADUATE DIPLOMA IN BUSINESS ADMINISTRATION (Abbreviated title: GradDipBusAdmin)

Introduction

The Graduate Certificate in, Graduate Diploma in and Master of Business Administration are designed to provide graduates and experienced managers with the opportunity of advanced study in fields of expertise within the Graduate College of Management. The programmes offer candidates the opportunity of specialising in various discipline areas of management or specialising in specific streams developed by the College.

Course Structure

The Graduate Diploma in Business Administration requires completion of eight (8) coursework units with the possibility of advanced standing for some units, and shall be completed in no more than six (6) trimesters of full-time study or twelve (12) trimesters of part-time study.

Progression from the Graduate Certificate in to the Graduate Diploma in and Master of Business

Administration is permitted within the academic rules.

Rules Governing Candidature

1. Admission to Candidature

1.1 An applicant for admission to candidature for the Graduate Diploma in Business Administration shall:

(a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification, acceptable to the Graduate College of Management as sufficient qualification for admission to candidature; or

(b) have completed the Graduate Certificate in Business Administration.

1.2 An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

1.3 Admission to candidature and the date of commencement shall be determined by the College.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Director on behalf of the College. The Director may permit a candidate to enrol in up to two (2) units other than those listed in the Schedule of Units attached to these Rules.

3. Requirements for the Graduate Diploma in Business Administration

3.1 To satisfy the requirements for the award of the Graduate Diploma in Business Administration, a candidate shall complete the coursework programme approved by the College.

3.2 The coursework programme shall include units to the value of eight (8) units selected from the Schedule attached to these Rules.

4. Period of Candidature

4.1 Candidates shall complete the prescribed coursework programme in not more than six (6) 15 week trimesters of full-time study and not more than twelve (12) 15 week trimesters of part-time study. There will be three (3) 15 week trimesters in each calendar year.

4.2 The College may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

5.1 At the discretion of the Board of Studies a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution prior to admission to candidature for the Graduate Diploma in Business Administration provided that those units have not been counted towards another qualification, and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

5.1A Work experience by itself will not be accepted as a basis for advanced standing. Candidates who are of the opinion that their level of knowledge is already equal to that required to successfully complete a unit listed in the Schedule attached to these Rules may apply to the College to be permitted to undertake a challenge examination in that unit. Permission may not be granted where previous tertiary study has been undertaken in the subject area and such study forms part of a completed award from a tertiary institution. Advanced standing will be granted for a unit if a result of 60% or greater is achieved in a challenge examination. Advanced standing for up to three (3) units may be granted under this Rule. A challenge examination for a unit cannot be undertaken again if the candidate is unsuccessful at the first attempt.

5.1B At the discretion of the Board of Studies a candidate may be granted advanced standing for up to three (3) units from the Schedule attached to these Rules on the basis of professional qualifications obtained through study

and formal assessment. The subject matter studied and assessed must have a reasonable degree of correspondence to that of the units for which advanced standing is sought, and not have been counted towards another University or tertiary qualification.

5.2 Candidates who have completed the requirements of the Graduate Certificate in Business Administration may be granted advanced standing for up to four (4) units.

5.3 Notwithstanding, the total advanced standing based on units other than those in the Graduate Certificate in Business Administration shall not exceed 50% of the course, except that candidates who have completed eight (8) units through the Executive Management Program may be granted 100% advanced standing.

6.   Special Examinations and Special Extensions of Time

A special examination or special extension of time may be granted at the discretion of the College.

7.   Admission to the Graduate Diploma

7.1 A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Diploma in Business Administration.

7.2 A candidate who is granted advanced standing under Rule 5.2 must surrender the Graduate Certificate in Business Administration prior to the conferral of the Diploma.

Schedule of Units

See end of Master of Business Administration entry.

MASTER OF BUSINESS ADMINISTRATION (Abbreviated title: MBA)

Introduction

The Graduate Certificate in, Graduate Diploma in and Master of Business Administration are designed to provide graduates and experienced managers with the opportunity of advanced study in fields of expertise within the Graduate College of Management. The programmes offer candidates the opportunity of specialising in various discipline areas of management or specialising in specific streams developed by the College.

Course Structure

The Master of Business Administration (MBA) requires completion of at least twelve (12) units from a number of options described in the accompanying academic rules. The MBA shall be completed in no more than nine (9) trimesters of full-time study or eighteen (18) trimesters of part-time study.

Progression from the Graduate Certificate in to the Graduate Diploma in and Master of Business Administration is permitted within the academic rules.

Rules Governing Candidature

1.   Admission to Candidature

1.1 Applicants for admission to candidature for the degree of Master of Business Administration shall:

(a) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution; or

(b) have completed the Graduate Diploma in Business Administration;

(c) have demonstrated academic or professional standing considered by the Graduate College of Management to be equivalent to the requirements of (a) or (b).

1.2 In addition, applicants for admission to candidature must provide evidence of at least one year's experience in a field of employment acceptable to the College.

1.2A Applicants with excellent academic records may, at the discretion of the MBA Director, be exempted from satisfying the one year of acceptable employment experience requirement of Rule 1.2.

1.3 An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

Admission to candidature and the date of commencement shall be determined by the College.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Director on behalf of the College. The Director may permit a candidate to enrol in up to two (2) units other than those listed in the Schedule of Units attached to these Rules.

3. Requirements for the Master of Business Administration

3.1 To satisfy the requirements for the Master of Business Administration, a candidate shall complete a programme of studies approved by the College.

3.2 To be eligible for the Master of Business Administration candidates shall successfully complete not less than twelve (12) units comprising:

(a) all units listed in Part A of the Schedule of Units attached to these Rules;

(b) seven (7) units from those listed in either Part B or Part C, but not more than four (4) units from Part C of the Schedule of Units.

4. Period of Candidature

4.1 Except with the permission of the College, a full-time candidate shall pursue the approved course of study for not more than nine (9) 15 week trimesters; in all other cases, the maximum period of candidature shall be eighteen (18) 15 week trimesters. There will be three (3) 15 week trimesters in each calendar year.

4.2 The College may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

5.1 At the discretion of the Board of Studies a candidate may be granted advanced standing for up to six (6) units on the basis of units completed at this University or at another university or tertiary institution prior to admission to candidature for the Master of Business Administration provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

5.2 Work experience by itself will not be accepted as a basis for advanced standing. Candidates who are of the opinion that their level of knowledge is already equal to that required to successfully complete a unit listed in the Schedule attached to these Rules may apply to the College for permission to undertake a challenge examination in that unit. Permission may not be granted where previous tertiary study has been undertaken in the subject area and such study forms part of a completed award from a tertiary institution. Advanced standing will be granted for a unit if a result of 60% or greater is achieved in a challenge examination. Advanced standing for up to three (3) units may be granted under this Rule. A challenge examination for a unit cannot be undertaken again if the candidate is unsuccessful at the first attempt.

5.3 At the discretion of the Board of Studies a candidate may be granted advanced standing for up to three (3) units from the Schedule attached to these Rules on the basis of professional qualifications

obtained through study and formal assessment. The subject matter studied and assessed must have a reasonable degree of correspondence to that of the units for which advanced standing is sought, and not have been counted towards another University or tertiary qualification.

5.4 Candidates who have completed the requirements of the Graduate Certificate in Business Administration, Graduate Certificate in Risk Management or Graduate Certificate in Innovation Management may be granted advanced standing for up to four (4) units.

5.5 Candidates who have completed the requirements of the Graduate Diploma in Business Administration or the Graduate Diploma of Business (Information Systems) may be granted advanced standing for up to eight (8) units.

5.6 Notwithstanding, the total advanced standing based on units other than those in the Graduate Certificate in Business Administration, the Graduate Diploma in Business Administration or the Graduate Diploma of Business (Information Systems) shall not exceed 50% of the course.

6. Exemption

At the discretion of the College Board of Studies, a candidate may be granted exemption for up to a maximum of five (5) units from Part A of the schedule attached to these Rules, on the basis of completion of equivalent units which have been counted as part of an award at this or another university or other institution, other than the Graduate Certificate in Business Administration and Graduate Diploma in Business Administration, prior to admission to candidature. A candidate granted such exemption shall choose alternative units in consultation with the Director of the College.

7. Admission to the Degree of Master of Business Administration

7.1 A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the degree of Master of Business Administration.

7.2 A candidate granted advanced standing under Rule 5.2 must surrender the Graduate Certificate prior to the conferral of the degree.

7.3 A candidate granted advanced standing under Rule 5.3 must surrender the Graduate Diploma prior to the conferral of the degree.

Schedule of Units

PART A

MNG00720	Processes of Management
ACC00724	Accounting and Finance for Managers
MKT00720	Marketing Management
ISY00720	Management Information Systems
MNG00716	Strategic Management in the Global Context

PART B

BUS00747	Contemporary Trends in the Business Environment
MNG01720	Organisational Behaviour
MNG00724	Human Resource Management
MNG00715	Leadership in the Diverse Organisation
ECO00720	Economics for Management
MAT00720	Quantitative Analysis for Management
MNG00723	International Management
MKT00728	Global Marketing Communications
LAW00720	Legal Studies
MNG00916	Operations and Quality Management
MNG00785	Project Organisation and Management
MNG00737	Concepts of Entrepreneurship
ISY00740	E-Commerce for Managers

PART C

Accounting

ACC00700   Basic Business Accounting*
ACC00701   Accounting for Group Entities*
ACC00702   Industry Internal Accounting*
ACC00703   Business Financial Accounting*
ACC00704   Auditing and Accounting Practice*
ACC00705   Issues in Accounting Theory

Marketing Management

MKT00721   Marketing Research and Analysis*
MKT00730   Services Marketing and
           Management
MKT00724   International Marketing
MKT00728   Global Marketing
           Communications*
MKT00726   Business to Business Marketing
MKT00727   Marketing in the Retail
           Environment

International Business

FIN00723   International Finance for Managers
MKT00724   International Marketing
MNG00723   International Management
MNG00786   International and Comparative
           Human Resource Management

Finance

FIN00730   Credit and Lending Decisions*
FIN00723   International Finance for Managers
LAW00730   Law of Finance and Securities
FIN00919   Investment Analysis and Portfolio
           Management

Human Resource Management

MNG00704   Human Resource Development
MNG00724   Human Resource Management
MNG00725   Industrial Relations
MNG00786   International and Comparative
           Human Resource Management

Tourism Management

MKT00905   Marketing Management for Hotel
           and Hospitality Industries*
MKT01760   The Tourism Environment*
MKT01762   Contemporary Tourism Issues*
MKT01906   International Tourism Studies*

Sport Management

HMS00721   Sports Law
MKT00723   Sport Marketing and Public
           Relations
MNG00781   Event and Facility Management
HMS00782   Performance Management in Sport
MNG00783   Project Management for Sport*

MNG00784   Industry Based Project

Health Services Management

CMM00705   Health and Epidemiology
SOC00722   The Sociological and Political Basis
           of Health Care
LAW00722   Health Law
MNG00755   Strategic Issues in Health
           Management

Entrepreneurship and Small Enterprise Management

MNG00737   Concepts of Entrepreneurship
MNG00740   Corporate Entrepreneurship*
MNG00743   Management of Small Enterprises
MNG00918   Small and Family Enterprise
           Entrepreneurship

Correctional Management

MKT01745   Correctional Management I*
MKT01746   Correctional Management II*

Research

MNG00726-8 Research Project
MNG00734-6 Research Project*
MNG00784   Industry Based Project
MNG00789   Action Research and Evaluation
           (2-unit)

*   Not offered in 2001.

DOCTOR OF BUSINESS ADMINISTRATION (Abbreviated title: DBA)

Introduction

The Doctor of Business Administration (DBA) is an eighteen-unit structured programme, which provides opportunities for candidates with appropriate experience, and qualifications to obtain advanced training in management linked to workplace projects and studies.

The DBA is a structured programme that may be completed with three or four units per trimester on a full-time basis or one or two units per trimester on a part-time basis.   Full-time candidates could therefore complete the programme in six trimesters or two calendar years. Part-time candidates may take up to nine trimesters or three calendar years to complete the programme.   Admission to candidature requires an Honours or Masters degree in any discipline linked to appropriate business/management experience in the public or private sectors or the professions.

Field of Study

Candidates for the DBA are encouraged to relate advanced course units, the Research Papers and DBA Thesis to a discipline linked to workplace employment. Given that staff within the Graduate College of Management will be supervising candidates, field of study may cover any of the following discipline areas: Accounting and Finance, Computing and Information Systems, any area of Management and Marketing as well as Policy Issues. The College has substantial research expertise in the field of Entrepreneurship, Small Enterprise Management and Policy, Marketing Management and Computer Based Systems.

Rules Governing Candidature

1. In these Rules the following definitions shall apply:

The Committee means the Doctor of Business Administration (DBA) Committee, a sub-committee of the Board of the Graduate College of Management.

Course means a course of study and research on a topic approved in accordance with these Rules.

Candidate includes probationary candidature.

Unit means a period of study in a subject that shall be a component of a course.

Advanced Course Unit means any unit from the Schedule of Units attached to the Master of Business Administration Rules or the units BUS00808 Research Methods and Design I and BUS00809 Research Methods and Design II.

2. Application for Admission

An application for admission shall be submitted through Student Administration to the Director, Graduate College of Management and shall comprise an application and enrolment form, a proposal for the course of study and research to be pursued and evidence of any qualifications from another tertiary institution upon which the application relies, along with any evidence of research experience at an appropriate level.

Applicants for admission to candidature will be considered by the Director of the Graduate College of Management or nominee and following completion of course units, the Committee will approve the research field and supervisors.

3. Qualifications for Admission

(a) In order to be considered for admission as a DBA candidate, an applicant shall have completed the requirements for an Honours I or IIA degree or a Master Degree of Southern Cross University or of a tertiary institution which, in the opinion of the Committee is equivalent to an Honours I or IIA or a Master Degree from Southern Cross University.

(b) An applicant who does not meet the requirement of (a) but who is able to provide evidence of research experience at the appropriate level may, at the discretion of the Committee, be admitted to candidature on such terms and under such conditions as the Committee may determine.

(c) An applicant shall have appropriate executive or managerial experience in the public or private sector acceptable to the Director, Graduate College of Management.

4. Requirements for the Award

The DBA requires eighteen (18) units of study and research: six (6) advanced course units including the units BUS00808 Research Methods and Design I and BUS00809 Research Methods and Design II; two (2) units representing Research Papers and a ten (10) unit DBA Thesis. The DBA Thesis will be subject to the examination requirements specified in the rules governing examination of the DBA Thesis.

5. Progression

(a) Before being permitted to proceed to the thesis section of the course, the candidate shall have completed the requirements of at least four (4) advanced course and research paper units and have completed the units with results which average Credit level.

(b) At least 67% of the course of study shall comprise research papers and a research thesis and the thesis will be in a field approved by the Committee.

6.   **Duration of the Course**

(a) Candidates shall pursue a supervised programme of advanced study and research approved by the Committee. Candidates shall attend such seminars, tutorials or courses as the supervisor and Academic Co-ordinator of the Doctor of Business Administration programme may require.

(b) A full-time candidate shall pursue the programme of study after the date of registration of candidature, for a period of not less than six (6) trimesters or semesters. Full-time candidates may complete the DBA with three (3) years of full-time study with two (2) semesters each year, or two (2) years of full-time study with three (3) trimesters each year, provided that the student normally only enrols in one form of candidature within the one calendar year. The maximum period of candidature for a full-time candidate shall be five (5) years.

(c) A part-time candidate shall pursue the programme of study after the date of registration as a candidate, for not less than nine (9) trimesters or semesters. The maximum period of candidature for a part-time candidate shall be six (6) years.

(d) The Committee shall determine on a pro rata basis the minimum and maximum periods of candidature for candidates proceeding partly full-time and partly part-time.

(e) Unless the Committee in special circumstances otherwise approves, the candidate shall pursue the course without interruption from the date of first enrolment until submission of the DBA thesis.

(f) The Committee in special circumstances may approve a candidate to complete the course in a period shorter than the minimum period prescribed in Rules 5(b) and 5(c).

7.   **Interruption**

(a) Applications for interruption of candidature must be submitted prior to the trimester or semester for which the interruption is sought and interruption of candidature will only be approved to take effect from the commencement of a trimester or semester.

(b) At its discretion the Committee may permit candidates to interrupt their candidature while completing Advanced Course Units for one (1) discrete trimester or semester only, and may permit interruption of candidature while the thesis is being completed for one (1) or two (2) discrete trimesters or semesters only.

(c) The Graduate College of Management Board of Studies may, on behalf of Academic Board, permit interruption beyond the total of three (3) discrete trimesters or semesters at its discretion. The Board of Studies will notify Academic Board of these approved interruptions.

8.   **Advanced Standing**

(a) The Committee, at its discretion, may grant a candidate advanced standing for up to six (6) coursework units and/or two (2) research paper units on the basis of units completed at this University or another university or tertiary institution, provided that those units have a reasonable degree of correspondence to units prescribed for the coursework or the research paper component as relevant.

(b) Where a candidate has undertaken research work as part of enrolment in a research degree at this University or another tertiary institution, but has not completed that degree, the Committee, at its discretion, may grant credit towards completion of the thesis, provided that the research already completed will form part of the work required for the thesis component of this degree and will not be used for work towards any other award.

(c) Where advanced standing or credit is granted, the Committee may approve a reduction in the minimum period of candidature prescribed in 5(b) of these Rules.

9. Enrolment

(a) A candidate may cancel an enrolment at any time by giving written notice to the Executive Director of Administration.

(b) Upon the applicant being permitted by the Committee to enrol in the thesis section of the course, one or more supervisors under whose general guidance candidates shall complete a thesis, shall be appointed by the Committee.

(c) If by reason of absence, illness, or other sufficient reasons, the person appointed as supervisor is unable to perform the duties of the office, the Committee may, at any time, appoint another person as supervisor in that person's stead. The Committee may, at any time, on the application of the supervisor or of the candidate, approve a change of the supervisor provided that, if the candidate applies for a change of supervisor and the Committee is of the opinion that the original supervisor shall not continue in that office, and there is no other suitable person available or willing to be appointed, the Committee may terminate the candidature.

(d) The candidate shall pursue the thesis research approved by the Committee under the immediate direction of the supervisor appointed by the Committee. The candidate shall, as the supervisor may from time to time require, submit to the supervisor drafts of sections of written thesis for discussion thereof and shall submit a final draft of the DBA thesis to the supervisor for advice and comments for the purpose of such correctional revisions as may be expedient before the written thesis is submitted for examination.

(e) Candidates, while enrolled in the thesis component of the course shall, through the supervisor and the Academic Co-ordinator of the Doctor of Business Administration programme, submit in the prescribed form and at the prescribed times, reports satisfactory to the Committee on their work and their compliance with the provisions of these Rules.

10. Examination of DBA Thesis

(a) The thesis submitted by a candidate, shall be referred to two examiners appointed by the Higher Degrees Committee (Research) of the Graduate Research College on the recommendation of the Academic Co-ordinator of the Doctor of Business Administration programme. At least one of these examiners shall be external to the University. A Supervisor of the thesis shall not also be an examiner.

(b) Examiners may require the candidate to submit to a written examination on the subject of the thesis.

(c) After considering the examiners' report, and the report from the Higher Degrees Committee (Research) of the Graduate Research College, the Board of the Graduate College of Management may recommend to the Academic Board that the DBA be awarded or may require a candidate to submit to written, oral or practical examination as it considers desirable; may require the candidate to submit supplementary essays or papers; may require the candidate to correct the thesis; may give the candidate the opportunity to revise and resubmit the thesis for examination; may reject the thesis or may make such other decisions or recommendations as it considers proper.

11. Award of DBA Degree

Candidates who have fulfilled the foregoing requirements and whose work is of a standard equivalent to a Credit level of achievement in coursework and research papers, and whose thesis has met the requirements of examiners, may be

admitted to the degree of Doctor of Business Administration by the Council on the recommendation of the Academic Board and Committee.

12. Waiver of Rules

If the Academic Board, on the recommendation of the Committee, shall be of the opinion that compliance with any of these Rules should be waived in a particular instance, it may permit such departure from the Rule in question as in its opinion is necessary or desirable.

Schedule of Units

BUS00808   Research Methods and Design I
BUS00809   Research Methods and Design II
BUS00821   DBA Thesis (1 of 10 units)
BUS00822   DBA Thesis (2 of 10 units)
BUS00823   DBA Thesis (3 of 10 units)
BUS00824   DBA Thesis (4 of 10 units)
BUS00825   DBA Thesis (5 of 10 units)
BUS00817   Research Papers I
BUS00818   Research Papers II

GRADUATE DIPLOMA IN INTERNATIONAL BUSINESS
(Abbreviated title: GradDipIntBus)

Introduction

The Graduate Diploma in and Master of International Business are designed to provide students with global management concepts, techniques and skills culminating in a greater understanding of international business.

Course Structure

The Graduate Diploma in International Business requires completion of eight (8) units with the possibility of advanced standing for some units and will be completed in no more than six (6) trimesters of full-time study or twelve (12) trimesters of part-time study.

Progression from the Graduate Diploma in to the Master of International Business is permitted within the academic rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Diploma in International Business shall have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the Graduate College of Management Board of Studies as sufficient qualification for admission to candidature.

(b) An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

(c) Admission to candidature and the date of commencement of candidature shall be determined by the Board of Studies.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Board of Studies. The Board of Studies may permit a candidate to enrol in up to two (2) units other than those listed in the Schedule of Units attached to these Rules.

3. Requirements for the Graduate Diploma in International Business

To be eligible for the award of the Graduate Diploma in International Business a candidate shall successfully complete the approved course of study of eight (8) units, comprising of four (4) units from Part A and four (4) units from Part B of the Schedule of Units attached to these Rules.

4. Period of Candidature

(a) Candidates shall complete the approved course of study in not more than six (6) trimesters of full-time study or twelve (12) trimesters of part-time study. A trimester will be of 15-weeks' duration and there will be three (3) trimesters in each calendar year.

(b) The Board of Studies may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

(a) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution prior to admission, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the programme of study and has not been counted towards another qualification.

(b) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to three (3) units from the Schedule on the basis of professional qualifications obtained through study and formal assessment, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the programme of study and have not been counted towards another qualification.

(c) Work experience will not be accepted as a basis for advanced standing. Candidates who are of the opinion that their level of knowledge is already equal to that required to successfully complete a unit listed in the Schedule may apply to the Board of Studies to be permitted to undertake a challenge examination in that unit. Advanced standing for up to three (3) units may be granted under this Rule.

Permission to undertake a challenge examination may not be granted where previous tertiary study has been undertaken in the subject area and such study forms part of a completed award from a tertiary institution. Advanced standing will be granted for a unit if a mark of 60% or greater is achieved in a challenge examination. A challenge examination for a unit may not be undertaken again if the candidate is unsuccessful at the first attempt.

(d) Notwithstanding the above, the total advanced standing shall not exceed 50% of the course.

6. Award of the Graduate Diploma

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Diploma in International Business.

Schedule of Units

See end of Master of International Business entry.

MASTER OF INTERNATIONAL BUSINESS
(Abbreviated title: MIntBus)

Introduction

The Graduate Diploma in and Master of International Business are designed to provide students with global management concepts, techniques and skills culminating in a greater understanding of international business.

Course Structure

The Master of International Business (MIntBus) requires completion of at least twelve (12) units from a number of options described in the accompanying academic rules. The MIntBus shall be completed in no more than nine (9) trimesters of full-time study or eighteen (18) trimesters of part-time study.

Progression from the Diploma to the MIntBus is permitted within the academic rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the degree of Master of International Business shall either:

(i) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the Graduate College of Management Board of Studies as sufficient qualification for admission to candidature; or

(ii) have completed the Graduate Diploma in International Business; or

(iii) have demonstrated academic or professional standing considered by the Board of Studies to be equivalent to the requirements of (i) or (ii).

(b) In addition, applicants for admission to candidature must provide evidence of at least one year's experience in a field of employment acceptable to the Board of Studies. Applicants with excellent academic records may, at the discretion of the Board of Studies, be exempted from satisfying the one year of acceptable employment experience requirement.

(c) An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

(d) Admission to candidature and the date of commencement of candidature shall be determined by the Board of Studies.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Board of Studies. The Board of Studies may permit a candidate to enrol in up to two (2) units other than those listed in the Schedule of Units attached to these Rules.

3. Requirements for the Master of International Business

To be eligible for the award of the Master of International Business a candidate shall successfully complete the approved course of study of twelve (12) units, comprising of six (6) units from Part A and six (6) units from Part B of the Schedule of Units attached to these Rules.

4. Period of Candidature

(a) Candidates shall complete the approved course of study in not more than nine (9) trimesters of full-time study or eighteen (18) trimesters of part-time study. A trimester will be of 15-weeks' duration and there will be three (3) trimesters in each calendar year.

(b) The Board of Studies may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

(a) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution prior to admission, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the programme of study and has not been counted towards another qualification.

(b) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to three (3) units from the Schedule on the basis of professional qualifications obtained through study and formal assessment, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the programme of study and have not been counted towards another qualification.

(c) Work experience will not be accepted as a basis for advanced standing. Candidates who are of the opinion that their level of knowledge is already equal to that required to successfully complete a unit listed in the Schedule may apply to the Board of Studies to be permitted to undertake a challenge examination in that unit. Advanced standing for up to three (3) units may be granted under this Rule.

Permission to undertake a challenge examination may not be granted where previous tertiary study has been undertaken in the subject area and such study forms part of a completed award from a tertiary institution. Advanced standing will be granted for a unit if a mark of 60% or greater is achieved in a challenge examination. A challenge examination for a unit may not be undertaken again if the candidate is unsuccessful at the first attempt.

(d) Candidates who have completed the Graduate Diploma in International

Business may be granted advanced standing for up to eight (8) units.

(e) Notwithstanding, the total advanced standing based on units other than those in the Graduate Diploma in International Business shall not exceed 50% of the course.

6. **Admission to the Degree of Master of International Business**

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the degree of Master of International Business.

7. **Graduate Diploma May Be Awarded**

A candidate who, while enrolled as a candidate for the Master of International Business, has completed the requirements for the Graduate Diploma in International Business may elect to be awarded the Graduate Diploma in International Business upon withdrawal from candidature.

Schedule of Units

PART A

MNG00720	Processes of Management *or*
MNG01720	Organisational Behaviour
ACC00720	Accounting for Managers*
ISY00720	Management Information Systems
ECO00720	Economics for Management
FIN00721	Managerial Finance#
MKT00720	Marketing Management
MNG00785	Project Organisation and Management

PART B

MNG00723	International Management
MKT00724	International Marketing
MNG00716	Strategic Management in the Global Context
FIN00723	International Finance for Managers
MKT00728	Global Marketing Communications
BUS00747	Contemporary Trends in the Business Environment
MNG00786	International and Comparative Human Resource Management
MNG00784	Industry Based Project

*   *Not offered in 2001.*

Pre-requisite for AC723 International Finance for Managers.

GRADUATE CERTIFICATE IN MARKETING MANAGEMENT (Abbreviated title: GradCertMktgMangt)

Introduction

The Graduate Certificate in, Graduate Diploma in and Master of Marketing Management are designed to provide students with marketing skills and perspectives required by today's managers. The aim is to help students acquire and develop marketing skills and expertise in practical context through exposure to real world marketing problems.

Course Structure

The Graduate Certificate in Marketing Management requires completion of four (4) coursework units with the possibility of advanced standing for some units and will be completed in no more than three (3) trimesters of full-time study or six (6) trimesters of part-time study.

Progression from the Graduate Certificate in to the Graduate Diploma in and Master of Marketing Management is permitted within the academic rules.

Rules Governing Candidature

1. **Admission to Candidature**

(a) Applicants for admission to candidature for the Graduate Certificate in Marketing Management shall either:

(i) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the Graduate College of Management Board of Studies as sufficient qualification for admission to candidature; or

(ii) satisfy the Board of Studies by means of other qualifications and relevant experience of adequate preparation for candidature.

(b) An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

(c) Admission to candidature and the date of commencement of candidature shall be determined by the Board of Studies.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Board of Studies.

3. Requirements for the Graduate Certificate in Marketing Management

To be eligible for the award of the Graduate Certificate in Marketing Management a candidate shall successfully complete the approved course of study of four (4) units, comprising of not less than three (3) units selected from Part A of the Schedule of Units attached to these Rules, and the remaining unit to be selected from Part A or Part B of the Schedule.

4. Period of Candidature

(a) Candidates shall complete the prescribed course of study in not more than three (3) trimesters of full-time study and not more than six (6) trimesters of part-time study. A trimester will be of 15-weeks' duration and there will be three (3) trimesters in each calendar year.

(b) The Board of Studies may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

(a) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or another university or tertiary institution prior to admission to candidature.

(b) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to two (2) units from the Schedule of Units on the basis of professional qualifications obtained through study and formal assessment, provided that the work completed is considered to be equal in standard to a unit or units in the course of study and has not been counted towards another qualification.

(c) Work experience will not be accepted as a basis for advanced standing. Candidates who are of the opinion that their level of knowledge is already equal to that required to successfully complete a unit listed in the Schedule may apply to the Board of Studies to be permitted to undertake a challenge examination in that unit. Advanced standing for up to two (2) units may be granted under this Rule.

Permission to undertake a challenge examination may not be granted where previous tertiary study has been undertaken in the subject area and such study forms part of a completed award from a tertiary institution. Advanced standing will be granted for a unit if a result of 60% or greater is achieved in a challenge examination. A challenge examination for a unit cannot be undertaken again if the candidate is unsuccessful at the first attempt.

(d) Notwithstanding, the total advanced standing shall not exceed 50% of the course.

6. Award of the Graduate Certificate

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Certificate in Marketing Management.

Schedule of Units

See end of Master of Marketing Management entry.

GRADUATE DIPLOMA IN MARKETING MANAGEMENT
(Abbreviated title: GradDipMktgMangt)

Introduction

The Graduate Certificate in, Graduate Diploma in and Master of Marketing Management are designed to provide students with marketing skills and perspectives required by today's managers. The aim is to help students acquire and develop marketing skills and expertise in practical context through exposure to real world marketing problems.

Course Structure

The Graduate Diploma in Marketing Management requires completion of eight (8) coursework units with the possibility of advanced standing for some units and will be completed in no more than six (6) trimesters of full-time study or twelve (12) trimesters of part-time study.

Progression from the Graduate Certificate in to the Graduate Diploma in and Master of Marketing Management is permitted within the academic rules.

Rules Governing Candidature

1. **Admission to Candidature**

   (a) Applicants for admission to candidature for the Graduate Diploma in Marketing Management shall either:

      (i) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the Graduate College of Management Board of Studies as sufficient qualification for admission to candidature; or

      (ii) have completed the Graduate Certificate in Marketing Management.

   (b) An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

   (c) Admission to candidature and the date of commencement of candidature shall be determined by the Board of Studies.

2. **Approval of Course of Study**

   After admission to candidature, a candidate shall have a course of study approved by the Board of Studies. The Board of Studies may permit a candidate to enrol in up to two (2) units other than those listed in the Schedule of Units attached to these Rules.

3. **Requirements for the Graduate Diploma in Marketing Management**

   To be eligible for the award of the Graduate Diploma in Marketing Management a candidate shall successfully complete the approved course of study of eight (8) units, comprising of not less than six (6) units selected from Part A of the Schedule of Units, and the remaining two (2) units to be selected from Part A or Part B of the Schedule.

4. **Period of Candidature**

   (a) Candidates shall complete the prescribed course of study in not more than six (6) trimesters of full-time study and not more than twelve (12) trimesters of part-time study. A trimester will be of 15-weeks' duration and there will be three (3) trimesters in each calendar year.

   (b) The Board of Studies may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. **Advanced Standing**

   (a) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution prior to admission to candidature, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the course of study and has not been counted towards another qualification.

(b) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to three (3) units from the Schedule of Units on the basis of professional qualifications obtained through study and formal assessment, provided that the work completed is considered to be equal in standard to a unit or units in the course of study and has not been counted towards another qualification.

(c) Work experience will not be accepted as a basis for advanced standing. Candidates who are of the opinion that their level of knowledge is already equal to that required to successfully complete a unit listed in the Schedule may apply to the Board of Studies to be permitted to undertake a challenge examination in that unit. Advanced standing for up to two (2) units may be granted under this Rule.

Permission to undertake a challenge examination may not be granted where previous tertiary study has been undertaken in the subject area and such study forms part of a completed award from a tertiary institution. Advanced standing will be granted for a unit if a result of 60% or greater is achieved in a challenge examination. A challenge examination for a unit cannot be undertaken again if the candidate is unsuccessful at the first attempt.

(d) Candidates who have completed the Graduate Certificate in Marketing Management may be granted advanced standing for up to four (4) units.

(e) Notwithstanding, the total advanced standing based on units other than those in the Graduate Certificate in Marketing Management shall not exceed 50% of the course.

6. Admission to the Award

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Diploma in Marketing Management.

7. Graduate Certificate in Marketing Management May Be Awarded

A candidate who, while enrolled as a candidate for the Graduate Diploma in Marketing Management, has completed the requirements for the Graduate Certificate in Marketing Management may elect to be awarded the Graduate Certificate in Marketing Management upon withdrawal from candidature.

Schedule of Units

See end of Master of Marketing Management entry.

MASTER OF MARKETING MANAGEMENT
(Abbreviated title: MMktgMangt)

Introduction

The Graduate Certificate in, Graduate Diploma in and Master of Marketing Management are designed to provide students with marketing skills and perspectives required by today's managers. The aim is to help students acquire and develop marketing skills and expertise in practical context through exposure to real world marketing problems.

Course Structure

The Master of Marketing Management (MMktgMangt) requires completion of at least twelve (12) units from a number of options described in the accompanying academic rules. The MMktgMangt shall be completed in no more than nine (9) trimesters of full-time study or eighteen (18) trimesters of part-time study.

Progression from the Graduate Certificate in to the Graduate Diploma in and MMktgMangt is permitted within the academic rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Master of Marketing Management shall either:

   (i) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification

acceptable to the Graduate College of Management Board of Studies as sufficient qualification for admission to candidature; or

(ii) have completed the Graduate Diploma in Marketing Management; or

(iii) have demonstrated academic or professional standing considered by the Board of Studies to be equivalent to the requirements in (i) and (ii) above.

(b) In addition, applicants for admission to candidature must provide evidence of at least one (1) year's experience in a field of employment acceptable to the Board of Studies. Applicants with excellent academic records may, at the discretion of the Board of Studies, be exempted from satisfying the one year of acceptable employment experience requirement.

(c) An applicant for candidature shall apply to the Director, Graduate College of Management on the prescribed form.

(d) Admission to candidature and the date of commencement of candidature shall be determined by the Board of Studies.

2. **Approval of Course of Study**

After admission to candidature, a candidate shall have a course of study approved by the Board of Studies. The Board of Studies may permit a candidate to enrol in up to two (2) units other than those listed in the Schedule of Units attached to these Rules.

3. **Requirements for the Master of Marketing Management**

To be eligible for the award of the Master of Marketing Management a candidate shall successfully complete the approved course of study of twelve (12) units, comprising of not less than nine (9) units selected from Part A and three (3) units to be selected from Part B of the Schedule of Units.

4. **Period of Candidature**

(a) Candidates shall complete the approved course of study in not more than nine (9) trimesters of full-time study and not more than eighteen (18) trimesters of part-time study. A trimester will be of 15-weeks' duration and there will be three trimesters in each calendar year.

(b) The Board of Studies may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. **Advanced Standing**

(a) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to six (6) units on the basis of units completed at this University or another university or tertiary institution prior to admission to candidature, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the course of study and has not been counted towards another qualification.

(b) At the discretion of the Board of Studies a candidate may be granted advanced standing for up to three (3) units from the Schedule of Units on the basis of professional qualifications obtained through study and formal assessment, provided that the work completed is considered to be equal in standard to a unit or units in the course of study and has not been counted towards another qualification.

(c) Candidates who have completed the Graduate Certificate in Marketing Management may be granted advanced standing for up to four (4) units.

(d) Candidates who have completed the Graduate Diploma in Marketing Management may be granted advanced standing for up to eight (8) units.

(e) Work experience will not be accepted as a basis for advanced standing. Candidates who are of the opinion that their level of knowledge is already equal to that required to successfully complete a unit listed in the Schedule may apply to the Board of Studies to be permitted to undertake a challenge examination in that unit. Advanced

standing for up to two (2) units may be granted under this Rule.

Permission to undertake a challenge examination may not be granted where previous tertiary study has been undertaken in the subject area and such study forms part of a completed award from a tertiary institution. Advanced standing will be granted for a unit if a result of 60% or greater is achieved in a challenge examination. A challenge examination for a unit cannot be undertaken again if the candidate is unsuccessful at the first attempt.

(f)   Notwithstanding, the total advanced standing based on units other than those in the Graduate Certificate and Graduate Diploma in Marketing Management shall not exceed 50% of the course.

6.   **Admission to the Award**

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Master of Marketing Management.

7.   **Graduate Certificate May Be Awarded**

A candidate who, while enrolled as a candidate for the Master of Marketing Management, has completed the requirements for the Graduate Certificate in Marketing Management may elect to be awarded the Graduate Certificate in Marketing Management upon withdrawal from candidature.

8.   **Graduate Diploma May be Awarded**

A candidate who, while enrolled as a candidate for the Master of Marketing Management, has completed the requirements for the Graduate Diploma in Marketing Management may elect to be awarded the Graduate Diploma in Marketing Management upon withdrawal from candidature.

Schedule of Units

PART A

MKT00720	Marketing Management
MKT00730	Services Marketing and Management
MKT00724	International Marketing
MKT00728	Global Marketing Communications
MKT00726	Business to Business Marketing
MKT00727	Marketing in the Retail Environment
MNG00737	Concepts of Entrepreneurship
MNG00716	Strategic Management in the Global Context
MNG00726	Research Project

PART B

FIN00721	Managerial Finance
ECO00720	Economics for Management
ACC00720	Accounting for Managers
MNG01720	Organisational Behaviour
ISY00720	Management Information Systems
LAW00720	Legal Studies
MAT00720	Quantitative Analysis for Management
MNG00916	Operations and Quality Management

MASTERS DEGREE BY THESIS DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by thesis and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

Graduate Research College

Graduate Research College

Dean

Professor P.R. Baverstock BSc(Hons), DSc(Adel), PhD(WAust)

The Graduate Research College is responsible for the co-ordination of all postgraduate research degrees offered by the University. These degrees include Master of Science, Master of Arts, Master of Business, Master of Education, Master of Education (Training and Development), Master of Laws, and Doctor of Philosophy. All the postgraduate research degrees are offered on a full-time or part-time basis, internally or externally.

Any student wishing to enrol in one of these degrees should consult the Graduate Research College as well as the relevant School or College.

RULES OF THE UNIVERSITY ON CANDIDATES ENROLLED IN PARTICULAR AWARD COURSES

1. Master's Degree by Thesis

(Master of Science [MSc], Master of Arts [MA], Master of Business [MBus], Master of Education [MEd], Master of Education (Training and Development) [MEd(T&D)], Master of Laws [LLM])

1.1 Application for Admission

1.1.1 An application for admission to a Master's degree by thesis programme is accepted subject to the availability of facilities and supervision. Courses and arrangements for courses as stated in the *Handbook* or any publication, announcement or advice of the University are an expression of intent only and are not to be taken as a firm offer or undertaking. The University reserves the right to discontinue or vary such courses, arrangements or staff allocations at any time without notice.

1.1.2 An application, which may be submitted at any time, shall be made on the prescribed form and shall be lodged with the Graduate Research College for consideration by the Higher Degrees Committee (Research), which is a sub-committee of the Graduate Research Committee of Academic Board.

1.1.3 An applicant shall seek admission to a Master's degree by thesis programme as:

(a) a full-time candidate; or

(b) a part-time candidate.

1.1.4 A candidate may convert from full-time to part-time candidature, and vice-versa, with the approval of the Dean of the Graduate Research College, upon the recommendation of the relevant School Director of Postgraduate Studies and Research.

1.2 Eligibility for Admission

1.2.1 To qualify for admission to a Master's degree by thesis programme applicants shall:

(a) (i) possess a Bachelor's degree with first or second class Honours from Southern Cross University; or

(ii) possess an equivalent qualification; or

(iii) submit such other evidence of general and professional qualifications as will satisfy the Higher Degrees Committee (Research) that the applicant possesses the educational preparation and capacity to pursue graduate studies; and

(b) satisfy such additional requirements for admission to a particular programme, if any, as may be prescribed by the Higher Degrees Committee (Research).

1.2.2 All candidates, except those who are enrolled in a course offered in a language other than English, are expected to be proficient in English comprehension and expression. Applicants, the medium of whose previous education was not English, may be required to take a special test of English language proficiency approved by the Higher Degrees Committee (Research).

1.3   Enrolment

1.3.1 The Higher Degrees Committee (Research) may either:

(a) permit an applicant to enrol as a Master's degree by thesis candidate; or

(b) permit the applicant to enrol as a Master's qualifying student for the purpose of preparing for candidature for a Master's degree by thesis.

1.3.2 The Higher Degrees Committee (Research) shall not permit an applicant to enrol as either a Master's qualifying student or as a Master's degree by thesis candidate unless it has received:

(a) in the case of an applicant seeking admission either as a full-time or as a part-time candidate, a certificate from the Director of Postgraduate Studies and Research, and the Head of School, in the School in which the applicant proposes to study stating that the applicant is fit to undertake a programme leading to the Master's degree by thesis and that the School is willing to undertake the responsibility of supervising the work of the applicant; and

(b) in the case of an applicant seeking admission as a candidate at an external site, a certificate from the Director of Postgraduate Studies and Research in the School in which the applicant proposes to study, stating that the applicant is fit to undertake a programme leading to the Master's degree by thesis and that suitable arrangements for supervision and access to appropriate facilities have been negotiated and are acceptable to the School.

1.3.3 (a) A Master's qualifying student may apply for enrolment as a Master's degree by thesis candidate upon successful completion of a programme approved by the Higher Degrees Committee (Research) at a level of performance prescribed by the Committee.

(b) A Master's qualifying student shall not be eligible for enrolment as a Master's degree by thesis candidate if a period of more than one year, if full-time, or two years, if part-time, has elapsed from initial enrolment, except with the approval of the Dean of the Graduate Research College.

(c) An application by a Master's qualifying student for enrolment as a Master's degree by thesis candidate shall be lodged with the Graduate Research College for consideration by the Higher Degrees Committee (Research).

(d) The Higher Degrees Committee (Research) shall, in the case of a Master's qualifying student applying for enrolment as a Master's degree by thesis candidate, either:

(i)   permit the student to enrol as a Master's degree by thesis candidate; or

(ii)   decline the application.

1.3.4   The Higher Degrees Committee (Research) shall not permit an applicant to enrol as a Master's degree by thesis candidate unless the applicant has:

(a) (i)   qualified for admission in terms of Rule 1.2.1; or

(ii)   been enrolled as a Master's qualifying student at Southern Cross University, and has subsequently carried out such work, passed such examinations and reached such standards as the Higher Degrees Committee (Research) shall prescribe, and has not previously been denied enrolment as a Master's degree by thesis candidate on two occasions;

(b)   satisfied the Higher Degrees Committee (Research) regarding fitness to become a Master's degree by thesis candidate; and

(c)   received a statement from the relevant Director of Postgraduate Studies and Research, and the relevant Head of School, that the School is willing to undertake the responsibility of supervising the work of the applicant.

1.3.5   The Higher Degrees Committee (Research) shall determine any periods of residency during which the candidate shall be required to pursue study and research at the University.

1.4   Concurrent Studies

1.4.1   In the case of an applicant enrolled as a Master's degree by thesis candidate, or as a Master's qualifying student, wishing to enrol for another degree or similar course in the University, approval of the Higher Degrees Committee (Research), upon the recommendation of the relevant Director(s) of Postgraduate Studies and Research in the School(s), is required.

1.4.2   A Master's degree by thesis candidate may be required by the Higher Degrees Committee (Research) to undertake concurrently with thesis preparation a formal course of studies appropriate to the thesis. However, at least seventy per cent of the course of study for a Master's degree by thesis programme shall comprise an original research project and a thesis.

1.5   Eligibility for Award

1.5.1   A Master's degree by thesis candidate shall be eligible for the award of a Master's degree if:

(a)   the candidate completes the prescribed programme involving an original investigation, review, criticism or design; and

(b)   the candidate submits and has accepted a thesis prepared under the supervision of the Principal Supervisor nominated by the Higher Degrees Committee (Research); and

(c)   the candidate completes such other work as may be prescribed by the Higher Degrees Committee (Research).

1.5.2   A Master's degree by thesis candidate shall not normally be eligible for the award of a Master's degree until:

(a)   in the case of a full-time candidate, at least nine months have elapsed from the time of enrolment as a Master's degree by thesis candidate; or

(b)   in the case of a part-time candidate, at least eighteen months have elapsed from the

time of enrolment as a Master's degree by thesis candidate.

1.6   Work Environment and Supervision

1.6.1   All candidates shall normally have appointed by the Higher Degrees Committee (Research) at least one supervisor, who shall act as Principal Supervisor and who shall be a member of the academic staff of the University. Where more than one supervisor is appointed, one of the supervisors shall be nominated as the Principal Supervisor, who shall be a member of the academic staff of the University.

1.6.2   Master's degree by thesis candidates and Master's qualifying students shall be required to participate in such colloquia, research seminars and other work of the University as may be considered appropriate by their Principal Supervisor.

1.6.3   Master's degree by thesis candidates shall, as their Principal Supervisor may from time to time require, submit drafts of the major sections of the written thesis for review and shall submit to their Principal Supervisor a final draft of the written thesis for advice and comment before submission for examination.

1.6.4   In respect of candidates who undertake a major portion of their research at sites external to the University, the Higher Degrees Committee (Research) may appoint a local Co-supervisor.

1.6.5   If a person appointed as supervisor is unable to perform the duties of the appointment, the Higher Degrees Committee (Research) shall appoint a replacement supervisor on the recommendation of the School Director of Postgraduate Studies and Research.

1.7   Progress Reports

1.7.1   Master's degree by thesis candidates shall, through their Principal Supervisor and School Director of Postgraduate Studies and Research, submit in the prescribed form and at the prescribed times progress reports to the Dean of the Graduate Research College.

1.7.2   The Principal Supervisor and the School Director of Postgraduate Studies and Research shall at the same time provide comments to the Dean of the Graduate Research College on the progress of the candidates being supervised.

1.8   Thesis

1.8.1   On completion of studies during candidature, a Master's degree by thesis candidate shall submit a thesis which complies with the following requirements:

(a)   the greater proportion of the work described must have been completed subsequent to initial enrolment as a Master's degree by thesis candidate; and

(b)   it must show evidence of competence in research and scholarship; and

(c)   it must be in English or in a language approved by the Higher Degrees Committee (Research) and reach a satisfactory standard of presentation; and

(d)   it must have a substantial written component but may also contain a significant amount of non-written material.

1.8.2   The thesis shall consist of the candidate's own account of the work, except that in special cases work done conjointly with other persons may be accepted provided the Higher Degrees Committee (Research) is satisfied in respect of the candidate's part in the joint work.

1.8.3   On submitting a thesis the candidate shall adduce sufficient evidence of its authenticity and originality, and to

this end shall submit a written statement at the front of the thesis:

(a) indicating which portions are original and which are not; and

(b) giving the sources of information if these are not adequately indicated in the thesis; and

(c) indicating whether, and if so to what extent, any of the material submitted, or work on which it is based, has been used in seeking another degree in the University or elsewhere.

1.8.4 A candidate shall submit with, but separately from, the thesis a short abstract of the thesis comprising not more than 400 words and written in a form suitable for publication.

1.8.5 A candidate may not submit as the main content of the thesis any work or material which has previously been accepted for a degree or other similar award but shall not be precluded from incorporating such work or material in the thesis, provided that the candidate indicates, generally in the preface and specifically in the notes, the work or material which has been so incorporated.

1.8.6 The candidate may submit as supporting documents any work published by the candidate, but only if it bears on the subject of the thesis.

1.9 Thesis Submission

1.9.1 A Master's degree by thesis candidate shall, through the Principal Supervisor and School Director of Postgraduate Studies and Research, give the Graduate Research College two months' written notice of intention to submit a thesis and such notice shall be accompanied by the appropriate fee, if any.

1.9.2 Three copies of the thesis in a form of temporary binding prescribed by the Graduate Research College shall be submitted by the candidate, through the Principal Supervisor, to the School Director of Postgraduate Studies and Research, and these copies may be retained by the University.

1.9.3 These copies of the thesis shall be submitted to the Graduate Research College by the relevant School Director of Postgraduate Studies and Research with a certificate signed by the Principal Supervisor certifying that the candidate's work, including the thesis, is in a form suitable for examination.

1.9.4 If the relevant School Director of Postgraduate Studies and Research declines to submit a thesis, the Principal Supervisor may appeal to the Graduate Research Committee of the Academic Board.

1.9.5 If the Principal Supervisor declines to certify a thesis is in a form suitable for examination and the relevant School Director of Postgraduate Studies and Research declines to submit the thesis, a candidate may appeal to the Graduate Research Committee of the Academic Board.

1.9.6 If the appeal is upheld and the thesis forwarded for examination, then the certificate shall be signed by the Chair of the Graduate Research Committee, and neither the Principal Supervisor nor the School Director of Postgraduate Studies and Research shall be required to sign it.

1.9.7 A thesis shall be prepared in the format prescribed by the Graduate Research College.

1.9.8 Three copies of the thesis for which the candidate is admitted to a Master's degree shall be deposited with the Graduate Research College in a permanent form of binding prescribed by the College. Additionally, one unbound copy shall be deposited with the University Library.

1.9.9   The copy of the thesis deposited with the University Library will be available for consultation, loan, or copying at the discretion of the University Librarian, unless the University on the application of the candidate determines that it shall not be available until after the expiry of a period, which period shall not normally exceed two years.

The University Librarian shall require each user and recipient of a copy of a thesis to undertake in writing to respect the author's rights under the law relating to copyright.

1.9.10 A Master's degree by thesis candidate may, when lodging a thesis, state that the thesis contains restricted or confidential information which the candidate does not desire to be disclosed freely, or which the candidate is not at liberty to disclose freely, and which may be released to other persons only on the authorisation of the Dean of the Graduate Research College after consultation with the candidate and the relevant School Director of Postgraduate Studies and Research. Where the thesis contains material which the candidate considers should have restricted distribution, the Principal Supervisor, the relevant School Director of Postgraduate Studies and Research and the examiners shall be informed which parts are classified. If further precautions are required, for example, more secure transmission than registered post, costs shall be borne by the candidate.

1.9.11 Where a Master's degree by thesis candidate states that a thesis contains confidential information which the candidate does not desire to be disclosed freely, or which the candidate is not at liberty to disclose freely, the candidate may, to the extent that it is possible, place that information in an appendix to the thesis. The copy of the thesis deposited in the University Library shall have a notation, authorised by the Dean of the Graduate Research College, indicating which parts of the thesis are not included because they contain confidential information, and informing the reader to contact the candidate for further information.

1.10   **Examination of Thesis**

1.10.1 The Higher Degrees Committee (Research) shall appoint at least two examiners of whom at least one shall be external to the University. A supervisor of a thesis shall not also be an examiner. The examiners may consult with each other, but each examiner shall make a separate report and recommendation on the merit of the thesis and any other work submitted for examination. An examiner may question the candidate, through the Dean of the Graduate Research College, in relation to any aspect of the work which, in the opinion of the examiner, requires clarification. Any questions and answers shall be sent to the other examiners.

1.10.2 The examiners' reports on a thesis shall be forwarded to the School Director of Postgraduate Studies and Research for comment, who in turn shall forward them to the Principal Supervisor and the candidate for comment. The examiners' reports, together with any written comments received from the Principal Supervisor and the candidate, shall then be considered by the School Director of Postgraduate Studies and Research, who shall make a recommendation to the Higher Degrees Committee (Research).

1.10.3 The recommendation of the School Director of Postgraduate Studies and Research, together with the reports of the examiners and any written comments received from the Principal Supervisor and the candidate, shall be considered by the

Higher Degrees Committee (Research), which shall have broad discretion to seek additional input as appropriate, and which shall:

(a) recommend to the Academic Board that the candidate be admitted to a Master's degree; or

(b) recommend to the Academic Board that Master's degree candidature be terminated.

1.10.4 Before making a recommendation to the Academic Board, the Higher Degrees Committee (Research) may require:

(a) the candidate to address any matters raised in the examiners' reports,

(b) the candidate to address additional issues in the thesis,

(c) additional input to the examination process, for example, the candidate may be required to undertake a written or an oral examination of the thesis under such reasonable conditions as determined by the Higher Degrees Committee (Research); or

(d) re-examination of the thesis within six months if full-time, or within one year if part-time.

1.10.5 A candidate whose thesis fails re-examination, as conducted under conditions prescribed by the Higher Degrees Committee (Research), shall have candidature terminated by the Academic Board and shall not be eligible for re-enrolment in the degree in the same topic area.

1.11 Maximum Tenure, Extension, Interruption, Cancellation

1.11.1 A Master's degree by thesis candidate shall present a thesis for examination:

(a) in the case of a full-time candidate, not later than eighteen months from the date

of enrolment as a Master's degree candidate; or

(b) in the case of a part-time candidate, not later than three years from the date of enrolment as a Master's degree candidate;

unless special permission for an extension of time has been granted by the Dean of the Graduate Research College. Maximum time allowed to complete a course shall not include periods of approved leave of absence.

1.11.2 The Dean of the Graduate Research College, on the recommendation of the Principal Supervisor and School Director of Postgraduate Studies and Research, may permit an extension or interruption of candidature for a period totalling no more than six months.

1.11.3 The Graduate Research Committee may on behalf of the Academic Board permit interruption beyond six months, at its discretion and on the recommendation of the Higher Degrees Committee (Research).

1.11.4 Unless the Dean of the Graduate Research College or the Graduate Research Committee otherwise determines, a Master's degree by thesis candidate shall maintain continuous enrolment until all requirements for admission to the degree have been met.

1.11.5 A Master's degree by thesis candidate or a Master's qualifying student may cancel enrolment at any time by giving written notice to the Graduate Research College.

1.12 Discontinuation of Enrolment and Appeal Processes

1.12.1 Notwithstanding other provisions in these Rules, the Graduate Research Committee may, on the recommendation of the Higher Degrees Committee (Research), and on behalf of the Academic Board, discontinue the enrolment of a

Master's degree by thesis candidate in less than the maximum time allowed if the Graduate Research Committee is dissatisfied with the progress being made by the candidate.

1.12.2 A Master's degree by thesis candidate whose enrolment is discontinued under the terms of Rule 1.12.1 may appeal to the Academic Board against the discontinuation of enrolment.

1.12.3 An appeal against discontinuation of enrolment must reach the University within three months of the date of notification.

1.12.4 A student's candidature shall be reinstated if the appeal is successful. A maximum period of time to complete the Master's degree by thesis programme will be determined by the Higher Degrees Committee (Research).

1.12.5 A candidate whose appeal is unsuccessful shall have discontinuation of enrolment confirmed.

1.13 Readmission

1.13.1 A candidate whose enrolment as a Master's degree by thesis candidate is discontinued shall not be eligible to be readmitted until the lapse of one year.

1.13.2 A candidate readmitted to Master's degree by thesis candidature shall have determined by the Higher Degrees Committee (Research) the maximum period of time in which the candidate shall be permitted to complete the course.

1.13.3 An applicant refused readmission after a period of discontinuation of enrolment may appeal to the Academic Board against that decision.

1.13.4 An appeal against refusal to be readmitted must reach the University within three months of the date of notification.

1.14 Waiving of Rules

The Academic Board, at its discretion and taking note of the advice of the Graduate Research Committee, may permit departure from any of these Rules in particular instances.

2. Doctor of Philosophy (Abbreviated title: PhD)

2.1 Application for Admission

2.1.1 An application for admission to a PhD degree programme is accepted subject to the availability of facilities and supervision. Courses and arrangements for courses as stated in the *Handbook* or any publication, announcement or advice of the University are an expression of intent only and are not to be taken as a firm offer or undertaking.

The University reserves the right to discontinue or vary such courses, arrangements or staff allocations at any time without notice.

2.1.2 An application, which may be submitted at any time, shall be made on the prescribed form and shall be lodged with the Graduate Research College for consideration by the Higher Degrees Committee (Research), which is a sub-committee of the Graduate Research Committee of Academic Board.

2.1.3 An applicant shall seek admission to a PhD degree programme as:

(a)   a full-time candidate; or

(b)   a part-time candidate.

2.1.4 A PhD degree candidate may convert from full-time to part-time candidature, and vice-versa, with the approval of the Dean of the Graduate Research College, upon the recommendation of the relevant School Director of Postgraduate Studies and Research.

2.2 Eligibility for Admission

2.2.1 To qualify for admission to a PhD degree programme applicants shall:

(a) (i) possess a Bachelor's degree with first or second class Honours, First Division, from Southern Cross University; or

(ii) possess a Master's degree where at least one-half of the assessment for the award of that degree was based upon a thesis or dissertation and the degree was awarded at a level considered by the Higher Degrees Committee (Research) to be appropriate; or

(iii) possess a qualification which in the opinion of the Higher Degrees Committee (Research) is the equivalent of (i) or (ii) above; or

(iv) submit such other evidence of general and professional qualifications as will satisfy the Higher Degrees Committee (Research) that the applicant possesses the educational preparation and capacity to pursue graduate studies; and

(b) satisfy such additional requirements for admission to a PhD degree programme, if any, as may be prescribed by the Higher Degrees Committee (Research).

2.2.2 Applicants for PhD candidature who do not meet the requirements under 2.2.1(a) but who are able to provide evidence of research experience at an appropriate level may, at the discretion of the Higher Degrees Committee (Research), be admitted to candidature on such terms and under such conditions as the Higher Degrees Committee (Research) may determine.

2.2.3 All PhD degree candidates, except those who are enrolled in a course offered in a language other than English, are expected to be proficient in English comprehension and expression. Applicants, whose undergraduate studies were not in English, or whose first language is not English, may be required to take a special test of English language proficiency approved by the Higher Degrees Committee (Research).

2.3 Enrolment

2.3.1 The Higher Degrees Committee (Research) may either:

(a) permit an applicant to enrol as a PhD degree candidate; or

(b) permit the applicant to enrol as a PhD qualifying student for the purpose of preparing for candidature for a PhD degree.

2.3.2 The Higher Degrees Committee (Research) shall not permit an applicant to enrol as either a PhD qualifying student or as a PhD degree candidate unless it has received:

(a) in the case of an applicant seeking admission either as a full-time or as a part-time candidate, a certificate from the Director of Postgraduate Studies and Research, and the Head of School, in the School in which the applicant proposes to study stating that the applicant is fit to undertake a programme leading to the PhD degree and that the School is willing to undertake the responsibility of supervising the work of the applicant; and

(b) in the case of an applicant seeking admission as a candidate at an external site, a certificate from the Director of Postgraduate Studies and Research in the School in which the applicant proposes to study, stating that the applicant is fit

to undertake a programme leading to the PhD degree and that suitable arrangements for supervision and access to appropriate facilities have been negotiated and are acceptable to the School.

2.3.3 (a) A PhD qualifying student may apply for enrolment as a PhD degree candidate upon successful completion of a programme approved by the Higher Degrees Committee (Research) at a level of performance prescribed by the Committee.

(b) A PhD qualifying student shall not be eligible for enrolment as a PhD degree candidate if a period of more than one year, if full-time, or two years, if part-time, has elapsed from initial enrolment, except with the approval of the Dean of the Graduate Research College.

(c) An application by a PhD qualifying student for enrolment as a PhD degree candidate shall be lodged with the Graduate Research College for consideration by the Higher Degrees Committee (Research).

(d) The Higher Degrees Committee (Research) shall, in the case of a PhD qualifying student applying for enrolment as a PhD degree candidate, either:

(i) permit the student to enrol as a PhD degree candidate; or

(ii) decline the application.

2.3.4 The Higher Degrees Committee (Research) shall not permit an applicant to enrol as a PhD degree candidate unless the applicant has:

(a) (i) qualified for admission in terms of Rule 1.2.1; or

(ii) been enrolled as a PhD qualifying student at Southern Cross University, and has subsequently carried out such work, passed such examinations and reached such standards as the Higher Degrees Committee (Research) shall prescribe, and has not previously been denied enrolment as a PhD degree candidate on two occasions;

(b) satisfied the Higher Degrees Committee (Research) regarding fitness to become a PhD degree candidate;

(c) satisfied the Higher Degrees Committee (Research) that sufficient time can be devoted to PhD degree research; and

(d) received a statement from the relevant Director of Postgraduate Studies and Research, and the relevant Head of School, that the School is willing to undertake the responsibility of supervising the work of the applicant.

2.3.5 The Higher Degrees Committee (Research) shall determine any periods of residency during which the candidate shall be required to pursue study and research at the University.

2.4 Concurrent Studies

2.4.1 In the case of an applicant enrolled as a PhD degree candidate, or as a PhD qualifying student, wishing to enrol for another degree or similar course in the University, approval of the Higher Degrees Committee (Research), upon the recommendation of the relevant Director(s) of Postgraduate Studies and Research in the School(s), is required.

2.4.2 A PhD degree candidate may be required by the Higher Degrees Committee (Research) to undertake concurrently with thesis preparation

a formal course of studies appropriate to the thesis.

2.5 Confirmation of Candidature

2.5.1 All PhD degree candidates shall normally be required to have their candidature confirmed within one year of admission to candidature.

2.5.2 Before confirming candidature in the PhD degree programme, the Higher Degrees Committee (Research) shall consider all reports provided by and on the candidate. The Committee may then confirm candidature, continue candidature on an unconfirmed basis or terminate the enrolment.

2.6 Eligibility for Award

2.6.1 A PhD degree candidate shall be eligible for the award if:

(a) the candidate completes the prescribed programme and makes an original and significant contribution to knowledge; and

(b) the candidate submits and has accepted a thesis prepared under the supervision of the Principal Supervisor nominated by the Higher Degrees Committee (Research); and

(c) the candidate completes such other work as may be prescribed by the Higher Degrees Committee (Research).

2.6.2 A PhD degree candidate shall not normally be eligible for the award of a PhD degree until:

(a) in the case of a full-time candidate, at least two years have elapsed from the time of enrolment as a PhD degree candidate; or

(b) in the case of a part-time candidate, at least three years have elapsed from the time of enrolment as a PhD degree candidate,

except that a candidate who is specially qualified in the relevant discipline may with approval of the Academic Board be allowed to complete the course in less than the normal minimum time.

2.7 Work Environment and Supervision

2.7.1 All PhD degree candidates shall normally have appointed by the Higher Degrees Committee (Research) at least one supervisor, who shall act as Principal Supervisor and who shall be a member of the academic staff of the University. Where more than one supervisor is appointed, one of the supervisors shall be nominated as the Principal Supervisor, who shall be a member of the academic staff of the University.

2.7.2 PhD degree candidates and PhD qualifying students shall be required to participate in such colloquia, research seminars and other work of the University as may be considered appropriate by their Principal Supervisor.

2.7.3 PhD degree candidates shall, as their Principal Supervisor may from time to time require, submit drafts of the major sections of the written thesis for review and shall submit to their Principal Supervisor a final draft of the written thesis for advice and comment before submission for examination.

2.7.4 In respect of candidates who undertake a major portion of their research at sites external to the University, the Higher Degrees Committee (Research) may appoint a local Co-supervisor.

2.7.5 If a person appointed as supervisor is unable to perform the duties of the appointment, the Higher Degrees Committee (Research) shall appoint a replacement supervisor on the recommendation of the School Director of Postgraduate Studies and Research.

2.8   Progress Reports

2.8.1   PhD degree candidates shall, through their Principal Supervisor and School Director of Postgraduate Studies and Research, submit in the prescribed form and at the prescribed times progress reports to the Dean of the Graduate Research College.

2.8.2   The Principal Supervisor and the School Director of Postgraduate Studies and Research shall at the same time provide comments to the Dean of the Graduate Research College on the progress of the candidates being supervised.

2.9   Thesis

2.9.1   On completion of studies during candidature, a PhD degree candidate shall submit a thesis which complies with the following requirements:

   (a)   the greater proportion of the work described must have been completed subsequent to initial enrolment as a PhD degree candidate; and

   (b)   it must show evidence of competence in research and scholarship, and must make an original and significant contribution to knowledge; and

   (c)   it must be in English or in a language approved by the Higher Degrees Committee (Research) and reach a satisfactory standard of presentation; and

   (d)   it must have a substantial written component but may also contain a significant amount of non-written material.

2.9.2   The thesis shall consist of the candidate's own account of the work, except that in special cases work done conjointly with other persons may be accepted provided the Higher Degrees Committee (Research) is satisfied in respect of the candidate's part in the joint work.

2.9.3   On submitting a thesis the candidate shall adduce sufficient evidence of its authenticity and originality, and to this end shall submit a written statement at the front of the thesis:

   (a)   indicating which portions are original and which are not; and

   (b)   giving the sources of information if these are not adequately indicated in the thesis; and

   (c)   indicating whether, and if so to what extent, any of the material submitted, or work on which it is based, has been used in seeking another degree in the University or elsewhere.

2.9.4   A candidate shall submit with, but separately from, the thesis a short abstract of the thesis comprising not more than 400 words and written in a form suitable for publication.

2.9.5   A candidate may not submit as the main content of the thesis any work or material which has previously been accepted for a degree or other similar award but shall not be precluded from incorporating such work or material in the thesis, provided that the candidate indicates, generally in the preface and specifically in the notes, the work or material which has been so incorporated.

2.9.6   The candidate may submit as supporting documents any work published by the candidate, but only if it bears on the subject of the thesis.

2.10   Thesis Submission

2.10.1 A PhD degree candidate shall, through the Principal Supervisor and School Director of Postgraduate Studies and Research, give the Graduate Research College two months' written notice of intention to submit a thesis and such notice shall

be accompanied by the appropriate fee, if any.

2.10.2 Four copies of the thesis in a form of temporary binding prescribed by the Graduate Research College shall be submitted by the candidate, through the Principal Supervisor, to the School Director of Postgraduate Studies and Research, and these copies may be retained by the University.

2.10.3 These copies of the thesis shall be submitted to the Graduate Research College by the relevant School Director of Postgraduate Studies and Research with a certificate signed by the Principal Supervisor certifying that the candidate's work, including the thesis, is in a form suitable for examination.

2.10.4 If the relevant School Director of Postgraduate Studies and Research declines to submit a thesis, the Principal Supervisor may appeal to the Graduate Research Committee of the Academic Board.

2.10.5 If the Principal Supervisor declines to certify a thesis is in a form suitable for examination and the relevant School Director of Postgraduate Studies and Research declines to submit the thesis, a candidate may appeal to the Graduate Research Committee of the Academic Board.

2.10.6 If the appeal is upheld and the thesis forwarded for examination, then the certificate shall be signed by the Chair of the Graduate Research Committee, and neither the Principal Supervisor nor the School Director of Postgraduate Studies and Research shall be required to sign it.

2.10.7 A thesis shall be prepared in the format prescribed by the Graduate Research College.

2.10.8 Three copies of the thesis for which the candidate is admitted to a PhD degree shall be deposited with the Graduate Research College in a permanent form of binding prescribed by the College. Additionally, one unbound copy shall be deposited with the University Library.

2.10.9 The copy of the thesis deposited with the University Library will be available for consultation, loan, or copying at the discretion of the University Librarian, unless the University on the application of the candidate determines that it shall not be available until after the expiry of a period, which period shall not normally exceed two years. The University Librarian shall require each user and recipient of a copy of a thesis to undertake in writing to respect the author's rights under the law relating to copyright.

2.10.10 A PhD degree candidate may, when lodging a thesis, state that the thesis contains restricted or confidential information which the candidate does not desire to be disclosed freely, or which the candidate is not at liberty to disclose freely, and which may be released to other persons only on the authorisation of the Dean of the Graduate Research College after consultation with the candidate and the relevant School Director of Postgraduate Studies and Research. Where the thesis contains material which the candidate considers should have restricted distribution, the Principal Supervisor, the relevant School Director of Postgraduate Studies and Research and the examiners shall be informed which parts are classified. If further precautions are required, for example, more secure transmission than registered post, costs shall be borne by the candidate.

2.10.11 Where a PhD degree candidate states that a thesis contains confidential information which the candidate does not desire to be disclosed freely, or which the candidate is not at liberty to disclose

freely, the candidate may, to the extent that it is possible, place that information in an appendix to the thesis. The copy of the thesis deposited in the University Library shall have a notation, authorised by the Dean of the Graduate Research College, indicating which parts of the thesis are not included because they contain confidential information, and informing the reader to contact the candidate for further information.

2.11 Examination of Thesis

2.11.1 The Higher Degrees Committee (Research) shall appoint at least three examiners of whom at least two shall be external to the University. A supervisor of a thesis shall not also be an examiner. The examiners may consult with each other, but each examiner shall make a separate report and recommendation on the merit of the thesis and any other work submitted for examination. An examiner may question the candidate, through the Dean of the Graduate Research College, in relation to any aspect of the work which, in the opinion of the examiner, requires clarification. Any questions and answers shall be sent to the other examiners.

2.11.2 The examiners' reports on a thesis shall be forwarded to the School Director of Postgraduate Studies and Research for comment, who in turn shall forward them to the Principal Supervisor and the candidate for comment. The examiners' reports, together with any written comments received from the Principal Supervisor and the candidate, shall then be considered by the School Director of Postgraduate Studies and Research, who shall make a recommendation to the Higher Degrees Committee (Research).

2.11.3 The recommendation of the School Director of Postgraduate Studies and Research, together with the reports of the examiners and any written comments received from the Principal Supervisor and the candidate, shall be considered by the Higher Degrees Committee (Research), which shall have broad discretion to seek additional input as appropriate, and which shall:

(a) recommend to the Academic Board that the candidate be admitted to a PhD degree; or

(b) recommend to the Academic Board that PhD candidature be terminated.

2.11.4 Before making a recommendation to the Academic Board, the Higher Degrees Committee (Research) may require:

(a) the candidate to address any matters raised in the examiners' reports,

(b) the candidate to address additional issues in the thesis,

(c) additional input to the examination process, for example, the candidate may be required to undertake a written or an oral examination of the thesis under such reasonable conditions as determined by the Higher Degrees Committee (Research); or

(d) re-examination of the thesis within six months if full-time, or within one year if part-time.

2.11.5 A PhD degree candidate whose thesis fails re-examination, as conducted under conditions prescribed by the Higher Degrees Committee (Research), shall have candidature terminated by the Academic Board and shall not be eligible for re-enrolment in the degree in the same topic area.

2.12 Maximum Tenure, Extension, Interruption and Cancellation

2.12.1 A PhD degree candidate shall present a thesis for examination:

(a) in the case of a full-time candidate, not later than four years from the date of enrolment as a PhD degree candidate; or

(b) in the case of a part-time candidate, not later than eight years from the date of enrolment as a PhD degree candidate;

unless special permission for an extension of time has been granted by the Dean of the Graduate Research College. Maximum time allowed to complete a course shall not include periods of approved leave of absence.

2.12.2 The Dean of the Graduate Research College, on the recommendation of the Principal Supervisor and School Director of Postgraduate Studies and Research, may permit an extension or interruption of candidature for a period totalling no more than one year.

2.12.3 The Graduate Research Committee may on behalf of the Academic Board permit interruption beyond one year, at its discretion and on the recommendation of the Higher Degrees Committee (Research).

2.12.4 Unless the Dean of the Graduate Research College or the Graduate Research Committee otherwise determines, a PhD degree candidate shall maintain continuous enrolment until all requirements for admission to the degree have been met.

2.12.5 A PhD degree candidate or PhD degree qualifying student may cancel enrolment at any time by giving written notice to the Graduate Research College.

2.13 Discontinuation of Enrolment and Appeal Processes

2.13.1 Notwithstanding other provisions in these Rules, the Graduate Research Committee may, on the recommendation of the Higher Degrees Committee (Research), and on behalf of the Academic Board, discontinue the enrolment of a PhD degree candidate in less than the maximum time allowed if the Graduate Research Committee is dissatisfied with the progress being made by the candidate.

2.13.2 A PhD degree candidate whose enrolment is discontinued under the terms of Rule 1.13.1 may appeal to the Academic Board against the discontinuation of enrolment.

2.13.3 An appeal against discontinuation of enrolment must reach the University within three months of the date of notification.

2.13.4 A student's candidature shall be reinstated if the appeal is successful. A maximum period of time to complete the PhD programme will be determined by the Higher Degrees Committee (Research).

2.13.5 A candidate whose appeal is unsuccessful shall have discontinuation of enrolment confirmed.

2.14 Readmission

2.14.1 A candidate whose enrolment as a PhD candidate is discontinued shall not be eligible to be readmitted until the lapse of one year.

2.14.2 A candidate readmitted to PhD candidature shall have determined by the Higher Degrees Committee (Research) the maximum period of time in which the candidate shall be permitted to complete the course.

2.14.3 An applicant refused readmission after a period of discontinuation of enrolment may appeal to the Academic Board against that decision.

2.14.4 An appeal against refusal to be readmitted must reach the University within three months of the date of notification.

2.15 Waiving of Rules

The Academic Board, at its discretion and taking note of the advice of the Graduate Research Committee, may permit departure from any of these Rules in particular instances.

POSTGRADUATE SCHOLARSHIPS

Research Scholarships and Research Support Scholarships

Conditions of Award

1. Eligibility for Scholarship

To qualify for a scholarship, applicants should hold or expect to complete, within two months of the closing date for applications, a degree or other qualification which, in the opinion of the Scholarships Sub-Committee, is equivalent to a degree.

2. Closing Date for Applications

Applications shall close with the Graduate Research College on 31st May and 31st October each year.

3. Duration of Scholarship

In the case of a Masters candidate the scholarship may be held for a maximum of one year; and in the case of a PhD candidate the scholarship may be held for a maximum of three years provided that, in the case of a Masters or PhD candidate, an extension of a scholarship for one further period of up to six months, to be sought before the end of the period of scholarship, may be granted at the discretion of the Scholarships Sub-Committee. Applications for an extension will only be considered where the research has been delayed due to circumstances beyond the awardee's control and where the delay is related to the research rather than being of a personal nature. The award will cease on expiry of the award or two weeks after submission of the thesis, whichever occurs first. However, if the award has not expired, it may be re-instated, upon the work being returned to the candidate for amendment, and continued until it either reaches that limit or the thesis is re-submitted, whichever occurs first. Periods of study already undertaken towards the degree or undertaken during suspension of the award will be deducted from the period of tenure.

4. Mode of Study

Scholarship holders will be required to pursue their course of study on a full-time basis, and may not engage in any academic course of study leading to a qualification which is not an essential part of their research programme.

5. Allowances

Research awards and research support awards shall carry a stipend and other allowances outlined in a schedule of benefits available from the Graduate Research College.

6. Other Awards

Scholars may not hold a research award or support award concurrently with any other award, without the approval of the Dean of the Graduate Research College.

7. Employment

(a) Scholarship holders may be appointed to undertake casual teaching or other duties equivalent to not more than 20% of the normal teaching load of a Level A academic.

(b) A scholarship holder must not undertake any further form of employment during the term of the scholarship except with the approval of the principal supervisor, the School Director of Postgraduate Studies and Research or College director and the Dean of the Graduate Research College.

8. Leave

Scholars are entitled to 20 days paid recreation leave a year calculated on a pro-rata basis. No more than 20 days recreation leave may be accumulated and leave must be taken during the tenure of the scholarship. The principal supervisor's agreement must be obtained before leave is taken. Any other absence from studies in excess of 2 weeks must be reported to the Dean of the Graduate Research College. A student who fails to do this and subsequently claims an extension to the period of scholarship as set out in Rule 3

on the grounds of unreported absence, cannot expect favourable consideration of such a request. At the discretion of the Chair of the Scholarships Sub-Committee, a scholar may have up to 3 months paid sick leave and up to 3 months paid maternity leave within the tenure of the scholarship.

9. **Interruption of Scholarship**

A scholar may apply for interruption to the scholarship for a period or periods of up to 12 months in total. During this period benefits are not payable and the period will be added to the tenure of the award*. Any further period of interruption will be subject to the approval of the Academic Board. Where permission for interruption is sought, scholarship holders must consult the Administrative Officer of the Graduate Research College.

*   Where candidature continues part-time, the equivalent period will be deducted from the tenure of the scholarship.

10. **Contact with Supervisor**

A scholar is required to maintain regular contact with the supervisor. Details of supervisory provisions governing particular degrees are available from School Secretaries and the Secretary of the Higher Degrees Committee (Research).

11. **Enrolment in Other Courses**

A scholar who wishes to enrol in a course other than the one for which the scholarship was offered is required to submit a formal application for transfer of the scholarship to the other course through the principal supervisor and School Director of Postgraduate Studies and Research or College director to the Chair of the Higher Degrees Committee (Research).

12. **Progress Report and Renewal of Scholarship**

Scholars will be required to submit two (2) progress reports each year. An unsatisfactory report may result in cancellation of the scholarship or the scholarship holder being placed on probation.

13. **Conversion from Masters to PhD**

Where a Masters candidature is converted to a PhD candidature, the scholarship awarded in respect of the Masters candidature will convert automatically to a PhD scholarship, from the date the Higher Degrees Committee (Research) agrees to the conversion, subject to the tenure of the upgraded scholarship being reduced by any period of candidature occurring between the commencement of the Masters tenure and the date of conversion. The total period of scholarship tenure for both Masters and PhD candidature combined will not exceed three years unless an extension is approved in accordance with the Conditions of Award.

POLICY STATEMENT – RESEARCH AWARDS

Candidature

Admission

An application for candidature, proposed field of study and place of work, must be acceptable to an appropriate supervisor, the Head of School or College director and to the School Director of Postgraduate Studies and Research, where relevant. A candidate may not concurrently undertake any other course of study at the University or elsewhere without prior approval of the Dean of the Graduate Research College. The candidate must forward a full completed re-enrolment form to the Executive Director of Administration at the beginning of each year.

If a candidate wishes to change status from full-time to part-time or vice versa the approval of the Higher Degrees Committee (Research) must first be secured. The minimum time required for a candidate who transfers between full-time and part-time classification shall be calculated on a pro-rata basis.

Where the conditions of acceptance no longer apply, a candidate must secure the approval of the Higher Degrees Committee (Research) for acceptance of the new study programme.

Involvement in Confidential Research Projects

A postgraduate research student may not, as part of a postgraduate programme, undertake research which requires the student to sign a confidentiality agreement imposing restrictions on the publication of any resulting thesis, unless the specific agreement has been endorsed by the Higher Degrees Committee (Research).

Intellectual Property

Refer to the Intellectual Property Policy approved by Council on 7th December, 1995.

Attendance

A candidate must attend the University for seminars, tutorials, courses, or for any other purpose required by the supervisor, Head of School or College director where relevant. A candidate shall, in addition, pursue the course at the University for at least the prescribed period. The candidate must, in the annual report, indicate the dates and times of attendance and the supervisor certify that the candidate is attending as required. The course must be pursued without interruption except with the approval of the Higher Degrees Committee (Research). A candidate may cancel or withdraw but will not necessarily be allowed to re-enrol for the same topic or be granted credit for work already done if re-enrolment is permitted.

Progress Reports

Every candidate shall submit a report each April and November, the first being merely a checklist and the second more comprehensive, outlining the progress of work to date and shall also provide such other reports, thesis drafts, calculations and other data as the principal supervisor may require. A candidate must, in the report, indicate the dates and times of attendance and the supervisor certify that the candidate is attending as desired. The report must be signed by the supervisor, the Head of School or College director and the School Director of Postgraduate Studies and Research where relevant.

After a candidate has, at this University, completed the probationary period, the Committee shall consider the reports furnished in respect of the candidate, then may admit the student as a full candidate, continue the probationary candidature or terminate the enrolment.

Knowledge of Rules

The candidate has a responsibility, throughout the course, to be aware of and to abide by the relevant award rules and the instructions contained in the University Handbook.

Change of Supervision

A candidate may apply through the School Director of Postgraduate Studies and Research or College director where relevant to the Higher Degrees Committee (Research) at any time for a change in supervision. However, it should be appreciated that unless suitable supervision can be arranged, the candidature may lapse. The candidate may, however, complete the degree elsewhere.

Requirement to Make Satisfactory Progress

The full-time candidate should plan to complete the programme of study and to submit a thesis for examination within the time limits set in the award rules. The candidate and the principal supervisor may be called on to provide a special report on the stage reached, on the steps to be taken, and on the estimated time required for submission of the thesis.

Termination of Candidature

Candidature may be terminated at any time by resolution of the Higher Degrees Committee (Research) for failure to meet any prescribed conditions.

Terminology Guide

> *The University reserves the right to change the content of, or withdraw, any unit which it offers. Candidates should also note that limitations on enrolment may be imposed on some units.*

Information given regarding unit descriptions is correct as at 1st September, 2000. Any changes made after that date will be published from time to time. Candidates should enquire with the Academic Co-ordinator for the course in which they are enrolled for further information on unit availability.

The information provided in the unit descriptions is in the following categories.

Unit Number and Name

An individual code has been allocated to each unit or subject. This code is the key element for use in all academic documentation and records.

Pre-requisite

This indicates units which must be completed or requirements which must be satisfied before a candidate may enrol in the unit named.

The Head of the School or Director of the College offering the unit may waive a pre-requisite where it can be satisfactorily demonstrated a candidate has a background of study sufficient to undertake the unit successfully. Any candidate who considers sufficient grounds can be presented for a waiver of pre-requisite should present the case to the Head of School/Director of College concerned or nominee.

Co-requisite

Co-requisites must be completed in conjunction with or prior to the unit named. Any candidate who feels sufficient grounds can be presented for a waiver of a co-requisite should present the case to the Head of School/Director of College concerned or nominee.

Anti-requisite

Means a specified unit that is deemed to have content that is too much in common with another unit, thereby prohibiting enrolment in the other unit either concurrently with the specified unit, or where the specified unit has been successfully completed.

Semester/Term When Unit Offered

Indicates the semester, trimester or term when a unit is offered (see also, Principal Dates entry in this Handbook).

S1	Autumn, or first semester of the year
S2	Spring, or second semester of the year
FY	(Full Year) An enrolment across both S1 and S2
ST	(Summer Term) An enrolment period between S2 and S1 of the following year
T1	Trimester 1
T2	Trimester 2
T3	Trimester 3

Attendance Mode

"Internal" means enrolment in at least one internal unit in the current year.

"External" means enrolment in only an external unit or units in the current year.

"Online" means enrolment in a unit offered largely or entirely over the Web.

Int	Internal
Ext	External
Online	Online

Where Offered

L	Lismore
CH	Coffs Harbour
GC	Gold Coast
PM	Port Macquarie
Gympie	Forestry Training Centre, Gympie
USQ	University of Southern Queensland, Toowoomba

Schools/Colleges

Bus	Business
CA	Contemporary Arts
CIAP	Indigenous Australian Peoples
CIPE	Industry and Professional Education
CM	Commerce and Management
Ed	Education
ESSM	Exercise Science and Sport Management
GCM	Graduate College of Management
GRC	Graduate Research College
HMCS	Humanities, Media and Cultural Studies
HS	Human Services
LJ	Law and Justice
MIT	Multimedia and Information Technology
NCM	Natural and Complementary Medicine
NHCP	Nursing and Health Care Practices
RSM	Resource Science and Management
SWD	Social and Workplace Development
THM	Tourism and Hospitality Management

Annual Course Load

Most units offered by Southern Cross University are of equal value, a full-time study load for one year being eight (8) units. However, some variations to this policy exist in terms of full-year units, units taught in courses offered on a trimester basis, and some units in the Bachelor of Laws.

Students requiring the exact weighting for any unit should contact their School Office or the Student Administration Directorate for advice.

Unit Descriptions

ACC00009
INTERPRETATION OF FINANCIAL REPORTS
Not offered in 2001.
CM

ACC00106
ACCOUNTING THEORY
S2 ◆ Int/Ext ◆ L/CH ◆ Bus/CM
Pre-requisite/s: *ACC00145 Financial Reporting*
Introduces students to the general nature of accounting theory and its function in relation to problems confronting the profession. The profession operates in the context of an accounting practice including accounting rules, principles, standards and process of evolving professional changes in company and corporate affairs.

ACC00120
ACCOUNTING INFORMATION SYSTEMS
Not offered in 2001.

ACC00130
AUDITING
S1/S2 ◆ Int/Ext ◆ L/CH ◆ Bus/CM
Pre-requisite/s: *LAW00004 Company Law, ACC00145 Financial Reporting*
Introduces students to the concepts and practice of auditing, the way the profession has developed and the way the profession is meeting current business and social needs. In addition, the use of statistical techniques and EDP systems in auditing will be reviewed.

ACC00131
ADVANCED AUDITING
S1 ◆ Int ◆ L ◆ CM
Pre-requisite/s: *ACC00130 Auditing*
Exposes the student to compliance and substantive audit testing techniques. Exposure to these techniques in an EDP environment is available. The documentation of audit work and the accumulation of audit evidence is discussed, particularly in the context of cases. Students will be exposed to the auditing of entities other than public companies.

ACC00132
TAXATION
S1 ◆ Int/Ext ◆ L/CH ◆ Bus/CM
Pre-requisite/s: *LAW00101 Legal Studies I or LAW00130 Introduction to Law and Contract or LAW00500 Introduction to Law or LAW00150 Introduction to Business Law plus minimum of 6 units*
Introduces the student to the nature and incidence of Commonwealth and State taxation laws, with emphasis being given to the understanding of the general principles of each type of tax, and the role of the accountant in the administration of taxation. While the major thrust of the subject is directed towards an understanding of Commonwealth Income Tax, particularly as it applies to the individual taxpayer, it also covers other areas of taxation, viz: Sales Tax, Payroll Tax, Fringe Benefits Tax, Stamp and similar taxes (e.g. BAD and FID), and Land Tax.

ACC00134
ADVANCED TAXATION
S2 ◆ Int ◆ L ◆ CM
Pre-requisite/s: *ACC00132 Taxation*
Concerned with the application of the principles of income tax law to the different classes of taxpayers. While some attention is given to the preparation of returns for each class of taxpayer, the major emphasis is placed upon the rationale underlying the application and modification of the general principles of taxation in each case. Emphasis is also placed upon the administration of taxation and the operation of the international tax agreements.

ACC00136
FINANCIAL ANALYSIS FOR HOTELS
This unit adopts a financial statement user perspective to provide an understanding of financial information and its uses in management decisions. The topics covered include understanding financial statements, management of cash and credit, revenues and expenses, behaviour of costs, issues concerning assets, liabilities and shares, the accounting information system.

ACC00141
ACCOUNTING AND FINANCIAL MANAGEMENT I
Not offered in 2001.

ACC00142
ACCOUNTING AND FINANCIAL MANAGEMENT II
Not offered in 2001.
Bus/CM
Pre-requisite/s: *ACC00141 Accounting and Financial Management I*
Builds on AC141 in examining the way in which business decisions are made, and identifying the role and contribution made by accountants and finance specialists in those decisions. A major theme is the use of financial information in the decision-making process including the evaluation of long-term investments.

ACC00143
ACCOUNTING PRINCIPLES AND PRACTICE
Not offered in 2001.
Bus/CM
Pre-requisite/s: *ACC00141 Accounting and Financial Management I*
Provides detailed coverage of double entry bookkeeping and systems of data collection and recording. Also covers final accounts preparation for a range of organisations.

ACC00145
FINANCIAL REPORTING
S1 ✦ Int/Ext ✦ L/CH ✦ Bus/CM
Pre-requisite/s: *ACC00143 Accounting Principles and Practice or ACC00151 Introduction to Accounting*
Covers all aspects of company accounting including formation and operation of companies, takeovers, preparation of statutory reports, published accounts and consolidating reports of company groups.

ACC00146
MANAGEMENT ACCOUNTING
S2 ✦ Int/Ext ✦ L/CH ✦ Bus/CM
Pre-requisite/s: *ACC00142 Accounting and Financial Management II or ACC00150 Using Financial Information and ACC00151 Introduction to Accounting*
Introduces students to the various costing models, the allocation of service departments, and capital budgeting that facilitate internal decision-making and control. Particular attention will be given to the recent developments in alternative costing systems and their relevance within a managerial context.

ACC00148
ADVANCED FINANCIAL REPORTING
S1 ✦ Int ✦ L/CH ✦ CM
Pre-requisite/s: *ACC00145 Financial Reporting*
Covers preparation of Corporate Financial Reports at an advanced level including contemporary issues in financial reporting and the importance of accounting policies.

ACC00149
ACCOUNTING FOR DECISION MAKING
S1 ✦ Int ✦ L ✦ CM
Anti-requisite/s: *ACC00141 Accounting and Financial Management I, ACC00142 Accounting and Financial Management II*
Provides the student with an understanding of the nature and role of accounting, from a non-specialist perspective. It provides an overview of the main financial statements and covers a range of aspects of accounting of relevance to decision-makers. (This unit is not available for students studying business programmes.)

ACC00150
USING FINANCIAL INFORMATION
S1 ✦ Int/Ext ✦ L/CH ✦ CM
Anti-requisite/s: *ACC00142 Accounting and Financial Management I and ACC00149 Accounting for Decision Making*
Considers the context of business decision-making and is an entry point to all streams of the Bachelor of Business program. Recognising political and economic external influences, together with ethical and legal obligations students will consider the types of qualitative and quantitative information generated by and required by various functional decision makers in business. The role of accounting as the process of identifying, measuring, recording and communicating economic information to permit informed judgements and decisions is demonstrated throughout.

ACC00151
INTRODUCTION TO ACCOUNTING
S2 ✦ Int/Ext ✦ L/CH ✦ CM
Anti-requisite/s: *ACC00141 Accounting and Financial Management I*
Provides detailed coverage of concepts and techniques for both the preparation and use of financial accounting information, ranging from

designing systems (manual and computerised) used to record basic transactions, through accounting for and control over various assets and liabilities, to accounting from incomplete records.

ACC00152
BUSINESS FINANCE
S1 ◆ Int/Ext ◆ L/CH ◆ CM
Pre-requisite/s: ACC00151 Introduction to Accounting
Anti-requisite/s: ACC00142 Accounting and Financial Management II and FIN00147 Managerial Finance
Examines the ways in which investors and business managers make investment and financing decisions, including an introduction to the measurement and management of risk, the valuation of financial assets, capital budgeting and capital structure issues.

ACC00153
BUSINESS INFORMATION SYSTEMS
S2 ◆ Int/Ext ◆ L/CH ◆ CM
Pre-requisite/s: ACC00150 Using Financial Information and CSC00125 Introductory Computing or ISY00221 Introduction to Information Technology
Anti-requisite/s: ACC00120 Accounting Information Systems
Designed to prepare the student for a career in business, this unit examines information systems technology and concepts and provides an introduction to the design and development process of business application software.

ACC00154
ADVANCED FINANCE AND RISK MANAGEMENT
S2 ◆ Int/Ext ◆ L/CH ◆ CM
Pre-requisite/s: ACC00152 Business Finance
Anti-requisite/s: FIN00147 Managerial Finance
Examines way in which risk is integrated into the financial decision making process, including an array of sophisticated investment, financing and hedging techniques.

ACC00204
FINANCIAL ANALYSIS FOR THE TRAVEL INDUSTRY
Available to Ansett employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Learn how to read, understand and interpret financial information for decision making in airlines. Business activities and managers' actions are linked with financial information,

making comparisons with other organisations. Topics include financial statements, cash and credit, profit, cost information, performance measurement, management issues concerning assets, liabilities and shares.

ACC00206
FINANCIAL ANALYSIS FOR TOURISM AND HOSPITALITY
S1 ◆ Int/Ext ◆ L/CH ◆ THM
Learn how to read, understand and interpret financial information for decision making in hotels and airlines. Business activities and mangers' actions are linked with financial information, making comparisons with other organisations. Topics include financial statements, cash and credit, profit, cost information, performance measurements, management issues concerning assets, liabilities and shares.

ACC00207
HOSPITALITY AND TOURISM FINANCIAL MANAGEMENT
S2 ◆ Int/Ext ◆ L/CH ◆ THM
Pre-requisite/s: ACC00206 Financial Analysis for Tourism and Hospitality
Learn how to use financial and operating information in planning, control, evaluation and decision making in hotels. The focus is management accounting and finance for hotels. The topics include management control, hotel financial statements, financial analysis, cash management, cost management, pricing, performance measurement, operations budgeting, capital structure and investment decisions.

ACC00208
FINANCIAL ANALYSIS FOR HOTELS, CONVENTIONS AND EVENTS
T2 ◆ Int/Ext ◆ L ◆ THM
Understand the role of financial information for communication, management control and decision making in hotel and service organisations. The Masters level focus is how to manage better using financial information. The topics include accounting framework, financial statements, cash and credit, financial reporting and analysis, costs, performance measurement, and investment decisions.

ACC00222
COMPUTER CONTROL, AUDITING AND SECURITY
S1 ◆ Int ◆ L/CH ◆ MIT
Pre-requisite/s: *ISY00243 Systems Analysis and Design*
Introduces students to the various controls which can be implemented in information systems to guard against both intentional and unintentional threats. Students will examine techniques by which combinations of controls can be jointly implemented to provide effective countermeasures against threats. Students will apply risk analysis techniques to the development of security plans and security strategies.

ACC00700
BASIC BUSINESS ACCOUNTING
Not available to undergraduates.
CM/GCM
Introduces the basic accounting model as it applies to service businesses owned by one person. Develops the double entry model and applies it to specific assets and liabilities for both merchandising and service businesses. Concludes by extending the basic accounting model, applying it to partnerships and companies, and using it to prepare useful information for decision-making.

ACC00701
ACCOUNTING FOR GROUP ENTITIES
Not available to undergraduates.
CM/GCM
Pre-requisite/s: *ACC00700 Basic Business Accounting*
Considers the techniques involved and the data required to account for and report on the transactions and events of a corporate entity to those parties that have a vital interest in its results, such as shareholders, lenders, creditors, Government regulatory agencies, and stock exchanges.

ACC00702
INDUSTRY INTERNAL ACCOUNTING
Not available to undergraduates.
CM/GCM
Pre-requisite/s: *ACC00700 Basic Business Accounting*
Introduces accounting systems that facilitate internal management planning, decision-making and control. Specific attention is given to costing systems and their relevance to the particular firm and the industry; the analysis and presentation of data for the solving of specific problems created by departments, branches and the devolution of control; transfer pricing and the particular type of industrial activity undertaken.

ACC00703
BUSINESS FINANCIAL ACCOUNTING
Not available to undergraduates.
T1 ◆ Ext ◆ L ◆ CM/GCM
Pre-requisite/s: *ACC00700 Basic Business Accounting*
Designed to enable students to gain an understanding of the process in the development of accounting and the recent requirements for the application of accounting standards as laid down by the professional bodies. Is further intended to give adequate instruction in areas of financial accounting currently encountered by the commercial auditor and the internal and well as professional accountant with respect to specific industries and specific business transactions.

ACC00704
AUDITING AND ACCOUNTING PRACTICE
Not available to undergraduates.
CM/GCM
Pre-requisite/s: *ACC00701 Accounting for Group Entities*
Covers the conceptual considerations of the environment, philosophy, history and the development of auditing, and the way the accounting profession is meeting current business and social needs. Also involves a study of the impact of the use of CIS on the audit process. As well it studies the methods of testing used in auditing, and examines the audit of other than public companies. Concludes with a study of the factors involved in the management of ethics in the operation of an accounting practice.

ACC00705
ISSUES IN ACCOUNTING THEORY
Not available to undergraduates.
T2 ◆ Ext ◆ CM
Pre-requisite/s: *ACC00713 Corporate Reporting*
Introduces students to the general nature of accounting theory and its function in relation to problems confronting the profession. The profession operates in the context of an

accounting practice including accounting rules, principles and process of evolving professional changes in company and corporate affairs.

ACC00707
TAXATION – PRESENT AND FUTURE
Not available to undergraduates.
T2 ◆ Ext ◆ L ◆ CM/GCM
Pre-requisite/s: LAW00720 Legal Studies
Introduces law and practice of the forms of taxation levied in Australia and the interrelationship between these taxes. Covers income tax, fringe benefits tax, sales tax, payroll tax, stamp duties, and land tax. Barring changes in Government policy, its major emphasis will be on income tax and it will also look at possible future changes in the Australian taxing system.

ACC00711
MAJOR THESIS (ACCOUNTING)
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ CM/GCM
The thesis consists of an approved programme of supervised research study agreed with the Head, School of Commerce and Management.

ACC00712
BUSINESS ACCOUNTING
T1/T2 ◆ Ext ◆ CM
Introduces students first to the basic accounting model as it applies to service businesses owned by one person. It then develops the double entry model and applies it to specific assets and liabilities in detail, for both merchandising and service businesses. The unit concludes by extending the basic accounting model, applying it to partnerships and companies, and using it to prepare useful information for decision making.

ACC00713
CORPORATE REPORTING
T2 ◆ Ext ◆ CM
Pre-requisite/s: ACC00712 Business Accounting
Considers the techniques involved and the data required to account for and report on the transactions and events of a corporate entity to those parties that have a vital interest in the results, such as shareholders, lenders, creditors, Government regulatory agencies, and stock exchanges.

ACC00714
MANAGERIAL ACCOUNTING
T2 ◆ Ext ◆ CM
Pre-requisite/s: ACC00712 Business Accounting
Introduces students to the various accounting systems that facilitate internal management planning, decision making and control. Specific attention will be given to such topics as various costing systems and their relevance to the particular firm and the particular industry; the analysis and presentation of data for the solving of specific problems created by such things as departments branches and the devolution of control; transfer pricing and the particular type of industrial activity undertaken.

ACC00715
AUDITING AND ASSURANCE SERVICES
T1/T3 ◆ Ext ◆ CM
Pre-requisite/s: ACC00713 Corporate Reporting and LAW00701 Corporations and Securities Law
Covers the conceptual considerations of the environment, philosophy, history and the development of auditing and assurance services, and the way the accounting profession is meeting current business and social needs. In addition, the roles of ethics, sampling and computer information systems in auditing and assurance services will be reviewed.

ACC00716
CORPORATE FINANCE
T1/T3 ◆ Ext ◆ CM
Pre-requisite/s: ACC00712 Business Accounting and MAT00722 Quantitative Methods for Commerce
Examines the way in which investors and business managers make investment and financing decisions including an introduction to the measurement and management of risk, the valuation of financial assets, capital budgeting and capital structure issues.

ACC00717
TAXATION PRACTICE
T1/T3 ◆ Ext ◆ CM
Pre-requisite/s: LAW00720 Legal Studies
Introduces the law and practice of taxation levied in Australia and the inter-relationship between these taxes. Its major emphasis is on income tax as this is currently the most significant source of government revenue and applies to all individuals and corporations. Other taxes that will be studied include fringe benefits tax, land tax and the new goods and

services tax (GST). By studying this unit students should attain a basic working knowledge of the taxes that are levied by the Commonwealth and the States. This unit also examines some of the principles behind a good tax system and should enable students to examine critically any changes that occur in our tax system.

ACC00718
COMPUTER BASED ACCOUNTING SYSTEMS
T2 ✦ Ext ✦ CM

Designed to prepare the student for a career in business, this unit examines information systems technology and concepts and provides an introduction to the design and development process of business application software and e-business.

ACC00720
ACCOUNTING FOR MANAGERS
Not available to undergraduates.
T2 ✦ Ext ✦ L ✦ CM/GCM

Financial accounting will cover purposes and uses of accounting information: basic financial statements; understanding components of income statements and balance sheets; and ratio analysis. Management accounting will cover cost terminology and cost volume profit relationships; budgets and standards for planning and controls; cost information for decision and control; costing systems and cost allocation problems; transfer pricing and performance evaluation.

ACC00722
ADVANCED MANAGEMENT ACCOUNTING
Not offered in 2001..
Not available to undergraduates.
CM/GCM
Pre-requisite/s: *ACC00720 Accounting for Managers*

Will cover costing systems; budgets and standards in planning and control; cost information for decision and control purposes; cost allocation; decision models and cost information; cost behaviour and analysis; segment analysis; and strategic control systems.

ACC00724
ACCOUNTING AND FINANCE FOR MANAGERS
Not available to undergraduates.
T1/T2/T3 ✦ Int/Ext ✦ GC ✦ GCM

Introduces students to fundamentals of accounting and finance including financial statements, ratio analysis, cost terminology and cost-volume relationships, cost information for decision-making, and budgets for planning and control. Finance components include financial mathematics, risk and return, valuation of corporate securities, investment appraisal, leveraging and capital structure.

ACC00801
ACCOUNTING 400 (HONS)
S1/S2 ✦ Int ✦ L/CH ✦ Bus/CM
Pre-requisite/s: *Admission to BBus(Hons) (Accounting)*

Requires the completion of both a research component and a coursework component, each having equal weight. The coursework component consists of sub-units as outlined below.

To satisfy the requirements of the Honours course, the candidate must successfully complete the following:
(a) Honours Research Project
(b) Research Methods, and
(c) Three Honours level sub-units.

Full details are available from the Head of the relevant School.

ACC00900
HOTEL ACCOUNTING AND FINANCE
T1/T2 ✦ Int/Ext ✦ L ✦ THM

The focus in this unit is on the meaning and use of financial information for management in planning, control, evaluation and decision making in hotels. The unit seeks to develop an understanding of the impact of management and operating decisions on profitability and in creating value in the hotel firm.

AGR00214
SOIL PROCESSES
S1 ✦ Int ✦ L ✦ RSM

The main soil forming processes are examined and the role of both organic matter and clay minerals in soil processes and properties explored. Field soil assessment and classification skills are developed and methods for the examination of soil invertebrates

introduced. The main concepts and methods used to assess soil physical and chemical properties are introduced, as is the use of soil moisture characteristics for the prediction of water movement. The behaviour of soil nutrients is examined.

AGR00215
WATER RESOURCE MANAGEMENT AND TECHNOLOGY
S2 ◆ Int ◆ L ◆ RSM
Examines the way water resources are assessed and managed in Australia in terms of both water quantity and quality. Emphasises the need for an integrated approach considering water as a sustainable, but scarce and vulnerable resource requiring a consideration of a broad range of management issues including integrated catchment management, resource allocation and capacity sharing strategies, protection of instream environmental values, multiple use of storages and delivery systems and economics. Also considers the links between poor water management practices, and inefficient use, water quality and land degradation, and between management strategy, pricing and water conservation initiatives.

AGT00217
LAND DEGRADATION AND REHABILITATION
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: *AGR00214 Soil Processes*
Examines the main processes that occur in the degradation of land and the major forms of land degradation. These forms include soil erosion by water and wind, soil structural degradation, soil acidification, water repellence, salinisation, and mass movement. The processes that lead to the formation of each form of land degradation are examined as are the strategies and principles of rehabilitation and prevention of each land degradation form. Land capability classification and acid sulfate soils are also examined.

AGT00220
ENVIRONMENTAL IMPACT STUDIES AND ASSESSMENT
S2 ◆ Int ◆ L ◆ RSM
Examines the development of Environmental Impact Assessment in Australia, the legal and political framework, the processes and techniques in environmental impact assessment, and social and economic impact statements.

Discusses deficiencies in the EIA process and ways in which these are being overcome.

AGT00300
ENVIRONMENTAL AWARENESS
Conditions apply – refer School of Business.
S1 ◆ Int ◆ CH ◆ Bus
Designed to enhance students' appreciation of the environment and the relationship between environmental conservation, preservation and sustainable production techniques. The main aim is to provide objective assessment criteria to the environment enabling students to make informed decisions concerning the use of sites for agribusiness purposes.

AGT00301
INTRODUCTION TO PRODUCTION MANAGEMENT
Conditions apply – refer School of Business.
S1 ◆ Int ◆ CH ◆ Bus
Consisting of two parts, this unit provides the basis from which the major area of specialisation is selected. This unit will utilise most of the material presented in the preceding composite units (CU). The main strands of specialisation are: Farm Plan (Project), Beef Cattle Production, Horticulture (Ornamental and Commercial), Organic Farming Methods, Aquaculture and Environmental Management.

ART00252
VISUAL LITERACY THROUGH VISUAL ART
S1/S2 ◆ Ext ◆ L ◆ Ed
The implementation and evaluation of ideas aimed at developing visual literacy in a specific school/classroom situation, in accordance with the aims and objectives of the K–6 syllabus.

ART00406
STUDIO DRAWING I
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00630 Design*
Figure drawing, landscape drawing and thematically-based project work form the basis of this unit. Using an analytical approach, media, content, and the artistic options of contemporary drawing practice are explored and students are encouraged to develop individuality and creativity within this context.

ART00407
STUDIO DRAWING II
S1 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00630 Design*
Figure drawing, environmental and thematically-based project work form the basis of this unit through an expressive approach to media, content, and artistic options of contemporary drawing practice. Students are encouraged to develop individuality and creativity in the expressive drawing context.

ART00408
STUDIO DRAWING III
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00630 Design*
Portraiture and project work form the basis of this unit. A conceptual approach is taken in the examination of content, media, installation and the artistic options of contemporary drawing practice.

ART00455
PHOTOGRAPHY I
S1/S2 ◆ Int ◆ L ◆ CA
Modern photographic theory, materials and processes will be approached at a level which will enable the student with no background in the subject to complete a range of photographic projects. 35mm camera and darkroom stills are covered, along with basic photographic concepts. (**NB** Quotas may apply. Subject to student demand.)

ART00456
PHOTOGRAPHY II
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00455 Photography I*
Advanced camera and darkroom skills, are introduced, including creative use of lighting and materials. Students are encouraged to develop their own particular interests in completing a major project. The unit will examine the history and conceptual basis of a variety of photographic genres. (**NB** Quotas may apply. Subject to student demand.)

ART00498
CONTEMPORARY ISSUES IN VISUAL ARTS
Not offered in 2001.
Pre-requisite/s: *ART00601 Modernism: Visual Parameters*
Examines particular issues and themes from critical theory and the visual arts focusing upon the importance of such theory for contemporary art practice. In exploring the condition of postmodernity this unit will develop students' critical and analytical skills by providing them with the methodological frameworks relevant to their own practice.

ART00510
VISUAL ARTS RESEARCH METHODOLOGY
Double-weighted unit.
S1 ◆ Int ◆ L ◆ CA
Provides an overview of research methods with an emphasis on visual arts research methods, and develops skills in spoken and written presentations.

ART00511
VISUAL ARTS RESEARCH PROJECT
(STAGE 1)
Double-weighted unit.
S1/S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s or Co-requisite/s: *ART00510 Visual Arts Research Methodology*
Provides students with the experience of supervised research project development and execution. Honours students select their project topic in consultation with particular staff with expertise in an area appropriate to the proposed topic area.

ART00514
VISUAL ARTS RESEARCH PROJECT
(STAGES 2 & 3)
Quadruple-weighted unit.
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s or Co-requisite/s: *ART00510 Visual Arts Research Methodology*
Provides students with the experience of supervised research project development and execution. Honours students select their project topic in consultation with particular staff with expertise in an area appropriate to the proposed topic area.

ART00600
INTRODUCTION TO VISUAL CULTURE
S1 ◆ Int ◆ L ◆ CA
Explores the art historical, critical and aesthetic theories which underpin our understanding of the visual from the beginning in the eighteenth century with the formation of the "modern" subject. It will do this through an examination of the modes of visual production and visual languages, the structures of art historical narratives and the ideologies underpinning institutional practice.

ART00601
MODERNISM: VISUAL PARAMETERS
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00600 Introduction to Visual Culture*
Modernism is the study of radical change within the production, interpretation and critical reception of the visual arts. Students will explore both the reasons for, and the ramification of, that change and in the process they will become familiar with the broader theoretical issues of modernism and contemporary re-visionist studies of that movement.

ART00602
AUSTRALIAN VISUAL ART
Not offered in 2001.
Pre-requisite/s: *ART00601 Modernism: Visual Parameters*
Using the work of major contemporary artists this unit will map the shifts and changes within key areas of Australian artistic and critical discourse, highlighting such issues as identity, appropriation and post-colonialism. Students will be encouraged to debate future indicators and possibilities for Australian visual practice.

ART00603
VISUAL ART AS CRITICAL PRACTICE
S1 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00601 Modernism: Visual Parameters*
Visual art is a form of critical practice: theory and practice are not separate entities but exist in a strong and cohesive relationship with one another and it is this relationship which shall be explored in depth. Students will be introduced to a wide range of contemporary practices and a number of critical techniques and discursive strategies will be considered.

ART00604
VISUAL DISCOURSE: UNCOVERING THE BODY
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00601 Modernism: Visual Parameters*
Notions of embodiment, how we know, understand and represent the body is contained within varying theoretical positions. Examination of visual representations of the body, will develop an understanding of the means by which the body is inscribed in and by culture and the possibilities for its re-inscription.

ART00621
VISUAL ARTS STUDIO STUDIES I: FOUNDATION
Double-weighted unit.
S1 ◆ Int ◆ L ◆ CA
Introduces the basic conceptual and research frameworks of visual arts and to the materials, studio based skills, routines and equipment of studio practice.

ART00622
VISUAL ARTS STUDIO STUDIES II
Double-weighted unit.
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00621 Visual Arts Studio Studies I: Foundation*
Introduces basic materials and routines relating to a chosen studio area. Fundamental skills and media manipulation, equipment usage and occupational health and safety issues are addressed. Underlying conceptual concerns, and critical thinking are addressed.

ART00623
VISUAL ARTS STUDIO STUDIES III
Double-weighted unit.
S1 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00622 Visual Arts Studio Studies II*
Media investigations and/or construction processes are continued at a more advanced level. Students will continue their pictorial/construction investigations and research into concerns and influences in contemporary art.

ART00624
VISUAL ARTS STUDIO STUDIES IV
Double-weighted unit.
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ART00623 Visual Arts Studio Studies III*
Media, material investigations and studio skills at a more advanced level are continued with an emphasis on individual expression. Students are encouraged to develop a critical capacity in regard to their own work and the work of others. Concept evolution and presentation skills will be encouraged in readiness for self-directed work. Gallery and exhibition skills will be further addressed. Occupational Health and Safety and studio procedures at a level required by professional artists are covered.

ART00625
VISUAL ARTS STUDIO STUDIES V
Double-weighted unit.
S1 ◆ Int ◆ L ◆ CA
Pre-requisite/s: ART00624 Visual Arts Studio
Studies IV
Encourages the demonstration of substantial progress towards producing a coherent and competent body of work which shows professional ability and individuality of expression. Portfolios manifest personal research interests and attitudes to contemporary debate. Aspects of professional practice are discussed.

ART00626
VISUAL ARTS STUDIO STUDIES VI
Double-weighted unit.
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: ART00625 Visual Arts Studio
Studies V
The experience of exhibition production is extended and students are prepared for independent professional activity within the visual arts.

ART00630
DESIGN
S1 ◆ Int ◆ L ◆ CA
Introduces students to the basic principles of design as they relate to two-dimensional and three-dimensional art practice.

ART00641-4
STUDIO ELECTIVE I – IV
S1/S2 ◆ Int ◆ L ◆ CA
Provides the opportunity for focused practice in a particular studio area (ceramics, painting, printmaking, or sculpture). It is available to students with no studio experience (subject to demand) or to students with some experience. Programmes of study will be determined according to the skill level, aspirations of each student, and the availability of particular studio areas. (**NB** Requires written approval of the Visual Arts Course Co-ordinator.)

ART01469
MUSIC VIDEO
S2 ◆ Int ◆ L ◆ CA
Co-requisite/s: COM00466 Video II
Provides the student with the techniques necessary to produce a music video clip.

BHS00105
DEVELOPMENT OF HUMAN RESOURCES
S1 ◆ Int/Ext/Online ◆ L ◆ SWD
Considers human growth and development with an emphasis on adult development. The social context, cultural differences and equity issues are considered. The emphasis is on the role of the manager and organisation working for continued personal and professional growth.

BHS00106
GROUP PROCESSES
S2 ◆ Int/Ext/Online ◆ L/CH/PM/GC ◆ SWD
Provides students with an increased theoretical understanding of group processes, enabling students to apply these concepts and principles in different group settings. Students will observe and reflect on their participation in, and facilitation of, groups. The unit will also enhance students' ability to work in teams and to plan for, report on and evaluate group effectiveness.

BHS00119
WORKING WITH GROUPS
S2 ◆ Int/Ext ◆ CH ◆ HS
Provides students with conceptual and analytical tools for understanding the dynamics of groups and group activities. There is an experiential component giving students an understanding of how groups operate. The emphasis is on groups for personal, social and organisational development. There is a compulsory residential weekend for external students.

BHS00130
INTRODUCTION TO COMMUNITY DEVELOPMENT
S1 ◆ Int/Ext ◆ CH ◆ HS
Infers social change driven by the community. Introduces key concepts and perspectives in understanding community development and identifies skills and issues where relevant to community development. The major areas of study are theoretical accounts of community development and community development skills and issues.

BHS00156
LEADERSHIP
S1 ◆ Int/Ext/Online ◆ L ◆ SWD
Critically examines the concept of leadership and considers some of the research findings, models and theories. Students will examine

leadership behaviour and styles and some of the techniques, tools and instruments used to evaluate leadership effectiveness.

BHS00161
INTERPERSONAL COMMUNICATION
S1 ◆ Int/Ext/Online ◆ L ◆ SWD

Focuses on the key elements of power, discourse, and diversity within interpersonal communications. It also provides an opportunity for students to improve some of their fundamental communication skills.

BHS00214
PSYCHOLOGY IV – THE DIMINISHING SELF: THE PSYCHOLOGY OF LOSS
S1 ◆ Ext ◆ CH ◆ HS
Pre-requisite/s: BHS00227 Approaches to Psychology and BHS00304 Developmental Psychology and BHS00229 Personality
Note: Not available to B Psychology (Hons) students

Provides students with the opportunity to explore the inter-relationship between two pervasive aspects of living: the experience of loss, and curiosity about who one is.

BHS00219
YOUTH, CRIME AND CULTURAL CHANGE
Not offered in 2001.
Pre-requisite/s: BHS00212 Psychology II

BHS00220
PSYCHOLOGY OF LAW AND JUSTICE
Not offered in 2001.
Pre-requisite/s: BHS00212 Psychology II

BHS00229
PERSONALITY
S2 ◆ Ext ◆ CH ◆ HS
Pre-requisite/s: BHS00227 Approaches to Psychology
Note: Not available to B Psychology (Hons) students

The term personality has become part of everyday language and is used to describe those characteristics of thought, emotions and actions that shape individual behaviour.

BHS00301
INTERPERSONAL RELATING
S1 ◆ Int ◆ L ◆ NHCP

Communication between people satisfies a wide range of needs. For professionals working in human service delivery, being able to communicate effectively at an interpersonal level, is absolutely critical if they are to reach their work goals. This unit has three foci: communication, interpersonal skills and crisis management. In the process of covering these topics, opportunities are provided for students to continue their understanding of self and to grow personally. A number of crises are considered theoretically and practically to provide context to interpersonal processes.

BHS00304
DEVELOPMENTAL PSYCHOLOGY
S1 ◆ Ext ◆ CH ◆ HS
Note: Not available to B Psychology (Hons) students

Offers appreciation and provides understanding of the ways in which human beings grow, develop and change physically, psychologically and socially over the lifespan from conception to death. It establishes a framework for understanding human nature and behaviour.

BHS00305
HEALTH PSYCHOLOGY
S2 ◆ Ext ◆ CH ◆ HS
Pre-requisite/s: BHS00304 Developmental Psychology
Note: Not available to B Psychology (Hons) students

Provides a fundamental understanding of some of the psychological factors related to health, well being, disease and injury through an exploration of conceptual, theoretical and policy issues and an examination of empirical research and practical applications.

BHS00323
ACADEMIC STUDY TECHNIQUE I
S1 ◆ Int ◆ L ◆ CIAP

Introduces students to the technical and practical skills required for study at degree level. These skills include time management, library and research skills, essay writing, oral presentation, and exam presentation. The syllabus is designed to prepare students to succeed in their targeted course of study while becoming accustomed to university life.

BHS00324
ACADEMIC STUDY TECHNIQUE II
S2 ◆ Int ◆ L ◆ CIAP
Pre-requisite/s: BHS00323 Academic Study Technique I

Covers skills required for degree level study and builds on the skills developed in Academic Study Technique I. Provides students with a series of practical assessments covering essay writing, tutorial discussion, journal writing, report writing and exam techniques. Field

studies are also an important component of learning in this unit and they are linked with journal and report writing.

BHS00326
SPORTS PSYCHOLOGY
S2 ✦ Int ✦ L ✦ ESSM
Pre-requisite/s: BHS00325 Psychology
Concerned with those psychological factors which influence sport and exercise participation and conversely the influence of sport and exercise participation on the individual. Will also examine techniques used in the practice of Sports Psychology to assess attitudes towards performance and to improve the quality of psychological skills related to human performance.

BHS00327
APPLIED SPORT PSYCHOLOGY
S1 ✦ Int ✦ L ✦ ESSM
Pre-requisite/s: BHS00326 Sports Psychology
The various psychological intervention techniques employed by sport psychologists to enhance the performance and learning of skills by athletes are examined. These techniques are considered under two general classifications. First, those interventions most effectively employed on an individual basis are considered. Second, those interventions most effectively conducted in a group situation are examined.

BHS00328
APPLIED EXERCISE PSYCHOLOGY (WELLNESS)
Not offered in 2001.
S1 ✦ Int ✦ L ✦ ESSM
Will examine psychological and social psychological factors of exercise as they relate to wellness. Major emphasis will be on understanding exercise adherence and compliance behaviour.

BHS00360
PERSPECTIVES OF COMMUNITY DEVELOPMENT
T1/T2 ✦ Online ✦ HS
Provides students with an overview of the contextual and theoretical elements of community development. Approaches to community development will be critically analysed using the contextual and theoretical elements and applying the process of community development to a variety of settings.

BHS00361
POLITICAL, ECONOMIC AND CULTURAL ASPECTS OF COMMUNITY DEVELOPMENT
T2/T3 ✦ Online ✦ HS
Students will explore their personal values and beliefs as they impact on the process of community development. They will explore in depth the political processes and influences on the communities, as well as economic influences within a social development framework. Culture within the community will be examined.

BHS00362
COMMUNITY EDUCATION
T1/T3 ✦ Online ✦ HS
Provides students with an overview of learning theories and educational strategies as they apply to community education. Explores the various educational roles as they relate to community educational needs.

BHS00363
ISSUES IN DISASTER MANAGEMENT
T1/T2 ✦ Online ✦ HS
A number of major issues in contemporary emergency management are covered in this unit that is a foundation for the rest of the course which has a more specific community development orientation. The unit provides a broad outline of the nature of disasters, response, recovery, preparedness and mitigation from an international perspective.

BHS00364
DISASTER PREPAREDNESS AND PREVENTION
T2/T3 ✦ Online ✦ HS
Provides a foundation understanding and practical application of planning for disaster preparedness by communities. Examines international practice in community disaster planning processes, the theory and practice of community preparedness, and how to prepare an effective disaster plan.

BHS00365
LIVING IN A HAZARDOUS ENVIRONMENT
T2 ✦ Online ✦ HS
Provides a detailed understanding of most of the known natural and human-made hazards that can lead to disasters and major emergencies. Then examines the principles and practice of mitigation for a number of local and international hazards.

BHS00366
SOCIAL DIMENSIONS OF DISASTERS
T3 ◆ Online ◆ HS
Provides a detailed analysis of the sociological and psychological aspects of disasters and disaster preparedness in individuals, communities and organisations.

BHS00367
ANALYTICAL METHODOLOGIES IN EMERGENCY MANAGEMENT
T3 ◆ Online ◆ HS
Provides the student with a range of methods for the evaluation of current research and for the conduct of evaluations of disaster preparedness programmes. A number of qualitative and quantitative approaches to evaluation are examined as well as current examples of evaluation studies in emergency management.

BHS00368
CONCEPTUAL CONTEXTS OF HUMAN SERVICES
Not offered in 2001.
HS

BHS00369
ANALYSIS OF CONTEMPORARY POLICY IN HUMAN SERVICES
Not offered in 2001.
HS

BHS00370
DELIVERY SYSTEMS IN HUMAN SERVICES
Not offered in 2001.
HS

BHS00371
EVALUATION AND ACCOUNTABILITY IN HUMAN SERVICES
Not offered in 2001.
HS

BIO00101
PHYSIOLOGICAL PATHOLOGY I
S1 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: BIO01201 Anatomy and Physiology I, BIO01202 Anatomy and Physiology II
Co-requisite/s: CHE00002 Biochemistry
Focuses on the pathology of the immune, integumentary, musculoskeletal and reproductive systems. An understanding of the disease process from the cellular level to the level of the organ system is based on microgiological principles and knowledge of normal immune function. The pharmacological principles which underlie many treatment regimes will also be discussed.

BIO00102
PHYSIOLOGICAL PATHOLOGY II
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: BIO00101 Physiological Pathology I, CHE00002 Biochemistry
Continues from Physiological Pathology I and focuses on the pathology of the gastro-respiratory, cardiovascular, nervous, renal and reproductive systems. An understanding of the disease process from the cellular level to the level of the organ system is based on microbiological principles and knowledge of the normal immune function. The pharmacological principles which underlie many treatment regimes will also be discussed.

BIO00105
FISHERIES BIOLOGY
S2 ◆ Int ◆ L ◆ RSM
Examines the biology and ecology of marine and freshwater fish species important to commercial and recreational fisheries, emphasising the Australian scene. Introduces the topics of fisheries management and aquaculture management by focusing on the aspects of the species' biology which are important for their exploitation.

BIO00201
BIOLOGY
S1 ◆ Int ◆ L ◆ RSM
Covers material on cell structure, physio-chemical cellular responses, plant and animal physiology, structure and diversity, elementary genetics, population concepts, natural selection and evolution as well as the necessary practical techniques required to demonstrate chemical and biological processes in living organisms.

BIO00202
ECOLOGY
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: BIO00201 Biology
Examines the principles and concepts of plant and animal interactions with the abiotic and biotic environment in quantitative and qualitative terms at the individual, population, community and ecosystem level. Practical classes include qualitative observations of natural systems and processes, experimental design, and critical comparisons of different sampling and measurement techniques.

BIO00203
EXERCISE PHYSIOLOGY I
S1 ◆ Int ◆ L ◆ ESSM
Pre-requisite/s: *BIO00307 Physiology for Human Movement*
Examines the physiological responses of the body to various exercise stresses and the adaptations which occur within the body as a result of repeated exposure to these stresses.

BIO00204
EXERCISE PHYSIOLOGY II
S1 ◆ Int ◆ L ◆ ESSM
Pre-requisite/s: *BIO00203 Exercise Physiology I*
An extension of Exercise Physiology I with a major emphasis on muscular, metabolic and thermoregulatory changes during exercise.

BIO00207
BIOMECHANICS I
S1 ◆ Int ◆ L ◆ ESSM
Introduces the student to the concepts influencing human movement. Students will be introduced to the laws of physics which govern the interaction of the human body with its environment.

BIO00209
KINESIOLOGY
S2 ◆ Int ◆ L ◆ ESSM
Pre-requisite/s: *BIO01302 Anatomy for Human Movement*
Designed to provide detailed study of the muscular, skeletal and nervous systems in relation to their function in human movement and body mechanics. Emphasis is on the structure and function of the human body related to age and abnormality in sport and physical activity.

BIO00210
APPLIED EXERCISE PHYSIOLOGY (WELLNESS)
Not offered in 2001.
S1 ◆ Int ◆ L ◆ ESSM
Examines in detail the practical application of the various theoretical concepts commonly employed in the examination of physiological responses to external stresses imposed on the body. Will offer students the opportunity to apply the theoretical concepts of physiology to both work and athletic levels.

BIO00212
TECHNIQUES IN WILDLIFE CONSERVATION
S2 ◆ Int ◆ L ◆ RSM
Introduces the theory and practice of wildlife conservation. This includes learning the techniques used to collect basic data for wildlife management and conservation. An emphasis will be placed on developing the skills required to communicate the results of research projects that investigate conservation issues.

BIO00213
TECHNIQUES IN PLANT CONSERVATION
S1 ◆ Int ◆ L ◆ RSM
Outlines the identification of key plant and plant community growth processes and the limiting factors determining vegetation composition and survival. Explores the role of vegetation in the hydrological cycle and in the maintenance of soil and catchment stability. Students practise basic plant and vegetation identification, assessment and monitoring techniques and the use of basic plant propagation and growth techniques.

BIO00232
MARINE ECOSYSTEMS
S1 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: *BIO00202 Ecology*
Covers the major types of marine habitat, from estuaries to the deep sea, to show their basic structure and the processes that maintain them as recognisable entities. In addition, builds on the basic knowledge acquired in the Biology and Ecology units of the first year to survey the major groups of marine animals and plants and show their roles in the maintenance of marine habitats.

BIO00233
COMMERCIAL AND RECREATIONAL FISHERIES MANAGEMENT
S1 ◆ Int ◆ L ◆ RSM
Looks at fisheries models and how they can be used to predict yields and to select appropriate management strategies. Extensive use is made of case history examples to examine the methods, application and outcomes of the various fishery assessment, management and regulation methods adopted in Australia including economic and social aspects.

BIO00301
BIOMEDICAL SCIENCE I
S1 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: BIO00305 Human Physiology
Focuses on the body's cellular level responses to disease and to the disease processes that originate from cellular malfunction. In addition aspects of the pharmacological principles of drug action will be considered.

BIO00302
BIOMEDICAL SCIENCE II
S2 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: BIO00305 Human Physiology
Focuses on pathophysiology at the level of the organs. A variety of disorders of several body systems including respiratory, cardiovascular, renal, endocrine, digestive and reproductive will be studied to unify pathological concepts of disease.

BIO00303
BIOMEDICAL SCIENCE III
S1 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: BIO00305 Human Physiology
Focuses on the individual's motor, sensory, behavioural, cognitive and emotional responses to pathogenic processes.

BIO00307
PHYSIOLOGY FOR HUMAN MOVEMENT
S2 ◆ Int ◆ L ◆ ESSM
The areas to be examined will be cellular metabolism, muscle physiology, excitation of nervous tissues, regulation of the cardiovascular system, respiratory dynamics, kidney and body fluid homeostasis, the gastrointestinal tract, growth, metabolism, reproduction and immune defence.

BIO00314
PATHOPHYSIOLOGY
S2 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: BIO00305 Human Physiology or Registered Nurse Status
Focuses on the body's response to disease firstly at the cellular and then at the systems level. It will examine the mechanisms producing cellular dysfunction. The effect of cellular dysfunction is then applied to organs, systems and the body as a whole to unify concepts of pathology and disease development.

BIO00324
BIOMECHANICS II
S1 ◆ Int ◆ L ◆ ESSM
Looks at fisheries both from biological and economic perspectives. Extensive use will be made of case history examples to examine the methods, application and outcomes of the various fishery assessment, management and regulation methods adopted in Australia and overseas.

BIO00325
APPLIED BIOMECHANICS (WELLNESS)
Not offered in 2001.
S1 ◆ Int ◆ L ◆ ESSM
Provides knowledge and skills in the application of biomechanics and functional anatomy in the design of exercise programmes and the assessment of fitness and health. Physical preparation for work and the ergonomics of work will be addressed as well as the influence of ageing, obesity, pregnancy and orthopaedic problems on structure and function.

BIO00326
EXERCISE BIOCHEMISTRY AND DRUGS IN SPORT
S2 ◆ Int ◆ L ◆ ESSM
Pre-requisite/s: BIO00307 Physiology for Human Movement
Covers the basic chemical organisation of the body, bioenergetics, aspects of biosynthetic pathways, basic principles of drug action, drug metabolism and pharmacokinetics and an overview of the major classes of drugs with a particular emphasis on drugs that are used and abused by athletes.

BIO00801
COASTAL MANAGEMENT 400 (HONOURS)
S1/S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: See Rules, BAppSc(Hons)
Provides an introduction to research work and postgraduate studies through full-time supervised research and project work. Honours students select their project topic in consultation with particular staff with expertise in an area appropriate to the proposed topic areas.

BIO00802
FORESTRY 400 (HONOURS)
S1/S2 ◆ Int ◆ L ◆ RSM
Honours degrees provide an introduction to research work and postgraduate studies through full-time supervised research and project work.

Honours students select their project topic in consultation with particular staff with expertise in an area appropriate to the proposed topic areas.

BIO01102
THE HUMAN BODY IN HEALTH AND ILLNESS

Introduces students to the Anatomy and Physiology of the body at a basic level. Students will examine the effects of disease processes and the ageing process on the body.

BIO01201
ANATOMY AND PHYSIOLOGY I
S1 ◆ Int ◆ L ◆ NCM
Co-requisite/s: CHE00102 Biological Chemistry I (Naturopathy students only)

Describes the structure and function of the human body. Examines some of the body systems, describing structure and function of cells, tissues and the endocrine, nervous and skeletal systems. Students explore anatomical structures on models and computers. Provides the basis to an understanding of the human body, both normal and diseased. Focuses on medical physiology.

BIO01202
ANATOMY AND PHYSIOLOGY II
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: BIO01201 Anatomy and Physiology I, CHE00102 Biological Chemistry I (Naturopathy students only)

Describes the structure and function of the human body. Examines some of the body systems, describing structure and function of the nervous, cardiovascular, respiratory, renal, digestive and reproductive systems. Students explore anatomical structures on models and computers. Completes the basis of an understanding of the function of the human body, both normal and diseased. Focuses on medical physiology.

BIO01204
AQUATIC ECOSYSTEMS
S1 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: BIO00202 Ecology

Provides an understanding of the structure, functioning and importance of aquatic ecosystems in coastal, estuarine and freshwater environments and emphasises the need for their careful management. The importance of water as the medium for abiotic and biotic components needs to be recognised in order to understand the effects of human influence on aquatic ecosystems.

BIO01209
AQUACULTURE
S2 ◆ Int ◆ L ◆ RSM

Includes an overview of the factors to be considered in analysing any aquaculture venture, such as water quality control, disease control, nutrition, economics, legislation and environmental impact. The major and developing aquaculture industries in Australia and overseas are examined and discussed in terms of their potential and success. Practical classes include the manipulation of experimental conditions in captive aquatic environments, and field trips to examine selected operational aquaculture and aquarium facilities.

BIO01230
PRINCIPLES OF COASTAL RESOURCE MANAGEMENT
S2 ◆ Int ◆ L ◆ RSM

Covers identification of coastal resources and their uses, methods of handling the wide range of information required for effective management and specific Australian coastal resource-management issues, using case studies in sewage treatment and disposal, environmental impact assessment and wetlands management to show how coastal resource management works in practice.

BIO01302
ANATOMY FOR HUMAN MOVEMENT
S1 ◆ Int ◆ L ◆ ESSM

Examines cellular and tissue organisation, the integument, osteology, arthrology, myology, the nervous, endocrine, cardiovascular, respiratory, digestive, urinary and reproductive systems, and the sensory organs.

BUS00211
GAMING MANAGEMENT I: INTRODUCTION
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM

This unit comprehensively examines the major types of gambling operated by registered and licensed clubs in Australia – gaming machines, keno, TAB and minor gaming. It examines the external environment within which club gaming operates, and the internal day-to-day operation and control of gaming activities.

BUS00212
GAMING MANAGEMENT II: ANALYSIS
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: BUS00211 Gaming Management I:
Introduction
Concentrates on control mechanisms and gaming analysis as required by legislation and club policies. Also considers the analysis process and implementing methods of investigation in the event of discrepancies.

BUS00213
GAMING MANAGEMENT III: IMPACTS
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: BUS00212 Gaming Management
II: Analysis
This unit examines three main areas relating to impacts in gambling. It firstly examines key influences on gambling emanating from government policies, socio-cultural factors, psychological and personal characteristics of individual gamblers, management and marketing strategies of gambling operators, and gambling product design. Second, it examines key socio-economic impacts of gambling, both positive and negative. Third, it discusses approaches and issues relevant to managing some of the negative social impacts of gambling.

BUS00214
GAMING MANAGEMENT IV: STRATEGIC GAMING MANAGEMENT
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: BUS00213 Gaming Management
III: Impacts
Covers contemporary issues of gaming management through self-instructional chapters, each relating to different issues within the gaming function. Students are expected to reflect on their own current practices in areas such as player profiles and historical membership databases, change management, gaming and gender, gaming area layout, trends in gaming acceptance and policy and government responses to gaming.

BUS00505
RURAL BUSINESS PRINCIPLES
Conditions apply – refer School of Business.
S1 ◆ Int ◆ CH ◆ Bus
Consisting of four main parts this unit provides the student with a broad and practical approach to rural business finance, farm taxation obligations, laws and regulations applying to rural areas and activities and a practical approach to assessing rural market risks.

BUS00747
CONTEMPORARY TRENDS IN THE BUSINESS ENVIRONMENT
Not available to undergraduates.
T2 ◆ Ext ◆ L ◆ GCM
Overviews environmental issues of a national and global nature that impact on performance such as analysis of economic and political issues: impact of capital movements on national and global economic health, emerging regional groupings and "trading blocs", and the impact of information technology; environmental sustainability issues: sustainability of natural resources, population, pollution control and the impact of emerging and emergent national policy; human diversity issues: human rights, social justice, ethics, culture and changing social expectations.

BUS00758
INTERNATIONAL CONTRACT MANAGEMENT
Offered in Singapore only.
Pre-requisite/s: SIPMM Diploma
T1 ◆ Int ◆ CM
International contract management investigates the complexities introduced when commercial agreements are of an international nature. The unit deals with the intricacies of administering international contracts, as well as the legal implications associated with international contracting. The unit appraises the pitfalls of international contract management and outlines the key requirements for successful contract management.

BUS00808
RESEARCH METHODS AND DESIGN I
Not available to undergraduates.
T1/T2/T3 ◆ Int/Ext ◆ L ◆ CM/GCM
Introduces candidates to methodologies, tools and techniques of research and business. Both quantitative and qualitative aspects of research

methods will be addressed. Topics considered: philosophy of research, types of research, problem identification, hypothesis formulation, research design, data collection, sampling, questionnaires, observations and validity, measurement techniques, data analysis, statistical computational tools, and interpretation of research findings. Guidelines on methods and techniques of collecting data, research proposal reporting and thesis design and presentation will be included.

BUS00809
RESEARCH METHODS AND DESIGN II
Not available to undergraduates.
T1/T2/T3 ◆ Int/Ext ◆ L ◆ CM/GCM
***Pre-requisite/s:** BUS00808 Research Methods and Design I*
As for BUS00808.

BUS00817
RESEARCH PAPERS I
Not available to undergraduates.
T1/T2/T3 ◆ Int/Ext ◆ L ◆ CM/GCM
***Pre-requisite/s:** BUS00808 Research Methods and Design I; BUS00809 Research Methods and Design II*
Follows material covered in the units dealing with Research Methods and Design and leads to the publication of at least two research papers by candidates. Taking the structures and research ideas developed in the research methods and design unit, candidates will under supervision prepare papers, present seminars on the papers before submitting the papers to editors in Australia and overseas for publication. Two papers will be prepared and submitted by candidates during the unit programme.

BUS00818
RESEARCH PAPERS II
Not available to undergraduates.
T1/T2/T3 ◆ Int/Ext ◆ L ◆ CM/GCM
***Pre-requisite/s:** BUS00808 research Methods and Design I; BUS00809 research Methods and Design II; BUS00817 Research Papers I*
As for BUS00817.

BUS00821–5
DBA THESIS
Not available to undergraduates.
Int/Ext ◆ L/CH ◆ Bus/CM/GCM/MIT
***Pre-requisite/s:** BUS00817 Research Papers I; BUS00818 Research Papers II*
The DBA thesis consists of an approved programme of supervised research study agreed to by the School Director of Research, approved supervisor and the Committee. The thesis shall furnish acceptable evidence of both scholarship and independent thought presented in a format in line with Committee specifications. There is no formal syllabus for the thesis component, however candidates are expected to proceed in accordance with a research plan approved by the supervisor, School Director of Research and the Committee.

BUS00913
BUSINESS ANALYSIS FOR TOURISM AND HOSPITALITY MANAGERS
T1/T2 ◆ Int/Ext ◆ L ◆ THM
Provides an introduction to business analysis and planning for tourism and hospitality managers, including techniques in data collection and analysis. Students will be able to evaluate a business issue using an appropriate research methodology. Enables students to collect, analyse and interpret data essential for planning, strategy development and problem solving in tourism and hospitality industries.

BUS00914
MANAGING HUMAN RESOURCES AND CHANGE IN THE HOTEL INDUSTRY
T1/T3 ◆ Int/Ext ◆ L ◆ THM
Hotels operate in a dynamic area of international competition. It is important for managers of tourism and hospitality firms to understand how organisations function in a global environment, how diversity and cross-cultural issues affect workers and organisations, and how change must be managed to successfully compete in the dynamic, competitive global market.

CHE00002
BIOCHEMISTRY
S1 ◆ Int ◆ L ◆ NCM
***Pre-requisite/s:** CHE00103 Biological Chemistry II and BIO01202 Anatomy and Physiology II*
Covers the basic chemical organisation of the body, bioenergetics, aspects of biosynthetic pathways, molecular genetics, toxicology and

methods of extraction and separation of molecules of biological interest.

CHE00073
ENVIRONMENTAL CHEMISTRY
S1 ✦ Int ✦ L ✦ RSM
Pre-requisite/s: CHE00201 Chemistry
Introduces the major physical, chemical and biological processes that control the concentration and dispersion of chemical species in natural and impacted environments. Knowledge of these processes, the factors that control them, and of interactions between sediment/soil/rock, water, biota and the atmosphere is essential for scientifically sound environmental management and for distinguishing between natural conditions and human impacts. Also demonstrates how knowledge of natural processes and products can be applied in engineering projects to minimise human impact and remediate previously impacted sites.

CHE00102
BIOLOGICAL CHEMISTRY I
S1 ✦ Int ✦ L ✦ NCM
Introduces basic aspects of chemistry, which is treated from a biomedical point of view. Emphasis is given to aspects of chemistry that are relevant to further curricular disciplines such as physiology and organic chemistry. Lectures are complemented with tutorial sessions and laboratory classes provide students with skills in basic relevant techniques.

CHE00103
BIOLOGICAL CHEMISTRY II
S2 ✦ Int ✦ L ✦ NCM
Pre-requisite/s: CHE00102 Biological Chemistry I
Introduces basic aspects of organic chemistry, which is treated via a study of the basic nomenclature of organic compounds, an analysis of functional groups and the interaction of organic compounds with solvents. There is special focus on the chemical analysis of natural products found in plants. Lectures are complemented with tutorial sessions and laboratory classes provide students with experience in relevant basic techniques and methods.

CHE00201
CHEMISTRY
S1 ✦ Int ✦ L ✦ RSM
Provides an introduction to basic chemical concepts in inorganic chemistry. Includes atomic and molecular theory, bonding, the periodic table, and chemical reactions important in understanding the nature of geological materials, chemical processes in biological systems, water chemistry and pollution. Laboratory classes complement lecture content, and provide experience in basic techniques.

CMM00001
OVERVIEW OF MENTAL HEALTH
Ext ✦ L ✦ NHCP
Not available to undergraduates.
Enables health care practitioners to explore and critically analyse the social, political, ethical, legal and economic context of mental health care in Australia, pre- and post-Burdekin. In particular, the student will analyse the ways in which mental illness and mental health have historically been conceptualised and how this has influenced the way in which mental health care is currently organised and administered within Australian health care settings. Students will reflect on and evaluate their own practice in relation to contemporary mental health care.

CMM00002
MODELS OF MENTAL HEALTH AND MENTAL ILLNESS
Ext ✦ L ✦ NHCP
Not available to undergraduates.
It is the responsibility of every mental health worker, particularly at the senior level, to be able to evaluate their own practice and the service in which they practice. This unit provides the student with the opportunity to analyse and evaluate the major mental health approaches and services in contemporary mental health care. In doing so the student will develop a sophisticated understanding of the broad and specific implications of currently using these models of mental health care delivery, and develop futuristic models for best practice.

CMM00003
THERAPIES IN MENTAL HEALTH CARE
Ext ✦ L ✦ NHCP
Not available to undergraduates.
Involves a critical analysis of a variety of therapies used in treating the mentally ill and

the "worried well", including the study of differential diagnosis and assessment. Will also focus on determining strategies for maintaining mental health gains and outcomes and the definition of "therapist". Effects of various therapies on the client and the practitioner, and on the cost, administration and organisation of mental health care are analysed. Students will critically evaluate the therapeutic relationship, including issues such as sexuality, co-dependency, co-morbidity, ageism and culture.

CMM00004
EVALUATION OF MENTAL HEALTH SERVICES: PREVENTION TO REHABILITATION
Ext ◆ L ◆ NHCP
Not available to undergraduates.
The learner will undertake an analysis and evaluation of a variety of mental health services and interventions. This analysis will be based on an evaluation of the intervention processes, outcomes, costs, management and planning of these modalities.

CMM00108
FAMILY HEALTH
Reviews Family Health programmes. Information is grouped according to existing service structures: Well Child Clinics, School Health. Also looks beyond the Family Health needs provided for by government agencies.

CMM00215
EXERCISE TESTING AND PRESCRIPTION
S2 ◆ Int ◆ L ◆ ESSM
Pre-requisite/s: *BIO00204 Exercise Physiology II*
Examines the principles and objectives of an effective exercise assessment programme. Programme design is studied in detail in relation to different applications: the fitness centre, community, corporate, athletic, disabled and elderly. Aspects of consultation, interview technique, health education and counselling will be studied with an emphasis on developing practical skills.

CMM00251
PUBLIC AND ENVIRONMENTAL HEALTH
NHCP
Presented as two modules. Module one introduces basic concepts in epidemiology, public and environmental health, and the process of screening. Information is then provided on current public health programmes.

Module two studies the influence of environmental health activities on morbidity and mortality.

CMM00506
THEORY AND CONCEPTS IN HEALTH PROMOTION
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Will outline the current theories and models which underpin health promotion practice. An overview of health promotion will be presented. Will enable students to critically analyse the range of models available and adoption into health promotion practice.

CMM00507
PROGRAMME DEVELOPMENT AND MANAGEMENT
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Health promotion activities to be effective, must be developed and evaluated in a planned systematic manner. Completion of this unit will enhance the practitioner's ability to manage and direct health promotion projects at various levels, thus preparing health promotion managers, researchers and promoters. Provides greater detail, scientific and theoretical, in programme planning and management tools than any of the other discipline studies.

CMM00508
STRATEGY DEVELOPMENT
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Will present a range of strategies that are currently utilised in health promotion. The theory underpinning each strategy will be outlined and students will have the opportunity to appropriately select strategies for a range of individual, group and population settings.

CMM00509
EVALUATING HEALTH PROMOTION
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Students are provided with an opportunity in which to further develop the planning and evaluation skills required for developing health promotion activities. These will include process, impact and outcome evaluation, and methodological techniques used in monitoring each stage. Has been designed to meet the needs of research practitioners in health promotion.

CMM00705
HEALTH AND EPIDEMIOLOGY
Not available to undergraduates.
S2/T2 ✦ Ext ✦ L ✦ NHCP
Addresses current health needs in Australian society from the perspective of epidemiological and other research findings. These findings are then used to consider the development of an appropriate health care agenda.

CMM00721
HEALTH INFORMATION SYSTEMS
Not offered in 2001.
Not available to undergraduates.
Ext ✦ L ✦ NHCP
Will provide students with a broad critical appreciation of applied information systems analysis together with the social and behavioural implications of the systems environment. Will enable students to apply a systems approach to health service problems in the use of health information technology for clinical applications in strategic and resource planning, and in executive decision-making.

CMP00710
MAJOR THESIS (COMPUTING)
Not available to undergraduates.
S1/S2 ✦ Ext ✦ L ✦ MIT
The thesis consists of an approved programme of supervised research study agreed with the Head of the Centre for Computing and Mathematics.

The coursework component consists of Master of Business Honours units representing a programme of course work and reading as prescribed by the Head of the School of Multimedia and Information Technology.

COM00104
MEDIA STRATEGIES
S1 ✦ Int ✦ L/CH ✦ Bus/CM
Pre-requisite/s: *MKT00103 Promotion and Advertising*
Looks at the background and basic principles pertaining to strategic decisions in the use of media. The structure and changes within the advertising industry are considered. Practical work is carried out in advertising agency briefing, radio and television commercial creation and execution thereof.

COM00202
PERSONAL COMMUNICATIONS FOR TOURISM
Available to Ansett employees only.
S1/S2 ✦ Ext ✦ L ✦ THM
Provides an understanding of the role and importance of communication within hospitality and tourism-related enterprises. Students are introduced to a range of communication theories and concepts applicable in service-based industries. The dynamics of interpersonal, group and organisational communication, as well as attitudinal and motivational factors affecting performance, are examined.

COM00207
PERSONAL COMMUNICATIONS FOR THE TOURISM AND HOSPITALITY INDUSTRY
S1 ✦ Int/Ext ✦ L/CH ✦ THM
Provides an understanding of the role and importance of communication within hospitality and tourism-related enterprises. Students are introduced to a range of communication theories and concepts applicable in service-based industries. The dynamics of interpersonal, group, and organisational communication, as well as attitudinal and motivational factors affecting performance, are examined.

COM00333
COMMUNICATION AND CULTURE
S2 ✦ Int/Ext ✦ L ✦ HMCS
Anti-requisite/s: *COM00204 Communication: Theory and Practice*
Introduces the skills and knowledges needed for the study of communication as an ongoing process of cultural production. The elements and processes that underpin communication practices are studied from both theoretical and practical perspectives. The unit challenges and extends personal understanding of contemporary cultural conditions and their significance in the cultural webs of communication practices.

COM00334
LEARNING TECHNOLOGIES AND THE ACADEMY
S1 ✦ Int/Ext ✦ L ✦ HMCS
Anti-requisite/s: *PHI00200 History of Ideas*
Introduces students to university culture and to the skills and practices of reading, writing and research. A consideration of the historical and cultural emergence of the university as an

institution provides a framework for the practical application of academic skills appropriate to the 21st Century. There is an emphasis on the convergence of "old" and new technologies of teaching and learning with a focus on flexible learning practices. Students are encouraged to self-consciously consider their place in the current university culture.

COM00401
CROSS-CULTURAL FILM STUDIES
S2 • Int/Ext • L • HMCS
***Pre-requisite/s:** COM00439 Foundations in Media Studies*
In this unit students study and discuss film as a major communication medium in terms of its form, history and its social, cultural, economic and political contexts. By examining the production and reception of film texts in their cultural context students are given an understanding of the place of film in everyday life - its passion, politics and pleasures.

COM00439
FOUNDATIONS IN MEDIA STUDIES
S1 • Int/Ext • L • HMCS
***Co-requisite/s:** COM00334 Learning Technologies and the Academy*
Introduces students to a range of theoretical perspectives and issues relevant to the production, distribution and reception of media in Australia and elsewhere. A critical approach to the study of media is promoted. A range of media (print, film, television, radio, internet, etc.) are contextualised within a broad cultural, political and historical framework. This will encompass an analysis of media practices and the use of media in everyday life. Special consideration is given to how we engage with media and what impact it has on our perceptions of ourselves and the world around us.

COM00445
MEDIA, CULTURE AND IDEOLOGY
S2 • Int • L • HMCS
***Pre-requisite/s:** COM00439 Foundations in Media Studies*
Students apply the theoretical/critical approaches to a broad range of linguistic and non-linguistic encoding studied in Cross-Cultural Film Studies. Focus is on the production of meanings in the media, the relationship between media products and cultural practice and emerging theories of cultural production.

COM00446
INTERNATIONAL MEDIA STUDIES
S1 • Ext • L • HMCS
***Pre-requisite/s:** COM00439 Foundations in Media Studies*
In an era of global media interaction, media studies students need at least a basic understanding of how the overseas media systems work in relation to Australia. Students explore communications systems within different socio-cultural frameworks in case studies drawn from Asia, America, Europe, Africa and the Pacific region.

COM00447
MEDIA AND NEW TECHNOLOGIES STUDIES
S1 • Int • L • HMCS
***Pre-requisite/s:** COM00439 Foundations in Media Studies*
Students examine the socio-cultural impact of the new communications technologies. Using a range of theoretical approaches, students explore the impact of new technologies such as satellite and cable broadcasting, multimedia, computer and video systems.

COM00448
ASIAN MEDIA STUDIES
Not offered in 2001.
S2 • Int • L • HMCS
***Pre-requisite/s:** COM00447 Media and New Technologies Studies*
Students are provided with an understanding of the structure and socio-cultural contexts of their major media institutions in selected Asian countries. Students study the relationship between production and broadcasting policies.

COM00451
TEXT MEDIA I
S1 • Int • L • HMCS
***Co-requisite/s:** COM00334 Learning Technologies and the Academy*
Students are introduced to digital technologies and communication processes as they relate to text-based materials. Students are involved in an extensive range of uses, and activities focusing on text-based products, including journalism, public relations, and the extension of print and graphics into the electronic media.

COM00452
TEXT MEDIA II
Not offered in 2001.
Int ◆ L ◆ HMCS
Pre-requisite/s: *COM00451 Text Media I*
Develops students' understanding of theory and practice relevant to digital technologies and communication processes as they relate to text-based materials. Students acquire skills in desktop publishing and design.

COM00455
MULTIMEDIA I
S1 ◆ Int/Online ◆ L ◆ HMCS
Pre-requisite/s: *COM00451 Text Media I*
Develops students' understanding of theory and practice relevant to digital technologies and communication processes as they relate to text-based materials. Students acquire skills in Web site design, with a focus on coding web pages.

COM00456
MULTIMEDIA II
S2 ◆ Int ◆ L ◆ HMCS
Pre-requisite/s: *COM00455 Multimedia I,*
COM00461 Radio I and COM00465 Video I
Introduces students to the theory and practice of digital multimedia communication and production. Students develop their pre-requisite knowledge and skills in digital production techniques for text, still images, audio, animation and video, integrating these digital media to create a basic multimedia product.

COM00457
MULTIMEDIA III
S1 ◆ Int/Online ◆ L ◆ HMCS
Pre-requisite/s: *COM00456 Multimedia II*
Extends students' critical understanding of the theory and practice of interactive multimedia communication, production and distribution. Students develop their knowledge and skills in interactive multimedia production and explore the possibilities of human-computer interaction. Students design and create an interactive multimedia product.

COM00461
RADIO I
S2 ◆ Int ◆ L ◆ HMCS
Students are introduced to the beginnings of broadcasting skills in the areas of announcing and technical operations of the radio station in theory and practice. It provides a basis for the acquisition of effective radio communication and awareness of the resources available to the industry.

COM00462
RADIO II
Not offered in 2001.
S2 ◆ Int ◆ L ◆ HMCS
Pre-requisite/s: *COM00461 Radio I*
Students further develop an understanding of the theory and practice of national, commercial and community radio broadcasting. On-air and technical skills are refined through the advanced study of radio programming, awareness of current issues, recording and announcing techniques.

COM00465
VIDEO I
S1 ◆ Int ◆ L ◆ HMCS
Students are introduced to the theory and practice of video production: research; scripting; budgeting; directing; producing; camera operating; editing and presenting. Students will design and produce a short video in one of the following formats: documentary; drama; experimental, promotional or educational.

COM00466
VIDEO II
S2 ◆ Int ◆ L ◆ HMCS
Pre-requisite/s: *COM00465 Video I*
Oriented both to location and studio production but will also question theoretical assumptions about video and television. Students concentrate on the acquisition of knowledge and skills, both practical and theoretical, in the pre-production, production, post-production, and audience reception areas of video and television. Upon completion of this unit students may choose to extend their knowledge and skills of video production in Independent Study Units.

COM00470
MEDIA MANAGEMENT
Not offered in 2001.
S2 ◆ Int ◆ L ◆ HMCS
Pre-requisite/s: *Any four (4) units from a Media*
Production Major
Social and economic influences affecting media management are studied, with special attention to regulatory bodies, ethical and legal aspects of the industry. The key management sectors of administration, sales and programming will be highlighted.

COM00471
PROFESSIONAL PLACEMENT
S1/S2 ⋄ Int/Ext ⋄ L ⋄ HMCS
Pre-requisite/s: *Any five (5) Media Production*
Units
Students gain professional experience in public or commercial organisations to enable them to use their knowledge and skills acquired in the Media Communications course. Students undergo both workplace and course supervision thereby gaining an understanding of how their skills and knowledge can be applied in professional environments.

COM00481
JOURNALISM I
S1 ⋄ Int/Ext ⋄ L ⋄ HMCS
Co-requisite/s: *COM00204 Communication:*
Theory and Practice or COM00334 Learning
Technologies and the Academy. Co-requisite applies
to BA students only.
Introduces students to journalism. Students will be introduced to basic aspects of news writing, research and interviewing which may be applied across print, radio, television and emerging digital media such as the Internet. They will also gain a critical appreciation of legal, ethical and professional practice issues in contemporary journalism.

COM00482
JOURNALISM II
S2 ⋄ Int/Ext ⋄ L ⋄ HMCS
Pre-requisite/s: *COM00481 Journalism I*
Completes students' introduction to journalism as a contemporary cultural and media practice. Students will consolidate their skills in news gathering and writing, and be introduced to feature writing techniques. Students will also learn further research and interviewing skills, as well as gaining a critical understanding of key professional, legal and ethics issues relevant to journalism.

COM00491
RADIO JOURNALISM I
Not offered in 2001.
Pre-requisite/s: *COM00462 Radio II*
Co-requisite/s: *COM00481 Journalism I*
Anti- requisite/s: *COM00102 Radio Programming*
II
Continues the development of the student's skills in announcing, equipment usage, production and awareness of current issues affecting the sector. A study of radio programming for news, management, public relations and the politics of the radio sector will be undertaken.

COM00492
RADIO JOURNALISM II
Not offered in 2001.
Pre-requisite/s: *COM00491 Radio Journalism I*
Co-requisite/s: *COM00482 Journalism II*
Anti-requisite/s: *COM00107 Journalism/*
Copywriting
Provides further development in writing, editing and interviewing techniques for a radio journalist. Gives students practical experience in news gathering and presentation and experience in producing news and current affairs packages.

COM01402
SCRIPTWRITING
S2 ⋄ Int ⋄ L ⋄ HMCS
Students are introduced to the theory and practice of scriptwriting with introduction to the concepts of character, plot, dialogue, and script presentation. By being exposed to and analysing examples of scripts, the student will be able to select appropriate form and content as applied to radio, film, video, television, and multimedia.

COM01403
MEDIA ETHICS AND LAW
Not offered in 2001.
S1 ⋄ Int ⋄ L ⋄ HMCS
The students' theoretical studies in communication are continued. Focuses on the areas of Broadcast Law, Criticism, and Ethics as they pertain to Communications. These theories will be immediately applied to the material being produced in the media.

COR00301
BUDGETING CONTROL FOR
CORRECTIONAL INSTITUTIONS
This final module on finance is specifically concerned with budgeting for correctional institutions. It deals with a wide range of budget related issues including budget preparation, investment, performance and control.

COR00302
CRITICAL INCIDENT MANAGEMENT
The workplace environment of correctional officers is unique and requires a combination of skills and knowledge to effectively handle the range of incidents which occur. This module

examines the types of incidents which occur in the correctional environment and is designed to provide officers with the knowledge and skills to handle incidents as they occur and to deal effectively with the aftermath of these events.

COR00303
THE PLANNING PROCESS
Provides participants with the ability to undertake planning for their institution. As this module leads into AD302 and AD303 where participants are expected to undertake a realistic and institutionally-based planning project for assessment, basic planning concepts are covered. In addition, aims to enhance participants' written communication skills so that they can successfully prepare the relevant documentation. Specifically this component of the module will cover the requirements of formal writing including the need for conciseness, clarity, logical argument, and appropriate format.

COR00304
PLANNING IN CORRECTIONAL INSTITUTIONS I

COR00305
PLANNING IN CORRECTIONAL INSTITUTIONS II
As outlined in the synopsis to Module AD301, the second and third modules in the Planning in Correctional Institutions stream are designed to allow participants to gain practical experience in the preparation and documentation of a realistic, institutionally-based project of their choice. Formalised requirements will be determined between the participant and the supervisor upon enrolment in these modules.

COR00306
THE SOCIAL SANCTION SYSTEM
Examines the structure of society, how its norms and values are inculcated, and the consequences for individuals of non-compliance with its explicit and implicit rules. Provides an overview of major theorists in the area and examines the impact these have had on the social sanction system our society employs.

COR00307
EMERGING ISSUES IN CORRECTIONAL SERVICES
Looks at emerging issue confronting correctional services including the changing prison population, the pressure on institutions through overcrowding, costs, kinds of prisons and the various responses to these and others. Looks at possible future scenarios and their implications for correctional services and the role of correctional officers.

COR00308
DRUGS, ALCOHOL AND HIV ISSUES
Begins with an AIDS management training segment essential for all correctional officers. Then proceeds to examine drug and alcohol issues as they apply generally in Australia, and specifically, in prisons. Socio-cultural and pharmacological aspects of drug use and treatment are considered, and the module concludes with an examination of the incidence of and management responses to drug use in gaols.

COR00309
COMMUNITY CORRECTIONS IN NSW
Looks at the evolution of the NSW Probation Service before examining the nature and purpose of its programmes and the role of its officers.

COR00310
YOUNG OFFENDERS
Young offenders are a significant sub-group in the population of offenders. An understanding of the nature of young offenders and of the correctional programmes available for them assists in managing them in the correctional system. This module overviews theories of personal development before looking at the development of criminality in young offenders. It then looks at the nature and operation of the Department of Juvenile Justice and its programmes before examining the Young Offender Programme of the Department of Corrective Services.

COR00311
WOMEN IN CORRECTIONAL SYSTEMS
Uses current literature and research and the experiences of women in prisons to develop in students a critical awareness of the issues involved. These issues include those related to policy about and management of women in prisons, women's experience of imprisonment, the nature of female offending and programmes and preparation for release.

COR00312
COMPUTER APPLICATIONS
In today's correctional environment it is important that correctional officers are able to understand and operate the computerised technology that is increasingly becoming a part of normal, everyday workplace operations. This module is designed to provide participants with a degree of computer literacy which will enable them to perform computerised activities effectively and efficiently. To this end, participants are provided with a basic understanding of PC and mainframe computer systems. In addition, they are provided with the opportunity to improve their personal productivity through computerised packages including word-processing, spreadsheets and data base access.

COR00313
INTRODUCTION TO HUMAN RESOURCE MANAGEMENT
Broadly, this is a descriptive module which underpins the next two modules (AS302 and AS303) in this area of study. It deals with organisational behaviour, organisational climate, principles of human resource planning, motivation and employee participation.

COR00314
HUMAN RESOURCE MANAGEMENT IN CORRECTIONAL INSTITUTIONS
Concerned with issues related to the practice of human resource management in correctional institutions. Deals with career development, the industrial relations framework within which staff work, environment, health and safety, and the major Acts which regulate and control New South Wales Corrective Services.

COR00315
TRAINING AND DEVELOPMENT
Concerned with developing knowledge and skills which will facilitate staff development. Deals with identification of training needs, staff selection for training, and training programmes. The procedures for developing a training plan and issues related to on- and off-the-job training are considered.

CSC00125
INTRODUCTORY COMPUTING
S1 ◆ Int/Ext ◆ L/CH ◆ MIT
Introduces computer-based information systems and examines how they may be used to provide information which is timely, accurate and relevant for the operation and management of a modern business organisation. Furthermore, students will have the opportunity to acquire basic skills in the use of application software packages to enhance their personal productivity in their respective fields of study.

CSC00205
DATA STRUCTURES
S2 ◆ Ext ◆ MIT
Pre-requisite/s: *CSC00239 Object Oriented Programming*
Designed to extend the students' knowledge of programming by complementing the programming skills obtained in introductory units with understanding and skill in data structures and techniques. Introduces the concept of an abstract data type and its relationship to the objected oriented paradigm.

CSC00217
PROGRAMMING LANGUAGES
S1 ◆ Int/Ext ◆ L ◆ MIT
Pre-requisite/s: *CSC00239 Object Oriented Programming*
Students will be exposed to a selection of programming languages for comparison purposes. Focuses on language principles, paradigms and constructs. Students will also be introduced to language specification and run-time implementation.

CSC00223
SOFTWARE ENGINEERING
S2 ◆ Int/Ext ◆ L/CH ◆ MIT
Pre-requisite/s: *ISY00243 Systems Analysis and Design plus either CSC00239 Object Oriented Programming*
Examines the principles and practices of software engineering, systems development techniques, software tools and support environments, software specification, software design, software testing, software management, software re-use and re-engineering, software economics, software metrics and software quality assurance.

CSC00228
DATABASE SYSTEMS I
S2 ✦ Int ✦ L/CH ✦ MIT
Pre-requisite/s: *CSC00235 Applications Development, ISY00243 Systems Analysis and Design*
Gives the student an overall understanding of data base philosophy which then leads to the design of a data base from data analysis to mapping to a specific model. The relational and network models are introduced with reference to Rdb/SQL and VAX/DBMS software.

CSC00234
OPERATING SYSTEMS AND COMPUTER ARCHITECTURE
S1 ✦ Int/Ext ✦ L ✦ MIT
Pre-requisite/s: *ISY00221 Introduction to Information Technology, CSC00235 Applications Development*
Introduces students to the architectures of computer systems and the operating systems that run on them. In particular, allows the student to explore and gain practical experience in the use of at least two common computer architectures and associated operating systems. Topics include systems software layer, interaction with hardware, instruction sets, assembler, system calls input/output control, resource sharing, memory management, file systems, command shells, GUI and distributed operating systems.

CSC00235
APPLICATIONS DEVELOPMENT
S1 ✦ Int ✦ L/CH ✦ MIT
Introduces students to the development of GUI applications in GUI operating environments. Students will use object-oriented techniques to design and code programmes with graphical user interfaces. Applications development will cover coding, graphics, code generation, interface design, object embedding and integrated database and spreadsheet applications.

CSC00236
ARTIFICIAL INTELLIGENCE
S1 ✦ Int/Ext ✦ L/CH ✦ MIT
Pre-requisite/s: *CSC00239 Object Oriented Programming, ISY00243 Systems Analysis and Design*
Introduces the theory and applications of artificial intelligence. The emphasis is in the development and creation of intelligent information systems in business and organisational settings. Topics covered include applications of expert systems and neural networks, knowledge representation, logic, the inference process, knowledge processing, deductive versus inductive reasoning, knowledge acquisition, object-oriented and hybrid methods, expert systems tools, uncertainty factors, evaluation of expert systems, neural network architectures and structures.

CSC00238
INTERFACE DEVELOPMENT AND EVALUATION
S1 ✦ Int/Ext ✦ L ✦ MIT
Pre-requisite/s: *ISY00242 Object Oriented Design, CSC00205 Data Structures*
An advanced unit which builds upon the principles of object oriented design and the object oriented programming skills studied earlier in the course. Both interactive techniques and formal methods are used to develop and evaluate graphical user interfaces. Will teach programmers the necessary skills required to develop efficient and easy to use graphical user interfaces at the application program interface level using one or more modern programming languages.

CSC00239
OBJECT ORIENTED PROGRAMMING
S2 ✦ Int/Ext ✦ L ✦ MIT
Pre-requisite/s: *CSC00235 Applications Development*
The object oriented paradigm is presented from first principles within a modern programme development environment. Principles and techniques taught will include objects and classes, abstraction, inheritance and polymorphism. Within this framework, procedural control structures and top-down design will also be used to ensure that students have a sound basis in programming skills.

CSC00240
DATA COMMUNICATIONS AND NETWORKS
S2 ✦ Int/Ext ✦ L/CH ✦ MIT
Pre-requisite/s: *ISY00221 Introduction to Information Technology or CSC00125 Introductory Computing*
The student is taught the concepts underlying how data and voice are transmitted through the

telecommunication system in analogue and digital form. Network and Internetwork protocols and topologies are examined including SNA, X.25 and TCP/IP. The student will gain hands-on experience with the various Internet services including usernet, WWW, gopher and anonymous ftp.

CSC00706
SYSTEMS DESIGN
Not available to undergraduates.
T2 ◆ Ext ◆ L ◆ MIT
Introduces students to various methodologies used in information systems design covering data modelling, functional decomposition and object-orientated approaches as well as sociotechnical issues in systems design.

CSC00711
MINOR THESIS (COMPUTING)
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ MIT
As for CMP00710.

CSC00721
ADVANCED COMPUTING TOPIC A
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ MIT
Full descriptions for this and other Advanced Computing Topics are available from the Head of School.

CSC00722
ADVANCED COMPUTING TOPIC B
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ MIT
As for CSC00721.

CSC00723
ADVANCED COMPUTING TOPIC C
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ MIT
As for CSC00721.

CSC00724
ADVANCED COMPUTING TOPIC D
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ MIT
As for CSC00721.

CSL00102
WORK AND THE COMMUNITY
S2 ◆ Int/Ext ◆ L ◆ SWD
Considers the concept of work both in its public and private dimensions. A brief consideration of the problems facing welfare services is followed by more specific study of women and work,

racial segregation of the labour force, the media's presentation of work, youth and unemployment, and work and family life.

CSL00113
FIELD EDUCATION I
Double-weighted unit.
S1/S2 ◆ Ext ◆ HS
Pre-requisite/s: *POL00134 Intervention and Case Management, SOC00111 Contexts of Social Welfare Practice, BHS00119 Working with Groups and five other units from the AIWCW pathway*
Students are required to spend 150 hours in a welfare organisational setting under the supervision of an experienced field educator who assists the student to integrate theory with practice by creating a suitable learning environment.

CSL00114
FIELD EDUCATION II
Double-weighted unit.
S1/S2 ◆ Ext ◆ HS
Pre-requisite/s: CSL00113 Field Education I
Students are required to spend 250 hours in a welfare organisational setting under the supervision of an experienced field educator who assists the student to integrate theory with practice by creating a suitable learning environment.

CSL00120
CONFLICT RESOLUTION
S2 ◆ Int/Ext/Online ◆ L/GC ◆ SWD
Pre-requisite/s: *BHS00161 Interpersonal Communication*
Introduces students to the theory and practice of conflict resolution techniques including interpersonal strategies, negotiation, mediation, and workplace grievance processes and procedures. It provides an opportunity for students to develop insight into the interconnection between conflict, culture and gender, and to critically analyse current resolution models by exploring the power dynamic that pervades conflict.

CSL00164
CONSULTATION AND PARTICIPATION
S1 ◆ Int/Ext/Online ◆ L/GC ◆ SWD
Examines the contexts in which consultation and participation occurs, then offers a number of methods (traditional and innovative) which might be used in order to consult well and to encourage participation in decision making

processes. Finally, barriers to effective consultation and participation are explored and a variety of tools are provided to help remove these barriers.

CSL00209
SPECIFIC AREAS OF SOCIAL WELFARE PRACTICE
S2 ✦ Int/Ext ✦ CH ✦ HS
Pre-requisite/s: *SOC00111 Contexts of Social Welfare Practice plus 5 BSocSci units.*
This is a self-directed study unit which is intended to finalise the Social Welfare major. Students have an opportunity to choose a specific area of practice and study it in-depth within a negotiated framework. This unit should be chosen towards the end of the degree.

CSL00231
INTRODUCTION TO COUNSELLING: THEORY AND PRACTICE
S1 ✦ Int/Ext ✦ CH ✦ HS
Provides an overview of the process of counselling and shows how the counsellor contributes to that process through research, self-awareness and the therapeutic relationship. Development and demonstration of beginning-level counselling skills is required. The concepts of this unit provide a foundation for further units in the major.

CSL00301
THE COUNSELLOR: ROLE, ETHICS AND PERSONAL DEVELOPMENT
S1 ✦ Int/Ext ✦ CH ✦ HS
Pre-requisite/s: *CSL10014 Issues in Counselling Assessment or CSL10015 Interventions in Counselling*
Note: *Pre-requisite is waived for Bachelor of Human Services students.*
Explores the professional practice issues of counselling human service organisations. There are three modules exploring the following themes: critical analysis of the role of the counsellor; ethical issues of practice in counselling; and personal and professional development for maintaining professional practice.

CSL00416
SPIRITUAL WELLBEING
S1/S2 ✦ Int ✦ L ✦ CIAP
Introduces students to concepts of spirituality as an integrating life force in a holistic paradigm. A cross-cultural perspective of spiritual practices, beliefs and expressions are explored, in particular, the role of others in resourcing and facilitating Spiritual Care. Students are expected to analyse their own concepts of spiritual well-being and develop a practical management plan for delivery of Spiritual Care to a specific group.

CSL00501
SCHOOL WELFARE: LOSS AND GRIEF EDUCATION
S1/S2 ✦ Ext ✦ L ✦ Ed
Examines initiatives in grief education and focuses specifically on the "Seasons for Growth" programme. Draws upon a sound conceptual framework in providing for informed analysis of the experience of grief, including cultural and gender dimensions, and the implications for young people in schools. Has a strong emphasis on evaluating experiential learning processes and implementing critical reflection in teaching about grief.

CSL10014
INTERVENTIONS IN COUNSELLING
Pre-requisitie/s: *CSL00231 Introduction to Counselling Theory and Practice*
Provides students with a thorough understanding of the individual, theoretical and contextual issues affecting the client. Theories and knowledge relating to individual and contextual factors are integrated. This allows students to analyse major areas of significance for the client, and to undertake effective counselling assessments.

CSL10015
ISSUES IN COUNSELLING ASSESSMENT
Pre-requisitie/s: *CSL00231 Introduction to Counselling: Theory and Practice or CSL10014 Issues in Counselling Assessment*
Examines two major applications of counselling intervention, generalist and crisis counselling. Students will be expected to demonstrate entry level skills in at least one of these two models. Appropriate intervention processes for each area will be discussed and evaluated, along with issues of termination of counselling.

CUL00109
DRUGS AND ALCOHOL
Pre-requisite/s: *BIO01102 The Human Body in Health and Illness, HL104 The Health of Aboriginal People*
Students will examine the causes and manifestations of drug and alcohol and related

problems, and will explore the available intervention strategies at the individual, family, community and mass media levels.

CUL00133
INDIGENOUS STYLES OF COMMUNICATION
S1 ◆ Ext ◆ S2 ◆ Int/Ext ◆ L ◆ CIAP
Through direct experience students will learn skills in one to one and group communication. Students will practise listening to people, interviewing people and imparting information to others, both individuals and groups, and will apply the understanding and skills they develop in their dealings with others. A profound emphasis will be on Indigenous peoples of Australia.

CUL00210
AUSTRALIA/ASIA
S1 ◆ Int/Ext ◆ L ◆ HMCS
Provides an introduction to the study of Australia's relations to nations in the Asian region. Examines the historical, cross-cultural and contextual implications of the Australia/Asia interface, focusing on thematic issues of identity, human rights, construction of culture and immigration, and uses these themes to explore case studies including Indonesia, China, India and Japan. The aim is to question assumptions about Asia through engaging in cross-cultural issues that implicate Australia's presence in the region.

CUL00212
IMAGES OF AUSTRALIA
S2 ◆ Int ◆ L ◆ HMCS
Images or depictions of Australia in a variety of media and from a range of disciplinary perspectives are examined. Dominant images and ways of analysing their social and cultural meanings are defined. Also examines ways in which images of Australia are used to define social classes and groups and to achieve political and commercial goals.

CUL00401
AUSTRALIAN INDIGENOUS SOCIETIES PRIOR TO INVASION
S1/S2 ◆ Int/Ext ◆ L ◆ CIAP
Will introduce students to a variety of social practices and principles related to specific Indigenous Australian societies. Topics will include customary lore, education, cultural maintenance, gender specific rights and responsibilities and social practices.

CUL00402
CONTEMPORARY AUSTRALIAN INDIGENOUS SOCIETIES
S1 ◆ Ext ◆ S2 ◆ Int/Ext ◆ L ◆ CIAP
Pre-requisite/s: CUL00401 Australian Indigenous Societies Prior to Invasion
Encourages students to develop a critical awareness of the issues pertaining to self-determination for Indigenous Australian peoples. Students are introduced to many of the most contemporary issues affecting Indigenous and non-Indigenous people in Australia today. In support of Indigenous self-determination, a diverse and challenging range of issues and concepts are explored.

CUL00403
AUSTRALIAN INDIGENOUS CULTURAL HERITAGE
Not offered in 2001.

CUL00404
SCHOOLING OF INDIGENOUS AUSTRALIANS
Not offered in 2001.

CUL00406
AUSTRALIAN INDIGENOUS COMMUNITY DEVELOPMENT
S1 ◆ Ext ◆ S2 ◆ Int/Ext ◆ L ◆ CIAP
Students learn what communities are and how they function. This knowledge is essential for an understanding of the community development approach in health. Students examine factors associated with successful community development projects.

CUL00407
AUSTRALIAN INDIGENOUS COMMUNITY ADMINISTRATION
S1 ◆ Ext ◆ S2 ◆ Int/Ext ◆ L ◆ CIAP
Students will develop an understanding of the administration process of community based organisations.

CUL00408
HEALTH AND AUSTRALIAN INDIGENOUS PEOPLES
S1/S2 ◆ Int/Ext ◆ L ◆ CIAP
Examines the health status of Australian Indigenous people in a pre- and post-invasion context and explores the delivery of culturally appropriate health care.

CUL00409
THE MENTAL HEALTH OF AUSTRALIAN INDIGENOUS PEOPLES
S1/S2 ◆ Ext ◆ L ◆ CIAP
Pre-requisite/s: CUL00408 Health and Australian Indigenous Peoples
Provides students with information about mental health terms and definitions, and Australia's mental health services. Factors contributing to Indigenous peoples' mental health are considered. Characteristics of recognised mental illnesses and appropriate health worker responses are examined.

CUL00410
INTERNATIONAL INDIGENOUS ISSUES
S2 ◆ Int ◆ L ◆ CIAP
Introduces students to issues and definitions of Indigenous identity. Similarities between Indigenous cultures in pre-invasion and post-invasion settings are explored from their respective world view. In particular the drive for Indigenous self-determination as a means of redressing socio-economic disadvantage is explored. Ways of establishing links of solidarity with other Indigenous peoples in order to benefit Indigenous and non-Indigenous Australians are also introduced.

CUL00411
BUNDJALUNG CULTURAL HERITAGE
S2 ◆ Int ◆ L ◆ CIAP
Introduces students to a better understanding and appreciation of the ways that Bundjalung people have maintained and promoted their culture. Sites of significance will be visited and local bush foods and medicines will be identified. Will include historical and contemporary content. Students will explore Bundjalung involvement in the delivery of legal, educational and health services. Lectures will be delivered by academics who have been supported by the Bundjalung Council of Elders. Some lectures will be delivered by members of this Council.

CUL00412
INDIGENOUS WAYS OF CULTURAL EXPRESSION
S1 ◆ Int ◆ L ◆ CIAP
Introduces students to a number of historical and present-day issues related to Indigenous ways of cultural expression. Students will examine the role of art, dance, music and literature in pre- and post-invasion societies. Students will also investigate the interaction between Indigenous and non-Indigenous expression and the impact on society today. They will look at the protection of Indigenous expression from exploitation through an exploration of intellectual and cultural property rights. Finally students will be introduced to the ways that Indigenous cultural expression includes both cultural maintenance and cultural capital.

CUL00413
HUMAN RIGHTS AND INDIGENOUS PEOPLES
S1 ◆ Int/Ext ◆ S2 ◆ Ext ◆ L ◆ CIAP
Pre-requisite/s: LAW00055 Aboriginals, Islanders and Contemporary Legal Issues or LAW00056 Aboriginals, Islanders and the Criminal Justice System or any eight SCU units.
Protection of human rights under both Australian law and the international legal system is introduced to students from the viewpoint of Indigenous peoples. General human rights and specific Indigenous human rights and their interrelationship are critically analysed. Validity of the actions of Australian governments under both international law and Australian human rights law are assessed in a number of human rights areas particular to Indigenous Australians. Practical and theoretical understandings of how human rights law can be utilised on behalf of Indigenous Australians are addressed.

CUL00414
INDIGENOUS COMMON LAW
S1 ◆ Int ◆ L ◆ CIAP
Pre-requisite/s: CUL00401 Australian Indigenous Societies Prior to Invasion, CUL00402 Contemporary Australian Indigenous Societies
Examines Indigenous Australia's legal systems and processes in detail. Looks at specific areas such as Family, Spiritual and Criminal law and examines the conflict between Indigenous and Anglo-Australian law. Looks closely at the emerging Australian case law in both the Criminal and Civil fields and considers the possibility of the co-existence of the two legal systems as a solution to the legal oppression of Australia's Indigenous peoples.

CUL00415
COMPARATIVE INDIGENOUS LEGAL ISSUES
S2 ◆ Int ◆ L ◆ CIAP
Pre-requisite/s: *LAW00055 Aboriginals, Islanders and Contemporary Legal Issues, LAW00056 Aboriginals, Islanders and the Criminal Justice System*
Provides an understanding of the impact of colonisation on the world's Indigenous people with special reference to those in Canada, USA, New Zealand and Papua New Guinea. At all points relevant comparisons will be drawn with the Indigenous Australian situation. Examines the impact of the various national legal systems on the social, cultural and economic fabric of Indigenous peoples.

CUL00420
HISTORY OF INVASION OF ABORIGINAL NATIONS
S1/S2 ◆ Int/Ext ◆ L ◆ CIAP
Pre-requisite/s: *CUL00401 Australian Indigenous Societies Prior to Invasion*
Students will learn about the history and impact of European invasion, dispossession, colonisation, racism, government control and cultural oppression and the resistance of Aboriginal people to that construction of history.

ECO00007
MANAGERIAL ECONOMICS
S2 ◆ Int/Ext ◆ L/CH ◆ Bus/CM
Pre-requisite/s: *ECO00102 Applied Microeconomics*
Deals with the application of economic theory to the decision making problems faced by firms. Provides the theory and tools essential to analyse and solve problems having significant economic consequences, both for the firm and society at large. Major issues associated with government regulation of the firm, as well as increasingly important implicit constraints on the actions of enterprises are examined.

ECO00101
MACROECONOMICS
S2 ◆ Int/Ext ◆ L/CH/PM ◆ Bus/CM
Examines the determinants of the level of economic activity in Australia and considers the macro economic problems of economic management and government policy-making with respect to the public, financial and international sectors. Current economic events are integrated with course material.

ECO00102
APPLIED MICROECONOMICS
S1 ◆ Int/Ext ◆ L/CH/PM ◆ Bus/CM
Introduces students to an understanding of price formation and the market structure, the micro economic behaviour of the consumer, the Government and the firm and the external economic forces influencing that behaviour especially in the current Australian economic environment.

ECO00103
INTERNATIONAL ECONOMICS
Not offered in 2001.
Pre-requisite/s: *ECO00102 Applied Microeconomics, ECO00101 Macroeconomics*
Extends on earlier economics units to provide more comprehensive treatment of traditional and contemporary explanations of the determinants of international trade, exchange rates and patterns of international specialisation in commodities and services. Also examines the nature of international financial interdependencies, providing the basis for a more complete understanding of the relationships between domestic and international economic conditions.

ECO00104
MONETARY ECONOMICS
S1 ◆ Int/Ext ◆ L ◆ Bus/CM
Pre-requisite/s: *ECO00101 Macroeconomics*
Focuses on the roles of money in the economy including the conservation and transfer of spending power among economic agents which is largely achieved in a market economy through the operation of financial intermediaries. Also deals with government regulation and control of the financial sector and monetary policy impacts on the economy. Specific treatment is given to the determination of interest rates and maturity yield curves.

ECO00105
MICROECONOMIC THEORY
S1 ◆ Int ◆ CH ◆ Bus
Pre-requisite/s: *ECO00102 Applied Microeconomics*
Builds on Applied Microeconomics but provides a more rigorous treatment by covering consumer theory, production and cost theory, the theory of the firm, imperfect competition, factor markets,

welfare economics and types of market failures. The microeconomic policy component concentrates on the economics of pollution, and microeconomic reform in Australia.

ECO00106
MACROECONOMIC THEORY
S2 ◆ Int ◆ L/CH ◆ Bus
Pre-requisite/s: ECO00101 Macroeconomics
The Mundell-Fleming model is used to examine aggregate demand and supply in a small open economy such as Australia. Other theoretical issues considered are inflation and the Phillips curve and the various schools of thought in macroeconomics. Contemporary Australian macroeconomic policy issues are then examined with emphasis placed on monetary, fiscal and wages policies as well as the issue of foreign debt.

ECO00107
ECONOMIC POLICY
S2 ◆ Int ◆ CH ◆ Bus
Pre-requisite/s: ECO00102 Applied Microeconomics, ECO00101 Macroeconomics
Builds on Microeconomic Theory and Macroeconomic Theory by applying microeconomic and macroeconomic theories to current economic policy issues. Topics covered include privatisation and corporatisation, competition policy, public housing, labour market reform (including enterprise bargaining), the provision of health care, industry and trade policy, monetary and fiscal policy, and the external debt controversy.

ECO00108
ENVIRONMENTAL ECONOMICS
S2 ◆ Int ◆ CH ◆ Bus
Pre-requisite/s: ECO00102 Applied Microeconomics
Builds on Microeconomic Theory by applying microeconomic concepts and theories to environmental and resource issues. In particular covers property rights, externalities, benefit-cost analysis; renewable and non-renewable/depletable resources; energy resources (such as oil, gas and solar power), pollution control, global warming, ozone depletion, and water pollution, and sustainable development.

ECO00150
INTERNATIONAL ECONOMICS AND TRADE
S2 ◆ Int/Ext ◆ CH/L ◆ Bus/CM
Pre-requisite/s: ECO00101 Macroeconomics and ECO00102 Applied Microeconomics
Anti-requisite/s: ECO00103 International Economics, ECO00312 International Trade
Covers both theoretical and practical aspects of trade, the development of the international economy, inter-industry trade and trade policy. An assessment of Australian multilateral relations within the Asia Pacific region, including political and economic alliances and their impact on trade, will be undertaken.

ECO00202
NATURAL RESOURCE AND ENVIRONMENTAL ECONOMICS
S1 ◆ Int ◆ L ◆ RSM
The economic features of different types of natural resources are examined. The contribution that economics can make to the consideration of environmental questions is considered, along with the use of economic instruments as a way of managing and preventing environmental degradation. Various environmental valuation techniques are also explained.

ECO00300
SUSTAINABLE PRODUCTION ECONOMICS
S1 ◆ Int/Ext ◆ CH ◆ Bus
Pre-requisite/s: ECO00102 Applied Microeconomics, ECO00101 Macroeconomics
The Federal Government initiative of sustainable production is considered a major part of its quest to reduce consumption and waste of natural resources. This unit provides a sound theoretical base to evaluate impacts of various government policies on agricultural production, farm income and the environment. Impacts of specific Australian Government policies are analysed and evaluated.

ECO00301
AGRIBUSINESS
S2 ◆ Int/Ext ◆ CH ◆ Bus
Pre-requisite/s: ECO00102 Applied Microeconomics, ECO00101 Macroeconomics
Provides an understanding of the relationships between the various components of the agribusiness sector and the relative importance of vertical and horizontal integration for efficient

use of resources. Agribusiness includes all food and fibre functions extending from production of the raw product to marketing the end product to the consumers' table. Agribusiness employs about 24% of the Australian workforce in one of the most diverse industries within the Australian Economy.

ECO00424
ECONOMIC ANALYSIS FOR TOURISM AND HOSPITALITY
S1 ◆ Int/Ext ◆ L/CH ◆ THM
Pre-requisite/s: *SOY00411 Tourism and Hospitality Studies I and SOY00412 Tourism and Hospitality Studies II*
Provides an overview of the economic basis and consequences of tourist behaviour. Emphasis is placed on the economic implications of tourism for local communities and the international travel and tourism industry. The role of government in tourism development and management is also addressed.

ECO00720
ECONOMICS FOR MANAGEMENT
Not available to undergraduates.
T1/T2/T3 ◆ Int/Ext ◆ GC ◆ CM/GCM
Will concentrate on those aspects of theoretical and applied micro economics of most relevance to managers. The main themes will be the market system and what it can accomplish; the limitations of the market; the operation of imperfectly competitive firms and industries; factors in the macro economic environment which impinge on management decisions; and various kinds of government involvement in the economy.

ECO00801
ECONOMICS 400 (HONS)
S1/S2 ◆ Int ◆ CH ◆ Bus
Pre-requisite/s: *Admission to BBus(Hons)(Economics)*
As for ACC00801 Accounting 400 (Hons)

EDU00017
VOCATIONAL EDUCATION AND TRAINING STUDIES
S1 ◆ Ext ◆ L ◆ Ed
Provides participants with the opportunity to consider the current context of vocational education and training. Covers socio-political, policy and economic issues which impact upon the provision of vocational education and training in Australia.

EDU00018
TEACHING FOR DIVERSITY
S2 ◆ Ext ◆ L ◆ SWD
Assists participants to identify the needs of a diverse range of vocational education and training clients, and to address these needs through inclusive design and delivery strategies.

EDU00019
EVALUATION, ASSESSMENT AND PROFESSIONALISM
S1 ◆ Ext ◆ L ◆ SWD
Develops skills in the assessment and evaluation of training programmes and in reflecting on professional practice.

EDU00067
EDUCATION STUDIES
S2 ◆ Int ◆ L ◆ Ed
Builds on the work in the Practicum units and involves the identification of "problems" that young teachers face. Major concerns are dealt with by adopting a problem-solving approach. Students will be asked to make decisions about problems, and will be expected to explain and justify their decisions.

EDU00083
INTRODUCTION TO TRAINING AND DEVELOPMENT
S1 ◆ Ext ◆ L ◆ SWD
Places Training and Development in the socio-political-economic context in Australia and the world. Also helps students view the course in the context of their current work situation and professional development/career aspirations.

EDU00085
TRAINING METHODS
S2 ◆ Ext ◆ L ◆ SWD
Contrasts the various theories of instruction with their practical applications. The main theories include those of subject-centred instruction, objectives-centred instruction, experience-centred instruction and instruction. Trainers will develop skills in the areas of public presentation, organising for learning, media use to assist presentation, managing learning and teaching styles and techniques.

EDU00215
EDUCATIONAL TECHNOLOGY
Not offered in 2001.

EDU00220
LEARNING, COMMUNICATING AND EDUCATIONAL COMPUTING
S1 ◆ Int/Ext/Online ◆ L/CH/PM/GC ◆ SWD

Helps students to develop effective learning and communication skills in different work settings. Also examines and promotes the use of computers as tools for learning and communication, and students are encouraged to understand and access various electronic networks. Students will require access to the computer network through a computer laboratory or modem.

EDU00221
TEACHING AND LEARNING
S1 ◆ Int ◆ L ◆ Ed

Introduces students to the theory and practice of teaching and learning as they occur in formal education contexts. Requires students to examine ways in which learners differ in terms of their cognitive/social/physical development and how appropriate teaching strategies might account for such individual differences.

EDU00222
APPLIED ETHICS: AN INTRODUCTION
Not offered in 2001.
Int/Ext ◆ L ◆ Ed

Drawing from Kantian, Utilitarian and Virtue ethics, the unit discusses key ethical concepts and theories against the context of both personal and professional interests. Particular emphasis is given to relating theory to practice in a range of areas.

EDU00291
THEORY AND PROCESS OF CURRICULUM DEVELOPMENT
S1 ◆ Ext ◆ L ◆ Ed

Curriculum models and strategies are critically examined in the areas of school level planning, implementation and evaluation of curricula. The comparison of such models and strategies is made with actual situations for the purposes of analysis and the formulation of proposals for local school-level curriculum needs.

EDU00297
THE ABORIGINAL CHILD AT SCHOOL
Not offered in 2001.

EDU00298
CO-OPERATIVE LEARNING SKILLS IN THE CLASSROOM
S1/S2 ◆ Int/Ext ◆ L ◆ Ed

An opportunity to investigate, compare and evaluate classroom approaches based on co-operative, competitive and individualistic learning. Teacher structured learning goals and how they determine how students interact with each other and with the teacher. Interaction patterns and the cognitive and affective outcomes of instruction.

EDU00352
TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES (TESOL)
S1 ◆ Int ◆ L ◆ Ed
***Pre-requisite/s:** EDU00401 Curriculum Studies: English I*

Examines the theoretical changes that have taken place in the area of second language learning over the past twenty years. The relationship between language and culture will be detailed. Application of the theory in classroom situations will be considered. Particular groups of students and their language needs will be studied, e.g. new arrivals.

EDU00353
TEACHING THE GIFTED
S2 ◆ Ext ◆ L ◆ Ed

Focuses on the needs of gifted and talented learners. Students will become aware of the methods by which gifted and talented children are identified and will gain experience in planning and implementing enrichment and accelerated programmes.

EDU00356
READING DIFFICULTIES
S2 ◆ Int ◆ L ◆ Ed

Enables students to gain an understanding of diagnostic assessment techniques and to design and teach an appropriate intervention programme based upon a child's individual needs.

EDU00400
AUSTRALIAN AND ASIAN STUDIES
S2 ◆ Int ◆ L ◆ Ed

A background unit that develops a knowledge base essential to understanding contemporary issues affecting present day Australia.

Teaching strategies ensure that links are made between the two geographical regions of

Australia and Asia to enable students to develop a synthesis of the issues, lifestyles and cultural differences that exist between Australia and Asia.

EDU00401
CURRICULUM STUDIES: ENGLISH I – LANGUAGE ACQUISITION
S1 ◆ Int ◆ L ◆ Ed

Will provide a theoretical and practical understanding of the writing process, development of children's writing and the importance of sharing literature with children. Will give an overview of the English K–6 curriculum to assist their classroom observation.

EDU00402
CURRICULUM STUDIES: ENGLISH II -- THE WHOLE LANGUAGE CLASSROOM
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU00401 Curriculum Studies: English I*

Will focus on the emergent literacy which is learned holistically. An exploration of the conditions necessary for language learning form the foundations of this unit. Literacy learning processes and teaching strategies will be explored.

EDU00403
CURRICULUM STUDIES: ENGLISH III – LANGUAGE ACROSS THE CURRICULUM
S1 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU00402 Curriculum Studies: English II*

Language should not be taught in isolation; language teaching should exploit other curriculum areas so that language learning is always relevant and purposeful. The focus is on the use, structure and teaching of different genres of language.   Includes programming determined by the language needs of children.

EDU00404
CURRICULUM STUDIES: MATHEMATICS I
S2 ◆ Int ◆ L ◆ Ed

Focuses on the teaching of a range of topics typical of K–6 mathematics curricula, e.g. early number, numeration, whole number arithmetic and chance and data. Emphasises constructivist approaches, understanding children's mathematical strategies and current issues in mathematics curriculum and teaching.

EDU00405
CURRICULUM STUDIES: MATHEMATICS II
S1 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU00404 Curriculum Studies: Mathematics I*
Anti-requisite/s: *EHO00415 Curriculum Studies: Mathematics II*

Focuses on the teaching of a range of topics typical of K–6 mathematics curricula, e.g. geometry, measurement, fractions and decimals, and ratio and proportion. Emphasises the teaching of mathematical problem solving, enquiry-based approached to teaching, and current approached to assessment.

EDU00412
CURRICULUM STUDIES: HUMAN SOCIETY AND ITS ENVIRONMENT
S1 ◆ Int ◆ L ◆ Ed

Introduces the key curriculum area of HSIE at the primary school level as an approach which focuses on children investigating the human world around them. Provides for both content and process in teaching about society.

EDU00413
CURRICULUM STUDIES: SCIENCE AND TECHNOLOGY I
S2 ◆ Int ◆ L ◆ Ed

The investigation, design and make, and using technology processes.   Children's and pre-service teachers' own concepts in the content strands of Living Things, Earth and its Surroundings and The Physical Environment. Constructivist teaching/learning approaches in these strands.

EDU00414
CURRICULUM STUDIES: SCIENCE AND TECHNOLOGY II
S1 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU00413 Curriculum Studies: Science and Technology I*

Children's and pre-service teachers' own concepts in the content strands of Earth and its Surroundings, built environments and Information and Communications. Pedagogical topics will include gender issues, assessment, constructivist learning strategies, integrators and children with learning difficulties. Teaching a lesson sequence during practicum is integral to the unit.

EDU00415
CURRICULUM STUDIES: CREATIVE AND PERFORMING ARTS I
S1 ◆ Int ◆ L ◆ Ed
Will focus on basic skills and personal development for each of the components of the CAPA syllabus and will contain an integrated study across the areas of Visual Arts, Craft and Design, Music and Drama.

Links with the Internship programme will be incorporated and students will be encouraged to trial some of their ideas during their first block practicum experience.

EDU00416
CURRICULUM STUDIES: CREATIVE AND PERFORMING ARTS II
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU00415 Curriculum Studies: CAPA I*
Focuses on further enhancement of personal skills. Students will become competent planners and implementors of complex arts learning experienced at all levels of development as well as becoming valuers of the arts in Australia and its multi-faceted society.

EDU00417
CURRICULUM STUDIES: PERSONAL DEVELOPMENT, HEALTH, PHYSICAL EDUCATION I
S1 ◆ Int ◆ L ◆ Ed
Examines the essential information on children's growth and development and skill learning in both movement, self esteem and social skills which underpins the curriculum. Relates this to the teaching of games and sport skills, fitness and lifestyle, personal growth and development, and gymnastics.

EDU00418
CURRICULUM STUDIES: PERSONAL DEVELOPMENT, HEALTH, PHYSICAL EDUCATION II
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU00417 Curriculum Studies: PDHPE I*
Examines the essential information underpinning the curriculum related to Interpersonal Relationships, Human Sexuality and Health choices, and explores the application of current curriculum and learning theory to these curriculum areas. Examines the issues of safety, swimming and lifesaving and dance, and

seeks to develop personal and teaching/planning skills and confidence in these areas.

EDU00443
FOOD/HOSPITALITY EDUCATION STUDIES III
Consists of a number of specified TAFE modules in food/hospitality studies including food display, Australian cuisine, promotional techniques and recipe writing, the successful completion of which allows students to apply for advanced standing for the unit in the BEd(Technologies) award.

EDU00444
FOOD/HOSPITALITY EDUCATION STUDIES IV
Consists of a number of specified TAFE modules in food/hospitality studies including hospitality awareness, administration and catering control, corporate functions, restaurant preparation/service and quality management in nutrition, the successful completion of which allows students to apply for advanced standing for the unit in the BEd(Technologies) award.

EDU00445
FOOD/HOSPITALITY EDUCATION STUDIES V
Consists of a number of specified TAFE modules in food/hospitality studies including food science, health promotion, product development/promotion and food styling, the successful completion of which allows students to apply for advanced standing for the unit in the BEd(Technologies) award.

EDU00446
PRODUCT DESIGN I
Consists of a number of specified TAFE modules in product design studies including materials science, new materials and science for design and static, the successful completion of which allows students to apply for advanced standing for the unit in the BEd(Technologies) award.

EDU00447
PRODUCT DESIGN II
Consists of a number of specified TAFE modules in product design studies including manufacturing processes, technological societies and industrial design, machining, welding and thermal cutting, the successful completion of which allows students to apply for advanced standing for the unit in the BEd(Technologies) award.

EDU00448
PRODUCT DESIGN III

Consists of a number of specified TAFE modules in product design studies including engineering drawing, engineering mathematics, electricity/electronics, basic statistics and ergonomics, the successful completion of which allows students to apply for advanced standing for the unit in the BEd(Technologies) award.

EDU00449
PRODUCT DESIGN IV

Consists of a number of specified TAFE modules in computer assisted design and modeling, the successful completion of which allows students to apply for advanced standing for the unit in the BEd(Technologies) award.

EDU00450
PRODUCT DESIGN V

Consists of a specified TAFE module in applied product design, the successful completion of which allows students to apply for advanced standing for the unit in the BEd(Technologies) award.

EDU00491
DESIGN AND TECHNOLOGY I

S2 ✦ Int ✦ CH ✦ Ed

Designed to broaden students' understanding of the nature of Design and Technology, this introductory unit addresses the concept of the classroom design project and associated methodologies. The unit also focuses on two context areas with which the student will not have much contact in other areas of the course – textiles and agriculture.

EDU00492
DESIGN AND TECHNOLOGY II

S2 ✦ Int ✦ CH ✦ Ed

Broaden students' understanding of the nature of Design and Technology through involving. Students will also learn how to programme units of work that focus on the design and implementation of systems.

EDU00493
DESIGN AND TECHNOLOGY III

Broadens students' understanding of the nature of Design and Technology by having them complete a substantial independent design project in an area of their choice, presenting their work at an exhibition and writing up progress reports, evaluations and reflections.

EDU00496
DESIGN AND TECHNOLOGY CURRICULUM

Provides students with an appreciation of international, national and local directions in technology education and includes a detailed study of core provision for technology education.

EDU00499
COMPUTING STUDIES/INFORMATION TECHNOLOGY CURRICULUM

Provides students with an understanding and appreciation of recent developments in national and international computing studies/IT curriculum and more specifically the current curriculum in NSW secondary schools and examines emerging issues behind computing as a discipline and its teaching and learning within a curriculum. Students will also learn how to plan and design a computing studies/IT programme of study.

EDU00550
UNDERSTANDING EDUCATIONAL RESEARCH

S1/S2 ✦ Ext ✦ L ✦ Ed

Explores and analyses the nature of educational research – its purposes, processes and outcomes, from various perspectives, e.g., positivistic, interpretive and critical. Criteria for assessing quality research are noted, including ethical considerations. Action research styles are discussed. Critically interpreting educational research is a focus, but the teacher as researcher is also examined.

EDU00553
THE POLICY CONTEXT OF SCHOOL EDUCATION IN AUSTRALIA

S1/S2 ✦ Ext ✦ L ✦ Ed

Identifies and examines policy directions and initiatives in Australian education. Draws upon a conceptual and historical framework to provide for informed analysis of current directions and initiatives. State and Commonwealth government policies are analysed to identify underpinning ideologies and tensions about the purposes of education.

EDU00554
EDUCATIONAL LEADERSHIP

S1/S2 ✦ Ext ✦ L ✦ Ed

Provides students with an understanding of the importance of leadership within the School

environment. The concept of leadership will be explored within the context of research and literature and students will be encouraged to apply and develop educational leadership skills within their workplace.

EDU00555
PROFESSIONAL ETHICS AND TEACHING
S1/S2 ◆ Ext ◆ L ◆ Ed

Addresses key ethical concepts and theories against the context of both personal and professional interest. Particular emphasis is given to linking human conduct to selected ethical theories.

EDU00557
DEVELOPING SCHOOL COMMUNITIES
S1/S2 ◆ Ext ◆ L ◆ Ed

Introduces recent evidence that parental involvement has positive effects on overall learning outcomes for children. Analyses how this impact is dependent on the extent and quality of interaction between the school, parents and community. Describes how the increased emphasis on partnership and collaboration is part of the broader issue of democratising schools in pursuit of achieving greatest equity in outcomes. Presents the potential benefits of such partnership and collaboration, the policy context and constraints upon participation and the challenges facing teachers and parents with such a conceptualisation of schools.

EDU00558
PROFESSIONAL PRACTICE IN EDUCATION I
S1/S2 ◆ Ext ◆ L ◆ Ed

Provides students with the opportunity to enhance their professional praxis by being reflexive and developing skills of critical reflection through collaborative action research. Designed for students who wish to focus upon a particular project within their workplace in the context of the principles of reflective practice.

EDU00559
PROFESSIONAL PRACTICE IN EDUCATION II
S1/S2 ◆ Ext ◆ L ◆ Ed

Provides students with the opportunity to further enhance their professional praxis by being reflexive and developing skills of critical reflection through collaborative action research.

Designed for students who wish to focus upon a particular project within their workplace in the context of the principles of reflective practice. Requires students to demonstrate progressive development and extension from their engagement in Professional Practice in Education I.

EDU00660
TEACHING FOR EFFECTIVE LEARNING

This introductory core unit introduces academic staff to procedures for examining their own teaching. The participant's teaching experience forms an important basis of the unit. Participants plan a teaching session, an assessment item linked to their own objectives and evaluate their teaching. They also evaluate the modules of the unit as an example of teaching.

EDU00661
APPLYING THEORIES OF LEARNING TO TEACHING
Pre-requisite/s: EDU00660 Teaching for Effective Learning

Builds upon the pre-requisite unit and examines the theoretical basis for making informed decisions about course planning, implementation and evaluation. Will focus on an examination of learning assumptions, theories of learning including androgogy, reflecting on practice, experiential learning and metacognition.

EDU00733
THE NATURE AND PROCESS OF EDUCATIONAL CHANGE
S1/S2 ◆ Ext ◆ L ◆ Ed

Begins with an historical examination of empirical and conceptual developments in the educational change literature. At a theoretical and conceptual level, the unit draws upon more traditional and positivist analyses and contrasts these with assumptions and understanding s from critical and alternative perspectives. The unit design permits students to relate course content to processes in their own workplace.

EDU00734
THE POLICY CONTEXT OF EDUCATION AND TRAINING IN AUSTRALIA
Not offered in 2001.

EDU00743
THESIS (6 UNIT)
S1/S2 ◆ Ext ◆ L ◆ Ed
Pre- or Co-requisite/s: *EDU00731 Enquiry I and*
EDU00732 Enquiry II
Involves an investigation of an area of educational significance both to the student and the field of education as a whole, and will result in the production of a research thesis of 30,000 to 40,000 words.

EDU00744
THESIS (8 UNIT)
S1/S2 ◆ Ext ◆ L ◆ Ed
Pre-requisite/s: *Evidence of an existing record of research in a relevant discipline, and/or previous completion of units equivalent to the Enquiry units*
Involves an investigation of an area of educational significance both to the student and the field of education as a whole, and will result in the production of a research thesis of 40,000 to 60,000 words.

EDU00748
WORKPLACE LEARNING
Not offered in 2001.

EDU00749
MANAGEMENT EDUCATION
S2 ◆ Ext ◆ L ◆ SWD
Introduces the major approaches to management education and development and reviews recent international developments in the area. The relevance of competencies is critically examined and the role of management assessment centres and recognition of prior learning for managers reviewed.

EDU00750
INSTRUCTIONAL DESIGN
Not offered in 2001.

EDU00751
INDEPENDENT STUDY UNIT I:
NEGOTIATED READING COURSE
S1/S2 ◆ Ext ◆ L ◆ Ed
Pre-requisite/s: *To be negotiated*
An essential requirement of this unit will be a critical review of the literature in an agreed area leading to the identification of research possibilities. Other requirements are negotiable. A unit outline must be approved through the MEd Committee.

EDU00753
RESEARCH PROJECT – BACKGROUND
AND PROPOSAL
S1/S2 ◆ Ext ◆ L ◆ Ed
Pre-requisite/s: *To be negotiated*
Requires the student to undertake a literature review and to develop a Research Project proposal in preparation for his/her 2-unit Research Project. An individually negotiated unit outline must be approved through the MEd Committee.

EDU00754
RESEARCH PROJECT
S1/S2 ◆ Ext ◆ L ◆ Ed
The 2-unit Research Project units involves an investigation of an area of educational or training and development significance both to the student and the field of education or training and development as a whole, and will result in the production of a 10,000 to 20,000 word report.

EDU00755
RESEARCH PROJECT
S1/S2 ◆ Ext ◆ L ◆ Ed
Is identical to EDU00754, but permits the completion of the 2-unit Research Project over two semesters.

EDU00756
RESEARCH DISSERTATION
Triple-weighted unit.
S1/S2 ◆ Ext ◆ L ◆ SWD
The topic for the Dissertation is defined by the student in conjunction with the Head, School of Social and Workplace Development or delegate and the principal supervisor. The dissertation is to be completed in a minimum of two (2) semesters.

EDU00801
THESIS (6 UNIT)
S1/S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU00731 Enquiry I and*
EDU00732 Enquiry II
Will provide students with the opportunity to undertake an original research project in Education which will be presented as a research thesis.

EDU01021
CURRICULUM SPECIALISATION: PDHPE I
(MOVEMENT)
S1 ◆ Int ◆ L ◆ Ed
Develops specific skills, knowledge and experiences applicable to movement education

and physical activity within the PDHPE Syllabus. Examines the premise that movement experiences should aim to develop not only movement concepts and skills necessary for satisfying performance but also self awareness, aesthetic appreciation, problem solving and inter-personal skills.

EDU01022
CURRICULUM SPECIALISATION: PDHPE II (LIFESTYLE)
S2 ◆ Int ◆ L ◆ Ed
Co-requisite/s: *EDU01021 Curriculum Specialisation: PDHPE I (Movement)*
Develops the knowledge and skills applicable to healthy lifestyle education. Examines the concept of health and the foundations of a healthy lifestyle and studies the development of appropriate teaching programmes, strategies and techniques. Also studies the relevant sections of syllabi from the Key Learning Area of Personal Development, Health and Physical Education.

EDU01029
ADULT LEARNING
S1 ◆ Ext ◆ L ◆ SWD

Examines both the various processes that individuals go through as they attempt to change or enrich their knowledge, values, skills or strategies and the resulting knowledge, values, skills, strategies and behaviours possessed by each individual.

EDU01094
EARLY CHILDHOOD EDUCATION
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU00401 Curriculum Studies: English I*
Specialises in a study of pre-school children. Topics such as observing children, planning learning activities, parent education, working with the community are covered. Practical work is mainly with 3–5 year olds in child care services of various kinds.

EDU01095
SPECIAL EDUCATION
S1/S2 ◆ Int ◆ L/CH ◆ Ed
Introduces Special Education and the complex interaction of instructional, behavioural, curricular, community and society influences that require all teachers to have an understanding of Special Education philosophies, techniques and skills.

EDU01098
THE PRIMARY SCHOOL LIBRARY IN THE 1990s
Not offered in 2001.
S1/S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU00402 Curriculum Studies: English II*
Provides knowledge of library resources and their organisation and provides understanding of the role of the librarian. Enables students to prepare and teach research skills to a group of children.

EDU01102
LEARNING IN CONTEMPORARY SOCIETY
S1 ◆ Ext ◆ L ◆ Ed
The development of competence and optimal learning in students given current thinking on human development and learning in schools; the provision for individual learning differences in a heterogeneous classroom and emphasis on the teacher's reflective processes.

EDU01104
ASSESSMENT AND REPORTING
S2 ◆ Ext ◆ L ◆ Ed
Concepts issues, concerns and techniques associated with assessment, evaluation and reporting of student achievement.

EDU01105
PROJECT
S2 ◆ Ext ◆ L ◆ Ed
The addressing of an educational problem in a systematic, practical and theory-driven way, and producing a written report of the investigation.

EDU01106
INDEPENDENT STUDY UNIT I or

EDU01107
INDEPENDENT STUDY UNIT II
S1/S2 ◆ Ext ◆ L ◆ Ed
An opportunity for a student to identify and study topics in his or her area of professional activity in close consultation with a supervising staff member. Objectives, content and assessment of the unit are individually negotiated and contracted with each student.

EDU01143
CURRICULUM SPECIALISATION: MUSIC I
S1 ◆ Int ◆ L ◆ Ed
Designed to provide students with an understanding of teaching non-elective music in secondary schools. Special emphasis will be placed upon the areas of educational planning,

variety of teaching strategies and the development of classroom resources.

EDU01144
CURRICULUM SPECIALISATION: MUSIC II
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU01143 Curriculum Specialisation: Music I*
Designed to provide students with an understanding of, and the opportunity to develop confidence in, teaching elective music, from Year 7 to Year 12, in NSW secondary schools.

EDU01145
CURRICULUM SPECIALISATION: MATHEMATICS I
S1 ◆ Int ◆ L ◆ Ed
Using the recommendations of recent national enquiries into mathematics education, considers specific strategies for best mathematics teaching practice, including lesson planning, assessment and use of technologies in the framework of the NSW Mathematics Syllabus 7–10.

EDU01146
CURRICULUM SPECIALISATION: MATHEMATICS II
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU01145 Curriculum Specialisation: Mathematics I*
Introduces the mathematics syllabi for the Preliminary and HSC Courses, and focuses on teaching strategies with special emphasis on assessment.

EDU01149
CURRICULUM SPECIALISATION: LOTE (CHINESE) I
Not offered in 2001.
S1 ◆ Int ◆ L ◆ Ed
Co-requisite/s: *TCH00077 Practicum I*

EDU01150
CURRICULUM SPECIALISATION: LOTE (CHINESE) II
Not offered in 2001.
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU01149 Curriculum Specialisation: LOTE (Chinese) I*
Co-requisite/s: *TCH00079 Practicum III*

EDU01153
CURRICULUM SPECIALISATION: VISUAL ARTS I
S1 ◆ Int ◆ L ◆ Ed
Anti-requisite/s: *EDU01151 Curriculum Specialisation: Visual Arts I (Junior)*
Develops specific skills and knowledge of the visual arts (7–12) with an emphasis on the syllabus for the first four years of secondary school. Topics related to teaching practice, making artworks, photographs, classroom management and the general running of an Art Department are also included.

EDU01154
CURRICULUM SPECIALISATION: VISUAL ARTS II
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU01153 Curriculum Specialisation: Visual Arts I*
Specialises in an in-depth study of Years 11 and 12. Special emphasis is placed on planned, sequential learning experiences in 2D and 3D modes. Also included are such topics as the changing role of visual arts, computers in the visual arts, and teaching organisation for senior classes.

EDU01246
CURRICULUM SPECIALISATION: SCIENCE I
S1 ◆ Int ◆ L ◆ Ed
Anti-requisite/s: *EDU01244 Curriculum Specialisation: Science (Junior)*
The focus is the Science 7–10 Syllabus. Students will be introduced to planning, implementing and evaluating strategies so that they can translate the aims of the 7–10 Syllabus into practice. The intentions and assumptions of the syllabus will also be considered within secondary education.

EDU01247
CURRICULUM SPECIALISATION: SCIENCE II
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *EDU01244 Curriculum Specialisation: Science (Junior) or EDU01246 Curriculum Specialisation: Science I*
Anti-requisite/s: *EDU01245 Curriculum Specialisation: Science (Senior)*
The focus is the Science 11–12 Syllabus. Students will be introduced to General Science and 3–4 Unit Science Syllabi as well as the

syllabi of two specific science disciplines including one of Physics or Chemistry. The social context of senior secondary science will be explored, as well as epistemological issues.

EDU01264
STAFF DEVELOPMENT AND TRAINING
S2 ◆ Int/Ext/Online ◆ L ◆ SWD

Examines, within the Australian context, how to design, deliver and evaluate effective staff training and development programs. Students may elect to be assessed through practical as well as theoretical assignments.

EDU01280
PROGRAMMING FOR MIXED ABILITIES IN HEALTH STUDIES
Not offered in 2001.

EDU01283
DEVELOPING MUSIC FOR K–6 TEACHERS
Not offered in 2001.
S1/S2 ◆ Ext ◆ L ◆ Ed

EDU01285
ISSUES AND STRATEGIES IN HEALTH STUDIES
S1/S2 ◆ Ext ◆ L ◆ Ed

Planning and implementing programmes in Health/PE/PD; key issues relating to health and health education; children's motor skill development and acquisition of skills in the areas of games, dance and movement; the practical application of theory to the classroom situation.

EDU01286
ENVIRONMENTAL EDUCATION
S1 ◆ Int/Ext ◆ L ◆ Ed

Interpretations of environmental education (EE); teaching-learning strategies to achieve EE for, in and about the environment; field study centres; Aborigines and the environmental concepts; EE initiatives and resources and EE across the curriculum. Teaching an EE lesson sequence is integral to the unit.

EDU01287
TEACHING SCIENCE AND TECHNOLOGY I
Not offered in 2001.
S1/S2 ◆ Ext ◆ L ◆ Ed

Children's ideas in science and the teaching-learning implications; ways to encourage children to plan, carry out and report upon scientific and technological investigations; and assessment in science and technology (K–6). A

report on teaching a sequence of lessons is required.

EDU01290
OUTDOOR EDUCATION I
S1/S2 ◆ Int ◆ L ◆ Ed

Students are introduced to outdoor education as part of the school curriculum. The unit is presented in two parts, theoretical and practical. The theory component will be delivered during University-based tutorials and in the field, while the practical component will be delivered during field trips. The focus of the unit is two-fold: to investigate how outdoor education activities and settings can enable the integration and teaching of school curricula in an outdoor setting; and, to enable students to participate in a range of outdoor pursuits and develop personal skills in the outdoors.

EDU01291
COMPUTERS IN EDUCATION: SOFTWARE EVALUATION AND TRAINING
S1/S2 ◆ Int ◆ L ◆ Ed

Considers how current computer technology can assist with teaching, learning and administration, including uses of the Internet.

EDU01292
CURRICULUM SPECIALISATION: OUTDOOR EDUCATION
S2 ◆ Int ◆ L ◆ Ed

The focus is upon the nature of teaching Outdoor Education across K–12 with a major focus on Years 7-12. Addresses the ways in which Outdoor Education can be integrated into each student's teaching across all Key Learning Areas. Also addresses the changes in the Outdoor Education curriculum over the past decade and the impact it has had within schools and in the teaching of Outdoor Education. Specific treatment is given to the integration of Outdoor Education into the teaching of each student's major curriculum specialisation.

EDU01297
TECHNOLOGY IN LEARNING AND TEACHING
S1/S2 ◆ Int/Ext ◆ L/CH ◆ Ed

Introduces students to the use of computers and computing in education and covers basic computer operations (including use of the Internet); evaluation and production of educational software; teaching skills and strategies specifically associated with using

computer-based approaches; ways in which computers may be used to make both classrooms and school curricula more inclusive.

EDU01300
HEALTH AND FITNESS IN MODERN SOCIETY
S1/S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: EDU00417 Curriculum Studies: PD/Health/PE I
Designed to increase students' awareness of health issues and to develop their decision-making skills on health issues. Students will have the choice of pursuing these issues at a personal level or in relation to curriculum development in primary school health studies.

EDU01302
STUDIES IN MATHEMATICS LEARNING
Not offered in 2001.
S1/S2 ◆ Int ◆ L ◆ Ed
Introduces students to the theory and techniques of "Maths Recovery", an innovative, applied research project, which is being conducted in several local schools, and is funded by regional government and Catholic school systems, and the Australian Research Council. In the Maths Recovery project teachers are trained to design and conduct programmes of intervention in the number learning of "at risk" students in Year One.

EDU01303
MATHEMATICS RESOURCES IN THE CLASSROOM
Not offered in 2001.
S1/S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: EDU00404 Curriculum Studies: Mathematics I
Designed for those students with an interest in Mathematics education and affords them the opportunity to compile aids and resources for teaching mathematics in the range K–6. Topics include: time and its measurement, mathematical games, number aids, practical statistics, aids for 2D and 3D shapes, creative constructions, recreational mathematics.

EDU01304
MUSIC EDUCATION IN THE K–6 CLASSROOM I
S1 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: EDU00416 Curriculum Studies: CAPA II
Designed to further develop students' skills in the five music activity areas, and to give them a greater depth of understanding of musical concepts, so that they can approach the teaching of K–6 music with confidence and competence.

EDU01305
MUSIC EDUCATION IN THE K–6 CLASSROOM II
S1/S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: EDU01304 Music Education in the K–6 Classroom I

EDU01306
THE NATURE OF ART AND VISUAL EDUCATION
S1/S2 ◆ Int ◆ L ◆ Ed
Designed to strengthen students' knowledge of the visual arts as a means of communication and to develop professional competence and confidence for the implementation of the K–6 Visual Arts syllabus in primary schools. Will focus on visual art learning situations and encourage students to practise visualising and using their imagination.

EDU01308
INDIGENOUS AUSTRALIANS IN EDUCATION
S1 ◆ Ext ◆ S2 ◆ Int/Ext ◆ L ◆ CIAP
Introduces Australia's historical context and government policies that have attempted to assimilate Indigenous Australian peoples. Deals with Indigenous Australian styles of learning in urban and remote areas, teaching strategies that will empower Indigenous Australian peoples, effective communication skills with adult members of the Indigenous Australian communities and ways of challenging the dominant discourse.

EDU01310
MATHEMATICS RECOVERY THEORY AND TECHNIQUES IIB
Not offered in 2001.
S1/S2 ◆ Ext ◆ L ◆ Ed
Pre-requisite/s: *Mathematics Recovery Theory and Techniques IA and IB (EDU01312 and EDU01313)*
Co-requisite/s: *EDU01314 Mathematics Recovery Theory and Techniques IIA*
Focuses on the following aspects of district-level implementation of the Mathematics Recovery Program: teacher development, clinical supervision, documenting students' progress, and linking Mathematics Recovery and classroom mathematics. Completion of this unit and its co-requisite constitutes the requirements for certification as a Mathematics Recovery Teacher Leader.

EDU01312
MATHEMATICS RECOVERY THEORY AND TECHNIQUES IA
Not offered in 2001.
S1/S2 ◆ Ext ◆ L ◆ Ed
Focuses on theoretical constructs for understanding, assessing and documenting the development of early arithmetical knowledge (i.e. 3- to 8-year-old) and associated instructional techniques. Completion of this unit and its co-requisite unit constitutes the requirements for certification as a Mathematics Recovery Teacher.

EDU01313
MATHEMATICS RECOVERY THEORY AND TECHNIQUES IB
Not offered in 2001.
S1/S2 ◆ Ext ◆ L ◆ Ed
Pre- or Co-requisite/s: *EDU01312 Mathematics Recovery Theory and Techniques IA*
Extends studies begun in Mathematics Recovery Theory and Techniques IA. Also focuses on constructivism as a theory of knowing and learning, and contextual issues relating to recovery education. Completion of this unit and its co-requisite unit constitutes the requirements for certification as a Mathematics Recovery Teacher.

EDU01314
MATHEMATICS RECOVERY THEORY AND TECHNIQUES IIA
Not offered in 2001.
S1/S2 ◆ Ext ◆ L ◆ Ed
Pre-requisite/s: *Mathematics Recovery Theory and Techniques IA and IB (EDU01312 and EDU01313)*
Co-requisite/s: *EDU01310 Mathematics Recovery Theory and Techniques IIB*
Extends studies begun in Mathematics Recovery Theory and Techniques IA, focusing on innovation and review, evaluation, current and contextual issues, and research. Completion of this unit and its co-requisite constitutes the requirements for certification as a Mathematics Recovery Teacher Leader.

EDU01326
QUALITATIVE RESEARCH METHODS FOR THE SOCIAL SCIENCES
S1 ◆ Ext ◆ L ◆ SWD
Equips students with basic qualitative research skills for the production of sound research dissertations and theses within the social sciences. Explores the epistemological foundations of qualitative research, research design and the collection and analysis of qualitative data. Students are introduced to a variety of theoretical frameworks such as critical theory, feminism, post-structuralism, and post-modernism, which contribute important theoretical perspectives through which research findings can be interpreted.

EDU01551
ENQUIRY I: QUALITATIVE RESEARCH IN EDUCATION
S1/S2 ◆ Ext ◆ L ◆ Ed
Provides students with a detailed overview of the rang eof different qualitative approaches and with an in-depth understanding on how to conduct a qualitative study in education. Techniques such as in-depth interviewing, participant observation and document analysis are covered, together with a focus on data analysis and report writing.

EDU01552
ENQUIRY II: QUANTITATIVE RESEARCH IN EDUCATION
S1/S2 ◆ Ext ◆ L ◆ Ed
Provides an overview of quantitative-based research methods in education with a specific emphasis on developing students' skills in

undertaking survey-based and questionnaire-based studies, including the use of computer packages in the design of instruments and in the analysis of data.

EDU10003
EDUCATIONAL INFORMATION TECHNOLOGY
S2 ◆ Int ◆ L ◆ Ed

Introduces students to the use of computers and computing in education and covers basic computer operations (including use of the Internet); evaluation and production of educational software; teaching skills and strategies specifically associated with using computer-base approaches and ways in which computers may be used to make both classrooms and school curricula more inclusive.

EDU10004
LANGUAGE, LITERACY AND DIVERSITY
Not offered in 2001.

Provides an understanding of the significant impact diversity has on literacy learning in secondary school contexts. The notions of difference, ethnicity, gender and special needs are examined. Students consider these perspectives when they are exposed to the current theories and approaches to teaching and assessing literacy across all Key Learning Areas.

EDU10006
INTRODUCTION TO VOCATIONAL EDUCATION AND TRAINING
Not offered in 2001.

Provides participants with the opportunity to consider the current context of vocational education and training. Covers socio-political, policy and economic issues which impact upon the provision of vocational education and training in Australia, including VET in Schools.

ENE00400
AUDIO ENGINEERING I
S2 ◆ Int ◆ L ◆ CA

Introduces students to audio theory and practical recording and mixing. A range of theory topics are covered including occupational health and safety, physics of sounds, audio terminology, signal flow, recording formats and signal processing. Practical work includes microphone placement, tracking, mixing, and editing.

ENE00401
AUDIO ENGINEERING II
S1 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *ENE00400 Audio Engineering I*

Focuses on audio engineering projects related to live concert production, live-to-air concert broadcast and the production of studio recordings. Students will manage their own projects, and are involved in professional productions as appropriate. (**NB** Quotas may apply.)

ENG00351
CHILDREN'S LITERATURE
S1 ◆ Ext ◆ L ◆ Ed
Pre-requisite/s: *EDU00401 Curriculum Studies: English I*

Based on the belief that children need a well-balanced literature programme to enhance their imaginative and verbal experience. It works through a study of genres, the critic's views of central issues and programming according to the Piagetan theories of child growth and development.

ENG00355
STORYTELLING
S2 ◆ Int/Ext ◆ L ◆ Ed

Emphasises the importance of storytelling as a method of transmitting culture. Enables students to enjoy, prepare and tell stories to children.

ENG00400
INTRODUCTION TO WRITTEN TEXTS
S1 ◆ Int/Ext ◆ L/GC ◆ HMCS

Introduces students to contemporary literary and cultural theories which will engage them in the central questions about the place of writing in culture. The genres of poetry, drama, fiction and non-fiction, as well as popular genres, are studied in relation to their cultural significances and their participation in cultural formation.

ENG00401
ISSUES AND THEMES IN CONTEMPORARY WRITING
S2 ◆ Int/Ext ◆ L/GC ◆ HMCS
Pre-requisite/s: *ENG00400 Introduction to Written Texts*

Students are introduced to a number of contemporary written texts. Major issues and themes are identified and a number of critical methods are exploited. Particular attention is paid to those issues and themes which can be seen as having special relevance to post-colonial

societies. There is an emphasis on Australian writing.

ENG00403
PROSE
S2 ⋆ Int/Ext ⋆ L ⋆ HMCS
Pre-requisite/s: *ENG00401 Issues and Themes in Contemporary Writing*
Students will undertake activities which involve both the reading and writing of prose texts. Examples of contemporary prose are studied in terms of their ideas, styles and structures. Students are required to produce examples of their own writing as a response to the theoretical and applied analyses which have been undertaken.

ENG00406
THEORIES OF TEXT AND CULTURE
Not offered in 2001.
Pre-requisite/s: *ENG00401 Issues and Themes in Contemporary Writing*
Students are guided through the major contemporary theoretical debates about the relationship between written texts and the production of cultural and social meanings. Students will do a detailed study of the theories of Postmodernism, Post-colonialism and Feminism.

ENG00407
WRITING FOR PERFORMANCE
S2 ⋆ Int/Ext ⋆ L ⋆ HMCS
Pre-requisite/s: *ENG00401 Issues and Themes in Contemporary Writing and ENG00410 Introduction to Creative Writing*
Designed to give students a practical and experiential introduction to a broad range of performance writing practices, dramaturgy techniques and theories of performance. Students will be given an opportunity to develop their writing based on a practical experience of methods, approaches and styles relating to writing for live performance.

ENG00408
WRITING PROJECT
Not offered in 2001.
S2 ⋆ Int/Ext ⋆ L ⋆ HMCS
Pre-requisite/s: *ENG00401 Issues and Themes in Contemporary Writing*
Students undertake a major project of writing and will engage in critical practices which are alert to the relationship between writing and cultural production. The result could be one or more pieces of prose (fictional or non-fictional), poetry/lyrics or theoretical/critical work written during the semester.

ENG00410
INTRODUCTION TO CREATIVE WRITING
S1 ⋆ Int/Ext ⋆ L/GC ⋆ HMCS
Co-requisite/s: *ENG00400 Introduction to Written Texts*
Introduces students to the main skills areas of creative writing practice. Students will explore a range of approaches to narrative structures and techniques through readings of published creative work and practical writings about the craft. Students will also gain experience in the practice of writing, self-editing and redrafting using workshop techniques.

ENG00411
WRITING GENRE
Not offered in 2001.
S2 ⋆ Int/Ext ⋆ L/GC ⋆ HMCS
Pre-requisite/s: *ENG00410 Introduction to Creative Writing*
Co-requisite/s: *ENG00401 Issues and Themes in Contemporary Writing*
Introduces students to a range of contemporary popular and literary genres and encourages them to study these genres in both theoretical and practical terms. Students will be encouraged to experiment in a practical and creative sense with the aesthetic conventions and textual strategies of a range of genres as well as to study the complexities of each genre in a critical context.

ENG00412
AUSTRALIAN WOMEN'S WRITING
S2 ⋆ Ext ⋆ L ⋆ HMCS
Pre-requisite/s: *ENG00401 Issues and Themes in Contemporary Writing and ENG00410 Introduction to Creative Writing (pre-2000 students only require ENG00401 as a pre-requisite)*
Introduces students to the range and diversity of contemporary women's writing through the study of five contemporary novels by Australian women writers, and relates these, in theme and technique, to the concerns of feminism and feminist literary theory.

ENG00700
WOMEN AND COMMUNICATION
Not offered in 2001.
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Will address the imbalance in communication skills in the public sphere between the genders. Will assist students to develop communication skills at an advanced level and also provide them with the knowledge and skills to teach communication techniques to individuals and groups. Will also assist students with lobbying and report and submission writing techniques. Both theory and practical work will be incorporated in the unit.

ENG10022
WRITING FROM THE EDGE
Not offered in 2001.
Pre-requisite/s: ENG00401 Issues and Themes in Contemporary Writing
Introduces students to the theories and practices involved in a comprehensive range of innovative and experimental writing techniques used in fiction, non-fiction, poetry and writing for performance. Students will be encouraged to experiment with and make practical use of the aesthetic conventions and textual strategies discussed in the course in their own writing.

ENM00105
MINING OPERATIONS
S1 ◆ Ext ◆ L/USQ ◆ RSM
Introduces both surface and underground mining operations, including: drilling, the use of explosives, the sinking of shafts, driving of tunnels, stoping and ore extraction.

ENO00102
MATERIALS: PROPERTIES AND PERFORMANCE
S1 ◆ Ext ◆ L/USQ ◆ RSM
Provides a background knowledge of the more commonly used engineering materials, by promoting an understanding of the interrelation between structure and properties in the principal families of materials and the mechanisms by which the structural changes may be accomplished.

ENO00103
GEOMECHANICAL ENGINEERING
S1 ◆ Ext ◆ L/USQ ◆ RSM
Pre-requisite/s: ENS00101 Mechanics
Provides students with competency in the basic theory of soil mechanics, and its application to practical problems in geomechanics. Introduces standard soil sampling and testing procedures and the basic design methods for soil structures and soil supported structures.

ENO00104
GEOTECHNICAL ANALYSIS
S2 ◆ Ext ◆ L/USQ ◆ RSM
Pre-requisite/s: ENO00103 Geomechanical Engineering
Covers design and stability problems in soil and retaining structures and foundation engineering, using soil mechanics principles and procedures. Introduces the basic principles of rock mechanics.

ENS00101
MECHANICS
S2 ◆ Ext ◆ L/USQ ◆ RSM
Fundamental to engineering work is the ability to make predictions about how things will behave when they are subject to some actions. Introduces students to the use of mechanics to make predictions about how forces affect structures.

ENS00203
HYDROLOGY AND CLIMATOLOGY
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: GLY00201 Geology
Takes a step by step look at the movement of water through the global hydrological cycle. Provides a treatment of techniques used for the measurement and analysis of surface and sub-surface water and looks at the effect this water has on stream and catchment development. Uses real data gathered by the students and case examples from Australia and overseas to provide a practical basis for the understanding of techniques and principles studied during the course.

ENS00218
WASTE TECHNOLOGY
S2 ◆ Int ◆ L ◆ RSM
Examines the problems of waste disposal with emphasis on classification of waste types and their impacts on the environment. Includes practical and applied examination of disposal

methods, site selection and rehabilitation, hazard evaluation, risk analysis, monitoring strategies, waste reduction and waste recycling. The human aspects of waste management are also included.

ENV00207
LAND USE PLANNING
S1 ◆ Int ◆ L ◆ RSM
Covers both theoretical and practical aspects of land use planning, through the introduction and application of planning concepts, issues and approaches. The focus of the unit is on planning at the local and regional levels in order to provide an appreciation of planning processes in different contexts.

EXE00151-2
EXCHANGE ELECTIVE – EDUCATION I – II
EXE00161-2
EXCHANGE ELECTIVE – SOCIOLOGY I – II
EXE00165-6
EXCHANGE ELECTIVE – TRAINING AND DEVELOPMENT I – II
EXE00171-2
EXCHANGE ELECTIVE – MANAGEMENT I – II
EXE00181-2
EXCHANGE ELECTIVE – COMMERCE I – II
EXE00191-2
EXCHANGE ELECTIVE – INFORMATION TECHNOLOGY I – II
EXE00201-2
EXCHANGE ELECTIVE – COMPLEMENTARY MEDICINE I – II
EXE00211-2
EXCHANGE ELECTIVE – COLLEGE OF INDIGENOUS AUSTRALIAN PEOPLES I – II
EXE00221-4
TOURISM AND HOSPITALITY INTERNATIONAL EXCHANGE I – IV
EXE00351-2
EXCHANGE ELECTIVE – THE ARTS I – II
EXE00421-2
EXCHANGE ELECTIVE – MUSIC I – II
EXE00425-6
EXCHANGE ELECTIVE – VISUAL ARTS I – II
EXE00451-2
EXCHANGE ELECTIVE – SCIENCE I – II
EXE00551-2
EXCHANGE ELECTIVE – HEALTH SCIENCE I – II

EXE00561-2
EXCHANGE ELECTIVE – HUMAN MOVEMENT I – II
EXE00651-2
EXCHANGE ELECTIVE – LEGAL STUDIES I – II
EXE00751-2
EXCHANGE ELECTIVE – TOURISM I – II

Provision exists in some courses for students to undertake units as part of an international student exchange. These units can only be undertaken with the approval of the Head of School.

FIN00115
SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT
S1 ◆ Int ◆ L ◆ CM
Pre-requisite/s: *ACC00142 Accounting and Financial Management II or ACC00152 Business Finance*
Provides coverage of contemporary finance theory and relates that theory to the development of appropriate investment strategies for different classes of investor (individual, corporate and institutional). This material is put into perspective by treatment of topics relating to the investment environment, such as the regulation of securities markets, sources of market information and the nature of investment risk.

FIN00126
INTERNATIONAL FINANCE
S2 ◆ Int/Ext ◆ L ◆ CM
Pre-requisite/s: *ACC00142 Accounting and Financial Management II or ACC00152 Business Finance*
Deals with the operation of international financial markets, and covers various aspects of the operations and activities of the trans-national business enterprise, the management of international financial risks, the implications of the rapid development of centres of offshore banking and finance, and their impacts on the way Australian firms finance their operations.

FIN00127
FINANCIAL INSTITUTIONS
MANAGEMENT
S1 ◆ Int/Ext ◆ L ◆ CM
Pre-requisite/s: *ACC00142 Accounting and*
Financial Management II or ACC00152 Business
Finance
Designed to provide participants with an overview of the major issues that arise in the management of a bank's assets and liabilities and in the management of its physical, financial and human resources.

FIN00144
BANKING AND LENDING DECISIONS
Not offered in 2001.
Pre-requisite/s: *ACC00142 Accounting and*
Financial Management II
Deals with the nature of the banker-customer relationship, the basis of the lending decision and appropriate lending practices, the analysis of financial statements and other indicators of credit risk, different categories of loans and associated negotiable instruments and the role of banks in facilitating international trade. Special electronic banking, both from the perspective of changes in the customer/banker relationship and from the perspective of management and control of bank funds.

FIN00147
MANAGERIAL FINANCE
Not offered in 2001.
Bus/CM
Pre-requisite/s: *ACC00142 Accounting and*
Financial Management II
Provides the student with knowledge and skills of specialist financial decision making. Focuses on the development of familiarity and expertise in integrating risk considerations into the financial decision making process of public and private sector organisations. In-depth consideration is given to the development of appropriate methods to appraise and implement the investment, financing, and dividend payment decisions of the organisation.

FIN00215
FINANCE AND INFORMATION SYSTEMS I:
INTRODUCTION
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Designed to provide students with an understanding of the practical accounting and financial management concepts and principles applicable to club operations. The material covers a wide range of financial issues which are common to most commercial organisations but highlights specific applications within the club industry, and not-for-profit organisations.

FIN00216
FINANCE AND INFORMATION SYSTEMS
II: ANALYSIS
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *FIN00215 Finance and Information*
Systems I: Introduction
Analysis of financial statements forms a major part of the evaluation of the club's performance. Managers have to demonstrate competence in utilising these reports for future decisions. Also addresses financial budgets and forecasting, analysis of income and expenditure, profit and loss statements and balance sheets.

FIN00217
FINANCE AND INFORMATION SYSTEMS
III: FINANCIAL MANAGEMENT
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *FIN00216 Finance and Information*
Systems II: Analysis
Introduces managers to facility and risk and the management and strategic implications of these factors within the club industry. Addresses the need to develop and implement policies for the risk management of club services including food, alcohol and gaming.

FIN00320
FINANCIAL MANAGEMENT FOR SPORT
AND EXERCISE
S1 ◆ Int ◆ L ◆ ESSM
Demonstrates how the principles of financial management can be used to manage profitability in a sport and recreation organisation. Emphasis will be placed on financial planning, management and evaluating the performance of a sports business.

FIN00706
FINANCIAL MANAGEMENT IN BUSINESS
Not available to undergraduates.
T1/T3 ◆ Ext ◆ L ◆ CM
Pre-requisite/s: *ECO00720 Economics for Management, MAT00720 Quantitative Analysis for Management*
Working from the implicit assumption that the role of financial management must be the maximising of shareholders' wealth, the investment, financing and dividend policies of the firm are analysed and studied within the framework of contemporary theories of finance, the study being undertaken bearing in mind the general framework of the form and operation of Australian capital and finance markets.

FIN00710
MAJOR THESIS (FINANCE)
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ CM
The thesis consists of an approved programme of supervised research study agreed with the Head, School of Commerce and Management.

FIN00711
TECHNOLOGY ISSUES IN BANKING
Not offered in 2001.

FIN00721
MANAGERIAL FINANCE
Not available to undergraduates.
T1/T3 ◆ Ext ◆ L ◆ CM/GCM
Pre-requisite/s: *ACC00720 Accounting for Managers, MAT00720 Quantitative Analysis for Management*
Goals and functions of finance; financial mathematics; investment appraisal; risk and return; portfolio theory; capital asset pricing model; sources and cost of finance; capital structure; management of liquidity and current assets; leasing; options; futures and forward markets; corporate acquisitions; international and financial management.

FIN00723
INTERNATIONAL FINANCE FOR MANAGERS
Not available to undergraduates.
T2/T3 ◆ Int/Ext ◆ GC ◆ GCM
Deals with the operation of international currency, debt, equity and derivative security markets and the role of related institutions. Topics include Eurodollar loans, accessing the American corporate bond market, appraising the investment performance of international mutual funds, operations and activities of the multinational business enterprise, appraising international financial impacts on domestic firms and the management of international financial risk.

FIN00730
CREDIT AND LENDING DECISIONS
Not offered in 2001.
Not available to undergraduates.
T1 ◆ Int/Ext ◆ GC ◆ GCM
The focus of the unit is the organisation of the key functions of the bank with particular emphasis on the management of lending and credit assessment. This encompasses the nature of the banker-customer relationship, the basis of the lending decision and appropriate lending practices, the analysis of financial statements and other indicators of credit risk, different categories of loans and associated negotiable instruments and specific markets for bank loans.

FIN00802
FINANCE 400 (HONS)
S1/S2 ◆ Int ◆ L ◆ CM
Pre-requisite/s: *Admission to BBus(Hons)(Finance)*
As for ACC00801 Accounting 400 (Hons).

FIN00919
INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT
GCM
Utilises contemporary finance theory to appraise the development of appropriate investment and portfolio management strategies for different classes of investors (individuals, corporate and institutional). These core decision areas are put into perspective by the treatment of topics relating to the investment environment, the regulation of securities markets, sources of market information and the nature of investment risk.

FOR00100
FIRE ECOLOGY AND MANAGEMENT
S2 ◆ Int ◆ L ◆ RSM
Examines principles of combustion and fire behaviour, based on an understanding of meteorological events; role of fire in ecosystem function; techniques of fire control including hazard reduction and other prescribed burning techniques; review of suppression strategies.

FOR00101
FOREST ECOPHYSIOLOGY
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: *BIO00230 Principles of Plant and Animal Conservation or BIO00213 Techniques in Plant Conservation*
Describes the function of forest trees, stands and communities, building on the concepts introduced in BIO00230 Principles of Plant and Animal Conservation and BIO00213 Techniques in Plant Conservation. It is presented in four parts: basic ecophysiological parameters and growth, the role of water, the role of nutrients and the use of integrative models in understanding plant and community function and hence nature.

FOR00102
FOREST MENSURATION AND INVENTORY
S1 ◆ Int ◆ L ◆ RSM
Concerns the measurement of trees and forests. It includes techniques of individual tree and stand measurement and inventory of forest resources. Particular attention is paid to the measurement of the tree stem and the estimation of wood volumes available from it. Techniques of broad-scale forest inventory to describe fully the resources of a forest are considered.

FOR00103
SILVICULTURE I: NATIVE FORESTS
S1 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: *FOR00101 Forest Ecophysiology*
Introduces students to the theory and practice of silviculture, by reviewing the underlying physiological and ecological principles and explaining how these are applied in controlling the composition, growth and regeneration of native forests.

FOR00104
TIMBER HARVESTING
S1 ◆ Int ◆ L ◆ RSM
Imparts knowledge of the techniques used in harvesting operations and their environmental effects. Also stresses the interrelationship of harvesting and silviculture.

FOR00105
SILVICULTURE II: PLANTATIONS
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: *FOR00103 Silviculture I: Native Forests*
Introduces the policies and technologies that drive plantation investment and management today. Exposes students to the theory behind those technologies and the practical problems involved in establishing and maintaining plantations of both native and exotic species.

FOR00106
WOOD SCIENCE UTILISATION AND CONVERSION TECHNOLOGY
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: *FOR00104 Timber Harvesting*
Aims to relate wood anatomy, ultrastructure and wood chemistry to the various end-uses of wood and to its susceptibility to insect attack and fungal decay.

FOR00107
FOREST HYGIENE – PESTS AND DISEASES
S1 ◆ Int ◆ L ◆ RSM
Covers the identification and control of pests and diseases. Factors conducive to the spread of insects and diseases at outbreak levels are examined and methodologies for their control presented and discussed, including the potential for integrated pest management. Techniques used in the diagnosis and correction of nutritional disorders are presented and illustrated. The problems with weeds in natural forests and plantations are discussed and various control techniques, including the use of chemicals are demonstrated.

FOR00108
INTEGRATED TREE CROPPING – FARM FORESTRY
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: *FOR00105 Silviculture II: Plantations*
Provides an understanding of the role of trees in agricultural ecosystems and their place in the rural landscape. It will also illustrate the dual significance of integrated tree cropping for environmental conservation and for diversifying and supplementing farm income. Students will become aware, that when evaluating agroforestry proposals for a range of species, soils and climates, ecological and biological considerations must be included, in conjunction with financial and organisational aspects including tax law, planning restrictions and marketing.

FOR00109
FOREST LAND USE AND MANAGEMENT
S1 ◆ Int ◆ L ◆ RSM
Provides students with the background knowledge to evaluate land for various forestry, conservation and tourism uses at a local and a regional level. A secondary aim is for students to identify the issues of interest to stakeholders and to employ the methods of conflict resolution to negotiate outcomes acceptable to industry and conservation groups. Students will gain skills in the practical aspects of both plantation and natural forest management.

FOR00110
NATURAL RESOURCES POLICY
S2 ◆ Int ◆ L ◆ RSM
Discusses the evolution of natural resources policy in general and forest policy in Australia in particular, in the context of changing community attitudes and values. Events leading to the formulation of the National Forest Policy Statement are reviewed. Recognition of the multi-function role of forests provides the rationale for balancing their protection and preservation values during policy implementation in order to achieve ecologically sustainable forest management.

FOR00111
FORESTRY BUSINESS ENTERPRISE MANAGEMENT
Not offered in 2001.
S2 ◆ Int ◆ L ◆ RSM
Examines the functions and processes of operational management within the changing business environment of forestry. The focus is on those forces which influence the internal and external optimisation of performance. Issues of planning, organisational design, human resource management, motivation, leadership and control are discussed. Particular attention is paid to the processes of consultation and conflict resolution.

FOR00112
PRODUCT DEVELOPMENT AND MARKETING
S2 ◆ Int ◆ L ◆ RSM
Development of new forest products as a means of industry adjustment to the decreasing availability and changing quality of traditional products, based on a knowledge of wood properties and market analysis to determine user requirements. Attention is directed towards the whole range of end-products from high-value, appearance grade timber to lower quality, uniform material suitable for pulping or wood composites.

FOR00113
EXTENSION AND ADVISORY SERVICES
S2 ◆ Int ◆ L ◆ RSM
Communication of technical information on forestry and the forest industries to landholders. Provision of extension and advisory services by government agencies, business enterprises and consultants. Introduction to relevant sociological research methods.

FOR00244
PROTECTED AREA MANAGEMENT
S1 ◆ Int ◆ L ◆ RSM
Examines biodiversity conservation and the principles in conservation biology in the terrestrial and marine environments. Special emphasis is placed on Australian and local (Northern NSW) case studies, techniques for conservation, and practical field experience in local terrestrial or marine protected areas

GLY00201
GEOLOGY
S1 ◆ Int ◆ L ◆ RSM
Investigates tectonic processes leading to the formation of the distinctive environments of the earth's surface and the rocks and minerals found in those environments. The role of geology in understanding and managing environmental changes and natural hazards is emphasised, and the geology of the local area is studied using geological maps and field work.

GLY00210
EARTH RESOURCES
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: GLY00201 Geology
Introduces the concepts and procedures used in economic and exploration geology. A selection of major types of metallic and non-metallic orebodies will be reviewed, genetic models will be described, and the geological, geochemical, and geophysical exploration techniques used to reveal them will be discussed. The constraints imposed on exploration and mining activities by environmental and economic factors will provide a recurring theme.

GLY00220
NATURAL SCIENCES
Conditions apply – refer School of Business.
S1 • Int • CH • Bus
Provides practical understanding of the earth sciences and their relationship with agribusiness enterprises. It is assumed that students do not have any prior understanding of these sciences. Specific emphasis is placed on climate, soils and plant nutrition and the relationship between each of these factors of production. This unit will provide an essential foundation for those students pursuing advanced applied courses of Beef, Horticulture and Organic Farming.

GLY00223
INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS
S2 • Int • L • RSM
Gives both conceptual background and empirical experience with Geographical Information Systems techniques. Achieved through (a) the introduction of fundamental spatial concepts and issues related to spatial data and Geographical Information Systems, and (b) using several GIS software packages. Covers an introduction to GIS, spatial data, GIS concepts, GIS components, and an overview of their applications in applied sciences and related fields.

GLY00231
COASTAL GEOMORPHOLOGY AND SEDIMENTOLOGY
S2 • Int • L • RSM
Pre-requisite/s: GLY00201 Geology
Describes coastal landforms and the processes that formed them and continue to change them. The role of periodic high energy events and the use of data on past trends and present conditions to predict future changes and the effects of human intervention are emphasised. The use of knowledge of coastal landforms and processes in land use planning will be demonstrated.

GLY00232
ENVIRONMENTAL MONITORING AND ANALYSIS
S1 • Int • L • RSM
Pre-requisite/s: CHE00073 Environmental Chemistry
Focuses on the biogeochemical processes that operate in coastal ecosystems and the procedures for planning and conducting environmental sampling and monitoring programs for measuring biogeochemical processes. Also familiarises students with modern wet chemical and instrumental analytical techniques that are part of environmental sampling and monitoring programs. Real data gathered by the students and case examples from both Australia and overseas are used to provide a practical basis for understanding the principles and techniques studied during the unit.

GRA00500
COMPUTER GRAPHICS I
S1/S2 • Int • L • CA
Co-requisite/s: ART00630 Design
The principles and practices of using a computer to produce works of art for studio and commercial applications are studied. Practical work in the use of painting, drawing, and image manipulation programmes will be covered. (**NB** Quotas may apply.)

GRA00501
COMPUTER GRAPHICS II
S2 • Int • L • CA
Pre-requisite/s: GRA00500 Computer Graphics I
The operation and application of a number of graphics programmes appropriate to publishing industry standards will be studied. (**NB** Quotas may apply.)

HEA00203
STUDIES IN SUBSTANCE ABUSE
S2 • Int • L • NHCP
Focuses on the way the discourses on substance abuse shape the various perspectives on drug dependence and its social, economic and health effects. Also determines the nature of educational, legal and health management strategies.

HEA00206
EXERCISE FOR PERSONAL HEALTH
S1 • Int • L • ESSM
Anti-requisite/s: HMS00203 Field Studies III, BIO00203 Exercise Physiology I, BIO00204 Exercise Physiology II, BIO00210 Applied Exercise Physiology (Wellness), CMM00215 Exercise Testing and Prescription, NUT00330 Nutrition and Human Performance
Introduces the basic concepts in relation to exercise and optimum health, and includes the basic principles in exercise programming, diet

and weight management to be applied to improve and maintain functional ability, cardiovascular health and healthy body composition. Designed for individuals who wish to acquire basic knowledge of exercise and its relationships to nutrition, weight control and health and to understand the importance of exercise to health. Will complement professional and/or personal development.

HEA00291
HEALTH CARE PRACTICES I
S1 ◆ Int ◆ L ◆ NHCP
Anti-requisite/s: BHS00304 Developmental Psychology, BHS00303 Lifespan Human Development, SOC00304 Introductory Sociology
Includes a multidisciplinary examination of the important concepts underpinning various understandings of health and illness. Aims to enable students to develop a holistic understanding of health and to provide them with foundation concepts that will be explored in greater depth later in their studies. Focuses on ways of understanding health, the individualisation of health and the social construction of health.

HEA00292
HEALTH CARE PRACTICES II
S4 ◆ Int ◆ L ◆ NHCP
Anti-requisite/s: NRS00307 Nursing VII, NRS00227 Applied Health Research
Provides undergraduate students with an overview of the research process in the context of contemporary health care practices. Also helps students develop basic competencies in health research. Addresses common research methods used in health and epidemiology.

HEA00293
HEALTH CARE PRACTICES III
S5 ◆ Int ◆ L ◆ NHCP
Anti-requisite/s: SOC00355 Sociology of Health Care Practice
Provides students with skills in the development, implementation and evaluation of health promotion strategies for individuals, groups and communities. Addresses the concepts underpinning health promotion, critiques the various approaches and allows students to examine a specific programme.

HEA00294
HEALTH CARE PRACTICES IV
S6 ◆ Int ◆ L ◆ NHCP
Critically examines the factors that affect the health status of individuals and the delivery of health care. Also analyses the way in which cultural concepts of illness and health care delivery are constructed and examines the factors that affect illness behaviour of individuals in the context of health and illness.

HEA00402
PHILOSOPHY OF HOLISTIC HEALTH CARE
Not available to undergraduates.
L ◆ NHCP
Explores the cultural and historical perspectives of different attitudes and beliefs about health and illness and how they have influenced the philosophy, theory and methodology of healing in the 20th century. The recognition of different paradigms in health care will allow holistic health carers to understand their roles as therapists in socio-political contexts. The philosophy of holistic health care is orientated towards shared responsibility for health between therapist and client and the interrelatedness of practitioner, client and environment.

HEA00403
HOLISTIC CARING AND COMMUNICATION
Not available to undergraduates.
Ext ◆ L ◆ NHCP
The quality of human interaction is an important factor in caring and in the healing process. Personal development, self awareness, interaction with others, and the ability to connect, respond to and guide others, are the main focus of holistic care and communication. Students will analyse patterns of human interaction through the critical examination of modalities of holistic care.

HEA00404
CONTEXTUAL BODY WORK
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Students will explore theoretically and practically a therapeutic body work modality of their choice, such as massage, kinesiology, therapeutic touch, and the relaxation response.

HEA00405
HOLISTIC NUTRITION
Not available to undergraduates.
Ext ✦ L ✦ NHCP
The therapeutic properties of food will be studied. The relationship between food and holism will be explored, and the latest nutritional research will be examined. Recent theories in nutrition will be critically analysed, and an analysis of personal nutrition will be made. Recommendations for therapeutic nutrition will be offered regarding selected health concerns.

HEA00501
ISSUES AND METHODS IN RESEARCH I
Ext ✦ L ✦ NHCP
Provides an overview of current theory and issues in research practice. The major philosophical perspectives of health research are examined from historical and social contexts. A critical analysis of empiricist, interpretive and critical approaches to health research will be the focus of this unit.

HEA00502
ISSUES AND METHODS IN RESEARCH II
Ext ✦ L ✦ NHCP
Provides an in-depth examination of the research process and a broad range of research methodologies applicable to health research. The methodological approaches covered in this unit will be derived from the empiricist, interpretive and critical paradigms of research.

HIS00201
CULTURAL HERITAGE CONSERVATION
S2 ✦ Int ✦ L ✦ RSM
Embraces the areas of cultural theory, applied science, technology and management required to assess, manage, and conserve both prehistoric and historical human heritage material (artefacts, sites, landscapes and knowledge). The unit is both theoretically and practically based, and introduces the principles and methods of heritage management, conservation and education. It concentrates on theoretical underpinnings, legislation and public administration of heritage, methods of archaeological and historical investigation, heritage museum curation, artefact curation and conservation and management, and heritage education.

HIS10016
NATURE OF HISTORY MAKING
S1 ✦ Int/Ext ✦ L ✦ HMCS
***Co-requisite/s**: COM00334 Learning Technologies and the Academy or COM00204 Communication: Theory and Practice (applies to BA students only)*
Draws on environmental and cultural history, to introduce theoretical models and methodologies used to examine the relationship between nature and culture from various perspectives: history-making, ecology, anthropology, modes of re-production, political economy, colonialism, feminism and cultural geography. Students will make history using historical concepts and sources that highlight the intersection between place and culture.

HIS10017
EMPIRE AND ECOLOGY
S2 ✦ Int/Ext ✦ L ✦ HMCS
Introduces students to the ecological and cultural encounters that were a part of the colonial project and the spread of empires. A transnational approach to the subject of colonialism will be taken which offers a cultural and ecological account of historical transformations. Using the vantage point of a view from the periphery, colonial history will be interpreted from the interplay of global processes and local forces, drawing on the insights of local ecology and history.

HIS10018
READING LANDSCAPES
S1 ✦ Int/Ext ✦ L ✦ HMCS
Evokes landscapes as historical texts and cultural interpretations of the physical world, introducing students to representations of landscape in literature, visual arts, film and the sciences. Changing concepts of nature, its appropriation and relation to memory will be studied as a way of reading the past. Students will have the opportunity to do a field study applying their knowledge to reading a landscape.

HIS10019
ECOACTIVISM
Not offered in 2001.
Provides students with a historical perspective of contemporary conservation and environmental movements that prepares the ground for critical reflection on the role of intellectuals, changing concepts of nature and

wilderness, resource management and sustainability. Environmental activism will be explored in terms of a cultural politics.

HIS10020
FOOD FOR THOUGHT
Not offered in 2001.

Draws on meals as historical texts, introducing students to a range of sources and methodologies that place food in the context of environmental and cultural factors. Food production, distribution, preparation and consumption will be explored in terms of social, political and economic relations. Students will have the opportunity to exchange recipes and insights using culinary texts, historical menus and oral traditions.

HIS10021
HOME
Not offered in 2001.

Brings history back home, to interrogate notions of home, place and belonging. Differences in the experience 'being at home' and the construction of the local and local history will be explored across time and place. Owning a home of one's own, dispossession and homelands bring to light differences in homelife and issues of identity. Students will have the opportunity to pursue in depth a case study related to their own interests.

HLT00221
AGEING AND PHYSICAL ACTIVITY
Not offered in 2001.
S2 ◆ Int ◆ L ◆ ESSM

Research has demonstrated physical exercise to be an effective therapy for the ageing human. This unit examines the exercise responses and adaptations of older adults from the perspectives of exercise physiology, functional anatomy, biomechanics, psychology, motor control and nutrition. In particular, the role of exercise in the prevention and rehabilitation of the common problems facing our aged population will be studied in detail.

HLT00222
PHYSICAL ACTIVITY FOR PEOPLE WITH DISABILITIES
Not offered in 2001.

HLT00255
HOMOEOPATHY I
FY ◆ Int ◆ L ◆ NCM
Pre-requisite/s: *HLT00259 Naturopathic Foundations, CHE00103 Biological Chemistry II*

This year-long unit introduces students to the origins, theory and practice of homoeopathy. Students will learn methods and approaches for analysing a simple acute case history and selecting a medicine. Study of the materia medica will commence, based on acute cases.

HLT00256
HOMOEOPATHY II
FY ◆ Int ◆ L ◆ NCM
Pre-requisite/s: *NUT00255 Homoeopathy I*

This year-long unit builds knowledge of the treatment of chronic disease. There will be intensive study of the theory of chronic disease and of case-taking, prescription, and case-management of complex cases involving long-established illness and multiple conditions. Study of the major medicines in the materia medica will continue throughout the unit.

HLT00257
PHYTOTHERAPY I
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: *HLT00259 Naturopathic Foundations*

Comprehensive introduction to phytotherapy, the study of plants as healing agents within the Western herbal tradition. Covers the history and philosophical framework of European Herbal Medicine, its language and modern application, and 50 herbs of the materia medica according to therapeutic groups.

HLT00258
PHYTOTHERAPY II
S1 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: *HLT00257 Phytotherapy I, CHE00103 Biological Chemistry II, HLT00259 Naturopathic Foundations*
Co-requisite/s: *HLT00265 Phytotherapy III*

Develops practical knowledge and skills in botany, plant identification and the biology of medicinal plants relevant to naturopathy. Develops beginning competence in herbal pharmaceutics (manufacturing), pharmacy and the delivery and dispensing of herbal, homoeopathic and hydrotherapy preparations, both clinically and industrially. Experiential learning a major component of this unit.

HLT00259
NATUROPATHIC FOUNDATIONS
S1 ◆ Int ◆ L ◆ NCM
Provides a comprehensive introduction to basic naturopathic principles and places the practice of naturopathy into its social, cultural and historical context. This unit will cover a broad range of topics including the philosophy of science, the social context of disease and health care delivery, the naturopathic approach to health care and emerging paradigms in health.

HLT00260
NATUROPATHIC STUDIES
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: HLT00278 Naturopathic Clinic I
Co-requisite/s: HLT00279 Naturopathic Clinic II
Integrates the various components of naturopathic clinical practice to allow final year students the opportunity to synthesise them prior to graduation and independent clinical practice. Includes consideration of legal, ethical and professional issues.

HLT00263
HOMOEOPATHY III
S1 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: NUT00256 Homoeopathy II
Co-requisite/s: HLT00278 Naturopathic Clinic I
Will further consolidate understanding of the principles and practice of homoeopathy. Study of the materia medica will continue, with specific reference to medicines with a particular affinity for various body systems. The holistic profile of these medicines will at all times be considered, in addition to their affinities to particular systems.

HLT00265
PHYTOTHERAPY III
S1 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: HLT00257 Phytotherapy I
Provides knowledge of the herbal materia medica, the study of actions and indications of medicinal plants. This is core knowledge for the practice of herbal medicine and at the completion of this unit students will have covered 150–200 plants.

HLT00266
PHYTOTHERAPY IV
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: HLT00265 Phytotherapy III, HLT00258 Phytotherapy II, CHE00103 Biological Chemistry II, BIO00102 Physiological Pathology II
Provides chemical and pharmacological perspectives of therapeutic uses of medicinal plants, and the knowledge of major constituents of medicinal plants, and the pharmacological basis of therapeutic uses. Includes their mechanisms of action, absorption, metabolism, elimination, toxicity and their adverse effects.

HLT00267
PHYTOTHERAPY V
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: HLT00266 Phytotherapy IV
Co-requisite/s: HLT00278 Naturopathic Clinic I
Integrates previous learning in the phytotherapy strand and prepares the student for clinical practice. Clinical problems in each body system will form the basis for study within this unit.

HLT00274
CLINICAL DIAGNOSIS I
S1 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: BIO00102 Physiological Pathology II
Co-requisite/s: HLT00277 Clinical Preparation II
A comprehensive introduction to clinical diagnosis, an essential component of naturopathic clinical practice. Provides skills in critical thinking, understanding of the common manifestations of disease and a systematic approach to reaching a clinical diagnosis based upon a reasoned judgement of the presentation. The material will be presented in a problem-based learning format.

HLT00275
CLINICAL DIAGNOSIS II
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: HLT00274 Clinical Diagnosis I
Co-requisite/s: HLT00277 Clinical Preparation II
Builds on the unit Clinical Diagnosis I. Continues the problem-based learning approach to diagnosis by analysis of problems based on body systems. The primary aim of this unit is to develop critical analytical skills as the core component of clinical reasoning.

HLT00277
CLINICAL PREPARATION II
FY ◆ Int ◆ L ◆ NCM
*Pre-requisite/s: HLT00281 Clinical Preparation IB,
BIO00102 Physiological Pathology II*
Co-requisite/s: HLT00274 Clinical Diagnosis I
Provides a comprehensive introduction to clinical skills required in the holistic assessment of the individual with particular emphasis on physical examination. Practical methods for the management of common problems encountered in clinical practice will also be studied. Involvement in the student clinic commenced in Clinical Preparation I will be maintained and expanded.

HLT00278
NATUROPATHIC CLINIC I
S1 ◆ Int ◆ L ◆ NCM
*Pre-requisite/s: HLT00277 Clinical Preparation II,
HLT00275 Clinical Diagnosis II*
*Co-requisite/s: NUT00263 Homoeopathy III,
HLT00267 Phytotherapy V, NUT00216 Nutrition III*
Provides students with supervised clinical experience in integrated naturopathic practice combining phytotherapy, nutrition, homoeopathy and tactile therapies within a student clinic. Within this supervised environment the student clinician will be responsible for case management and planning.

HLT00279
NATUROPATHIC CLINIC II
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: HLT00278 Naturopathic Clinic I
*Co-requisite/s: HLT00260 Naturopathic Studies,
NUT00217 Nutrition IV*
Builds on previous experience and provides students with continued supervised clinical experience in integrated naturopathic practice combining phytotherapy, nutrition, homoeopathy and tactile therapies within a student clinic.

HLT00280
CLINICAL PREPARATION IA
S1 ◆ Int ◆ L ◆ NCM
*Pre-requisite/s: BIO01202 Anatomy and
Physiology II, HLT00259 Naturopathic Foundations,
BS301 Interpersonal Relating*
Comprehensive introduction to the history, principles, physiological basis and practice of western tactile therapy. Musculoskeletal anatomy is continually reviewed throughout the course. Includes experiential learning of western massage techniques, with the emphasis on students achieving competence in assessing a patient and delivering a full-body massage.

HLT00281
CLINICAL PREPARATION IB
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: HLT00280 Clinical Preparation IA
Presents a range of advanced tactile therapy techniques. There is an emphasis on refining tactile therapy skills and promoting understanding of the strategies used in the clinical situation. The emphasis is on allowing students to develop the skills necessary to individualise treatment.

HLT00410
CONTEMPORARY NATURAL MEDICINE
Ext ◆ L ◆ NCM
The development of safe, reflective practice and research skills are fundamental to taking contemporary practice into the new millennium. This unit explores the concepts of holism, health models, reflective practice and supplies the necessary skills to critique current research. Progression through this unit will be facilitated by reflective journal, readings and essays.

HLT00413
CLINICAL EXAMINATION IN NATURAL MEDICINE
Ext ◆L ◆ NCM
Expands the skills base of existing practitioners in natural medicine by providing a comprehensive review of clinical skills required in the holistic assessment of the individual. Emphasis is on cue recognition of physical signs of unwellness and disease. Tactile skills for physical examination of each body system will be further developed and higher order skills of diagnostic problem-solving. Practical application of skills required for the management of common problems encountered in clinical practice will also be studied. A compulsory residential school is part of the requirements for this unit.

HLT00414
NATURAL MEDICINE AND REPRODUCTION
Ext ◆ L ◆ NCM
Explores the issues and practices pertaining to conception, pregnancy and the perinatal period,

takes a naturopathic approach to issues of reproductive health in men and women including barriers relating to reproduction.

HLT00415

NATURAL MEDICINE IN CHILDHOOD AND ADOLESCENCE

Ext ◆ L ◆ NCM

Pre-requisite/s: *MDC00411 Clinical Diagnosis for Natural Medicine I and MDC00412 Clinical Diagnosis for Natural Medicine II*

Outlines the specific differences and needs that children display during their development. Emphasis is on the recognition of normal developmental progress of the child, the clinical presentation of the common childhood diseases and the application of naturopathic treatment and therapeutic strategies.

HLT00416

NATURAL MEDICINE AND THE AGED

Ext ◆ L ◆ NCM

Explores the ageing process in an holistic manner, with specific reference to diagnosing common health problems experienced by ageing people, and the naturopathic approach to the management of therapeutics and treatment.

HLT00417

NATURAL MEDICINE AND MENTAL HEALTH

Ext ◆ L ◆ NCM

Focuses through a naturopathic perspective on mental health disorders and explores holistic strategies to support people experiencing mental health problems.

HLT00418

INDEPENDENT STUDY IN NATURAL MEDICINE

Ext ◆ L ◆ NCM

Pre-requisite/s: *HLT00410 Contemporary Natural Medicine*

Provides practitioners with an opportunity to undertake an in-depth study of a particular topic of their choice in the area of natural and complementary medicine.

HLT00419

RESEARCH PROJECT IN NATURAL MEDICINE

Ext ◆ L ◆ NCM

Pre-requisite/s: *HLT00410 Contemporary Natural Medicine*

This two-semester unit provides practitioners with an opportunity to undertake an in-depth study of a particular topic of their choice in the area of natural and complementary medicine and to carry out a minor research project relevant to the topic.

HLT00420

CRITICAL REASONING AND RESEARCH METHODS IN NATURAL MEDICINE

Ext ◆ L ◆ NCM

Provides a comprehensive introduction to critical reasoning within the context of contemporary natural medicine practice and an overview of the appropriate application and limitations in research methods in natural medicine.

HLT00439

EASTERN MEDICAL CONCEPTS

Not available to undergraduates.

Ext ◆ L ◆ NHCP

Pre-requisite/s: *Registered Nurse status*

The first of six units that provide the registered nurse with an opportunity to explore and understand acupuncture and the philosophy and principles of traditional Chinese medicine which underpin it. Students will begin to apply the relationship of such principles to the practice of nursing.

HLT00440

ACUPUNCTURE CONCEPTS

Not available to undergraduates.

Ext ◆ L ◆ NHCP

Pre-requisite/s: *HLT00439 Eastern Medical Concepts*

The second of six units that provide the registered nurse with an opportunity to explore an in-depth knowledge of meridian theory and location of acupuncture points. The student will explore the application to nursing of acupuncture as a therapy complementary to nursing. This unit of study will require recall, by the student, of the theoretical concepts presented in Eastern Medical Concepts.

HLT00441

ACUPUNCTURE PRACTICE I

Not available to undergraduates.

Ext ◆ L ◆ NHCP

Pre-requisite/s: *HLT00440 Acupuncture Concepts*

The third of a series of six units. Provides the registered nurse with an opportunity to develop advanced levels of expertise in acupuncture theory and related practical and diagnostic skills, and a variety of modern technologies used

in the context of acupuncture practice. These skills will be applied to advanced practice in nursing.

HLT00442
ACUPUNCTURE PRACTICE II
Not available to undergraduates.
Ext • L • NHCP
Pre-requisite/s: *HLT00441 Acupuncture Practice I*
The fourth of a series of six units. Provides registered nurses with an opportunity to expand upon their theoretical knowledge and clinical nursing practice related to various health conditions that may be treated using acrupuncture.

HLT00443
ACUPUNCTURE PRACTICE III
Not available to undergraduates.
Not offered in 2001.
Ext • L • NHCP
Pre-requisite/s: *HLT00442 Acupuncture Practice II*
The fifth of a series of six units. Provides registered nurses with an opportunity to expand upon their theoretical knowledge of acupuncture, as applied to nursing practice, related to various health conditions that may be treated in clinical practice.

HLT00444
PROFESSIONAL PRACTICE IN ACUPUNCTURE
Not available to undergraduates.
Not offered in 2001.
Ext • L • NHCP
Pre-requisite/s: *HLT00443 Acupuncture Practice III*
The final unit in a series of six units. Concentrates on the historical, political, ethical and legal issues pertaining to the development of Clinical Acupuncture as an emerging discipline in Australia. Also, within the unit the student will explore the multiple issues of implementing private practice within the community and the business management skills related to such implementation.

HMS00201
FIELD STUDIES I
S1 • Int • L • ESSM
Field Studies I is the first of a series of units designed to prepare graduates for eventual entry into the workforce. To accomplish this students will be exposed to a range of practical experiences that are associated with the professional area.

HMS00202
FIELD STUDIES II
S2 • Int • L • ESSM
Initially deals with the basic principles related to communication and personal interrelationships. The remainder of the unit concentrates on the basic profiles, problems and activity needs of the aged and the disabled.

HMS00203
FIELD STUDIES III – SPORTS CONDITIONING AND TRAINING METHODOLOGY
S1 • Int • L • ESSM
Focuses on the practical application of training methods for sport. In particular, emphasis is placed on designing, organising and presenting "yearly" training programmes for a variety of sports.

HMS00214
PREVENTION AND MANAGEMENT OF INJURY
S2 • Int • L • ESSM
Pre-requisite/s: *BIO01302 Anatomy for Human Movement*
Focuses on the prevention and care of injuries sustained during physical activity in sport and exercise. Also develops an awareness of causative mechanisms of injury and investigates the role of the exercise scientist in preventive and rehabilitative exercise programming.

HMS00220
GRADUATING SEMINAR
S2 • Int • L • ESSM
Involves the student conducting and presenting the results of a limited research project in his/her major area of study within the Bachelor of Human Movement Science programme.

HMS00223
INTERNSHIP I
S1 • Int • L • ESSM
Provides students with a systematic approach to developing a strategy for entry into the employment market place. In particular, attention focuses on preparing for the employer/employee selection process.

HMS00224
INTERNSHIP II
S2 ◆ Int ◆ L ◆ ESSM
Pre-requisite/s: *HMS00223 Internship I*
Students will actively seek and undertake a 4 week internship with community and/or private enterprise organisations, in order to obtain practical on the job experience while providing a beneficial and worthwhile opportunity for that host organisation.

HMS00225–8
INTERNSHIP III
S2 ◆ Int ◆ L ◆ ESSM
Students will actively seek and undertake a 12-week internship with community and/or private enterprise organisations in order to obtain practical on the job experience while providing a beneficial and worthwhile opportunity for that host organisation.

HMS00301
RESEARCH DESIGN IN SPORT SCIENCE
S1 ◆ Int ◆ L ◆ ESSM
Designed to examine the philosophical and ethical considerations necessary when conducting a research project. Will provide the necessary skills for critical analysis of published material and writing and presenting a research proposal using one of the various methods presented in the unit.

HMS00328
MOTOR LEARNING I
S1 ◆ Int ◆ L ◆ ESSM
Pre-requisite/s: *BHS00325 Psychology*
Designed to introduce students to the major issues related to the theory and application of motor skill learning and to develop their ability to structure and present effective learning situations in the human movement area.

HMS00423
TOURISM PLANNING AND THE ENVIRONMENT
S2 ◆ Int/Ext ◆ L ◆ THM
Pre-requisite/s: *SOY00412 Tourism and Hospitality Studies II*
Recreation and tourism activities are widely promoted by government, industry and many communities as socially, economically and environmentally desirable land uses. The challenge to managers is to ensure that they are suitable in the longer term. Achieving this requires recognition that two aspects of recreation and tourism require careful management – the quality of the consumer experience and the environmental setting for leisure activities.

HMS00721
SPORTS LAW
Not available to undergraduates.
T3 ◆ Ext ◆ L ◆ ESSM
Concentrates on relating the theory and practical application of selected legal areas to the day to day running of a sport/fitness organisation. These areas have been selected for their relevance to current and future managers' administrative interests and needs. The participant will investigate the application of the law and its principles and practices, basic legal concepts and risk management as they relate to sport and fitness organisations. The major focus will be on the recognition of potential legal problems and the steps needed to minimise legal risk.

HMS00782
PERFORMANCE MANAGEMENT IN SPORT
Not available to undergraduates.
T1 ◆ Ext ◆ L ◆ ESSM
Discusses the various techniques and procedures for policy planning and their use in setting the direction for the sport/fitness organisation. Policy will be discussed as it relates to individuals and groups within the organisation. Emphasis will also be placed on the various HRM functions required for successful staff communication and interpersonal relations. Within this context techniques for recruiting, training, monitoring, evaluating and motivating both paid and volunteer staff will be reviewed.

HMS00801
HUMAN MOVEMENT 400 (HONOURS)
ESSM
Will provide students with the opportunity to undertake an original research project in Exercise Science or Sport Management, which will be written up into a thesis.

HMS01202
SPORT AND THE LAW
S2 ◆ Int ◆ L ◆ ESSM
Investigates the basic legal concepts involved in sport. Addresses the legal rights and responsibilities of sporting organisations and all those involved in sport, whether they are acting in a paid or voluntary capacity.

HUM00198
ACADEMIC STUDY METHODOLOGY
S1 ◆ Int/Ext ◆ S2 ◆ Ext ◆ L ◆ CIAP

Introduces students to a range of necessary academic skills for tertiary study. The main focus is on library skills, essay writing, tutorial presentation, and report writing. A component of the unit addresses computer skills (for internal students only). In the assessment task emphasis is placed on Indigenous content.

HUM00270
LOCATING CULTURAL STUDIES
S1 ◆ Int/Ext ◆ L ◆ HMCS
***Co-requisite/s:** COM00334 Learning Technologies and the Academy*

Locates some of the underlying themes, systems and practices of cultural studies in terms of their social, cultural and political contexts. To this end, the unit will draw on a number of key cultural critiques that address the way identity is constructed, such as feminism queer theory and postcolonialism. Locating Cultural Studies will be undertaken with a view to re-locating these knowledges relevant to our own context and interests. Individual and collaborative projects will be used to encourage students to fashion a course of study meeting their particular interests.

HUM00271
UNRULY SUBJECTS: CITIZENSHIP
S2 ◆ Int/Ext ◆ L ◆ HMCS

Drawing on recent developments in cultural theory, and contemporary socio-cultural conditions, students are introduced to a variety of discourses and institutions in which cultural and civil subjects are formed and governed and contested. The intermeshing layers of the local, national and global will be considered as a series of negotiations within the context of particular machineries of power. Specific institutional settings will be used to examine the political conflicts at stake, in concrete contexts and for particular groups of people.

HUM00272
SPACE, PLACE AND TRAVEL
Not offered in 2001.
S1 ◆ Int/Ext ◆ L/GC ◆ HMCS

Introduces students to a range of theories about social space and its relationship to gender and sexuality. This will encompass interpretations which construct space as narrative, space as "power-geometry", and space as flow – as a series of movements and transactions over time and place. The ways in which social spaces are memorialised and territorialised will be explored. A localised exploration of places and spaces will be undertaken.

HUM00273
BORDERLANDS
Not offered in 2001.
S2 ◆ Int/Ext ◆ L/GC ◆ HMCS

Surveying a wide range of popular and theoretical texts, students will explore the shifting terrain of identity and culture, framed by cultural exchanges both within and outside the borders of the nation. These exchanges have been variously hostile, welcomed, policed, suppressed, acknowledged and subverted. The relation between cultural theory and cultural practice in borderlands will be addressed in an experiential project providing the opportunity for students to consider the present and their own presence in zones of the in-between.

HUM00274
ECOCULTURAL STUDIES
S1 ◆ Int/Ext ◆ L ◆ HMCS
***Co-requisite/s:** COM00204 Communication: Theory and Practice and COM00334 Learning Technologies and the Academy*

Draws on contemporary cultural theories which will engage students in the development of an interactive theory of nature and culture, cutting across a number of the traditional disciplines of knowledge: science, social sciences and the humanities. Detailed readings of regional cultural practices will be contextualised within the wider framework of national and international scholarship and concerns.

HUM00275
CULTURAL STUDIES RESEARCH PROJECT
S2 ◆ Int/Ext ◆ L ◆ HMCS
***Pre-requisite/s:** Any three (3) Cultural Studies units*

Provides students with an opportunity to pursue in depth a topic of particular interest to them arising from theoretical or practical issues raised in earlier units of the Cultural Studies Major. Rhizomatic methods will be used to carry out a substantial research project. Research projects will be closely supervised and can be undertaken independently or as a group activity.

HUM00720
RESEARCH SEMINAR (HUMANITIES)
S1 ⋆ Int ⋆ L ⋆ HMCS
Designed to further develop students' capabilities in the areas of academic inquiry and writing. Essentially practical in nature and sufficiently flexible to permit those undertaking it to target information and skills perceived to be necessary for the effective prosecution of research in their areas of specialisation.

HUM00721–2
THESIS (ARTS)
(Part-time equivalents of HUM00723 – see Bachelor of Arts (Honours) Course Structure with Humanities Specialisation)
S2 ⋆ Int ⋆ L ⋆ HMCS

HUM00723
THESIS (ARTS)
S2 ⋆ Int ⋆ L ⋆ HMCS
This triple unit is the context within which the candidate continues research to a point of conclusion and prepares a final submission.

HUM00724
THESIS FOUNDATION (ARTS)
S1 ⋆ Int ⋆ L ⋆ HMCS
This double unit allows Honours candidates to re-assess and develop their topics and areas of research. A basic literature search is undertaken, a research plan is detailed and initial research work is undertaken.

HUM00725
THESIS STATEMENT (HUMANITIES)
S2 ⋆ Int ⋆ L ⋆ HMCS
Assists candidates in formulating a coherent written defence of their studio presentations. The statements produced must competently document, explain and place in a cultural context the work/s in question. (**NB** This unit is compulsory for non-written thesis candidates.)

HUM00726
GRADUATE INDEPENDENT STUDY (HUMANITIES)
S2 ⋆ Int ⋆ L ⋆ HMCS
This unit must relate to a candidate's identified area of concentration, either adding to specific or general research fitness. (**NB** Available to written thesis candidates only.)

HUM00793
RESEARCH CORE
S1 ⋆ Int ⋆ L ⋆ HMCS
Broadly surveys the history, philosophies and methodologies of research. Students will be expected to develop an understanding of Arts research approaches and perspectives in the broad context of contemporary research practices.

IST00151–4
INDEPENDENT STUDY – EDUCATION I–IV
IST00161–4
INDEPENDENT STUDY – SOCIOLOGY I–IV
IST00165–8
INDEPENDENT STUDY – TRAINING AND DEVELOPMENT I–IV
IST00171–4
INDEPENDENT STUDY – MANAGEMENT I–IV
IST00181–4
INDEPENDENT STUDY – COMMERCE I–IV
IST00191–4
INDEPENDENT STUDY – INFORMATION TECHNOLOGY I–IV
IST00201–4
INDEPENDENT STUDY – COMPLEMENTARY MEDICINE I–IV
IST00211–4
INDEPENDENT STUDY – COLLEGE OF INDIGENOUS AUSTRALIAN PEOPLES I–IV
IST00251–4
INDEPENDENT STUDY – BUSINESS/COMPUTING I–IV
IST00351–6
INDEPENDENT STUDY – THE ARTS I–VI
Int/Ext ⋆ HMCS

IST00361-4
INDEPENDENT STUDY – SOCIAL SCIENCE I-IV
*(**NB** Students will normally have completed 10 units of study in the BSocSc programme before being admitted to one or more of these units. Admission to these units requires prior approval by the Course Co-ordinator.)*
IST00365-8
INDEPENDENT STUDY – HUMAN SERVICES I–IV
IST00421–4
INDEPENDENT STUDY – MUSIC I–IV
S1/S2 ⋆ Int ⋆ L ⋆ CA
(NB Written approval of the Course Co-ordinator required for IST00421–4.)

IST00451–4
INDEPENDENT STUDY – SCIENCE I–IV
IST00551–4
INDEPENDENT STUDY – HEALTH SCIENCE I–IV
IST00561–4
INDEPENDENT STUDY – HUMAN MOVEMENT I–IV
IST00651–4
INDEPENDENT STUDY – LEGAL STUDIES I–IV
IST00751–4
INDEPENDENT STUDY – TOURISM I–IV

Provision exists in some courses for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

ISY00105
COMPUTERS IN TECHNOLOGY I
S1 ◆ Int ◆ L ◆ CIAP

Introduces students to basic computing skills. Aims to develop an understanding of how to operate the computer and develop word processing and Internet competence. By gaining confidence in using computers, students will have more time to devote to study and to present assessment requirements of an academic standard.

ISY00106
COMPUTERS IN TECHNOLOGY II
S2 ◆ Int ◆ L ◆ CIAP
Pre-requisite/s: ISY00105 Computers in Technology I

Expands on Computers in Technology I. Aims to develop a greater understanding of how to operate the Macintosh computer system, to learn advanced word processing skills, presentation skills and basic spreadsheet programs and to further understand the Internet and Web access of databases.

ISY00221
INTRODUCTION TO INFORMATION TECHNOLOGY
S1 ◆ Int/Ext ◆ L/CH ◆ MIT
Anti-Requisite/s: *ISY00241 Computing in Applied Science plus EDU01297 Technology in Learning and Teaching*

Explores, in an elementary fashion, how computing hardware and software systems operate and how they interact with humans and the world through peripheral devices and telecommunications. In addition several important theoretical topics and principles are introduced and explained. Computing applications are introduced and used by the students in tutorial workshops. Explicit utilisation of key information technologies will take place: specifically the student will gain an appreciation of and use; computer networks, LANS and the Internet, and data bases.

ISY00230
INFORMATION RESOURCES MANAGEMENT
S2 ◆ Int ◆ L/CH ◆ MIT
Pre-requisite/s: *ISY00221 Introduction to Information Technology or CSC00125 Introductory Computing*

Provides students with a corporate perspective on the value and management of information. Also provides students with the necessary skills and knowledge to efficiently supervise and control human and computer resources within a small or large information systems department.

ISY00231
COMPUTING PROJECT
S2 ◆ Int ◆ L/CH ◆ MIT
Pre-requisite/s: *ISY00243 Systems Analysis and Design, CSC00235 Applications Development*

Enables students working in groups to integrate and apply skills learnt in programming, systems analysis and design and data base to a complete real-life project, from feasibility to system implementation.

ISY00237
DECISION SUPPORT SYSTEMS
S1 ◆ Int ◆ L/CH ◆ MIT
Pre-requisite/s: *ISY00221 Introduction to Information Technology or CSC00125 Introductory Computing*

Examines the process of decision making and how information technology can support the

managers to make better and more efficient decisions to further the goals of an organisation. Topics include decision models, information requirement, decision types, management style, components of DSS, data base, model base, dialog management, EIS and DSS software, group decisions, distributed DSS, groupware, intelligent systems.

ISY00241
COMPUTING IN APPLIED SCIENCE
S2 ✦ Int ✦ L ✦ RSM

Introduces computing skills required for environmental management and the different types of software (spreadsheet, word processor, and presentation software) and the Internet. Emphasis is placed on making students independent in their future computing activities.

ISY00242
OBJECT ORIENTED DESIGN
S2 ✦ Int/Ext ✦ L/CH ✦ MIT
Pre-requisite/s: *CSC00239 Object Oriented Programming*

Presents a complete object oriented methodology. Includes the use of a consistent notation which allows a system model based on real life objects to be developed incrementally and which allows ready made objects from the development library to be plugged into the design. In addition the methodology allows both top-down and bottom-up development to be used as well as prototyping and incremental system implementation. The methodology will be used to design and implement a system as a group project using a specified OO development environment.

ISY00243
SYSTEMS ANALYSIS AND DESIGN
S1 ✦ Int ✦ L/CH ✦ MIT
Pre-requisite/s: *ISY00221 Introduction to Information Technology or CSC00125 Introductory Computing*

Studies the techniques, tools and methods of structured systems analysis in a business environment. Aims to assist students to develop analytical skills in enterprise modelling, information requirements analysis, problem identification, feasibility assessment, data modelling, data flow analysis, structured specification and socio-technical issues of the systems development life cycle.

ISY00244
TECHNOLOGICAL SYSTEMS FOR CONVENTIONS AND EVENTS
T1 ✦ Int/Ext ✦ L ✦ THM

Introduces students to the use of technology and production systems in convention and event organisations. Provides a basic understanding of the value and uses of computer-based information systems for business operations, management decision-making and strategic success of the organisation. Emphasis is on workplace-based assessment.

ISY00245
PRINCIPLES OF PROGRAMMING
S1 ✦ Int/Ext ✦ L/CH ✦ MIT

Introduces the basic principles of programming using a block-structured procedural programming language in a command-line environment. Students will gain a thorough theoretical and practical understanding of the programming process, including the ability to write and debug structured programs, stepwise refine code, use top-down development, develop appropriate algorithms and write modularised code using blocks and functions. Emphasis in the unit is at all times on a sound understanding of the principles involved, with particular attention being paid to worked examples to demonstrate these principles in a clear and straightforward fashion.

ISY00246
CLIENT/SERVER SYSTEMS
S2 ✦ Int/Ext ✦ L/CH ✦ MIT
Pre-requisite/s: *CSC00239 Object Oriented Programming*

Introduces client/server systems both from a theoretical and a practical programming point of view. Students will gain a theoretical understanding of important client/server standards and will learn how to use a network oriented programming language to implement systems using popular standards.

ISY00300
PRINCIPLES OF EDUCATIONAL MULTIMEDIA
S1 ✦ Int ✦ CH ✦ MIT

Provides the student with an overview of the major issues and concepts associated with the application of educational multimedia to support teaching, training and learning. The unit is divided into three parts: (a) the history of

computer based educational technology in terms of the platform, tools and delivery mode; (b) the major research and development issues associated with the technology, including instructional design, interface design, navigation and user control; (c) an overview of the techniques associated with the development of stand-alone desktop applications, including cross-platform development, CD-ROM production and evaluation considerations.

ISY00301
ELECTRONIC NETWORKING AND THE INTERNET
S1 ◆ Int ◆ CH ◆ MIT

Introduces students to use of electronic networks in education and training. Practical sessions will involve the establishment and administration of E-mail and bulletin board systems, dial-in connectivity and synchronous interactivity. The role of networked learning in the delivery of open and flexible learning will also be examined.

ISY00311
MULTIMEDIA ISSUES
S2 ◆ Int ◆ CH ◆ MIT

Creating multimedia applications not only involves the application of rigorous design and development strategies, but also the consideration of a range of issues and factors which impact the final application. Focuses on issues associated with human impact, regulation, multimedia and the law, equity and access and cultural and indigenous issues which influence and affect the multimedia development environment.

ISY00312
INSTRUCTIONAL DESIGN I
S2 ◆ Int ◆ CH ◆ MIT

Introduces the importance of design as the foundation of successful software products. In the field of educational multimedia, the essential elements of design are based on the processes of Instructional Systems Design (ISD). This unit examines both traditional and modern theories of ISD in relation to the essential characteristics of effective educational multimedia product.

ISY00313
INSTRUCTIONAL DESIGN II
S1 ◆ Int ◆ CH ◆ MIT
Pre-requisite/s: ISY00312 Instructional Design I
Creating successful educational multimedia products depends largely on the integrity of

project management, linked to the utilisation of traditional management tools and practices in association with conditions specific to multimedia environments. This unit examines both traditional and current practices of software development and management in relation to the requirements determined through Instructional Systems Development (ISD) methods. Students will examine factors such as financing of projects, costing of projects, project activities and setting milestones as well as reviewing progress and reporting.

ISY00314
INSTRUCTIONAL DESIGN III
S2 ◆ Int ◆ CH ◆ MIT
Pre-requisite/s: ISY00313 Instructional Design II
Evaluation of education multimedia is critical in terms of both the operational integrity and instructional effectiveness of the application. This unit examines the definition and analysis of evaluation criteria in the context of educational multimedia, with students actively participating in the evaluation process.

ISY00321
INTERACTIVE MULTIMEDIA DEVELOPMENT I
S2 ◆ Int ◆ CH ◆ MIT

Creating functional educational multimedia products requires that the processing structures of the software are both efficient and maintainable. This unit provides students with an introduction to the essential elements of logic diagrams, structured design, reusable objects and efficient development in the context of software to promote teaching and learning. Students will use state-of-the-art development tools to create a range of multimedia applications.

ISY00322
INTERACTIVE MULTIMEDIA DEVELOPMENT II
S1 ◆ Int ◆ CH ◆ MIT
Pre-requisite/s: ISY00321 Interactive Multimedia Development I
With the increased demand for quality educational products for presentation, desktop and Internet delivery, this unit extends the skills of students to incorporate standard software development techniques into the creation of multimedia applications. The unit will also require students to work in teams to create

multimedia products through problem-based approaches to teaching and learning.

ISY00323
INTERACTIVE MULTIMEDIA DEVELOPMENT III
S2 Int CH MIT

Pre-requisite/s: ISY00322 Interactive Multimedia Development II

Interactivity is often touted as a fundamental component of successful educational multimedia applications, however it is complex to design and can be difficult to implement. This unit provides students with the skills to analyse different levels of interactivity in educational multimedia applications and introduces a method by which to design and implement a highly interactive educational multimedia application. The unit also provides an introduction to the various delivery options available for educational multimedia products.

ISY00324
DIGITAL MEDIA I
S1 Int CH MIT

The integration of graphics, audio, video and animations into a single application has made desktop multimedia a reality. This unit introduces students to the essential elements of digital media in a practical, problem-based format.

ISY00325
DIGITAL MEDIA II
S2 Int CH MIT

Pre-requisite/s: ISY00324 Digital Media I

The convergence of digital media (graphics, audio, video and animation technologies) has resulted in the development of a large multimedia industry. This unit provides students with the skills to develop a range of digital media resources, based on an educational rationale, which are integrated into multimedia applications to enable educational communication.

ISY00326
DIGITAL MEDIA III
S2 Int CH MIT

Pre-requisite/s: ISY00325 Digital Media II

Converging digital media technologies (graphics, audio, video and animation) have resulted in the development of an expanding multimedia industry. This unit provides students with the opportunity to extend their skills to develop a range of complex and integrated digital media resources, based on an educational rationale, which are then implemented into multimedia applications to enable educational communication.

ISY00330
MULTIMEDIA DESIGN UPDATE
S1 Int CH MIT

Pre-requisite/s: ISY00322 Interactive Multimedia Development II, ISY00325 Digital Media II

Design of and for educational multimedia applications is one of the critical success factors. As one of the capstone units for the program, students will be involved in the research and assessment of the current field of practice in educational multimedia design. Of particular importance will be the interrelationship between instructional design, graphics design, interface design and interactive design.

ISY00331
MULTIMEDIA DESIGN PROJECT
S2 Int CH MIT

Pre-requisite/s: ISY00322 Interactive Multimedia Development II

Co-requisite/s: ISY00333 Multimedia Development Project

Requires students to undertake a client-based project in the area of educational multimedia design, incorporating elements of instructional design, graphical design, interface design and interactive design. Students are expected to maintain a record of their activities and produce a report on and presentation of their design experiences in either a work-related or client-driven project.

ISY00332
MULTIMEDIA DEVELOPMENT UPDATE
S2 Int CH MIT

Pre-requisite/s: ISY00322 Interactive Multimedia Development II, ISY00325 Digital Media II

Development of educational multimedia applications involves the integration of a range of software tools with design criteria. As one of the capstone units of the program, this unit will provide students with an environment in which to research and assess the current field of practice in educational multimedia development. Of special importance will be those tools which are providing automated facilities for educational multimedia developers.

ISY00333
MULTIMEDIA DEVELOPMENT PROJECT
S2 ◆ Int ◆ CH ◆ MIT
Pre-requisite/s: *ISY00322 Interactive Multimedia Development II*
Co-requisite/s: *ISY00331 Multimedia Design Project*

Requires students to undertake a client-based project in the area of educational multimedia development, incorporating elements of software development, courseware engineering, logic design, authoring, programming and testing. Students are expected to maintain a record of their activities and produce a report on and presentation of their development experiences in either a work-related or client-driven project.

ISY00340
EDUCATIONAL MULTIMEDIA FOUNDATIONS
Not available to undergraduates.
T1 ◆ Int/Ext ◆ CH ◆ MIT

Introduces the history and development of computer based education, the major theoretical issues associated with instructional technology (instructional design, interface design, navigation and user control), the issues confronting the integration of multimedia into educational environments and the techniques associated with the development of stand-alone and on-line applications.

ISY00341
EDUCATIONAL MULTIMEDIA DEVELOPMENT I
Not available to undergraduates.
T1 ◆ Int/Ext ◆ CH ◆ MIT

Introduces the basic aspects of the development of educational multimedia, including the integration of multimedia, the provision of feedback, the facility to branch and the options for control, navigation and cross-platform delivery.

ISY00342
COMPUTER MEDIATED COMMUNICATION
Not available to undergraduates.
T1 ◆ Int/Ext ◆ CH ◆ MIT

Examines technology as a means to facilitate educational communication through distance and on-line learning. Considers learning principles for effective on-line and distance education, key elements for designing modules in distance education, methods for adapting courses to distance and on-line modes and management issues.

ISY00343
EDUCATIONAL MULTIMEDIA EVALUATION
Not available to undergraduates.
T1 ◆ Int/Ext ◆ CH ◆ MIT

Examines techniques for evaluating the operational (development) process and instructional effectiveness (outcomes) of the product. The analysis of evaluation data and the relationship between objectives and the measurement of performance, skills or knowledge is also emphasised.

ISY00344
EDUCATIONAL MULTIMEDIA DESIGN
Not available to undergraduates.
T2 ◆ Int/Ext ◆ CH ◆ MIT

Focuses on the essential elements and processes of Instructional Systems Design (ISD), including both traditional and modern theories of ISD in relation to the essential characteristics of effective educational multimedia product.

ISY00345
EDUCATIONAL MULTIMEDIA DEVELOPMENT II
Not available to undergraduates
T2 ◆ Int/Ext ◆ CH ◆ MIT

Incorporates standard software development techniques into the creation of multimedia applications. Students will work in a team environment to create multimedia products through problem-based approaches to teaching and learning.

ISY00346
EDUCATIONAL MULTIMEDIA DEVELOPMENT PROJECT
Not available to undergraduates.
T2 ◆ Int/Ext ◆ CH ◆ MIT

Involves in-depth analysis, design, development, implementation and/or evaluation of a specific educational multimedia application cumulating in the formal evaluation of the outcomes.

ISY00347
RESEARCH METHODS FOR EDUCATIONAL MULTIMEDIA
Not available to undergraduates.
T2 ◆ Int/Ext ◆ CH ◆ MIT
Considers quantitative and qualitative research in educational multimedia including empirical, interpretive and critical paradigms. Students will design, implement and report on research in their own field of educational multimedia.

ISY00348
RESEARCH ISSUES IN EDUCATIONAL MULTIMEDIA
Not available to undergraduates.
T3 ◆ Int/Ext ◆ CH ◆ MIT
Introduces the nature, design, implementation, interpretation and use of educational multimedia research to develop competence in analysing issues essential for understanding, conducting and using research in education and training environments.

ISY00349
EDUCATIONAL MULTIMEDIA RESEARCH PROJECT
Not available to undergraduates.
T3 ◆ Int/Ext ◆ CH ◆ MIT
Involves the in-depth study, analysis, design, development, implementation and/or evaluation of a specific educational multimedia issue (or issues) cumulating in the submission of a formal written report on the research findings.

ISY00350
MULTIMEDIA DESIGN
S1 ◆ Int ◆ CH ◆ MIT
Effective and successful multimedia applications result from the application of sound design principles. Focuses on information design, communication design, interface design, graphic design, interaction design, presentation design and instructional design in the context of the creation of interactive multimedia applications.

ISY00550
EDUCATIONAL INFORMATION TECHNOLOGY FOR THE SCHOOL PRACTITIONER
S1/S2 ◆ Ext ◆ L ◆ Ed
Students will develop their computer skills while critically evaluating the application of information technology in educational environments. They will also apply these skills in the creation of pedagogically sound technology-based teaching materials.

ISY00551
INTEGRATING INFORMATION TECHNOLOGY INTO CLASSROOM PRACTICE
S1/S2 ◆ Ext ◆ L ◆ Ed
Provides an understanding of the theory and application of Computer Assisted Learning in the classroom setting and examines the effect of learning and teaching approaches on technological skill development. Issues associated with the management and integration of information technology in the classroom will also be addressed.

ISY00552
MANAGEMENT OF INFORMATION TECHNOLOGY IN THE SCHOOL ENVIRONMENT
S1/S2 ◆ Ext ◆ L ◆ Ed
Develops an understanding of policy and management issues surrounding the adoption of information technology in the school environment, including staff development, resource allocation and management and administrative applications.

ISY00553
ASSESSING AND TEACHING EARLY NUMERACY: COUNT ME IN TOO
S1/S2 ◆ Ext ◆ L ◆ Ed
Focuses on key aspects of the Count Me in Too programme, including the early number learning framework, the schedule for early number assessment, and applying these in the development of appropriate teaching cycles for whole classes, small groups and individuals. Also focuses on current research in early numeracy education.

ISY00700
PROGRAM DESIGN
Not available to undergraduates.
T2 ◆ Ext ◆ L ◆ MIT
Examines the principle and practice of structured programming and data structures in algorithm design and programme coding.

ISY00701
INFORMATION ANALYSIS
Not available to undergraduates.
T1 ◆ Ext ◆ L ◆ MIT
Examines the tools, techniques and methods of structured systems analysis aiming to develop

analytical skills in enterprise modelling, information requirements analysis, data analysis and data flow analysis.

ISY00702
DATA MANAGEMENT
Not available to undergraduates.
T3 ◆ Ext ◆ L ◆ MIT
Examines the theoretical foundation, technical concepts, management issues and implementational practices of data storage and database design in computer information systems.

ISY00704
DISTRIBUTED INFORMATION SYSTEMS
Not available to undergraduates.
T1 ◆ Ext ◆ L ◆ MIT
Introduces students to basic telecommunications concepts, network architectures, hardware and software, data communications policy and standards, and services provided by public carriers.

ISY00705
ISSUES IN INFORMATION MANAGEMENT
Not available to undergraduates.
T3 ◆ Ext ◆ L ◆ MIT
Examines the management issues at the administrative and policy planning levels, in an attempt to match the information needs of an organisation.

ISY00712
COMPUTER BASED TRAINING
Not offered in 2001.

ISY00720
MANAGEMENT INFORMATION SYSTEMS
Not available to undergraduates.
T1 ◆ Int/Ext ◆ GC ◆ GCM/MIT
Covers the characteristics and organisation roles of the MIS functions; MIS technology (data, DBMS, networks, EDI); MIS theory including information, systems and organisational theory as well as decision-making processes; MIS management including planning and strategies, user roles and general management and security; plus MIS development – phototyping, methodologies and user participation.

ISY00725
END-USER COMPUTING
Not offered in 2001.
S2 ◆ Int ◆ L/CH ◆ MIT
Pre-requisite/s: *Completion of TAFE 3612 Diploma of Information Technology*
Examines the relationships between the technology support function and end-users in an organisational, and how IT can assist end-users to improve work efficiency.

ISY00730
INFORMATION SYSTEMS PROJECT MANAGEMENT
Not available to undergraduates.
T1 ◆ Int/Ext ◆ L ◆ MIT
Examines the concepts, principles, tools and techniques of project management as they are related to the development, implementation, maintenance and operation of organisational information systems.

ISY00731
INFORMATION SYSTEMS RESEARCH PROJECT A

ISY00732
INFORMATION SYSTEMS RESEARCH PROJECT B

ISY00733
INFORMATION SYSTEMS RESEARCH PROJECT C

ISY00734
INFORMATION SYSTEMS RESEARCH PROJECT D
Not available to undergraduates.
T3 ◆ Int/Ext ◆ L ◆ MIT
In this series of four units the student conducts an in-depth research study of an aspect of information systems. It may take the form of an industry-based case study, controlled experiments, a survey of IT issues, a systems development project or an exploration of some theoretical concepts, the results of which are presented in a research report. The units may be taken singly or in groups. For every two units, students are expected to submit a paper for publication.

ISY00740
E-COMMERCE FOR MANAGERS
GCM
Focuses on managerial issues related to e-commerce: benefits and opportunities as supported and enabled by modern information

technology applications; security, legal and ethical issues; the role of government. The unit uses a text but also relies heavily on web-based materials; students therefore must have access to the Internet.

ISY00801
COMPUTING 400 (HONS)
S1/S2 ◆ Int ◆ L/CH ◆ MIT
Pre-requisite/s: *Admission to BBus(Hons) (Computing)*
As for ACC00801 Accounting 400 (Hons).

ISY00802
COMPUTING 401 (HONS)
S1/S2 ◆ Int ◆ L ◆ MIT
Pre-requisite/s: *Admission to BInfTech(Hons)*
As for ACC00801 Accounting 400 (Hons).

ISY01224
GEOGRAPHIC INFORMATION SYSTEMS AND REMOTE SENSING
S1 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: *GLY00223 Introduction to Geographic Information Systems*
Concentrates on the principles, sensor characteristics, extraction of information from satellite data and applications of remote sensing with some relevance to GIS. Students will have 'hands-on' training in computer processing of digital data from satellite sensors and continue to work on GIS principles and applications learnt in the GLY00223 unit. The GIS component covers Digital Elevation Models, predictive modeling and GIS/remote sensing integration. The emphasis will be given to use of these new spatial information technologies in addressing resource management issues.

LAN00291
JAPANESE I (PROFESSIONAL DEVELOPMENT)
S1/S2 ◆ Ext ◆ L ◆ THM
This is the first of four sequential units and provides an introduction to Japanese language and background studies of Japan. The unit is based on themes related to the school curriculum emphasising all four skills of writing, reading, speaking and listening in Japanese. A significant part of the unit utilises CD-ROM computer-based interactive learning.

LAN00292
JAPANESE II (PROFESSIONAL DEVELOPMENT)
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *LAN00291 Japanese I (Professional Development)*
This is the second of four sequential units and develops students' language ability beyond the knowledge acquired in Japanese I by emphasising the socio-cultural context.

LAN00293
JAPANESE III (PROFESSIONAL DEVELOPMENT)
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *LAN00292 Japanese II (Professional Development)*
This is the third of four sequential units. The unit will focus on different levels of Japanese language usage required by Japanese society (for example polite, informal, senior to junior, letter writing and diary) in a variety of situations.

LAN00294
JAPANESE IV (PROFESSIONAL DEVELOPMENT)
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *LAN00293 Japanese III (Professional Development)*
The final unit in a four unit sequence of Japanese Language studies, set within a socio-cultural context and designed to retrain existing LOTE specialists as proficient teachers of Japanese language. Will focus on syllabus studies, teaching methodology and the selection of suitable teaching resources. Participants will examine secondary school syllabus requirements and draw upon earlier units in this course, to enhance teaching strategies. Will focus upon the teaching of Japanese language from a communicative topic-based approach. Particular emphasis will be placed on a Senior school tourism option.

LAN00301
JAPANESE I
S1 ◆ Int ◆ L ◆ THM
Designed to provide basic communication skills in Japanese language related to business and tourism situations and a basic understanding of the aspects of Japanese culture and society background.

LAN00302
JAPANESE II
S2 ⋆ Int ⋆ L ⋆ THM
Pre-requisite/s: LAN00301 Japanese I
Continues the study of Japanese language, culture and society and builds upon the skills already acquired to develop in students communicative competence in basic Japanese. This involves not only a knowledge of the language but also an understanding of the etiquette, attitudes and behaviours.

LAW00004
COMPANY LAW
S2 ⋆ Int/Ext ⋆ L/CH ⋆ LJ
Pre-requisite/s: LAW00131 Business Law (or as Co-requisite) or LAW00102 Legal Studies II, LAW00503 Contract Law or LAW00150 Introduction to Business Law
Will cover those aspects of partnership and company law that are required to equip students for their future careers with particular reference to such topics as the development of company and partnership law, types of companies, rights of members, responsibilities and duties of company officers, audit and accounts, takeovers, and corporate insolvency.

LAW00048
LEGAL PROJECT
S1/S2 ⋆ Ext ⋆ L ⋆ LJ
Pre-requisite/s: LAW00051 Legal Research and Writing and six (6) other Law units
Students will undertake an extensive study of a project relevant to an area of legal practice. This unit forms a bridge between the theory and the practice of law.

LAW00050
CRIMINAL PROCESS
S1 ⋆ Int/Ext ⋆ L ⋆ LJ
In the practice and study of law, criminal law concepts are a foundation to an understanding of the way our legal system operates. This unit provides the student with an introduction to the principles of criminal law, and includes a discussion of the application of these principles in respect of major crimes. Emphasis will also be placed on domestic violence, summary offences and offences involving motor vehicles.

LAW00051
LEGAL RESEARCH AND WRITING
S1 ⋆ Int/Ext ⋆ L ⋆ LJ
Introduces students to a law library, and develops the skills necessary to locate and use law reports, statutes, and secondary sources. Will also cover computer aided legal research and the principles of good legal writing, including the writing of legal advice and letters and the preparation of briefs to counsel.

LAW00052
INTRODUCTION TO LAND LAW
S2 ⋆ Int/Ext ⋆ L ⋆ LJ
Pre-requisite/s: LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00150 Introduction to Business Law
Discusses the theoretical aspects of the Real Property Act and old system law. Gives the background to the legislation and common law of the various interests in property (including the types of ownership and their implications), mortgages, and generally gives a framework on which Conveyancing Law then builds.

LAW00053
FOUNDATIONS OF TORTS
S2 ⋆ Int/Ext ⋆ L ⋆ LJ
Pre-requisite/s: LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00150 Introduction to Business Law
A thorough understanding of the civil justice system is necessary so as to be able to understand and to advise on a very large and complex range of human activities. This unit is concerned with the enforcement of private rights created by the civil law. The unit concentrates on the fundamental principles of the law of torts.

LAW00054
FAMILY LAW PRACTICE
S2 ⋆ Int/Ext ⋆ L ⋆ LJ
Pre-requisite/s: LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00111 Legal Process or LAW00150 Introduction to Business Law
Examines the relationship of the family (both the traditional family and the family in its extended form) to the existing legal system. Will discuss the legal rights and obligations of all the parties involved in the family. Included in this study is the Family Law Act, and the De Facto Relationships Act.

LAW00055
ABORIGINALS, ISLANDERS AND CONTEMPORARY LEGAL ISSUES
S1 ◆ Ext ◆ S2 ◆ Int/Ext ◆ L ◆ CIAP
Looks briefly at the history of the application of English law to Aboriginal and Islander societies over the last 200 years. Then looks at how this legal system can be used by Aboriginal and Islander people in the push for self-determination. Students are made aware of the legislation affecting Aboriginal and Islander people today and how it can be used. Students also gain an understanding of international human rights issues.

LAW00056
ABORIGINALS, ISLANDERS AND THE CRIMINAL JUSTICE SYSTEM
S1 ◆ Int/Ext ◆ S2 ◆ Ext ◆ L ◆ CIAP
Looks at the history of the Australian criminal justice system in relation to Aboriginal and Islander people focusing on the *National Report on the Royal Commission into Aboriginal Deaths in Custody*. Covers processes in the criminal justice system and introduces concepts in dispute resolution as well as the use of customary law when dealing with offenders.

LAW00057
CONVEYANCING LAW
S1 ◆ Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00052 Introduction to Land Law or LAW00116 Property Law*
After completing Introduction to Land Law students are now introduced to the practical implications of the conveyancing transaction. Students will cover all areas involved in the preparation and completion of a conveyance of real property and an old system title together with the preparation of leases and mortgages and the execution and registration thereof.

LAW00058
LITIGATION PRACTICE
S1 ◆ Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00150 Introduction to Business Law*
Provides the student with an understanding of the litigation process in New South Wales, with the emphasis on the institution and carriage of proceedings in the most important jurisdictions. Emphasis will be placed on preparation and drafting of statements of claim, defences, and all the other technical documentation required to commence and/or defend a matter in the various courts.

LAW00059
WELFARE LAW
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00150 Introduction to Business Law or any eight (8) units*
Introduces students to legal concepts and resources within the welfare system and will develop their ability to make appropriate referrals. Welfare law is an area that has grown with the increasing sophistication of the welfare state. An understanding of the complexities of this emerging area of law is essential for those working within this field.

LAW00061
DRUGS, CRIME AND THE LAW
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00050 Criminal Process or LAW00507 Criminal Law and Procedure or any eight (8) units*
Students will consider the drug laws and their application in the legal system, with emphasis on legal, illegal and prescription drugs. Students will first look at the history of drug laws in Australia and compare these to developments internationally. Students will then study the current laws in terms of the principal offences of possession, cultivation/manufacture, self-administration, importation, prescription offences and supply. This provides the platform for analysis of the way the law is currently operating, and the options for change in the future.

Relevant to those studying law, sports science, health science and welfare disciplines.

LAW00062
WILLS AND ESTATES
S1 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00111 Legal Process or LAW00150 Introduction to Business Law*
Concerned with the law relating to wills and the administration of deceased estates. In addition to conveyancing, the law in relation to wills and the administration of estates is one of the major areas of practice for lawyers in NSW. The nature

and characteristics of wills and the statutory formalities governing their execution will be considered. The procedures required to obtain a grant of representation (probate or letters of administration) following a person's death will also be examined. Will also consider the law in relation to intestate succession and testator's family maintenance.

LAW00104
EMPLOYMENT AND INDUSTRIAL RELATIONS LAW
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00503 Contract Law or LAW00150 Introduction to Business Law

A knowledge of employment law, industrial law and industrial relations is very important for legal advisers. The ability to identify and resolve problems in this area of law will greatly assist the new graduate. Covers the major areas of employment law and industrial relations law. Looks at the law in relation to both Federal and State jurisdictions and legal issues involving both the employer and employee are discussed. Equal opportunity law is also discussed in detail.

LAW00105
MARKETING LAW AND ETHICS
Not offered in 2001.
S2 ◆ Int/Ext ◆ L ◆ Bus/CM/LJ
CM Pre-requisite/s: LAW00150 Introduction to Business Law or LAW00101 Legal Studies I
LJ Pre-requisite/s: LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00150 Introduction to Business Law

Initially examines the law of the sale and distribution of products, services, credit and other aspects of the marketing environment. Relevant Federal and NSW legislation is reviewed in the context of specific areas of common infringement by organisations. Avenues of consumer redress are surveyed. The nature of ethics is then explored through the context of moral controversies in business and marketing. The philosophical foundations of ethics are perused with a conclusion attempting to integrate values within a realistic framework of ethical behaviour.

LAW00106
EEO AND OH&S LAW AND PRACTICE
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: LAW00150 Introduction to Business Law or LAW00101 Legal Studies I or LAW00130 Introduction to Law and Contract or LAW00111 Legal Process or any eight (8) units

The first part of this unit traces the development of equal employment opportunity and affirmative action legislation and the reactions thereto by employers and unions. It familiarises the student with the legal obligations of employers through the presentation of case studies in the field. The second part of this unit exposes the student to the importance of physiological, physical and socio-psychological factors in the workplace and their importance in creating a safe working environment. It discusses the State legislative provisions and the legal obligations these laws impose on the employer and employee.

LAW00107
CONVEYANCERS PROFESSIONAL PRACTICE
S2 ◆ Ext ◆ L ◆ LJ
Pre-requisite/s: LAW00057 Conveyancing Law and LAW00108 Legal and Conveyancing Practice

Students will be exposed to legislative provisions contained in Part 3 of the Conveyancers Licensing Act 1992. Professional ethics and behaviour will be addressed. A detailed study of trust accounts and appropriate record keeping practices are included.

LAW00108
LEGAL AND CONVEYANCING PRACTICE
S1 ◆ Ext ◆ L ◆ LJ

Conveyancing and legal practice is not limited to providing legal services to clients. To survive in today's highly competitive and complex business environment, all law firms, from the mega firm to the sole practitioner, must demonstrate high level practice management skills and a through knowledge of the accounting, legal and statutory requirements which affect day to day business operations. An acknowledgment of the special situation of a duty to client and to court is also covered.

LAW00111
LEGAL PROCESS
S1 ✦ Int ✦ L ✦ LJ
Pre-requisite/s: *Enrolment in the Bachelor of Laws degree*
Provides an introduction to law that places law in context. Law will be scrutinised as a construction of a particular society at a particular moment in history. Develops a sound knowledge and understanding of the origins of Australian law from both a jurisprudential and historical viewpoint, and of the structure of our legal institutions and divisions of legal personnel. Develops skills of legal reasoning, the ability to interpret cases and statutes, and clear and concise oral and written legal communication.

LAW00112
CONSTITUTIONAL LAW
S1 ✦ Int ✦ L ✦ LJ
Pre-requisite/s: *LAW00111 Legal Process (or as a co-requisite) and enrolment in the Bachelor of Laws degree*
The Australian legal system is federal in nature, dividing power between the Commonwealth and the States. Such a division means that Constitutional Law impinges on many areas of practice. The power of the State may be checked by Constitutional Law. In addition, Constitutional Law is relevant to issues of civil liberties. The emerging concepts of "the people" and implied human rights will be explored in depth. In addition, the New South Wales constitution will be examined.

LAW00113
FAMILY LAW AND SOCIETY
S1 ✦ Int ✦ L ✦ LJ
Pre-requisite/s: *LAW00111 Legal Process and enrolment in the Bachelor of Laws degree*
Introduces the basic principles of family law in their historical, political, social and cultural context. Examines the details of the law relating to the "family" and critically analyses the role of family law in society. Concepts canvassed include the public/private dichotomy and other feminist critiques of family law; the tension between rules and discretion; the merits of private ordering and alternative dispute resolution in family disputes; questions regarding pluralism in family law; the welfare or

"best interests of the child" principle and the emerging advocacy of "children's rights".

LAW00114
EVIDENCE AND CIVIL PROCEDURE
S1 ✦ Int ✦ L ✦ LJ
Pre-requisite/s: *LAW00111 Legal Process and enrolment in the Bachelor of Laws degree*
Introduces the general principles governing the law of evidence and to the rules of procedure adopted by the civil courts. Develops understanding of the law at work in the community by studying and observing the application of the law of evidence in the determination of civil and criminal disputes and the application of the rules of civil procedure in the determination of civil disputes. Critically examines the effectiveness of the law of evidence and the rules of civil procedure in achieving their objective of ensuring fairness in the hearing and determination of civil and criminal disputes.

LAW00115
EQUITY
S2 ✦ Int ✦ L ✦ LJ
Pre-requisite/s: *LAW00503 Contract Law and enrolment in the Bachelor of Laws degree*
Provides a sound knowledge of the principal doctrines and remedies of equity and the law of trusts; and of the interrelationship between equity and other substantive law subjects, particularly the laws of property, contracts and succession.

LAW00116
PROPERTY LAW
S2 ✦ Int ✦ L ✦ LJ
Pre-requisite/s: *LAW00503 Contract Law and enrolment in the Bachelor of Laws degree*
Provides students with a working knowledge of the basic concepts and different legal classifications of property; the concepts of ownership and possession of property; the nature and types of proprietary interests; systems of title to real property; and particular interests in real property including co-ownership, future interests, perpetuities and accumulations, easements, covenants, mortgages, leases and licences.

LAW00117
ADMINISTRATIVE LAW
S2 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00111 Legal Process (or as a*
Co-requisite) *and enrolment in the Bachelor of Laws*
degree
As one of law's major growth areas, the study of administrative law is fundamental to a lawyer's understanding of the Australian legal system. Administrative law is concerned with the mechanisms by which the power exercised by governments and public officials can be reviewed and controlled. Administrative law has come to be regarded as an important means of controlling bureaucratic excess and of ensuring sound and consistent public bureaucratic decision-making.

LAW00118
ENVIRONMENTAL LAW
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00111 Legal Process or*
LAW00130 Introduction to Law and Contract or
LAW00101 Legal Studies I or LAW00150
Introduction to Business Law
Environmental law impacts on many areas of practice. It encompasses laws of planning and pollution control, as well as laws dealing with land and nature conservation. As society's awareness of environmental issues increases, the area of environmental law is rapidly expanding, and it is an important area for students to understand. The theoretical framework of environmental law provides important insights into government practice and policy with respect to the environment.

LAW00119
LOCAL GOVERNMENT AND PLANNING
LAW
S1 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00111 Legal Process or*
LAW00130 Introduction to Law and Contract or
LAW00101 Legal Studies I or LAW00150
Introduction to Business Law
Local government has significant powers over the environment, and additional delegated authority under the *Local Government Act* 1993. Examines the crucial role of local government in relation to environmental decision-making, and its powers and functions generally. Provides a comprehensive grasp of planning laws within New South Wales, and provides a critical perspective on these laws.

LAW00120
VICTIMOLOGY
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00507 Criminal Law and*
Procedure or LAW00050 Criminal Process or any
eight (8) units
It was not until the 1970's that the plight of victims of crime gained the attention of society and of practitioners in the criminal justice system. Introduces students to the new "cutting edge" academic discipline of "victimology". Students will study the social, psychological, financial and legal consequences of victimisation, which will enable them to develop specific knowledge and skills in order that they may provide suitable legal and social advice and support for victims of crime.

LAW00121
INTELLECTUAL PROPERTY
S2 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00130 Introduction to Law*
and Contract or LAW00101 Legal Studies I or
LAW00116 Property Law or LAW00150
Introduction to Business Law
Introduces the fundamental legal principles concerned in the protection of intellectual property, as they are expounded in the relevant statutes and leading cases. Examines copyright, patents, trade-marks and industrial designs, with the aim of fostering a thorough understanding of the various systems which underpin the protection of intellectual property. Cultivates an appreciation of the complex, challenging and often controversial issues, such as the ethical dilemmas posed by the patenting of new life forms, raised by the protection of intellectual property. Encourages an understanding of the increasingly important role played by international conventions and agreements, in the protection of intellectual property in markets overseas.

LAW00122
LAW PLACEMENT I
S1 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *12 Law units and enrolment in the*
Bachelor of Laws degree

LAW00123
LAW PLACEMENT II
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *12 Law units and enrolment in the Bachelor of Laws degree*
The School places considerable emphasis on the gaining of insights and practical skills through the completion of a significant period of time working within the legal environment. These units aim to ensure that Southern Cross University law graduates who have completed one or both of these units are eligible to apply for exemption from some or all of the practical experience requirements for admission to practice as a legal practitioner.

LAW00124
INTERNATIONAL BUSINESS LAW
S1 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00503 Contract Law or ECO00312 International Trade or LAW00102 Legal Studies II or LAW00131 Business Law or LAW00150 Introduction to Business Law*
Introduces the fundamental legal principles concerned in the conduct of, as they are expounded in international agreements, private international law, Australian domestic legislation and in each instance, relevant cases. Cultivates an appreciation of the complex issues raised by the regulation of international business such as the impact of technology on commercial transactions, the pressing drive for economic rationalism, investment into developing countries and the demand for environmental protection. Encourages an appreciation of the issues, such as the adequacy of local laws and enforcement procedures faced by Australian companies when "doing business" in this region.

LAW00125
INFORMATION TECHNOLOGY AND THE LAW
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00111 Legal Process or LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00150 Introduction to Business Law*
Computer technology has become a pervasive technology in our society, extending into many facets of our everyday lives. As the regulatory system in our society which aims to protect rights and resolve disputes, the legal system is being forced to consider and to respond to the problems thrown up by the use and abuse of computer technology. This unit provides an awareness of the present responses in order to give accurate advice to the computer industry and its users and of the uses to which information technology as management systems can be put in our courts, legal offices, and legal information retrieval systems.

LAW00126
MARKETING LAW
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00130 Introduction to Law and Contract or LAW00150 Introduction to Business Law or LAW00503 Contract Law or LAW00101 Legal Studies I*
Will consider in detail the laws relating to marketing and consumer protection with particular reference to Parts IV and V of the *Trade Practices Act*, the *Sale of Goods Act* and the *Fair Trading Acts*. Consumer credit transactions will also be examined.

LAW00128
LEGAL INTERVIEWING, NEGOTIATION AND ADVOCACY
S1 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00101 Legal Studies I or LAW00130 Introduction to Law and Contract or LAW00111 Legal Process or LAW00150 Introduction to Business Law*
Designed to provide law and paralegal students with the oral and analytical skills required in legal practice. Focuses on the client-lawyer and lawyer-judicial system relationships and the interviewing, negotiation, and advocacy skills such interactions demand. Ethical considerations as well as the relevant aspects of "black letter law" are covered.

LAW00130
INTRODUCTION TO LAW AND CONTRACT
S1 ◆ Int/Ext ◆ L/CH ◆ LJ
Part A provides the student with an understanding of the nature and philosophy of law and legal systems, together with a broad knowledge of our own legal system and the classification of laws within that system. Emphasis will be placed on the respective roles of society, the legislature and the judiciary in moulding a body of laws suitable to the changing needs of society. Part B introduces students to the study of Contract Law.

LAW00131
BUSINESS LAW
S2 ✦ Int/Ext ✦ L/CH ✦ LJ
Pre-requisite/s: *LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00150 Introduction to Business Law*
This unit is divided into four sections:
Part A: Is a continuation of Contract Law from Introduction to Law and Contract.
Part B: Is the study of Agency Law.
Part C: Is the study of the Principles of Insurance Law.
Part D: Is the study of the law of Bankruptcy.

LAW00133
ADVANCED TAXATION PRACTICE
Not offered in 2001.
S2 ✦ Int ✦ L ✦ Bus/CM
Pre-requisite/s: *ACC00132 Taxation*
Building upon the foundation of Taxation, this unit examines how taxation law is applied to various types of income earning entities and the varying types of business activities. This unit is concerned with the application of income tax law to different classes of taxpayers. Emphasis is placed on the preparation of taxation returns for each class of taxpayer and on the rationale underlying modification of general principles and practices in each case. Attention is given to objections and appeals procedures and to the operation of international tax agreements.

LAW00150
INTRODUCTION TO BUSINESS LAW
Designed for those students contemplating a career in business, either within the accounting profession or within the business environment itself. Students receive a knowledge of the Australia legal system, and then various topics are chosen which are of relevance to working within the Australian business community.

LAW00214
MEDIATION AND DISPUTE RESOLUTION
S1/S2 ✦ Ext ✦ L ✦ LJ
This unit requires compulsory attendance at a weekend workshop.
Pre-requisite/s: *Any eight (8) units*
Will examine the theory and applications of conflict resolution and alternative dispute resolution. Students will be required to demonstrate a thorough understanding of the major theories and approaches to mediation, conflict, negotiation, resolution and reconciliation.

LAW00215
DISPUTE RESOLUTION AND ABORIGINAL COMMUNITIES
S1 ✦ Int/Ext ✦ S2 ✦ Ext ✦ L ✦ CIAP
Pre-requisite/s: *LAW00055 Aboriginals, Islanders and Contemporary Legal Issues*
Will provide students with an introduction to dispute resolution methods used by Aboriginal and non-Aboriginal communities. The processes of negotiation and mediation will be examined. Students will consider the appropriateness and effectiveness of such methods of dispute resolution as relevant to Aboriginal communities.

LAW00216
MEDIATION PRACTICE AND PROCEDURE
S1 ✦ Ext ✦ LJ ✦ LJ
Pre-requisite/s: *LAW00214 Mediation and Dispute Resolution*
This unit will examine the practical application of mediation skills. The unit will examine in depth the relationships in mediation, as they relate to the mediator and to the parties. It will examine the techniques to help resolve disputes, specifically interpersonal disputes, commercial and multi-party disputes. Students will be required to display a practical application of various mediation skills required to respond to specific disputes assigned to them.

LAW00241
LEGISLATION, ADMINISTRATION AND COMMUNICATION
S2 ✦ Int ✦ L ✦ RSM
Provides an understanding of the three-tiered government system in Australia, and the varying responsibilities of each level. Relates to an understanding of the various legislative and administrative controls which stem from governments and their subsidiary agencies. Stresses the importance of effective communication skills for technically-oriented resource managers and provides practical experience in a range of settings.

LAW00502
TORTS
S2 ◆ Int ◆ L ◆ LJ
Double-weighted unit.
Pre-requisite/s: *LAW00111 Legal Process and enrolment in the Bachelor of Laws degree*
The law of torts is one of the principal areas of law included in a law degree. Graduates in practice need to have a thorough understanding of this very large subject to be properly equipped to advise on a very extensive range of human activities. Covers those areas where rights are protected by the law of torts. This subject is divided or classified into the broad categories of intentional wrong-doing, negligence and those activities where the law imposes a strict liability on the wrongdoer.

LAW00503
CONTRACT LAW
S2 ◆ Int ◆ L ◆ LJ
Double-weighted unit.
Pre-requisite/s: *LAW00111 Legal Process and enrolment in the Bachelor of Laws degree*
Contract law is a foundation unit in a law degree and a complete understanding of all issues associated with contract law is essential. Section 1 of the unit outlines the common law concept of contract law. Section 2 takes a detailed approach to the various statutory influences on the common law concepts. Section 3 discusses the various remedies at common law and under statute.

LAW00507
CRIMINAL LAW AND PROCEDURE
S1 ◆ Int ◆ L ◆ LJ
Double-weighted unit.
Pre-requisite/s: *LAW00111 Legal Process*
Provides the student with an understanding of the principles of criminal law, together with a detailed knowledge of the application of these principles in respect of major crimes and defences. Students will also be introduced to aspects of criminal procedure including police powers of arrest, search, seizure and interrogation, bail applications, trials, committal proceedings and appeals.

LAW00513
ABORIGINES, TORRES STRAIT ISLANDERS AND THE LAW
Not offered in 2001.
S1 ◆ Int ◆ L ◆ LJ

LAW00514
CRIMINOLOGY
S1 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00507 Criminal Law and Procedure or LAW00050 Criminal Process or any eight (8) units*
Provides the student with an understanding of the major international strands of criminology together with a detailed knowledge of the application of these principles in an Australian context. Emphasis will be placed on modern Australian criminology concentrating on the role of legal personnel in the criminal justice system.

LAW00515
INSOLVENCY LAW
Not offered in 2001.
Int ◆ L ◆ LJ

LAW00516
ADVANCED ADVOCACY
S1 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00507 Criminal Law and Procedure or LAW00114 Evidence and Civil Procedure*
Specifically aimed at those students who will in their practice anticipate involvement in appearing in courts as an advocate. Whilst some solicitors may not appear in court, nevertheless the skills of persuasion by written and oral argument in court are useful in many other legal contexts. Will be taught with an emphasis on the acquisition and practice of courtroom skills up to District Court level.

LAW00518
ADVANCED CONSTITUTIONAL LAW
S2 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00112 Constitutional Law or LAW00501 Constitutional and Administrative Law*
Will broaden the student's understanding of the Constitution, and further familiarise the student with complex High Court legal reasoning. The key concept of separation of powers will be examined in detail. The unit will also involve an examination of the changing High Court interpretations of a pivotal section of the Constitution, section 92. Finally recent interpretations of constitutional guarantees of

individual rights will be considered, and a comparative study of the United States Bill of Rights will be made.

LAW00519
PROFESSIONAL CONDUCT
S2 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00111 Legal Process*
Will provide the student with an understanding of the principles of legal ethics together with a detailed knowledge of the application of these principles in respect of the legal profession. Emphasis will be placed on the most significant ethical considerations encountered by practitioners such as entry and regulation of the profession, delivery of legal services, duties to clients, duties to lawyers and duties to the courts.

LAW00520
THE PHILOSOPHY OF LAW
S1 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00111 Legal Process or PHI00201 Ways of Knowing or PHI00200 History of Ideas*
Examines major themes in the philosophy of law, often referred to as jurisprudence. Provides a theoretical examination of the nature of law as a social institution, exploring, in particular, the relationship between law and ideology.

LAW00521
INTERNATIONAL LAW
S2 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00500 Introduction to Law or LAW00111 Legal Process or LAW00150 Introduction to Business Law*
Is an introductory course in public international law. Designed to introduce students to the basic concepts of the law which regulate relations between nations. Will examine the nature, origins, structure, functions, sources and subjects of international law. Is affected by its political and social context. Where appropriate, emphasis will be placed upon examining Australian foreign policy and upon international legal questions that particularly affect Australia.

LAW00522
HUMAN RIGHTS
S1 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00111 Legal Process or LAW00130 Introduction to Law and Contracts or LAW00101 Legal Studies I or LAW00150 Introduction to Business Law or any 8 units*
Examines the principles of human rights from international, Australian, comparative and theoretical perspectives. Will discuss the international human rights regime, the method by which human rights are protected in Australia and other countries (such as the United States and/or South Africa), and the question of whether Australia should have its own Constitutional or legislative Bill of Rights. Will analyse the common theoretical critiques of human rights, and will study some selected human rights issues.

LAW00523
COMMERCIAL LAW
S1 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00131 Business Law or LAW00503 Contract Law*
The dominant theme in this unit concerns the law relating to personal property. In particular, we will investigate its nature, transfer, sale, lease, mortgage, and assignment and, in relation to cheques and bills of exchange, negotiability. The related topics of insurance and agency will also be examined.

LAW00524
INDEPENDENT LEGAL RESEARCH
S1 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *Twelve (12) Law units (must be Bachelor of Laws units)*
It is fundamental to both the practice and study of law that graduates can carry out legal research. Students must be able to find the law in an efficient and expeditious manner before they are able to apply it to the solution of real or hypothetical legal problems. Will further develop legal research skills that have been introduced at an earlier stage in the degree. Examines advanced legal research techniques and methodology and then allows students to apply their research skills to an area of law of their choosing.

LAW00525
CYBERLAW
S1 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00130 Introduction to Law and Contract or LAW00101 Legal Studies I or LAW00111 Legal Process or LAW00150 Introduction to Business Law*
Considers the history, operation and sociology of the Internet and issues relating to the governance of cyberspace. Includes the impact of the Internet on territorial based law making and administration (the international aspect of the Internet); regulation of the Internet including issues of free speech/censorship, trade practices, intellectual property, telecommunications law, and civil liability of online providers; privacy and cryptography. Finally the Internet as a forum for business will be discussed, including issues of electronic commerce, electronic contracts and digital signatures, taxation, Internet banking and digital cash.

LAW00526
INTERNATIONAL CRIMINAL JUSTICE
S2 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *Any 8 units*
Explores the response of the international community to crimes that have "outraged the conscience of [hu]mankind". Selected major international crimes to be examined during this unit will first focus on the Holocaust, which represents one of the defining events of this century, and is the benchmark by which other crimes in human history will be judged. Other crimes that will be specifically studied are Apartheid (as an example of colonialism), Genocide (Kampuchea (1975-8)), "Ethnic cleansing" (Bosnia (1991-5)), and post colonial crimes (such as in Burma, East Timor and Tibet).

LAW00527
CORPORATIONS LAW
S1 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00503 Contract Law*
Is a core unit in the Bachelor of Laws curriculum and a requirement under the "Priestley" uniform admission rules. Will develop the student's understanding of the role of partnerships and companies in commercial legal practice. Will familiarise students with relevant legislation and case law and critically examine the role played by corporations law in modern society, particularly as it impacts upon directors,

other officers, members, and creditors. Corporations law reform will be an overriding issue.

LAW00528
LAW REVIEW
S1 ◆ Int ◆ L ◆ LJ
Pre-requisite/s: *LAW00051 Legal Research and Writing and 7 Law units and enrolment in the Bachelor of Laws*
Provides the student with skills in legal research and writing and in information technology when serving as a member of the Southern Cross University Law Review Editorial Committee. The student will assist in the process of refereeing contributions, and with editing and managing the publication and distribution of the Review. Weekly one-hour meetings of the Editorial Committee will replace standard classes. Additionally, a student is required to be in attendance at the office of the Review for a minimum of four hours per week.

LAW00529
RESTORATIVE JUSTICE
S1 ◆ Ext ◆ L ◆ LJ
Pre-requisite/s: *LAW00050 Criminal Process or LAW00507 Criminal Law and Procedure or any eight units at a tertiary level*
Examines the philosophy and principles of restorative justice as an alternative approach to orthodox criminal justice processes. Will discuss the theory and practice of restorative justice at various state, national and international levels. Will analyse the appropriateness of restorative justice from the perspectives of participants including victims, offenders, state representatives and minority groups such as Indigenous people and people from non-English speaking backgrounds. Will examine the application of restorative justice across the entire spectrum of the criminal justice system, from pre-sentence conferencing to inmate misconduct.

LAW00701
CORPORATION AND SECURITIES LAW
Not available to undergraduates.
T2 ◆ Ext ◆ L ◆ CM/GCM
Pre-requisite/s: *LAW00720 Legal Studies*
Involves the study of partnership law and company law with respect to formation, operation, administration, takeover and liquidation. Also looks at current and proposed companies and securities codes and stock

exchange listing requirements. Examines briefly the law relating to trust estates, particularly trading trusts, and provisions relation to incorporation of associations.   Also studies current issues in relation to proposed amendments to securities and corporate legislation.

LAW00720
LEGAL STUDIES
Not available to undergraduates.
T1/T3 ◆ Ext ◆ L ◆ GCM
Legal issues associated with business activities; the legal system in Australia; the historical background to Australia's legal system; the development of case and statute law; contract law and various statutory influences that have taken place in contract law; legislation with implications for contract law (Trade Practices Act, Fair Trading Act, Contracts Review Act and various state consumer laws); legal entities; industrial law; business, taxation and commercial law.

LAW00722
HEALTH LAW
Not available to undergraduates.
T1 ◆ Ext ◆ L ◆ NHCP
Commences with an introduction to the Australian legal system, its origins, basic concepts and legal processes. Following this introduction, students will examine the major legal concepts which impact upon health managers such as Consent, Negligence, Death and Dying and Patients' Rights. Relevant Health Acts will also be examined in detail.

LAW00730
LAW OF FINANCE AND SECURITIES
Not available to undergraduates.
T3 ◆ Ext ◆ L ◆ GCM
Pre-requisite/s: LAW00720 Legal Studies
Designed to develop a detailed knowledge of the ways in which the regulation of financial markets can be analysed so as to evaluate the effect of current (and proposed) regulations of the Australian Securities Market. A detailed analysis of the regulation of the banking industry and securing finance from a legal perspective will be covered. The course is designed to provide examples of the practical application of finance and banking laws to managers and senior financial advisers.

LAW01125
SECURITIES MARKETS REGULATION
S2 ◆ Int/Ext ◆ L ◆ LJ
Pre-requisite/s: LAW00102 Legal Studies II or LAW00131 Business Law or LAW00503 Contract Law or LAW00150 Introduction to Business Law
Designed to develop an understanding in the student of the ways in which the regulation of financial markets can be analysed in order to evaluate the effect of current (and proposed) regulation of the Australian Securities Markets. Will include a detailed analysis of the regulation of the banking industry and several methods of securing finance from a legal perspective.

MAT00051
BUSINESS MATHEMATICS
S1 ◆ Int/Ext ◆ L/CH/PM ◆ Bus/CM
An introduction to basic mathematical methods and techniques useful in business and economics.   Topics include financial mathematics, functions and their graphs, matrices and determinants, and elementary differential and integral calculus. The relevance of the topics and results obtained to a business context will be highlighted throughout the unit.

MAT00060
INTRODUCTION TO OPERATIONS RESEARCH
S2 ◆ Int ◆ L/CH ◆ CM
Pre-requisite/s: MAT00115 Statistics I, plus one of the following: MAT00213 Discrete Mathematics or MAT00051 Business Mathematics
Introduces various quantitative techniques used in decision making and is concerned with the construction of models and the derivation of solution procedures. Topics include linear programming, queuing theory, simulation, network models and Markov processes. Extensive use will be made of computer packages.

MAT00100
ENGINEERING MATHEMATICS
S1 ◆ Ext ◆L/USQ ◆ RSM
Covers the basic mathematics required for a scientific or engineering course at the tertiary level, including basic algebra, logarithms and exponential functions, elementary matrix algebra, basic functions, trigonometry, and introductory calculus.

MAT00115
STATISTICS I
S2 ◆ Int/Ext ◆ L/CH/PM ◆ Bus/CM
An introduction to basic statistical concepts and methods. Topics from descriptive and inferential statistics including data classification; the summarisation of data; probability; random variables and probability distributions; sampling distributions including the t-distribution; estimation and hypothesis testing; correlation and simple regression. Students will be introduced to and use the statistical computer package MINITAB.

MAT00116
STATISTICS II
S1 ◆ Int/Ext ◆ L ◆ CM
Pre-requisite/s: *MAT00115 Statistics I*
Continues and deepens the student's knowledge of statistical inference and introduces the student to non-parametric statistics. Topics include further estimation and hypothesis testing involving the difference between two means and the difference between two proportions, the chi-square and F-distributions, goodness-of-fit and contingency tables, analysis of variance, correlation and regression and methods of non-parametric statistics. Reference will be made to the uses of MINITAB.

MAT00211
QUANTITATIVE ANALYSIS
S1 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: *ISY00241 Computing in Applied Science*
Introduces statistical methods required for environmental management, the different types of variables, how to summarise and graphically represent data, descriptive statistics and tests of significance (chi square, t test, correlation and regression and analysis of variance). Emphasis is placed on choosing a suitable type of data and using an appropriate statistical method in an environmental management setting.

MAT00213
DISCRETE MATHEMATICS
S1 ◆ Int ◆ L/CH ◆ CM
Introduces the student to selected topics in discrete mathematics essential to studies involving computing and computer applications. Topics include computer arithmetic, set theory, logic, Boolean algebra, matrices and graph theory.

MAT00330
STATISTICS
S2 ◆ Int ◆ L ◆ ESSM
Will provide students with an understanding of statistical methods so that they can be applied to the Health Sciences. Students will gain experience in the organisation and summarisation of numerical data with report writing in mind. Computing skills and appropriate software packages will be introduced that help with data presentation and interpretation.

MAT00331
ADVANCED STATISTICS
S1 ◆ Int ◆ L ◆ ESSM
Pre-requisite/s: *MAT00330 Statistics*
Will provide students with an understanding of advanced statistical methods and procedures. There will be a strong emphasis on analysing experimental paradigms and associated statistical techniques used in contemporary research in the field of Human Movement Science. Students will also gain a detailed understanding of the use of computer system packages designed to perform the statistical analyses.

MAT00400
RESEARCH METHODS
S1/S2 ◆ Int ◆ L/CH ◆ Bus/CM/GCM/MIT
Pre-requisite/s: *MAT00115 Statistics I (BAppSc, BBus)*
The purpose of this unit is to introduce students to the methodologies, tools and techniques of research in business. Both the qualitative and quantitative aspects of research methods will be addressed. Topics considered include philosophy of research, types of research, problem identification, hypotheses formulation, research design, data collection and sampling, survey questionnaires, observations, validity and reliability, measurement techniques, data analysis, statistical computation tools, and interpretation of research findings.

MAT00720
QUANTITATIVE ANALYSIS FOR MANAGEMENT
Not available to undergraduates.
T2 ◆ Ext ◆ CM/GCM
Gives an introduction to mathematics and statistics as applied to business. The mathematics component includes the use of

interest, both simple and compound, annuities and amortisation and the way these techniques are used in business decision-making.   In addition the statistical component includes the role of, uses and limitations of statistics, measures of central tendency and dispersion, time series, index numbers, regression, correlation, probability and sampling distributions, and testing hypotheses.

MAT00721
MANAGEMENT SCIENCE
Not available to undergraduates.
T2 ✦ Ext ✦ L ✦ GCM
Uses quantitative decision models to enhance decision-making. Managers who can formulate problems in terms of models, which through mathematical analysis can produce sensible solutions will, on average, come closer to fulfilling a firm's objectives.

MAT00722
QUANTITATIVE METHODS FOR COMMERCE
T1/T3 ✦ Ext ✦ CM
Introduces students to financial mathematics and statistics relevant to accounting and business.   The mathematical component includes simple and compound interest, annuities, loan repayment methods and investment analysis.   The statistical component includes aspects of descriptive statistics, probability and distributions, statistical inference, chi-square tests, analysis of variance, regression and correlation, and selected nonparametric tests.

MAT00792
RESEARCH METHODS
Not available to undergraduates.
S1/S2 ✦ Int/Ext ✦ L/CH ✦ Bus/CM/GCM/MIT
The purpose of this unit is to introduce students to the methodologies, tools and techniques of research in business. Both the qualitative and quantitative aspects of research methods will be addressed.   Topics considered include philosophy of research, types of research, problem identification, hypotheses formulation, research design, data collection and sampling, survey questionnaires, observations, validity and reliability, measurement techniques, data analysis, statistical computation tools, and interpretation of research findings.

MDC00411
CLINICAL DIAGNOSIS FOR NATURAL MEDICINE I
Ext ✦ L ✦ NCM
Comprehensive introduction to clinical diagnosis – an essential component of naturopathic clinical practice. Provides skills in critical thinking, understanding of the common manifestations of disease and a systematic approach to reaching a clinical diagnosis based upon a reasoned judgement of the presentation. Material is presented in a problem-based learning format.   A two and a half day residential school is a compulsory requirement for this unit.

MDC00412
CLINICAL DIAGNOSIS FOR NATURAL MEDICINE II
Ext ✦L ✦ NCM
Pre-requisite/s*: MDC00411 Clinical Diagnosis for Natural Medicine I*
Builds on Clinical Diagnosis for Natural Medicine I.   Continues the problem-based learning approach to diagnosis by analysis of problems based on body systems. The primary aim of this unit is to develop critical analytical skills as the core component of clinical reasoning.   A two and a half day residential school is a compulsory requirement for this unit.

MKT00075
MARKETING PRINCIPLES
S2 ✦ Int/Ext ✦ L/CH/PM ✦ Bus/CM
Introduces students to the concept and functions of marketing in both the public and private sectors.   Is introduced by examining the environment in which marketing operates, and its integration in an organisation. Then focuses on the decisions and strategic functions of marketing, developing an understanding of segmentation, positioning and marketing mix strategies.

MKT00102
CONSUMER BEHAVIOUR
S1 ✦ Int/Ext ✦ L/CH ✦ Bus/CM
Pre-requisite/s*: MKT00075 Marketing Principles, MNG00111 Fundamentals of Management*
Provides students with a knowledge of the various processes and facets of consumer motivation and behaviour; the influences of society and culture; the process of consumer decision making; an awareness of the critical

implications of these processes to the marketing task; and an ability to translate and apply consumer theory to local situations and diagnose the marketing repercussions and responses.

MKT00103
PROMOTION AND ADVERTISING
Not offered in 2001.
Bus/CM
Pre-requisite/s: *MKT00102 Consumer Behaviour*
Designed to provide each student with a comprehensive background to the principles and practice of promotional management and strategy in the market place. Covers all the elements of the promotions mix and looks at the workings of the Australian advertising industry.

MKT00105
SALES MANAGEMENT
S1 ✦ Int/Ext ✦ L/CH ✦ Bus/CM
Pre-requisite/s: *MKT00075 Marketing Principles, plus minimum of 14 units*
Aims to cover all aspects of sales management, including management of the sales force and management for the individual salesperson with an emphasis on business to business selling. Also seeks to reflect the importance in the 90s of building and developing partnerships between sellers and buyers.

MKT00106
MARKETING RESEARCH
S2 ✦ Int/Ext ✦ L/CH ✦ Bus/CM
Pre-requisite/s: *MKT00075 Marketing Principles, MAT00115 Statistics I*
Aims to cover all aspects of the marketing research process as an aid to improved decision making within the organisation. Topics covered include the requirements of scientific method, sources of data, data collection methods and techniques, analysis and presentation of data and results; with careful consideration of the limitations of different methods and techniques. Emphasis is on practical application to "real life" situations.

MKT00107
EXPORT MARKETING
Not offered in 2001.
Exposes students to the potentials, practice and pitfalls inherent in marketing overseas. Discusses the international marketing environment, identification of export markets and product planning, pricing, promotion and distribution for foreign markets.

MKT00110
RETAIL MARKETING
S1 ✦ Int/Ext ✦ L/CH ✦ Bus/CM
Pre-requisite/s: *MKT00075 Marketing Principles plus a minimum of seven (7) units*
Introduces and explains the retail function and role in the marketing system. Explains the various elements of retail management and discusses current and future trends – both in Australia and overseas.

MKT00111
SERVICES MARKETING
S1 ✦ Int/Ext ✦ L/CH ✦ Bus/CM
Pre-requisite/s: *MKT00075 Marketing Principles plus a minimum of seven (7) units*
Traditionally marketing courses concentrate on tangible products, whereas this unit focuses on intangible products in the rapidly growing service sector. The application of marketing concepts and the tailoring of marketing planning and strategy to the specific needs of service organisations are investigated.

MKT00125
TRAVEL SALES AND MARKETING
Available to Ansett employees only.
S1/S2 ✦ Ext ✦ L ✦ THM
Examines the theoretical foundations of marketing activities conducted in the travel industry, particularly the service emphasis of tourism product. Explores the nature of markets in an economic sense and the external factors that contribute to the importance and use of buyer behaviour and marketing research in tourism and sales marketing.

MKT00126
HOSPITALITY MARKETING AND QUALITY ASSURANCE
Available to National Catering Association members only.
S1/S2 ✦ Ext ✦ L ✦ THM
Pre-requisite/s: *MKT01124 Communications in the Food Service Industry*
Introduces marketing philosophies, market research techniques, market segmentation, target marketing, consumer behaviour, pricing strategies and advertising strategies. Also examines service and quality management principles to improve customer relations and return visits by customers, company image and service styles, business and service ethics and

looks at staff involvement in quality improvement programmes.

MKT00127
INTRODUCTION TO TOURISM AND HOSPITALITY MARKETING
S1 ◆ Int/Ext ◆ L/CH ◆ THM
Provides an introduction to the role of marketing in the hospitality and tourism industry. Examines consumer behaviour, strategic planning, creating a marketing plan, market segmentation and use of the marketing mix.

MKT00128
TOURISM AND HOSPITALITY SALES AND PROMOTION
S2 ◆ Int/Ext ◆ L/CH ◆ THM
Pre-requisite/s: *MKT00127 Introduction to Tourism and Hospitality Marketing*
Covers the areas of product development, pricing, packaging, advertising, public relations and the overall management and control of the marketing function in tourism and hospitality organisation.

MKT00129
FOOD SERVICE INDUSTRY PROJECT
Available to National Catering Association members only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *MNG00126 Project Management for the Food Service Industry*
Requires the application of knowledge in complex socio-political and economic frameworks. Provides an opportunity to integrate skills gained in earlier units of the course and evaluate how they apply in the workplace. Underscores the need to be able to adapt to a wide range of factors as part of the contemporary managerial process.

MKT00134
INTRODUCTION TO HOTEL MANAGEMENT
Examines, in an integrated way, operational management concepts common to hotels and catering organisations, provision of service quality in hospitality business organisations. Uses case studies from the hospitality industry.

MKT00150
GLOBAL MARKETING
S2 ◆ Int/Ext ◆ L/CH ◆ CM
Pre-requisite/s: *MKT00075 Marketing Principles plus minimum of 7 units*
Anti-requisite/s: *MKT00107 Export Marketing*
Exposes students to the potential, practice and pitfalls inherent in marketing overseas. Discusses the international marketing environment, identification of export markets and product planning, pricing, promotion and distribution for foreign markets**.**

MKT00151
ELECTRONIC MARKETING
S1 ◆ Int/Ext ◆ L/CH ◆ CM
Co-requisitie/s: *MKT00075 Marketing Principles*
Students will assess the uses and appropriateness of integrating electronic technology into current marketing activities. This will require an understanding of the issues and areas impacted by electronic commerce. They will also develop a marketing plan based on utilising electronic technologies which will incorporate considerations for marketing communications, distribution, brand building, competitive monitoring, new product development and testing, customer service and marketing research.

MKT00152
SALES AND PROMOTION MANAGEMENT
Not offered in 2001.
CM
Pre-requisite/s: *MKT00075 Marketing Principles plus 7 core units*
Anti-requisite/s: *MKT00103 Promotion and Advertising and MKT00105 Sales Management*
Provides a comprehensive background to the principles and practice of sales and promotions management in the market place, covering planning and development of the sales force, elements in the promotions mix, and preparation of integrated marketing plans.

MKT00153
ADVERTISING AND MEDIA STRATEGIES
S2 ◆ Int/Ext ◆ L/CH ◆ CM
Pre-requisite/s: *MKT00075 Marketing Principles*
Anti-requisite/s: *COM00104 Media Strategies*
Introduces basic principles pertaining to strategic decisions in the use of advertising and media. Considers structure and changes within the advertising industry. The unit includes

some practical work in advertising agency briefing, radio and television commercial creation and execution thereof.

MKT00165
COMMUNICATION, PROMOTION AND THE COMMUNITY
Not offered in 2001.

MKT00198
TRAVEL SERVICES MANAGEMENT
Available to Ansett employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Examines, in an integrated way, operational management concepts common to travel related organisations, provision of services in the travel industry and managing service quality in travel and tourism businesses and organisations. Uses case studies from the airline industry.

MKT00199
PROJECT MANAGEMENT IN THE TOURISM INDUSTRY
Available to Ansett employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Gives participants a working knowledge of the fundamentals of Project Management within the airline industry. Covers the processes, skills and techniques in developing and implementing a project, from project conception and scope definition to project monitoring, control, time-frames and implementation.

MKT00200
ANSETT PROJECT
Available to Ansett employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: MKT00199 Project Management in the Tourism Industry
Tourism is an emerging discipline which requires the application of scientific knowledge in complex socio-political and economic frameworks. Provides an opportunity to integrate skills gained in earlier units of the course and evaluate how they apply in the workplace. Underscores the need to be able to adapt to a wide range of factors as part of the contemporary managerial process.

MKT00204
SPECIAL INTEREST TOURISM
S1 ◆ Int/Ext ◆ L ◆ THM
Pre-requisite/s: SOY00412 Tourism and Hospitality Studies II
Introduces students to the phenomenon of Special Interest Tourism and its relationship to more traditional forms of tourism and leisure. Examines various special interest market segments, the growth and diversity of these segments, and their impact on individuals, communities, the tourism industry and policy makers.

MKT00205
PUBLIC RELATIONS IN SPORT AND EXERCISE
S2 ◆ Int ◆ L ◆ ESSM
Is a practical, professional workshop in public relations, promotion, publicity, merchandising and fund raising with emphasis on sport/fitness organisations, cases and objectives.

MKT00207
QUALITY MANAGEMENT IV: FUNCTIONS AND MEETINGS
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: MNG01206 Quality Management III: Project Management
Provides an overview of the functions and meetings industry and the marketing, planning, management and evaluation necessary for hosting successful events. The first module examines the current status of the functions and meetings. The second module evaluates the potential of clubs to provide the necessary facilities and services for the functions and meetings market. The final module examines the detailed planning and organisation undertaken by a venue before, during and after the event.

MKT00210
HOTEL SALES AND MARKETING
Provides an introduction to the role of marketing in the hospitality and tourism industry. The unit examines consumer behaviour, strategic planning, creating a marketing plan, market segmentation and use of the marketing mix.

MKT00212
HOTEL MARKETING AND PUBLIC RELATIONS
This unit covers the areas of product development, pricing, packaging, advertising, public relations, and the overall management and control of the marketing function in tourism and hospitality organisations.

MKT00218
MARKETING I: INTRODUCTION
Available to Club Industry employees only.
S1/S2 ⬥ Ext ⬥ L THM
Examines the foundations of marketing that are developed to provide an understanding of the marketing activities conducted in the club industry. Concepts with particular relevance to the club industry are emphasised.

MKT00219
MARKETING II: STRATEGIES
Available to Club Industry employees only.
S1/S2 ⬥ Ext ⬥ L ⬥ THM
Pre-requisite/s: MKT00218 Marketing I:
Introduction
Concerned with strategic considerations in the area of sales management and promotion. The language and practice of advertising comprises an important element within the unit which also considers the way certain strategic issues require a different approach in various club operations.

MKT00220
MARKETING III: MANAGEMENT
Available to Club Industry employees only.
S1/S2 ⬥ Ext ⬥ L ⬥ THM
Pre-requisite/s: MKT00219 Marketing II: Strategies
Designed to build on material presented in Marketing I and II. These covered basic principles and applications in the club industry. This third level unit is an advanced one covering specifics enabling high level marketing management of a club to be handled effectively.

MKT00320
SPORT AND EXERCISE MARKETING
S2 ⬥ Int ⬥ L ⬥ ESSM
Introduces students to the basic concepts and functions of marketing with particular emphasis on the marketing mix in the sporting environment. The unit also develops sports sponsorship as a viable marketing tool.

MKT00710
MAJOR THESIS (MARKETING)
Not available to undergraduates.
S1/S2 ⬥ Ext ⬥ L ⬥ CM
The thesis component consists of an approved programme of supervised research study agreed with the Head of the School of Management and Marketing.

MKT00720
MARKETING MANAGEMENT
Not available to undergraduates.
T1/T2 ⬥ Int/Ext ⬥ GC ⬥ CM/GCM
Introduces students to the concept of marketing as a philosophy of doing business successfully and hence has relevance to all organisations. Looks at all aspects of marketing management: customer focus, relationship marketing, monitoring the environment, buyer behaviour, marketing research, marketing planning, segmenting targeting and positioning, the marketing mix, new product development and competitive strategy. Concepts are applied to products and services and global issues are introduced.

MKT00721
MARKETING RESEARCH AND ANALYSIS
Not offered in 2001.
Not available to undergraduates.
T2 ⬥ Ext ⬥ L ⬥ CM/GCM
Develops students' understanding of the process, methodologies and techniques of marketing research. Marketing research, as part of the marketing information system, is conducted to improve marketing decision-making. Qualitative and quantitative aspects will be addressed. Topics will include the requirements of scientific method, types of research, sources of secondary data, the research process and design, including data collection methods, measurement techniques, sampling, fieldwork, data and statistical analysis and interpretation.

MKT00722
MARKETING PROFESSIONAL SERVICES
Not offered in 2001.
CM/GCM

MKT00723
SPORT MARKETING AND PUBLIC RELATIONS
Not available to undergraduates.
T2 ⬥ Ext ⬥ L ⬥ ESSM
Designed to guide sports managers in their role as fund raisers and public relations officers through the utilisation of marketing and public relations concepts and practices. Will focus on developing and implementing the sport/fitness organisation's marketing plans, fund raising campaigns and the overall process of communicating with its audiences.

MKT00724
INTERNATIONAL MARKETING
Not available to undergraduates.
T2/T3 ✦ Int/Ext ✦ GC ✦ CM/GCM
Develops students' understanding of the concepts, planning activities and management strategies of international marketing. Addresses the needs of management charged with seeking and servicing overseas markets from a primarily Australian base. Topics will include external environmental concepts, initialising mechanisms, marketing research, product/service quality control and management, cross-cultural issues and communications, facilitating intermediaries and international marketing in a service and Government environment.

MKT00726
BUSINESS TO BUSINESS MARKETING
Not available to undergraduates.
T2 ✦ Ext ✦ L ✦ CM/GCM
A vast range of products/services are targeted at business users by other business organisations. Focuses on marketing strategy and decision making in this business to business, marketing environment. Case studies and real life examples reflect the practical orientation of the unit.

MKT00727
MARKETING IN THE RETAIL ENVIRONMENT
Not available to undergraduates.
T3 ✦ Ext ✦ L ✦ CM/GCM
The Retail Environment is one of the most important business areas in Australia. It is the second largest employment area, the source of sales for virtually all consumer and manufactured goods, and the provider of most goods to the Australian public. It is an integral part of the study of Marketing, and, due to recent economic, technological, competitive and social changes, it is undergoing profound changes that will affect every Australian.

MKT00728
GLOBAL MARKETING COMMUNICATION
Not available to undergraduates.
T1/T3 ✦ Int/Ext ✦ GC ✦ GCM
Develops students' understanding of marketing communications from a consumer behaviour perspective and has a particular focus on the global setting. Students will be introduced to an integrated marketing communications planning framework and undertake practical applications. A strong emphasis on use of the Internet is also incorporated in this unit.

MKT00730
SERVICES MARKETING AND MANAGEMENT
T3 ✦ Ext ✦ L ✦ GCM
Not available to undergraduates.
Producing 70% of Australia's GDP, service industries are now recognised as the primary source of economic, employment and export growth in many post-industrialised nations. The unit examines marketing practices in a service environment, offering marketeers theoretical and practical strategic and operational options, while comparing and contrasting practices applied in the marketing of physical goods.

MKT00761
MARKETING AS A MANAGEMENT FUNCTION
Not offered in 2001.
T1/T2/T3 ✦ Ext ✦ L ✦ THM
Will build on knowledge gained in Marketing for the Tourism Industry to focus on marketing as a management function and, in particular, the role of marketing intelligence to underpin decision-making. Will cover decisions concerning product development, pricing and promotion of service oriented products in the tourism industry with a strong emphasis on case studies of airlines, hotels and National Tourism Offices.

MKT00801
MARKETING 400 (HONS)
S1/S2 ✦ Int ✦ L ✦ CM
Pre-requisite/s: *Admission to BBus(Hons) (Marketing)*
As for ACC00801 Accounting 400 (Hons).

MKT00904
STRATEGIC MARKETING FOR TOURISM AND HOSPITALITY INDUSTRIES
T1/T3 ✦ Int/Ext ✦ L ✦ THM
Marketing concepts will be examined as they apply to international tourism management. The importance of the marketing mix in international tourism will be examined and the application of targeting and segmentation to tourism marketing will be studied.

MKT00905
MARKETING MANAGEMENT FOR TOURISM AND HOSPITALITY INDUSTRIES
T1/T3 ◆ Int/Ext ◆ L ◆ THM
Will build on knowledge gained in Strategic Marketing for the Tourism Industry to focus on marketing as a management function and, in particular, the role of marketing intelligence to underpin promotion of service oriented products in the tourism industry with a strong emphasis on case studies of airlines, hotels and National Tourism Offices.

MKT01124
COMMUNICATIONS IN THE FOOD SERVICE INDUSTRY
Available to National Catering Association members only.
S1/S2 ◆ Ext ◆ L ◆ THM
Explores the history and development of the hospitality industry, identifies basic hospitality management skills, examines communications and leadership models, and develops communications skills.

MKT01204
QUALITY MANAGEMENT I: FOOD AND BEVERAGE
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Examines the concept of quality and its implications for the providers of goods and services in the context of food and beverage operations in the club industry. Advocates a proactive approach to meeting and exceeding customer expectations of quality by examining numerous ways in which quality standards can be established and implemented throughout the food and beverage inventory cycle.

MKT01205
QUALITY MANAGEMENT II: INVENTORY
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: MKT01204 Quality Management I: Food and Beverage
Builds on the material presented in the pre-requisite unit by examining the cost and quality control mechanisms that should be implemented during the purchase, storage and issue and sale of stock. Major areas covered include menu planning and analysis, stocktaking procedures, stock reconciliation, forecasting and maintaining economic volumes of stock, inventory valuation, and the implementation and analysis of management information systems to maintain inventory, financial and quality controls.

MKT01221–4
INTERN STUDY I–IV
S2 ◆ Int/Ext ◆ L/CH ◆ THM
Provide practical workplace experience within the tourism and hospitality industry. Students can undertake a placement in any appropriate industry sector (eg. hotels, resorts, clubs, casinos, government tourism bodies, restaurants, catering and food service operations, private consultancies, airlines, event and conference management, marketing/promotions and special interest tourism operations) in Australia or overseas. These units provide an opportunity for students to apply concepts and principles of business management to a workplace setting in the tourism/hospitality industry and they enable students to better appreciate the nature of the employment in the industry.

MKT01416
TOURISM AND HOSPITALITY INDUSTRY PROJECT
S1 ◆ Int/Ext ◆ L /CH ◆ THM
Pre-requisite/s: MNG00415 Tourism and Hospitality Research and Analysis
Collection, analysis and interpretation of data are essential in tourism management decisions. An understanding of research and basic statistics is an aid in making business decisions. This unit provides a basic introduction to research planning and design, including data collection and introductory analysis techniques applicable to tourism and business research.

MKT01420
CONVENTIONS, MEETINGS AND EXHIBITIONS MANAGEMENT
S1 ◆ Int/Ext ◆ L /CH ◆ THM
Provides students with an overview of the convention, meeting and exhibition industry. It examines the physical requirements, marketing, management and operation of convention and exhibition facilities. Emphasis is also placed on the planning and organisation of conventions and meetings.

MKT01425
PACIFIC ASIA TOURISM MARKETING
AND DEVELOPMENT
S1 ◆ Int/Ext ◆ L/CH ◆ THM
Pre-requisite/s: *SOY00412 Tourism and*
Hospitality Studies II, MKT00127 Introduction to
Tourism and Hospitality Marketing
Describes the pattern of tourism activities and
the organisation of tourism industries in the
Pacific Asia region. It examines the role of
cultural, political, economic and other factors in
shaping the nature of this pattern and provides
instruction in international planning and
marketing techniques to prepare students for
management positions within tourism and
hospitality businesses operating in the region.

MKT01745
CORRECTIONAL MANAGEMENT I
Not offered in 2001.
Available to Corrective Services students only.
Not available to undergraduates.
CM
Considers aspects of organisational behaviour in
the rapidly changing environment of
Correctional Institutions in New South Wales.
Content covers individual and group behaviour,
motivation, communication, performance
appraisal, delegation and time management, and
organisational change and development.

MKT01746
CORRECTIONAL MANAGEMENT II
Not offered in 2001.
Available to Corrective Services students only.
Not available to undergraduates.
CM
Examines aspects of the management of
Correctional Institutions in New South Wales
within the context of recent administrative
changes taking place in the Department of
Corrective Services. Content covers strategic
planning and policy making, financial and cost
centre management and the principles and
practice of rostering within the correctional
institutions environment.

MKT01759
WAREHOUSING AND INVENTORY
MANAGEMENT
Offered in Singapore only.
Pre-requisite/s: *SIPMM Diploma*
T2 ◆ Int ◆ CM
Outlines and appraises various warehousing
techniques and approaches to the management
of warehouse inventories. Incorporates the use
of simulation modelling for effective cost
management of warehouse inventories.

MKT01760
THE TOURISM ENVIRONMENT
T1/T2 ◆ Int/Ext ◆ L ◆ THM
Develops the student's knowledge and
understanding of the environments of tourism
and the relevance of this understanding for
managers in the international travel and tourism
industry. "Environments" have many
dimensions – social, cultural, political, economic,
technological and biophysical, for example. Key
themes in this unit are the *interactions* between
elements of tourism and its environments, and
the implications which these interactions hold
for management of tourism.

MKT01761
TOURISM SYSTEMS
Not offered in 2001.
T1/T2/T3 ◆ Ext ◆ L ◆ THM
A foundation theme involves considering what
tourism is, and identifying a number of models
for studying the subject. Other themes include
the study of people in their roles as tourists,
places as elements in whole tourism systems;
organisational elements in whole tourism
systems; and the interaction of tourism systems
with their environments.

MKT01762
CONTEMPORARY TOURISM ISSUES
T1/T2 ◆ Ext ◆ L ◆ THM
Examines a range of increasingly important
contemporary issues in the operations of the
international tourism industry, including
enclave tourism, cultural and heritage tourism,
attractions ⁄ museology and
authenticity ⁄ cultural impacts, sustainable and
ecotourism and special and hallmark events.
Each has its own suite of challenges for tourism
developers and managers which are studied in
this unit.

MKT01906
INTERNATIONAL TOURISM STUDIES
T2/T3 ◆ Int/Ext ◆ L ◆ THM
A foundation theme involves considering what tourism is, and identifying a number of models for studying the subject. Other themes include the study of people in their roles as tourists, places as elements in whole tourism systems: organisational elements in whole tourism systems: and the interaction of tourism systems with their environments.

MKT01907
TOURISM AND HOSPITALITY MANAGEMENT
T2/T3 ◆ Int/Ext ◆ L ◆ THM
Studies various models for management which apply in the travel and tourism industries and the different approaches used in different national settings. In particular, examines individual differences in competencies relevant to the different managerial roles.

MKT01908
STRATEGIC MANAGEMENT IN TOURISM AND HOSPITALITY INDUSTRIES
T1/T3 ◆ Int/Ext ◆ L ◆ THM
Introduces a range of concepts about strategic management and how these are applied in organisations from the travel and tourism industries. Three themes are studied in sequence: strategies, organisations and contexts and the relationships between them. Although case studies are examined, in order to bring a degree of focus and depth, only a narrow range of examples is included.

MKT01909
MANAGEMENT FOR QUALITY TOURISM AND HOSPITALITY SERVICES
T1/T3 ◆ Int/Ext ◆ L ◆ THM
Examines in an integrated way, the three themes of operational management concepts common to tourism related organisations, provision of services in the tourism industry rather than transfer of goods and managing service quality in travel and tourism businesses and organisations. Uses case studies from the tourism industry.

MKT01910
TOURISM AND HOSPITALITY PROJECT I
MKT01911
TOURISM AND HOSPITALITY PROJECT II
T1/T2/T3 ◆ Int/Ext ◆ L ◆ THM
The project(s) comprise(s) an important component of the course in which participants apply knowledge and skills from the course to a detailed case study. This case study may be chosen from the participant's workplace or from other settings or organisations in an area of interest to the participant. The detailed study may comprise topics such as conduct of a management or quality audit of a major organisational area, a strategic plan or a marketing exercise.

MNG00085
INSTRUCTIONAL DESIGN AND EDUCATIONAL TECHNOLOGY
S2 ◆ Ext ◆ L ◆ SWD
Examines the multiplicity of skills that can often be required in the production of educational resource materials that both motivate and facilitate learning. The steps and processes involved in designing both simple and complex materials are examined. The potential role of new computer-controlled educational technologies (e.g. Hypercard, CD-ROM) is considered.

MNG00086
PROGRAM PLANNING
S2 ◆ Ext ◆ L ◆ SWD
Gives an overview of the role of training in organisational development and the planning, implementation and evaluation of training programmes. Specific reference is made to needs analysis, costing and the Training Guarantee Act.

MNG00100
ORGANISATIONAL BEHAVIOUR
S1 ◆ Int/Ext ◆ L/CH/PM ◆ Bus/CM
Pre-requisite/s: MNG00111 Fundamentals of Management
Introduces students to the broad issues that underlie the study of behavioural science. The student is then introduced to the major areas of knowledge in the field of organisational behaviour, with a particular emphasis on developing critical analytical skills when reading the seemingly confusing and occasionally

contradictory material in this complex field of study.

MNG00111
FUNDAMENTALS OF MANAGEMENT
S1 ◆ Int/Ext ◆ L/CH/PM ◆ Bus/CM

Provides an understanding of the theory of management of organisations in both the public and private sectors. Issues to be covered will include the history of management thought and the changing role of management. Will give special emphasis to developing management skills, within the Australian context, through the use of examples, case studies, tutorial discussions and role plays. The nature of the unit is that it provides the management theory base on which other units will build.

MNG00114
STRATEGIC MANAGEMENT
S2 ◆ Int/Ext ◆ L/CH ◆ Bus/CM
Pre-requisite/s: *Minimum of 10 core units*

This capstone unit integrates and applies knowledge gained in previous units for the purpose of evaluating complex business problems and formulating policies and strategies for their solution. A conceptual framework for the formulation, implementation and evaluation of business strategies is developed covering both the Australian and global perspectives. Extensive use is made of local and international case situations.

MNG00116
INDUSTRIAL RELATIONS
S1 ◆ Int/Ext/Online ◆ L ◆ SWD
Co-requisite/s: *MNG00320 Introduction to Human Resource Management*

Describes the main participants in the industrial relations scene in Australia and considers the dynamic nature of the employment relationship. Examines conflict and its resolution within the context of current industrial disputes in Australia. Highlights recent developments in workplace industrial relations in Australia.

MNG00118
INDUSTRIAL AND ECONOMIC DEMOCRACY
S2 ◆ Int/Ext/Online ◆ L/GC ◆ SWD
Co-requisite/s: *MNG00320 Introduction to Human Resource Management*

The democratisation of the workplace and financial participation by employees is taught with reference to the theory of employee participation and legislation in European countries and the US.

The theory is enhanced by study of Australian, European, American and South African cases with a view to demonstrating results in achieving greater productivity and employee morale.

MNG00123
HUMAN RESOURCE MANAGEMENT III
Not offered in 2001.

MNG00124
MENTORING IN THE ORGANISATION
S1 ◆ Int/Ext/Online ◆ L ◆ SWD

Introduces students to the concept, practice and implementation of effective mentoring and mentoring programs in organisations. Once the theoretical base has been established, student will practise the development of mentoring skills by mentoring first year degree students at the University. The differences between mentoring and other forms of interaction will be examined. The responsibilities of mentors in areas such as age, gender, confidentiality and privacy will be developed through application and academic supervision of mentoring networks.

MNG00125
HUMAN RESOURCE MANAGEMENT IN THE FOOD SERVICE INDUSTRY
Available to National Catering Association members only.
S1/S2 ◆ Ext ◆ L ◆ THM

Examines group dynamics, organisational culture, work flow analysis methods, delegation, authority and responsibility, decision-making, problem-solving, time management and many other valuable skills. Also focuses on staff recruitment and termination procedures. Includes advertising the position, interviewing techniques, effective staff induction programmes, methods of appraisal, counselling and discipline, maintaining staff records and legal responsibilities.

MNG00126
PROJECT MANAGEMENT FOR THE FOOD SERVICE INDUSTRY
Available to National Catering Association members only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *MKT01124 Communications in the Food Service Industry*
Develop skills needed to prepare a feasibility study, including an environmental analysis, competition evaluation, market research and analysis, financial predictions and recommendations. Also examine the process for planning and designing an operational and functional profit centre.

MNG00127
RISK MANAGEMENT IN THE FOOD SERVICE INDUSTRY
Available to National Catering Association members only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *MKT01124 Communications in the Food Service Industry*
Covers the manager's legal and ethical responsibilities towards safety and security of staff, guests, property and valuables, and reviews fire regulations, emergency and evacuation plans. Also provides an overview of the Australian legal system relating to hospitality operations. Examines laws regarding employment contracts and superannuation, company tax, liability, licensing, club management and insurance requirements.

MNG00128
SMALL BUSINESS MANAGEMENT FOR FOOD SERVICES
Available to National Catering Association members only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *MKT01124 Communications in the Food Service Industry*
Provides a general understanding of the Australian and State industrial relations system. Discusses negotiation skills with union representatives, identifies potential sources of industrial unrest, looks at procedures for collective bargaining and employment contracts. Investigates successful management skills for small business in the hospitality industry.

MNG00132
ORGANISATIONAL COMMUNICATION
S2 ◆ Int/Ext/Online ◆ L ◆ SWD
Pre-requisite/s: *BHS00161 Interpersonal Communication*
Introduces students to theories and strategies related to organisational communication. The concept of power is used to critically reflect on formal and informal forms of communication in diverse organisations.

MNG00135
HOTEL SERVICES MANAGEMENT
Provides an overview of hotel and resort operations, their management requirements and the use of integrated computer systems in use. Emphasis will be placed on the role of "People Management" and the concept of service excellence. Included in the unit will be a simulation exercise enabling students to make their own management decisions.

MNG00154
STAFF SELECTION AND APPRAISAL
S1 ◆ Int/Ext/Online ◆ L/GC ◆ SWD
Pre-requisite/s: *MNG00320 Introduction to Human Resource Management*
Examines the range of skills needed to advertise, select and appraise staff within an organisation. Examines such aspects as job descriptions and advertisements, interviewing skills, performance appraisals and general human resource management activities.

MNG00166
MANAGING CHANGE
S2 ◆ Int/Ext/Online ◆ L/GC ◆ SWD
Emphasises the need for an internal audit as one pre-requisite for Strategic Planning; focuses on the external environment and the nature of change, and highlights the ways in which change can be implemented and evaluated.

MNG00167
SUPERVISION AND TEAMWORK
S2 ◆ Int/Ext/Online ◆ L ◆ SWD
Examines various models of supervision and the supervisory relationship, and considers supervision in relation to management and leadership. Students examine the relevance of past supervisory practices and develop new practices thought to lead to developing highly productive, self motivated teams who are capable of flexible, innovative approaches to work. The unit aims to present the new

paradigm for supervision towards 2000 so that productive, motivated teams result.

MNG00168
LEARNING ORGANISATIONS
S1 ◆ Int/Ext/Online ◆ L/GC ◆ SWD

Attempts to provide an interpretative analysis of human resource issues as they are impacted upon by the modern learning organisation. The need to embed learning at all levels of the organisation is examined and mechanisms are explored whereby organisational goals and assumptions are continually challenged. The need for HRD practitioners to shake off their training mentality and embrace the intermingling of learning and work is emphasised.

MNG00197
HUMAN RESOURCE MANAGEMENT IN THE TOURISM AND HOSPITALITY INDUSTRY
Available to Ansett employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *BS202 Personal Communications for Tourism*

Topics covered include a systematic framework for human resource management and planning, recruitment, selection, training and development, appraisal and staff motivation. The role of supervisors and human resource specialists in the tourism industry is examined: the relationship between effective personnel management, line management, achievement of productivity gains and other corporate objectives is explored.

MNG00205
FINANCE AND BUDGETING SYSTEMS FOR FOOD SERVICES
Available to National Catering Association members only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: *MKT01124 Communications in the Food Service Industry*

Identifies inventory management skills, ordering and purchasing procedures, internal control of stock, stocktake methods and forecasting and budgeting controls. Also develops a general knowledge of computer hardware and software available to the industry, examines the feasibility of computer acquisition or upgrade, interprets data output and provides skills required to operate a personal computer.

MNG00242
PROJECT PLANNING AND MANAGEMENT
Not offered in 2001.
S2 ◆ Int ◆ L ◆ RSM

The range of topics covered relates to the management of projects at all stages of the project cycle. Emphasis is given to fundamental techniques which are common to all types of projects such as objective setting, resource estimating and scheduling, and performance monitoring and evaluation. Stresses the importance of effective human resource management and conflict resolution.

MNG00245
ENVIRONMENTAL ISSUES FOR BUSINESS
S2 ◆ Int ◆ L ◆ CM ◆ G. Lamberton

Applies the concept of sustainable development to business organisations through the study of contemporary environmental management, environmental law, environmental accounting and environmental audit principles and practices.

MNG00246
ENVIRONMENTAL AND ETHICAL ISSUES FOR BUSINESS
S2 ◆ Int/Ext ◆ L ◆ CM
Anti-requisite/s: *LAW00105 Marketing Law and Ethics, MNG245 Ethical Issues for Business*

Explores the nature of ethics within the major philosophic frameworks of ethical thinking, and through the context of various social, environmental and moral controversies (case studies) in business. The concept of sustainable development to business organisations is applied through the study of contemporary environmental management, economic and accounting principles and practices. Strategies for ethical and environmentally responsible behaviour are reviewed, together with the linkages that exist between corporate objectives and human development.

MNG00253
PLANNING AND PROCESS IMPROVEMENT
S1/S2 ◆ Ext ◆ L ◆ SWD

Frontline managers need to use available systems and resources effectively. This unit examines human resource, information and financial systems and procedures. It discusses the influence of continuous improvement and business planning. Students gain experience in

turning operations plans into task/project plans and in implementing and monitoring them.

MNG00254
BUSINESS AWARENESS
S1/S2 ◆ Ext ◆ L ◆ SWD
Considers the business context in which the frontline manager is operating including its key result areas or key drivers. In addition, aims to assist frontline managers to develop a self-awareness to enable the personal goals of the frontline manager to be aligned with the organisation's goals and plans.

MNG00255
PEOPLE MANAGEMENT
S1/S2 ◆ Ext ◆ L ◆ SWD
Frontline managers need to be able to manage and lead people effectively. This unit examines human resource management and participative management principles. It discusses aspects of people management within the organisational context in Australia. Students gain experience in human resource management skills and in implementing and evaluating them.

MNG00259
MANAGING CHANGE
S1/S2 ◆ Ext ◆ L ◆ SWD
Frontline managers need to be able to manage change in their workplace. This unit examines the impact of change in organisations. It discusses the ways in which change can be implemented and evaluated. Students gain experience in scanning the external environment and developing strategies for managing change programmes.

MNG00261
CUSTOMER SERVICE MANAGEMENT
S1/S2 ◆ Ext ◆ L ◆ SWD
Understanding who is the customer, both internal and external, is a key aspect of managing a quality organisation. Other aspects included are knowing your customers, managing customer perceptions, evaluating and improving customer service.

MNG00272
MEETINGS, INCENTIVES, CONVENTIONS AND EXHIBITIONS MANAGEMENT
T3 ◆ Int/Ext◆ L ◆ THM
Introduces and develops students' perspectives of the meetings, incentive, conventions and exhibitions (MICE) industry both nationally and internationally. Students examine and evaluate the functional areas of management, marketing human resources and finance and their interrelationship with the MICE industry at both a strategic and operational level. Strategies for evaluating MICE activities are addressed together with the implications for future research.

MNG00273
EVENTS PLANNING AND MANAGEMENT
T2 Int/Ext L THM
Introduces students to the nature and significance of events planning and management from an international, national, regional and local perspective. Students examine and evaluate the nature of events and celebration, their impacts on tourism and host communities, the role of resources management and operational considerations together with the strategies necessary to ensure a viable event. The events industry will be reviewed as a significant element of the attractions sector of the tourism industry with implications for policy, planning and destination marketing.

MNG00301
SPORT AND EXERCISE MANAGEMENT I
S1 ◆ Int ◆ L ◆ ESSM
Introduces the fundamental principles and practices of management and administration including planning, organising, leadership, control and evaluation in the context of sport, fitness and recreation organisations. Also develops an awareness of the roles and broad range of skills required of managers in such organisations.

MNG00303
PERSONNEL MANAGEMENT IN SPORT
S1 ◆ Int ◆ L ◆ ESSM
The purpose of this unit is to review personnel management problems, policies and practices in sporting and fitness organisations. It will include the impact of legislation, personnel planning and staffing, training and development, performance appraisal, compensation and union/management relations and research in personnel management.

MNG00304
FACILITY PLANNING AND DESIGN
S1 ◆ Int ◆ L ◆ ESSM
Examines the planning and design of sport and recreation facilities in the public and private sectors. Students will develop skills in the

design and planning of leisure facilities and services and inspect a variety of sport and recreation facilities.

MNG00305
FACILITY PROGRAMMING AND MANAGEMENT
S2 ✦ Int ✦ L ✦ ESSM

Is a practical, professional workshop in the process of interpreting, organising and delivering recreation programmes and services. Concentrates on programme planning, leadership and evaluation.

MNG00306
ENTREPRENEURSHIP IN SPORT AND EXERCISE
S2 ✦ Int ✦ L ✦ ESSM

Develops an understanding of the entrepreneurial function in the sport/fitness industry, techniques for locating new ventures and undertaking feasibility studies, and provides students with the opportunity to develop and present a business plan related to a sporting/fitness enterprise.

MNG00307
SPORTS POLICY AND PLANNING
S2 ✦ Int ✦ L ✦ ESSM

To equip students with the skills to prepare sports policy statements, implement sport development plans and undertake sport projects within the sport management environment.

MNG00311
INTERNATIONAL HUMAN RESOURCE MANAGEMENT
S1 ✦ Int/Ext ✦ L ✦ SWD
Co-requisite/s: *MNG00320 Introduction to Human Resource Management*

Seeks to cover cross-cultural management in the broadest sense. The first module is concerned with Comparative HRM and Industrial Relations to provide students with a perspective of other systems, e.g. in European countries. The second concentrates on the growing field of International HRM. Topics include training for overseas postings, international recruitment and management development of foreign nationals, compensation and international labour relations. The third concentrates on Managing Diversity in Australia, with special emphasis on translating multicultural values and competencies into corporate advantages in the area of international business and trade.

MNG00313
INTERNATIONAL MANAGEMENT
S2 ✦ Int/Ext ✦ L/CH ✦ Bus/CM
Pre-requisite/s: *MNG00111 Fundamentals of Management*

Covers the major elements of the managerial process which transcend country borders. Will examine the reasons why organisations elect to become transnational and look at the differences between international trade and multinational operations. Topics of organisation, communication, strategy and operations will be examined in the light of international demands. Students will be acquainted with the environmental challenges which impact on international managers and will deal with the problems of ethical consideration.

MNG00314
ENTREPRENEURSHIP
S1 ✦ Int ✦ L ✦ CM

Introduces students to the concepts of entrepreneurship, the new venture creation process, and the entrepreneurial environment. To provide students with an understanding of the entrepreneurs and their entrepreneurial behaviour, several entrepreneurship theories and their applications will also be examined and discussed.

MNG00315
FEASIBILITY STUDY
Not offered in 2001.

MNG00316
MULTI-NATIONAL BUSINESS ORGANISATION
S1 ✦ Int/Ext ✦ L ✦ CM
Pre-requisite/s: *MNG00111 Fundamentals of Management*

Recognises the importance of business organisations with cross-border operations. Designed to give students an overview of multinational business organisations in general as well as an understanding of country specific cross-cultural factors impacting on multinational business organisations in Asia. Concentration on Asian cultures because of their strategic importance to Australian businesses.

MNG00317
SMALL BUSINESS MANAGEMENT
S2 ✦ Int/Ext ✦ L ✦ CM

Aims to equip the student with the necessary management techniques to successfully manage

a small enterprise from start up to maturity. Examines the small business life-cycle, management strategies, small business profiles and performance targets, retail and service industry (small business) management and counselling for small business success.

MNG00318
ISSUES IN SMALL BUSINESS MANAGEMENT
Not offered in 2001.

MNG00319
BUYING
S2 ✦ Int/Ext ✦ CH ✦ Bus
Pre-requisite/s: *MNG00100 Organisational Behaviour or MKT00102 Consumer Behaviour*
The buying function is central to the competitiveness and profitability of retail trading organisations. This unit provides an understanding of the strategic importance of buying, its decision process and behavioural implications in the retail environment. The treatment of case situations will develop skills in the global sourcing of alternative suppliers, evaluation of supplier performance, and the costing, planning and control of retail inventory and merchandise.

MNG00320
INTRODUCTION TO HUMAN RESOURCE MANAGEMENT
S1 ✦ Int/Ext/Online ✦ L/GC ✦ SWD
Discusses the nature, functions and problems of human resources management in the areas of workforce planning, selection, training, industrial relations, appraisal, and compensation of staff. Explores how employment policies and practices should be integrated with organisational objectives to promote high levels of performance in contemporary organisational settings.

MNG00321
CURRENT ISSUES IN HUMAN RESOURCE MANAGEMENT
S2 ✦ Int/Ext/Online ✦ L/GC ✦ SWD
Pre-requisite/s: *48 Human Resource Management credit points*
Investigates the nature of human resource management theory and practices, and their application to contemporary workplace issues and problems arising from the major challenges confronting organisations, for example, globalisation, increasing competition, acceleration rates of organisational change, downsizing, workforce casualisation, information technology, and the decentralisation of industrial relations practice.

MNG00415
TOURISM AND HOSPITALITY RESEARCH AND ANALYSIS
S2 ✦ Int/Ext ✦ L ✦ THM
An understanding of the research process and basic statistics is important in making business decisions. The collection, analysis, interpretation and presentation of research results are essential in tourism management decisions. This unit provides a basic introduction to research planning and design, including data collection and data analysis techniques applicable to tourism and business research.

MNG00417
STRATEGIC MANAGEMENT FOR TOURISM AND HOSPITALITY ENTERPRISES
S1 ✦ Int/Ext ✦ L/CH ✦ THM
Pre-requisite/s: *MNG00440 Introduction to Tourism and Hospitality Management*
All business firms and other organisations involved with tourism or hospitality have strategies of some sort. They are not always planned or otherwise managed and many are not related in any conscious way to tourism or hospitality. Simultaneously, a large and diverse body of literature exists on strategic management, based on research across many industries. This unit draws on that literature and critically applies it to issues and cases in tourism and hospitality.

MNG00418
ACCOMMODATION AND INFORMATION TECHNOLOGY SYSTEMS
S2 ✦ Int/Ext ✦ L/CH ✦ THM
Provides an introduction to Hotel Information Systems management. Provides a basic understanding of the value and uses of computer-based IS for business operations, management decision-making and strategic success of service organisations within tourism and hospitality. Allows students to enhance their computer literacy.

MNG00421
EVENTS MANAGEMENT
S2 ◆ Int/Ext ◆ L ◆ THM

Provide students with an international, national, regional and local perspective of events management. It will examine and evaluate management, marketing, financial and operational considerations together with the strategies necessary to ensure a viable event. Project planning techniques will be examined and evaluated. The events industry will be reviewed as part of the overall tourism product.

MNG00422
TOURISM MARKET RESEARCH METHODS
S1 ◆ Int/Ext ◆ L ◆ THM
Pre-requisite/s: *MNG00415 Tourism and Hospitality Research and Analysis*

Develop skills in conducting, evaluating, analysing and interpreting research. The focus is on evaluating research methods and design, statistical analysis and the use of statistical software. The topics include research design, theory and constructs, measurement, statistical inference, and multivariate analysis methods with several applications in tourism and marketing research.

MNG00426
GAMING AND CLUB MANAGEMENT
S2 ◆ Int/Ext ◆ L/CH ◆ THM

Focuses on the management of gambling operations, both in Australia, and to a lesser extent, overseas. Commences by reviewing historical and current influences on gambling operations, then focuses on the management of the two main types of gambling venues in Australia, licensed clubs and casinos. It then examines the administrative, operational, legal, security and control requirements for various types of gambling, including gaming machines casino table games, lotteries, racing, sports-betting, keno and minor gaming. The socio-economic impacts of gambling on various stakeholders are analysed, along with a range of contemporary issues affecting gambling venues and their management.

MNG00427
ENTREPRENEURSHIP IN TOURISM AND HOSPITALITY
S2 ◆ Int/Ext ◆ L/CH ◆ THM

Introduces students to the challenges and opportunities of self-employment, explores the personal and psychological traits which enhance entrepreneurial performance and details thorough planning which is necessary for small business success in tourism and hospitality enterprises. It examines the growth and diversity of entrepreneurial opportunities in tourism and hospitality and reviews the performance of influential entrepreneurs in these sectors.

MNG00431
HOTEL OPERATIONS
S1 ◆ Int ◆ CH ◆ THM

Provides an introduction to rooms division in hotels and resorts. The unit examines the practicalities of accommodation and front office management.

MNG00440
INTRODUCTION TO TOURISM AND HOSPITALITY MANAGEMENT
S1 ◆ Int/Ext ◆ L/CH ◆ THM

Introduces students to concepts, theories and practical examples of organisations and the fundamentals of managing these organisations within tourism industries. The unit will provide an awareness of tourism businesses and form a knowledge-base from which students may draw as they progress through their academic career.

MNG00441
TOURISM AND HOSPITALITY SERVICES MANAGEMENT
S1 ◆ Int/Ext ◆ L/CH ◆ THM
Pre-requisite/s: *MNG00440 Introduction to Tourism and Hospitality Management*

Links many of the issues and concepts that have been explored in previous units and overviews the theories and practices of services management to develop effective synergy between operational, human resource and marketing strategies for organisations within tourism and hospitality.

MNG00500
PRODUCTION METHODS I
Conditions apply – refer School of Business.
S2 ◆ Int ◆ CH ◆ Bus
Pre-requisite/s: *AGT00301 Introduction to Production Management*

The first unit in a two-unit selected course of study over two semesters that requires students to undertake planning, business management methods, apply legal and duty of care principles and fulfil the requirements of government policy

on environmental protection and sustainability for natural resources. Specialisation of a specific course of study is selected from Farm Plan (Project), Beef Cattle Production, Horticulture (Ornamental and Commercial), Organic Farming Methods, Aquaculture or Environmental Management.

MNG00504
APPLIED PLANNING
Conditions apply – refer School of Business.
S1 ◆ Int ◆ CH ◆ Bus

This planning unit advances to the subject topics which include land use change and development; regulating land development, environmental planning practice, problems and goals of environmental planning activity; and method and techniques used in preparing plans. Government emphasis on resource and farm planning highlights the need for planning at all levels of production. Such planning must incorporate physical, environmental, social and financial aspects. The four parts comprising this unit provide a foundation for students to undertake elementary planning tasks or the pre-requisite for advanced studies.

MNG00506
ENVIRONMENTAL MANAGEMENT II
Conditions apply – refer School of Business.
S2 ◆ Int ◆ CH ◆ Bus
Co-requisite/s: *MNG01502 Environmental Management I*

Concluding part of a specialised course of study relating to the environment, which requires students to undertake planning, business management methods, apply legal and duty of care principles and fulfil the requirements of government policy on environmental protection and sustainability for natural resources. This course is the practical basis from which the theoretical models of Environmental Economics are applied.

MNG00510
MENTORING FOR EARLY CAREER PROFESSIONALS
S1/S2 ◆ Ext ◆ L ◆ Ed

Introduces students to the concept, practise and implementation of effective mentoring and mentoring programmes in organisations. Once the theoretical base for mentoring has been analysed and critiqued for application to their own workplace, students will practise and reflect upon the development of their own mentoring skills. The differences between mentoring and other forms of interaction will be examined as will different types of mentoring programs.

MNG00703
ORGANISATIONAL CHANGE AND DEVELOPMENT
S2 ◆ Ext ◆ L ◆ SWD

Organisational change is examined in the light of new internal and external pressures on organisations. Models of individual and organisational change are examined in the light of organisational culture and climate. The concept of the learning organisation, the role of leadership and collaboration are also examined.

MNG00704
HUMAN RESOURCE DEVELOPMENT
S2 ◆ Ext ◆ L ◆ SWD

Aims to provide the student with an overview of Human Resource Development and its relation to Human Resource Management. Focuses on the organisational context, the regulatory framework, the establishing and maintaining of the employment relationship.

MNG00705
LEADERSHIP AND TEAMWORK
S1 ◆ Ext ◆ L ◆ SWD

Critically examines the concept of leadership and considers the research literature including some of the instruments for measuring and evaluating leadership effectiveness. The relevance of teams is examined and the role of the leader in developing self directed work groups explored. The concept of the collaborative individual and its impact on the role of the leader and on teamwork is reviewed.

MNG00710
MAJOR THESIS (MANAGEMENT)
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ CM

The thesis consists of an approved programme of supervised research study agreed with the Head of the School of Management and Marketing.

MNG00712
BANK ORGANISATIONS AND HUMAN RESOURCE MANAGEMENT
Not offered in 2001.

MNG00713
STRATEGIC BANK MANAGEMENT
Not offered in 2001.

MNG00715
LEADERSHIP IN THE DIVERSE
ORGANISATION
Not available to undergraduates.
T2 ✦ Ext ✦ L ✦ GCM

Consists of two modules: the first provides an analysis of leadership within the context of the modern organisation, and critiques traditional and classical perspectives of leadership; the second examines some essential issues for leaders in organisations that either enhance or impede effective functioning of the organisation.

MNG00716
STRATEGIC MANAGEMENT IN THE
GLOBAL CONTEXT
Not available to undergraduates.
T2/T3 ✦ Int/Ext ✦ GC ✦ GCM
Pre-requisite/s: Completion of the other 4 core MBA units

Addresses the objectives of global strategic management; thinking strategically within an international context; the strategic management process; global strategic planning, implementation; control and evaluation.

MNG00720
PROCESSES OF MANAGEMENT
Not available to undergraduates.
T1/T3 ✦ Int/Ext ✦ GC ✦ CM/GCM

Examines the principles and practices of the management of organisations in the Asia-Pacific region. Considers the changing environments of organisations, issues of social responsibility, the key management functions, communication and interpersonal skills, leadership, the management of change and international management.

MNG00721
STRATEGIC MANAGEMENT
Not offered in 2001.

MNG00723
INTERNATIONAL MANAGEMENT
Not offered in 2001.
Not available to undergraduates.
T1/T3 ✦ Int/Ext ✦ GC ✦ CM/GCM

Develops students' understanding of international management from a managerial perspective within a global setting. Students will be introduced to the components of international management and will explore practical applications.

MNG00724
HUMAN RESOURCE MANAGEMENT
Not available to undergraduates.
T1/T3 ✦ Ext ✦ L ✦ CM/GCM

Discusses issues relating to the acquisition, maintenance and termination of human resources in the current Australian organisational context. Topics considered include human resource planning, health and safety, selection and recruitment including equal employment opportunity, career planning, performance appraisal, remuneration, training and development and retrenchment and retirement issues.

MNG00725
INDUSTRIAL RELATIONS
Not available to undergraduates.
T2 ✦ Ext ✦ L ✦ CM/GCM

Will cover the nature of industrial relations; industrial conflict; trade unions; management; employer associations; the role of the State; the Australian compulsory arbitration system, industrial tribunals, wage fixation, award restructuring, and recent developments in workplace bargaining in Australia. Some comparison with overseas industrial relations options is included.

MNG00726–8
MNG00734–6
RESEARCH PROJECT
Not offered in 2001.
Not available to undergraduates.
T1/T2/T3 ✦ Ext ✦ L

Candidates will have the opportunity of undertaking research in some area of management. The research requirement will vary depending upon whether the unit is one, two or three units in value. A supervisor within the School will be appointed to advise the candidate on selecting the research topic, developing a research programme, and preparing and presenting the research report.

MNG00737
CONCEPTS OF ENTREPRENEURSHIP
Not available to undergraduates.
T1 ✦ Int/Ext ✦ GC ✦ CM/GCM

Introduces students to the concepts of entrepreneurship and entrepreneurial behaviour. Aims to define entrepreneurship,

identify characteristics of entrepreneurs, debate the training and development of entrepreneurs, and illustrates the application of entrepreneurship to public and private sector operations. Several entrepreneurship theories and their applications will also be examined.

MNG00738
SMALL ENTERPRISE ENTREPRENEURSHIP
Not offered in 2001.
GCM

MNG00740
CORPORATE ENTREPRENEURSHIP
Not available to undergraduates.
CM/GCM
Identifying corporate entrepreneurs; entrepreneurial spirit in large corporations; case studies in corporate entrepreneurship; developing entrepreneurs in large public and private enterprises; project control of entrepreneurial ideas in large enterprises; managing a corporation entrepreneur; a corporation entrepreneur in a multi-national environment; creating a corporate entrepreneurial environment; measuring the success of corporate entrepreneurship; flying entrepreneurship to the public sector for large public enterprises.

MNG00742
FAMILY ENTERPRISE DYNAMICS
Not offered in 2001.
GCM

MNG00743
MANAGEMENT OF SMALL ENTERPRISES
Not available to undergraduates.
T2 ◆ Int/Ext ◆ GC ◆ CM/GCM
Developing a definition of small enterprise in Australia; contribution of small enterprises to the Australian economy; financial management of small enterprises; information for small enterprise management; applying management systems to small enterprise success; the impact of the law on small enterprise management; marketing and personnel management applied to the small enterprise unit; advisory services available to assist small enterprise management in Australia.

MNG00750
SPECIAL TOPICS IN BUSINESS A
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ Bus/CM/GCM
Students will be required to carry out a supervised programme of independent reading in a particular field. The field of reading may be in an area of business selected by the student in consultation with his/her supervisor and approved by the Head of School, or his/her nominee.

MNG00751
SPECIAL TOPICS IN BUSINESS B
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ Bus/CM/GCM
As for MNG00750.

MNG00752
SPECIAL TOPICS IN BUSINESS C
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ Bus/CM/GCM
As for MNG00750.

MNG00753
REFRAMING ORGANISATIONAL FUTURES
S1 ◆ Ext ◆ L ◆ SWD
Reconfigures and reframes important contemporary social discourses, ideology and neo-classical dominant paradigms around the future.

MNG00754
ENERGISING ORGANISATIONS
S2 ◆ Ext ◆ L ◆ SWD
Helps students acquire the skills, knowledge and attitudes of creativity, problem-solving and risk-taking which can help them meet the challenges of contemporary workplaces.

MNG00755
STRATEGIC ISSUES IN HEALTH MANAGEMENT
Not available to undergraduates.
T1 ◆ Ext ◆ L ◆ NHCP
Examines health issues from strategic management and planning perspectives. Factors from the external environment such as the locus of power and control, economic, ethical and social influences will be critically applied to contemporary health services management issues. Critical examination of factors from the internal environment which impact on health services management will include organisational culture, professional workforce mix, planning and management within multi-disciplinary

organisations. Selected health issues will be used to exemplify the principles of strategic management.

MNG00756
GLOBAL PURCHASING MANAGEMENT
Offered in Singapore only.
Pre-requisite/s: SIPMM Diploma
T1 ◆ Int ◆ CM

Strategic purchasing management is central to the international competitiveness of the modern trading corporation. This unit provides students with insights into global purchasing strategies and overviews techniques for appraising international supply sourcing of required products. Specific attention is placed on specific risks and risk-management approaches associated with global purchasing.

MNG00757
INTEGRATED LOGISTICS MANAGEMENT
Offered in Singapore only.
Pre-requisite/s: SIPMM Diploma
T1 ◆ Int ◆ CM

Logistics management investigates the efficiency with which the firm uses its resources, particularly with regard to transportation systems, materials handling and storage and distribution of the firm's inputs and products. Logistics management plays a critical role in ensuring international competitiveness of contemporary corporations.

MNG00776
PLANNING PROCESSES
Not offered in 2001.

MNG00779
REFLECTING ON PRACTICE I
Not offered in 2001.

MNG00781
EVENT AND FACILITY MANAGEMENT
Not available to undergraduates.
T3 ◆ Ext ◆ L ◆ ESSM

Provides students with a general and theoretical framework appropriate to sport/recreation facility and event management. Concentration will be on the planning, design and management of sporting and recreational facilities ranging from local community through to international venues.

MNG00783
PROJECT MANAGEMENT FOR SPORT
Not available to undergraduates.
T1/T2 ◆ Ext ◆ L ◆ ESSM

Focuses on the systems approach to Project Management and its applications to industry based projects undertaken by the participant. Presents the fundamentals of Project Management and relates these concepts to the management of sport/fitness organisations.

MNG00784
INDUSTRY BASED PROJECT
Not available to undergraduates.
T1/T2/T3 ◆ Ext ◆ L ◆ ESSM

Usually undertaken as the final unit, students may select to complete (a) a project that will facilitate the participant in applying the fundamentals of Project Management to the workplace. Students will be required to develop a project plan for a case study of their own choice; or (b) a research project; or (c) an independent study/unit.

MNG00785
PROJECT ORGANISATION AND MANAGEMENT
Not available to undergraduates.
T2/T3 ◆ Int/Ext ◆ GC ◆ GCM

Focuses on the systems approach to project management and its application to industry-based projects. Topics include Project Management Systems and the Project Life Cycle concept, Identification of Tasks, Project Estimating, Configuration and Scheduling, and Controlling Project Implementation. Students select a project to use as a case study throughout the unit.

MNG00786
INTERNATIONAL AND COMPARATIVE HUMAN RESOURCE MANAGEMENT
Not available to undergraduates.
T2 ◆ Ext ◆ L ◆ GCM

Enables the student to effectively conduct the management of diverse human resources, particularly in the international employment relations context. Fosters an understanding of International HRM as well as HRM practices in other countries.

MNG00787
MEASURING RISKS IN ORGANISATIONS
Not offered in 2001.

MNG00788
REGIONAL ECONOMIC AND BUSINESS TRENDS
Not offered in 2001.
Not available to undergraduates.
GCM

Examines the changing nature of regional economic development in the Asian context and considers the role of global trade developments, national trade and economic policies, regional groupings and "trading blocs". An economic and business overview of the East Asian region including the key economic indicators for Thailand, Malaysia, Indonesia, Singapore, the Philippines, Hong Kong and South Korea is developed and the effectiveness of the "East Asian Miracle" is discussed.

MNG00789
ACTION RESEARCH AND EVALUATION (2 UNIT)
T1/T2/T3 ◆ Ext ◆ L ◆ GCM
Not available to undergraduates.
Available online only; students must have access to a computer, modem and an E-mail account.

Action Research is a research methodology that pursues both action outcomes (change) and research outcomes. Students will study concepts, methods and techniques for action research and qualitative evaluation. Practical skills and conceptual understanding are emphasised, allowing research to be integrated with practice. Practical work is included.

MNG00791
RECRUITMENT AND PERFORMANCE MANAGEMENT
Not offered in 2001.

MNG00792
FOUNDATIONS OF GLOBAL COMPETITIVENESS
Not offered in 2001.
GCM

MNG00793
FOUNDATIONS OF RISK MANAGEMENT
Not offered in 2001.
GCM

MNG00794
STRATEGIC RISK MANAGEMENT
Not offered in 2001.
GCM

MNG00795
RISK MANAGEMENT ACROSS INDUSTRY SECTORS
Not offered in 2001.
GCM

MNG00801
THESIS (6 UNIT)

MNG00802
THESIS (8 UNIT)
S1/S2 ◆ Ext ◆ L ◆ SWD

Will provide students with the opportunity to undertake an original research project in Social Science which will be presented as a thesis. Students will have the opportunity to develop research skills through the completion of two research units or complete a thesis only where they have prior research methods experience.

MNG00803
HUMAN RESOURCE MANAGEMENT 400
S1/S2 ◆ Int ◆ L ◆ CM
Pre-requisite/s: *Admission to BBus (Hons)*
(Human Resource Management)
As for ACC00801 Accounting 400 (Hons).

MNG00832
INDUSTRY-RELATED PROJECT (2 UNIT)
Not offered in 2001.
GCM

MNG00834
INDUSTRY-RELATED PROJECT (4 UNIT)
Not offered in 2001.
GCM

MNG00836
INDUSTRY-RELATED PROJECT (6 UNIT)
Not offered in 2001.
GCM

Introduces research techniques and brings together course material covered in both the two-unit and four-unit industry-related projects culminating in the preparation of a high quality project some of 30,000 words. A supervisor is appointed for all candidates with interaction between the candidates and supervisor during the period of candidature.

MNG00912
ENVIRONMENTAL MANAGEMENT FOR HOTELS
T1/T3 ◆ Int/Ext ◆ L ◆ THM
Provides practical guidance for the hotel and hospitality industry on improving environmental performance to contribute to successful business operations. Topics include a systematic framework, encouraging a strategic approach to the environment as a business issue and a proactive approach to environmental management. Examines environmental review process, staff commitment, resource acquisition and allocation, leadership and team building, the selection of priority areas, developing plans, measurement target setting, implementation and review of the process.

MNG00916
OPERATIONS AND QUALITY MANAGEMENT
Not available to undergraduates.
T3 ◆ Ext ◆ L ◆ Com/GCM
Will cover production and operations; systems theory and production; decision theory; cost and capital analysis; policy decisions; product decisions; process and operation design; job design; plant/facility location; forecasting; production planning; materials requirements planning; scheduling and production control; inventory control systems; and quality control.

MNG00917
MANAGEMENT OF THE PROFESSIONAL PRACTICE
Not offered in 2001.
Not available to undergraduates.
GCM
Defining the professional practice; understanding the concepts of management applied to professional practice; the significance of professionals in practice in Australia and their contribution in terms of employment, production, services to society; characteristics of professional practices and the impact of those characteristics on management; financial management in professional practice; concepts of marketing; personnel management; and an introduction to operations and production management as applied to professional practices.

MNG00918
SMALL AND FAMILY ENTERPRISE ENTREPRENEURSHIP
Not available to undergraduates.
T3 ◆ Int/Ext ◆ GC ◆ Com/GCM
Promotion and development of small enterprises; policy issues – government and non-government; creating an entrepreneurial environment; the relationship between small enterprise development and economic development; the informal sector and small enterprise developments; training potential owners and managers; providing management services for small enterprise owners; various extension services for small enterprises; technology in small enterprise development.

MNG01201
MANAGEMENT I: INTRODUCTION
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Introduces students to concepts, theories and practical examples of organisations and the fundamentals of managing these hospitality organisations, including clubs. Provides an awareness of businesses and forms a knowledge-base from which students may draw as they progress through their careers.

MNG01202
MANAGEMENT II: CONTEMPORARY ISSUES
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: MNG01201 Management I:
Introduction
Links many issues and concepts explored in previous units, e.g. Marketing and Human Resource Management and related units, to develop effective operations strategies and service management techniques for tourism and hospitality enterprises, particularly clubs.

MNG01203
MANAGEMENT III: STRATEGIC MANAGEMENT
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: MNG01202 Management II:
Contemporary Issues
Every organisation (large or small, in the private or public sectors) contains issues of strategy. Theories about strategies and strategic management are studied alongside illustrative

and analytical cases from tourism and hospitality industries, in Australia and internationally.

MNG01204
ELEMENTS OF BUSINESS LAW FOR THE TRAVEL AND TOURISM INDUSTRY
Available to Ansett employees only.
S1/S2 ⬥ Ext ⬥ L ⬥ THM
Examines the Australian legal system and its effect on, and implication for, organisations. Covers aspects of the law of contract, negligence and consumer protection as they relate to travel and tourism operations.

MNG01205
INDUSTRIAL RELATIONS AND LAW FOR TOURISM AND HOSPITALITY
S1 ⬥ Int/Ext ⬥ L ⬥ THM
S2 ⬥ Int ⬥ CH ⬥ THM
Pre-requisite/s: MNG01413 Human Resource Management in the Tourism and Hospitality Industry
Examines the Australian industrial relations and legal systems and the concept of employee relations and the implication for firms within the tourism and hospitality industries. Conflict and its resolution is examined as are labour issues specific to the tourism and hospitality workplace. Enterprise bargaining and the future of work are dealt with in detail, and there is coverage of employee relations in the international context. Another segment of this overviews the legal aspects of tourism and hospitality operations including the law of contract, environmental law and operator liability to guests and property.

MNG01206
QUALITY MANAGEMENT III: PROJECT MANAGEMENT
Available to Club Industry employees only.
S1/S2 ⬥ Ext ⬥ L ⬥ THM
Pre-requisite/s: MKT01205 Quality Management II: Inventory
Intended to give participants a working knowledge of the fundamentals of Project Management. Covers the processes, skills and techniques in developing and implementing a project, from project conception and scope definition to project monitoring, control, timeframes and implementation. The processes, skills and techniques will be introduced progressively within a systems life cycle

framework as if a project were actually being developed.

MNG01208
HUMAN RESOURCE MANAGEMENT I: INTRODUCTION
Available to Club Industry employees only.
S1/S2 ⬥ Ext ⬥ L ⬥ THM
Provides an understanding of and develops skills in communications. Students are introduced to a wide range of communication concepts applicable to service based organisations. The dynamics of interpersonal, group and cross-cultural communication are examined, together with the requirements for effective business communication, mass communication and non-verbal communication. Attitudinal and motivational factors that affect organisational communication are also discussed.

MNG01209
HUMAN RESOURCE MANAGEMENT II: PLANNING
Available to Club Industry employees only.
S1/S2 ⬥ Ext ⬥ L ⬥ THM
Pre-requisite/s: MNG01208 Human Resource Management I: Introduction
Concerned with the understanding and development of individual and group behaviour that can be used by managers to improve their human resource management skills. Covers the processes involved in staffing, organising resources, training and development, evaluating performance, planning and developing competent staff. Stresses the importance of organising resources effectively, including workforce planning and budgetary control and covers a knowledge of available training courses and training methods.

MNG01210
HUMAN RESOURCE MANAGEMENT III: POLICIES
Available to Club Industry employees only.
S1/S2 ⬥ Ext ⬥ L ⬥ THM
Pre-requisite/s: MNG01209 Human Resource Management II: Planning
Studies important areas in human resource management: the role of policy-making in club boards, industrial relations, management packages, recruitment procedures for management and evaluation of training strategies and methods.

MNG01211
MARKET RESEARCH AND ANALYSIS FOR HOTELS
An understanding of the research process and basic statistics in important in making business decisions. The collection, analysis, interpretation and presentation of research results are essential in hotel management decisions. This unit provides a basic introduction to research planning and design, including data collection and data analysis techniques applicable to hospitality and business research.

MNG01221
FACILITY AND RISK MANAGEMENT I: LEGAL PRINCIPLES
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Provides an overview of the Australian legal system and specific knowledge on the aspects of law which are likely to influence management of hospitality enterprises, particularly clubs. Makes students aware of the influence law has on business, the management of business and the implications of these responsibilities.

MNG01222
FACILITY AND RISK MANAGEMENT II: FRAMEWORK
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: MNG01221 Facility and Risk Management I: Legal Principles
Based on managing risk and facilities in the club industry. Examines how clubs implement policies and procedures to manage these areas. Club managers require knowledge in these areas in order to protect members and guests from safety hazards and the club from loss of profits. Examines the risk management process, and its potential to protect assets, ensure clubs meet legal challenges, continue business activities without major interruption or increased expenditure and protect personnel from accident and illness.

MNG01223
FACILITY AND RISK MANAGEMENT III: POLICIES
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: MNG01222 Facility and Risk Management II: Framework
Introduces managers to facility and risk and the management and strategic implications of these factors within the club industry. Addresses the need to develop and implement policies for the risk management of club services including food, alcohol and gaming.

MNG01224
CLUB INDUSTRY PROJECT
Available to Club Industry employees only.
S1/S2 ◆ Ext ◆ L ◆ THM
Pre-requisite/s: MNG01206 Quality Management III: Project Management
Fulfils an integrative role within the course. Provides an opportunity for students to undertake a major individual investigation involving the application of multi-disciplinary skills in a management context. Professional knowledge about the club industry and service management requires the application of scientific research in complex socio-political and economic frameworks. This unit provides an opportunity to integrate skills gained in earlier units of the course and from the student's work experiences. It underscores the need to be able to adapt to a wide range of factors as part of the contemporary managerial process.

MNG01301-6
INDUSTRY RELATED PROJECT I-VI
GCM
Introduces students to broad approaches to social and business research. General questions about the nature and types of research and ethical considerations are raised. Techniques in identifying an appropriate research topic within industry are examined and students relate these topics to the preparation and presentation of a research report.

MNG01413
HUMAN RESOURCE MANAGEMENT IN THE TOURISM AND HOSPITALITY INDUSTRY
S2 ✦ Int/Ext ✦ L/CH ✦ THM
Pre-requisite/s: *COM00207 Personal Communications for the Tourism and Hospitality Industry*
Topics covered include a systematic framework for human resource management and planning, recruitment, selection, training and development, staff appraisal and an introduction to industrial relations. The role of supervisors and human resource specialists in the tourism industry is examined. The relationship between effective personnel management, line management, achievement of productivity gains and other corporate objectives is explored.

MNG01501
PRODUCTION METHODS II
Conditions apply – refer School of Business.
S1 ✦ Int ✦ CH ✦ Bus
Pre-requisite/s: *MNG00500 Production Methods I*
The second unit in a two-unit selected course of study over two semesters that requires students to undertake planning, business management methods, apply legal and duty of care principles and fulfil the requirements of government policy on environmental protection and sustainability for natural resources. Students continue study in their chosen specialisations (refer Production Methods I) of Farm Plan Project, Beef Cattle Production, Horticulture (Ornamental and Commercial), Organic Farming Methods, Aquaculture or Environmental Management.

MNG01502
ENVIRONMENTAL MANAGEMENT I
Conditions apply – refer School of Business.
S2✦ Int ✦ CH ✦ Bus
Pre-requisite/s: *AGT00301 Introduction to Production Management*
Co-requisite/s: *MNG00506 Environmental Management II*
Specialisation of a specific course of study relating to the environment. This is extended over two semesters and requires students to undertake planning, business management methods, apply legal and duty of care principles and fulfil the requirements of government policy on environmental protection and sustainability for natural resources. This course is the practical basis from which the theoretical models of

Environmental Economics are applied. This unit allows a number of strands of environmental practice, ranging from waste management and monitoring air, water and noise, as well as the management of native fauna and flora.

MNG01503
AGRI-MANAGEMENT
Conditions apply – refer School of Business.
S2 ✦ Int ✦ CH ✦ Bus
An essential foundation unit, Agri-management brings together a combination of integrated skills by blending practical computer skills with applied financial, environment and management theory. Each aspect of this unit will be further developed throughout the degree programme.

MNG01720
ORGANISATIONAL BEHAVIOUR
Not available to undergraduates.
T1/T2/T3 ✦ Int/Ext ✦ GC ✦ CM/GCM
Work and worker behaviour; behaviour at work; group and organisational behaviour; links between behaviour and organisational structure; tasks and job design; administrative hierarchy; job satisfaction and worker adjustment; stress and other factors related to the environment of work; values associated with work behaviour.

MTC00600
MASTER OF HEALTH SCIENCE PROJECT
Not available to undergraduates.
Ext ✦ L ✦ NHCP
Pre-requisite/s: *HEA00501 Issues and Methods in Research I and HEA00502 Issues and Methods in Research II*
This is a 4–6 unit equivalent of project work negotiated by the student.

MUS00497
INTRODUCTION TO MUSIC TECHNOLOGY
S1 ✦ Int ✦ L ✦ CA
Provides an introduction to the operation of music equipment including sound reinforcement, recording systems and music computer applications.

MUS00510
CONTEMPORARY MUSIC RESEARCH METHODS
Double-weighted unit.
S1 ✦ Int ✦ L ✦ CA
Provides an overview of research methods with an emphasis on contemporary popular music research methods, and develops skills in relation to both spoken and written presentations.

MUS00511
CONTEMPORARY MUSIC RESEARCH PROJECT (STAGE 1)
Double-weighted unit.
S1/S2 ◆ Int ◆ L ◆ CA
Co-requisite/s: MUS00510 Contemporary Music Research Seminar
Provides an introduction to popular music research through the completion of a substantial research project – conducted under the supervision of academic staff with relevant expertise.

MUS00514
CONTEMPORARY MUSIC RESEARCH PROJECT (STAGES 2 & 3)
Quadruple-weighted unit.
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: MUS00511 Contemporary Music Research Project (Stage 1)
Provides an introduction to popular music research through the completion of a substantial research project – conducted under the supervision of academic staff with relevant expertise.

MUS00600
WORLD MUSIC PERSPECTIVES
S1 ◆ Int ◆ L ◆ CA
Provides students with a range of historical, cross-cultural and indigenous perspectives relating to the development of 'world' music. Examines the role of music within different societies, and explores cross-cultural musical comparisons.

MUS00601
POPULAR MUSIC SINCE 1940
S2 ◆ Int ◆ L ◆ CA
Provides an overview of major developments within popular music, from the roots of rock 'n' roll through to the 1990s. Explores inter-relationships between technology, the music industry and musical styles, and examines different approaches towards the study of popular culture, as well as the role of popular music within society.

MUS00610
MUSIC INDUSTRY STUDIES
S1 ◆ Int ◆ L ◆ CA
Examines the structure and operations of the contemporary Australian music industry within the international context, and includes analysis of standard music industry contracts.

MUS00611
MUSIC BUSINESS
S2 ◆ Int ◆ L ◆ CA
Outlines basic principles of small business management pertinent to performers, composers and producers, leading to the development of a business and marketing plan.

MUS00620
CONTEMPORARY MUSIC THEORY I
S1 ◆ Int ◆ L ◆ CA
Provides an overview of basic concepts of music theory and notation, and demonstrates the application of these concepts in relation to a wide range of contemporary music styles. Also develops students' aural skills.

MUS00621
CONTEMPORARY MUSIC THEORY II
S1 ◆ Int ◆ L ◆ CA
Pre-requisite/s: MUS00620 Contemporary Music Theory I
Provides an extension to the theory concepts presented in Contemporary Music, and focuses in particular on harmonic relationships.

MUS00622
CONTEMPORARY STYLE ANALYSIS
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: MUS00621 Contemporary Music Theory II
Provides students with insight into major contemporary music styles (e.g. blues, rock, funk, jazz/fusion, techno, contemporary classical) through analysis of harmonic, melodic, rhythmic, timbral and formal elements.

MUS00623
FUNCTIONAL KEYBOARD
S2 ◆ Int ◆ L ◆ CA
Establishes a sound keyboard technique and examines basic music theory concepts via the keyboard.

MUS00624
INTRODUCTION TO VOCAL STUDIES
S1 ◆ Int ◆ L ◆ CA
Introduces students to vocal techniques, occupational health and safety issues relating to the voice, and the music industry requirements of vocalists.

MUS00630
SONGWRITING
S2 ◆ Int ◆ L ◆ CA
Examines formal compositional techniques, as well as both structured and intuitive cognitive

processes in relation to contemporary songwriting.

MUS00641
PRACTICAL STUDIES I
S1 ◆ Int ◆ L ◆ CA
Co-requisite/s: *MUS00497 Introduction to Music Technology*
Provides a grounding in practical techniques, technical routines, theory applications and musicianship skills relevant to the studio specialisation of the student.

MUS00642
PRACTICAL STUDIES II
Double-weighted unit.
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *MUS00641 Practical Studies I*
Provides a consolidation of practical techniques, technical routines, theory applications and musicianship skills relevant to the studio specialisation of the student, and also introduces studio production presentations such as concerts and recordings.

MUS00643
PRACTICAL STUDIES III
Double-weighted unit.
S1 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *MUS00642 Practical Studies II*
Provides a continuation of practical techniques, technical routines, theory applications, musicianship skills and studio production relevant to the studio specialisation of the student.

MUS00644
PRACTICAL STUDIES IV
Double-weighted unit.
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *MUS00643 Practical Studies III*
Provides a continuation of practical techniques, technical routines, theory applications, musicianship skills and studio production relevant to the studio specialisation of the student, and also provides the opportunity for some cross school activities.

MUS00645
PRACTICAL STUDIES V
Double-weighted unit.
S1 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *MUS00644 Practical Studies IV*
Focuses on studio production relevant to the chosen specialisation, as well as continuing technical routines and theory applications.

Further work may, if desired, be undertaken in another studio area.

MUS00646
PRACTICAL STUDIES VI
Double-weighted unit.
S2 ◆ Int ◆ L ◆ CA
Pre-requisite/s: *MUS00645 Practical Studies V*
Focuses on studio production relevant to the studio specialisation of the student.

NRS00103
PHYSICAL ASSESSMENT AND CLINICAL SKILLS IN ILL HEALTH
Co-requisite/s: *BIO01102 The Human Body in Health and Illness*
Students will develop competence in assessment and basic intervention skills that can be used to help people deal with common health problems. Students will learn how and when to refer people to other health professionals. They will also learn techniques for helping people follow the treatment advice given by other health professionals.

NRS00106
HEALTH EDUCATION AND ILLNESS PREVENTION
Students will develop an understanding of the factors influencing decisions to pursue healthy or unhealthy patterns of behaviour. Students will study the processes used to change beliefs and/or behaviour to achieve improvement in community health. Features of successful and unsuccessful programmes will be analysed.

NRS00200
PSYCHOSOCIAL EMERGENCY CARE
Pre-requisite/s: *NRS00321 Clinical Nursing Studies I, or MN131 Communication, or CUL00133 Indigenous Styles of Communication*
Explores emergency situations of a psychosocial nature and various models of intervention. Skills required to implement a preferred model in the care of individuals, groups and communities will be developed. Stress and adaption are considered in relation to prevention of breakdown and enhanced adjustment skills. The effects of emergency care on the health carers and clients will also be examined.

NRS00226
NURSING IN CONTEXT
NHCP
Will provide students with an overview of the political, legal and ethical contexts of

contemporary nursing practice. Students will be asked to critically examine current issues in nursing and health.

NRS00227
APPLIED HEALTH RESEARCH
Int/Ext ◆ L ◆ NHCP
Provides undergraduate students with an overview of the research process in the context of contemporary health care practices. It also helps students develop basic competencies in health research.

NRS00228
CRITICAL PERSPECTIVES IN NURSING
NHCP
Will provide students with an opportunity to expand their level of knowledge of the phenomenon of nursing and to advance their clinical/professional practice by critical reflection on its theoretical discourse.

NRS00229
CLINICAL PROJECT I
NHCP
The first of two units which provides students with an opportunity to progressively expand their current level of knowledge and clinical expertise in either a nursing specialty or an area of clinical interest.

NRS00230
CLINICAL PROJECT II
NHCP
The second of two units which provides students with an opportunity to progressively expand their current level of knowledge and clinical expertise in either a nursing specialty or an area of clinical interest.

NRS00250
STRESS MANAGEMENT
S2 ◆ Int ◆ L ◆ NHCP
Aims to introduce students to the notion of stress as a problem and to discuss in what ways stress impact on one's health. Distinguishes between stress and crisis and considers intervention strategies for both situations.

NRS00255
PRIMARY HEALTH CARE
Ext ◆ L ◆ NHCP
Will focus on the concept of health in the community. Health problems of the community and disadvantaged groups will be examined and the role of the nurse in health promotion and disease prevention will be analysed. Students will plan their own health promotion programme on the status of primary health care in their community.

NRS00321
CLINICAL NURSING STUDIES I
S1 ◆ Int ◆ L ◆ NHCP
Co-requisite/s: NRS00301 Nursing I
Has three foci: communication, interpersonal skills and crisis management in holistic health care settings. In the process of covering these topics, opportunities are provided for students to continue their understanding of self and to grow personally. A number of crises are considered theoretically and practically to provide context to interpersonal processes in holistic health care settings.

NRS00322
CLINICAL NURSING STUDIES II
S2 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: NRS00301 Nursing I
Introduces students to the foundation nursing skills related to care and comprehensive assessment for a range of clients across a variety of settings. In particular, students are introduced to nursing methodologies, professional nursing skills and the provision of physiological and safety needs for their clients.

NRS00323
CLINICAL NURSING STUDIES III
S1 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: NRS00301 Nursing I
First of four units that offer students clinical experience in a number of selected settings and with a number of selected client groups. Students will develop the process of diagnostic reasoning through acting and reflecting upon their actions in the clinical setting. There is a major focus on administration of therapeutic agents and substances.

NRS00324
CLINICAL NURSING STUDIES IV
S2 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: NRS00301 Nursing I
Second of four units that offer students clinical experience in a number of selected settings and with a number of selected client groups. Students will develop the process of diagnostic reasoning through acting and reflecting upon their actions in the clinical setting. There is a

major focus on aseptic technique and a Mentor-Arranged Clinical Practicum.

NRS00325
CLINICAL NURSING STUDIES V
S1 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: *NRS00301 Nursing I*
Third of four units that offer students clinical experience in a number of selected settings and with a number of selected client groups. Students will develop the process of diagnostic reasoning through acting and reflecting upon their actions in the clinical setting. There is a major focus on cardiac and respiratory skills.

NRS00326
CLINICAL NURSING STUDIES VI
S2 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: *NRS00301 Nursing I*
Final of four units that offer students clinical experience in a number of selected settings and with a number of selected client groups. Students will develop the process of diagnostic reasoning through acting and reflecting upon their actions in the clinical setting. There is a major focus on infant hygiene, neurological, and ear, nose and throat nursing care.

NRS00331
NURSING PRACTICE I
NHCP
Provides a critical understanding of the core concepts of the discipline of nursing, and the ethical and legal contexts of nursing.

NRS00332
NURSING PRACTICE II
NHCP
Provides the student with the knowledge and skills required to function in a primary health care role in relation to groups of clients for whom health maintenance is a priority. The focus groups for this unit are mothers, infants and their families; older people and their families; and developmentally disabled clients and their families.

NRS00333
NURSING PRACTICE III
NHCP
Introduces students to the role of the nurse in the care of clients with acute and long-term mental health problems and the care of their significant others. Consists of three modules covering secondary prevention, tertiary prevention, and applied pharmacotherapeutics

to mental health problems in a number of health care settings.

NRS00334
NURSING PRACTICE IV
NHCP
Introduces students to the role of the nurse in the care of clients with life threatening and long-term surgical conditions and the care of their significant others. Consists of three modules covering secondary prevention, tertiary prevention, and pharmacotherapeutics applied to surgical conditions in a number of health care settings.

NRS00335
NURSING PRACTICE V
NHCP
Introduces students to the role of the nurse in the care of clients with life threatening and long-term surgical conditions and the care of their significant others. Consists of three modules covering secondary prevention, tertiary prevention, and pharmacotherapeutics applied to surgical conditions in a number of health care settings.

NRS00336
NURSING PRACTICE VI
NHCP
Provides the student with the knowledge and thinking and planning skills required to provide nursing and health care to people from three particular groups who may experience some disadvantage in terms of their health status, using the process of diagnostic reasoning. These groups are people from non-dominant cultural groups; children; and women.

NRS00610
THE ROLE OF THE PERIOPERATIVE NURSE – SURGEON'S ASSISTANT
Not available to undergraduates.
Ext ◆ L ◆ NHCP
The core unit in a stream of four specialist units. Introduces the experienced perioperative nurse to the advanced role of the Perioperative Nurse as Surgeon's Assistant (PN-SA) and the scope of practice. Students will also review their skills and understanding of core principles underpinning standards of practice in asepsis, occupational health and safety, medico-legal and epidemiological issues related to perioperative nursing.

NRS00611
PREOPERATIVE ASSESSMENT AND PLANNING
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Pre-requisite/s: NRS00610 The Role of the Perioperative Nurse – Surgeon's Assistant
Second unit in the PN-SA stream. Explores the preoperative planning and assessment phase and enables students to expand their knowledge and skills in the important areas of needs analysis, history taking, physical and psychosocial assessment and planning for general surgical procedures. Students work with a clinical mentor to practise skills in a lifelike setting and gain feedback on performance. Students are also given the opportunity to apply principles of general surgery to a selected area of surgical specialty.

NRS00612
INTRAOPERATIVE ASSISTING AND NURSING CARE
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Pre-requisite/s: NRS00611 Preoperative Assessment and Planning
Third unit in the PN-SA stream. Explores the intraoperative assisting phase and enables students to expand their knowledge and skills in the areas of positioning, skin preparation, draping, retraction, provision of haemostasis, tissue handling, provision of specific instruments, equipment and supplies, suturing and wound closure with the added support of a surgeon mentor in a work setting. Students are also given the opportunity to apply these principles to a selected area of surgical specialty.

NRS00613
POSTOPERATIVE NURSING CARE AND PROFESSIONAL ISSUES
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Pre-requisite/s: NRS00612 Intraoperative Assisting and Nursing Care
Fourth and final unit in the PN-SA stream. Explores the postoperative phase and enables students to expand their knowledge and skills in this area with the added support of a nurse mentor in a work setting. Students are also given the opportunity to apply these principles to a selected area of surgical specialty.

NRS00704
MATERNAL ASSESSMENT
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Provides midwives with the opportunity to identify their learning needs in relation to assessment through critical reflection, and to focus on areas they wish to enhance in their own practice. The student will study the assessment role of the midwife in history and the ways in which the art of midwifery may be promoted through national competencies and an evaluation of assessment tools such as risk factor scoring and medical technologies.

NRS00705
MIDWIFE AS PRIMARY HEALTH CARE PROVIDER AND ADVOCATE
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Designed for midwives who wish to enhance their care of childbearing families through a primary health care practice model. The historical, economic, cultural and political factors which have impeded the role of the midwife as primary health carer and advocate are analysed, and the antecedents, philosophy and strategies underpinning primary health care and client advocacy are evaluated. A systematic process of critical reflection is used to challenge the hegemonic ideologies that have shaped midwifery practice, and to provide a foundation which will inform and transform midwifery theory and practice.

NRS00706
CHILDBIRTH EDUCATION AND PARENTCRAFT
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Encourages a critical analysis of current programmes provided by midwives and other health educators for families during the child-bearing and child-rearing phases. Will provide a theoretical base for midwives already involved in the delivery of such programmes, and enable midwives who are not educators in the formal sense to enter this field of midwifery. Will incorporate knowledge from both the biological and behavioural sciences in order to prepare a practitioner who is able to guide parents through the maze of conflicting and

controversial advice which is given in this phase of the life span.

NRS00707
ADVANCED MIDWIFERY SKILLS
Not available to undergraduates.
Ext ◆ L ◆ NHCP
Divided into two 75 hour modules. In each module, students will be required to maintain a reflective journal of their current practice in relation to this midwifery skill, and by literature search and review critically analyse the nature of existing practices in a variety of birth settings. They will assume the responsibility for assessment and care of a group of clients in relation to the skills and demonstrate practice at an advanced level.

NRS00800
NURSING 400 (HONOURS)
FY ◆ Int/Ext ◆ L ◆ NHCP
Will provide students with the opportunity to undertake an original research project in Nursing, which will be written up into a thesis. Students will have the opportunity to develop research skills through completion of the project, preparation of a progress paper and a seminar presentation.

NRS00801
NURSING 450 (HONOURS)
FY ◆ Int/Ext ◆ L ◆ NHCP
Will provide students with the opportunity to undertake an original research project in Nursing, which will be written up into a thesis. Students will have the opportunity to develop research skills through completion of the project, preparation of a progress paper and a seminar presentation.

NRS01700
INITIAL MANAGEMENT OF THE "AT RISK" NEONATE
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ NHCP ◆ V King
Provides registered nurses caring for neonates with the essential advanced knowledge and clinical skills required to identify "at risk" factors (maternal/foetal and environmental) that may affect neonatal outcome; assess and stabilise neonates who need more than routine newborn care; and, enable them to assess when "at risk" neonates require referral to a higher level of care.

NRS01701
MANAGEMENT OF ACUTE CONDITIONS IN THE "AT RISK" NEONATE
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ NHCP ◆ V King
Provides registered nurses caring for neonates with the essential advanced knowledge and clinical skills required to assess and manage sick, premature and/or small for gestational age neonate who has a common metabolic disorder, hyperbilirubinaemia or respiratory distress.

NRS01702
ONGOING MANAGEMENT OF THE "AT RISK" NEONATE
Not available to undergraduates.
S1/S2 ◆ Ext ◆ L ◆ NHCP ◆ V King
Provides registered nurses caring for "at risk" neonates with the advanced knowledge and clinical skills required for managing acute conditions such as neonatal sepsis and seizures. Supportive nursing management for neonates of chemically dependent mothers and those with long-term respiratory conditions is also studied.

NRS01703
MANAGEMENT OF SPECIAL CLINICAL CONDITIONS AFFECTING THE "AT RISK" NEONATE
Not available to undergraduates.
Ext ◆ L ◆ NHCP ◆ V King
Provides registered nurses caring for neonates with the essential knowledge and clinical skills to assess and manage life-threatening conditions such as common congenital abnormalities and genetic disorders which are often amenable to early intervention, to manage ethically sensitive situations and to provide psychosocial support for parents and families of these sick, premature and/or small for gestational age neonates.

NUT00004
NUTRITIONAL BIOCHEMISTRY
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite*: CHE00002 Biochemistry*
Provides an overview of the biochemical role of nutrients in the body. Emphasis will be placed on the role of vitamins, minerals and fatty acids and the diverse biochemical reactions and pathways in which they are involved.

NUT00107
NUTRITION
Students will examine the causes and manifestations of over and under-nutrition.

Methods of nutritional assessment will be examined. Common nutritionally related illnesses will be reviewed. The unit looks at nutritional needs and methods available for making the best use of available nutritional resources.

NUT00207
APPLIED DIET, WEIGHT CONTROL AND EXERCISE (WELLNESS)
Not offered in 2001.
S2 ◆ Int ◆ L ◆ ESSM
Wellness components include the spiritual, intellectual, social, emotional and physical. Aims to focus student attention on the physical component and develop an in-depth understanding of diet, weight control and exercise skills.

NUT00214
NUTRITION I
S1 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: *CH004 Nutritional Biochemistry and BIO01202 Anatomy and Physiology II*
A comprehensive introduction to nutritional science, providing an overview of human nutritional requirements, nutritional assessment and methods, food science and technology. The role of food within economic, psycho-social, political, cultural and ecological frameworks will be explored.

NUT00215
NUTRITION II
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: *NUT00214 Nutrition I*
Provides the knowledge and skills required in the preparation of dietary plans through a comprehensive and critical analysis of comparative diet therapy. In addition this unit will include an introduction to the principles of the nutrition care process, determination of altered nutrient requirements of individuals at various stages of the life cycle and in disease states. The use of standard diets and other nutrition education tools will also be discussed.

NUT00216
NUTRITION III
S1 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: *NUT00215 Nutrition II*
Co-requisite/s: *HLT00278 Naturopathic Clinic I*
Provides an overview of the pharmacological role and clinical application of nutrients in the prophylactic and therapeutic treatment of disease. Covers the indications, contra-indications, safety, efficacy, toxicology and form and dosage of nutrients used in clinical practice.

NUT00217
NUTRITION IV
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: *NUT00216 Nutrition III*
Co-requisite/s: *HLT00279 Naturopathic Clinic II*
The focus of this unit is clinical nutrition. It integrates previous learning in nutrition and prepares students for clinical practice. Clinical problems in each body system will form the basis for study within this unit.

NUT00330
NUTRITION AND HUMAN PERFORMANCE
S1 ◆ Int ◆ L ◆ ESSM
Provides the student with the knowledge, attitudes and skills related to personally achieving optimal health through proper nutrition. Additionally, it develops an understanding of diet therapy and the dietary needs of special populations. Also attempts to increase the student's understanding of the relationship between nutrition and health and the differing nutritional needs of various groups.

NUT00333
SPORT AND EXERCISE NUTRITION
Not offered in 2001.
S2 ◆ Int ◆ L ◆ NCM
Pre-requisite/s: *NUT00216 Nutrition III*

PHA00315
INTRODUCTORY PHARMACOLOGY
Int/Ext ◆ L ◆ NHCP
Pre-requisite/s: *BIO00305 Human Physiology or Registered Nurse Status*
The focus is on the principles of drug action, receptor theory, pharmacodynamics and pharmacokinetics. Takes a systems approach in discussing pharmacotherapeutic agents, focusing on drugs in current clinical use in Australia, as well as new therapeutic agents. Will also introduce the student to toxicology, again with reference to agents used in Australia.

PHI00200
HISTORY OF IDEAS
S2 ◆ Int/Ext ◆ L/CH ◆ Ed
Provides an introduction to some of the key questions and issues derived from ontological, ethical and socio-political fields of discourse. Through these fields and their interconnections,

specific issues of contemporary interest are analysed and discussed.

PHI00201
WAYS OF KNOWING
S2 • Int/Ext • L • HMCS

Ways of Knowing contextualises and critiques the legitimation of particular knowledges in Western cultures and marginalisation of others. It considers the paradigm shifts which occurred circa the 17th century and argues that in the 21st century we are in the midst of another significant shift in Western ways of knowing.

POL00006
AUSTRALIAN GOVERNMENT AND POLITICAL INSTITUTIONS
S1 • Int/Ext • L • SWD

A foundation unit which familiarises students with the system of Australian government and the institutions which support it: the Constitution, federalism and Parliament; the Cabinet and the public service; electoral processes and political parties. Government plays a significant role in shaping society and an understanding of its many facets is essential for students of social science.

POL00010
LOCAL GOVERNMENT
S2 • Int/Ext • L • SWD

Familiarises students with the challenges currently facing local government. With cutbacks in government expenditure, a growing emphasis on smaller government at the federal and state levels and calls for greater accountability, communities and regions are looking to local councils to provide social infrastructure and governance. This unit provides an opportunity for students to examine innovative ways in which local government and local communities can address these changes.

POL00013
POLITICS, POWER AND SOCIAL MOVEMENTS
S2 • Int/Ext • L • SWD

Explores notions of power and ethics which underpin political action and social movements, providing an opportunity to examine the dynamics that create social change. Contemporary social movements will be examined so that students can evaluate the ethical significance of them and assess the value of social movements to students' own lives.

POL00103
WORK IN THE AUSTRALIAN CONTEXT
S2 • Int/Ext • L • SWD

Provides an overview of some background issues affecting organisations in Australia. The major topics covered are the economic and industrial relations structures in Australia as they affect employers and employees.

POL00131
INTERNATIONAL COMMUNITY DEVELOPMENT
S2 • Int/Ext • CH • HS
Pre-requisite/s: BHS00130 Introduction to Community Development

Examines the context of international community development through an exploration of key issues, policies and players. The evolution of the nature of 'giving' is explored and how colonisation impacted on the process. Case studies are explored in developing societies focusing on issues world wide.

POL00134
INTERVENTION AND CASE MANAGEMENT
S2 • Int/Ext • CH • HS
Pre-requisite/s: SOC00111 Contexts of Social Welfare Practice

Explores some theoretical models used to guide social welfare interventions together with strategies for empowerment of people and for social change. Students will gain a comprehensive understanding of the intervention process and an understanding of the dominant contemporary models of case management and client empowerment.

POL10023
PEACE, WAR AND INTERNATIONAL POLITICS
Not offered in 2001.
S2 • Int/Ext • L • SWD

Overviews Australian and global responses to peace and war in current international politics. Examines Australia's relationships with neighbouring countries in terms of responses to rights, regional conflict, trade and security. Explores the broad political context surrounding global issues of peace, war and international relations relating to aid, justice, national conflict, defence, peace-keeping and pluralist identities.

POL10024
CONTEMPORARY IDEAS IN POLITICAL PRACTICE
S1 ◆ Int/Ext ◆ L ◆ SWD

Examines the varying meanings to a range of contemporary ideas and the problems raised at community, national and international level in their application Ideas such as human rights, justice, development, ethnicity, gender, power, liberty, citizenship, pluralism and democratic dialogue are applied to everyday political life. Significant ideological differences in political viewpoints are critically evaluated.

POL10025
CONTROVERSIES IN ETHICS AND POLICY
Not offered in 2001.
S2 ◆ Int/Ext ◆ L ◆ SWD

Demonstrates the controversial nature of public policies caught between market forces and care for citizens. Contrasts contested differences between social democratic ideals and economic rationalist choices. Scrutinises the ethical basis to public policies. Practical policies examined in an Australian context focus on the relationship between the state, markets and civil society. Global economic, environmental, reproductive and inclusionary political ethics also are examined.

REL00556
RELIGIOUS EDUCATION IN A PLURALIST SOCIETY
S1/S2 ◆ Ext ◆ L ◆ Ed

Identifies and examines key issues in "situating" religious education within the context of a pluralist society. Implications of post-modernity and non-foundationalism are also considered.

SCI00211
INTEGRATED PROJECT
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: All core units plus four electives
Involves identification of a suitable resource management issue or research topic, the planning and design of research methods, the gathering of relevant information and data, and the preparation of a professional report. The project allows students to integrate knowledge attained in the previous five semesters of the course.

SCI00419
FOOD AND BEVERAGE MANAGEMENT
S1 ◆ Int/Ext ◆ L/CH ◆ THM

Provides students with an understanding of strategic, operational and managerial issues facing food and beverage operators. The unit commences with a strategic overview of the development and current status of the food and beverage service industry, with particular attention to the socio-cultural, market and competitive factors and the development of food and beverage service concepts. Once a concept has been developed, food and beverage managers must communicate and implement the concept on a daily basis through the firm's operational activities, which include menu planning, purchasing, receiving, storing, issuing, production, service and sale. The unit then focuses on the managerial issues in food and beverage operations, including financial control, menu pricing and analysis, human resource management and legal and ethical obligations.

SCI00428
FOOD AND BEVERAGE SERVICE DELIVERY SYSTEMS
S1 ◆ Int ◆ CH ◆ THM

Presents a theoretical and practical approach to food and beverage delivery service systems, focusing on the development of service skills, as well as quality assurance, cost control and efficiency for front-of-house procedures.

SCI00429
FOOD PREPARATION AND PRODUCTION SYSTEMS
S2 ◆ Int ◆ CH ◆ THM

Presents a theoretical and practical approach to food preparation and production systems, focusing on the development of operational skills and quality assurance, cost control and efficiency for back-of-house procedures.

SOC00100
CURRENT ISSUES
S1 ◆ Int/Ext ◆ L ◆ SWD

Focuses on the human resource context in Australia. Examines government policies and initiatives. As well, looks at current issues such as unemployment, childcare in the workplace, technology and the Australian identity.

SOC00101
THE FUTURE OF WORK
S1 ◆ Int/Ext ◆ L ◆ SWD

Provides insights into the identified future trends in the nature of work. Leisure, technology and changed relationships are discussed in the context of political and economic structures.

SOC00107
SOCIAL PLANNING
S2 ◆ Int/Ext ◆ CH ◆ HS

Considers the social planning processes necessary to allocate scarce resources in an equitable and feasible way within a society. Issues of social justice and equity are discussed within the context of specific communities and across the three levels of government. Socio-demographic data are analysed and interpreted and community consultation processes are emphasised.

SOC00111
CONTEXTS OF SOCIAL WELFARE PRACTICE
S1 ◆ Int/Ext ◆ CH ◆ HS

Seeks to provide students with a critical analysis of social welfare work within the context of Australian society and culture and the development of the "welfare state". Briefly examines bases of human behaviour and disempowering inequalities within Australian society. Students additionally will critically examine social theories and contemporary social issues.

SOC00112
SOCIAL POLICY
S1 ◆ Int/Ext ◆ CH ◆ HS

Introduces the fundamental issue of social policy in welfare practice. Issues of inequality and social policy-making, implementation and analysis are covered. Students are guided to critically analyse one specific social policy in its historical, political and social welfare context.

SOC00115
SOCIOLOGY OF INEQUALITY
S2 ◆ Ext ◆ L ◆ SWD
Pre-requisite/s: *SOC00118 Approaches to Sociology*

Focuses on how and why inequalities still occur in a modern society like Australia. Encourages students to analyse and question the structures that maintain those inequalities. Specific inequalities such as the distribution of wealth and problems in the workplace are critically examined, as are policies designed to produce social change.

SOC00117
SOCIOLOGY OF WORK
S1 ◆ Int/Ext ◆ L ◆ SWD
Pre-requisite/s: *SOC00118 Approaches to Sociology*

Explores the labour market within the framework of social life and the attitudes and values in the wider society. Examines the different ways of approaching the social nature of work, compares a functionalist and conflict view of work. Examines contemporary theories of work and the segmentation of the labour market. These understandings help to equip policy makers.

SOC00118
APPROACHES TO SOCIOLOGY
S2 ◆ Int/Ext/Online ◆ L/CH/PM ◆ SWD

Provides an overview of concepts and traditions in sociology as well as using the tools of critical social thinking to explore social issues. Moves from the early work of Herbert Spencer to contemporary theorists such as Foucault. Focuses on the major traditions of functionalist, conflict, interactionist and feminist approaches.

SOC00304
INTRODUCTORY SOCIOLOGY
S1/S2 ◆ Int/Ext ◆ L ◆ NHCP

Will, by a critical analysis of social structures, provide the student with knowledge of sociological concepts and theories that will be applied at greater depth in further sociology units. Includes an examination of areas of society that are of contemporary importance including the problems facing indigenous Australians, work, the family, death, sexuality and religion.

SOC00355
SOCIOLOGY OF HEALTH CARE PRACTICE
S1 ◆ Int ◆ L ◆ NHCP
Pre-requisite/s: *SOC00304 Introductory Sociology*

Reinforces the concepts and theories of the first year unit Introductory Sociology and applies them, in detail, to the analysis of the factors which affect the health status of individuals and the delivery of health care. Also analyses the way in which cultural concepts of illness and health care delivery are constructed and

examines the factors that affect illness behaviour of individuals.

SOC00417
RACE AND RACISM
S1 ◆ Int/Ext ◆ S2 ◆ Ext ◆ L ◆ CIAP

The concepts and issues of race and racism are examined both theoretically and practically in the Australian context. Racism, from the time of white invasion, is examined in relation to Aboriginal peoples, and related policies. This subject is strongly focussed on student self-directed learning and each student's own discourse. The best way to summarise the learning journey in this unit is an 'experiential learning in the concept of cognitive heuristics' within the paradigm of social cognition. This approach ensures that students are able to fully manifest their views, overt or covert, positive or negative, regarding this subject in a positive genre of self directed learning.

SOC00418
INDIGENOUS AUSTRALIANS AND ANTHROPOLOGY
Not offered in 2001.

SOC00722
THE SOCIOLOGICAL AND POLITICAL BASIS OF HEALTH CARE
Not available to undergraduates.
Ext ◆ NHCP

Analyses the impact of social factors on health and studies the impact of dominant models of the body and illness and the effect of these images on the structure of health care delivery. The structure of the health care system is examined both from the perspective of government responsibility for health and the impact of more recent policy trends upon health care delivery.

SOC00801
THESIS (6 UNIT) – SOCIOLOGY
SOC00802
THESIS (8 UNIT) – SOCIOLOGY
S1/S2 ◆ Ext ◆ L ◆ SWD

Will provide students with the opportunity to undertake an original research project in Social Science which will be presented as a thesis. Students will have the opportunity to develop research skills through the completion of two research units or complete a thesis only where they have prior research methods experience.

SOC01121
SOCIAL INQUIRY METHODS
S1 ◆ Ext ◆ CH ◆ HS
***Pre-requisite/s:** 10 units including SOY00118 Approaches to Sociology*

Focuses on how social researchers investigate society using different methods or tools. Stresses how data is collected and analysed in the production of social knowledge. Serves to consolidate the research approaches in all of the Social Science degree.

SOC01122
SOCIOLOGY OF THE FAMILY
S2 ◆ Int/Ext ◆ L ◆ SWD
***Pre-requisite/s:** SOC00118 Approaches to Sociology*

Introduces students to the development of the family as a basic social unit, definitions and types of families as well as a range of theoretical perspectives about the concept of "family". Students are introduced to the formation and functions of the family by exploring the processes of marriage and parenthood. Problems associated with family dysfunctions are analysed. The impact of globalisation and technological advancements on the future of families is also explored.

SOC01123
SOCIOLOGY OF DEVIANCE
S1 ◆ Ext ◆ L ◆ SWD
***Pre-requisite/s:** SOC00118 Approaches to Sociology*

Invites students to explore the notion of deviance from a social constructionist perspective. Students examine the ways by which morally condemned behaviours come to be defined as deviant. They explore the process by which people, who perform actions perceived as deviant, acquire a certain identity and respond to their label in various ways. In particular, students are encouraged to analyse a number of examples of constructed meaning by drawing on the accounts which various people have used to explain their actions.

SOC10026
CORPORATE CITIZENSHIP
S2 ⋆ Int/Ext/Online ⋆ L ⋆ SWD
Subject to availability.
Examines ideas that explain issues and dilemmas associated with the social responsibilities of business, drawing on examples of how the complexity of business and community partnerships can be managed. You will need access to internet facilities to complete this unit.

SOC10027
SOCIOLOGY OF CYBERSPACE
S1 ⋆ Int/Ext/Online ⋆ L ⋆ SWD
Examines the global and multilayered electronic network, which provides social scientists with a diversity of information, relationships and social rituals. Explores what these new developments mean for the social organisation of human societies, as well as posing new questions about the phenomenon of virtual relationships. Will need access to internet facilities to complete this unit.

SOY00028
PROJECT A – WORKPLACE PRACTICES
S1/S2 ⋆ Ext ⋆ L ⋆ SWD
Pre-requisite/s: Any 4 units
Involves the students in formulating, implementing, evaluating and discussing a piece of educational enquiry in an area of training and development that is significant both to the student and to the field as a whole. The results of the investigation will be the production of a major report. Students will be encouraged to seek to have the main elements of their reports published in the appropriate professional journals or newsletters.

SOY00029
PROJECT B – PROFESSIONAL PRACTICE
S1/S2 ⋆ Ext ⋆ L ⋆ SWD
Pre-requisite/s: Any 4 units
Students explore elements of professionalism including reflecting on practice, peer supervision and mentoring by an experienced training professional. Builds on learning in coursework units and culminates in the development, delivery and evaluation of a training event under the direction of University staff and with the possible assistance of approved industry professionals.

SOY00125
APPROACHES TO SOCIAL INQUIRY
S1 ⋆ Ext ⋆ HS
Pre-requisite/s: 10 units including SOY00118 Approaches to Sociology
Provides theoretical frameworks for analysing social research. Students are encouraged to immerse themselves in the different world views presented by a number of social research paradigms and to gain a historial and current prospective on ways to approach social inquiry.

SOY00126
APPLIED SOCIAL INQUIRY
S2 ⋆ Ext ⋆ HS
Pre-requisite/s: 12 units including SOY00125 Approaches to Social Inquiry and SOC01121 Social Inquiry Methods
Provides the opportunity to develop a research proposal that is both academically rigorous and ethically sound. Students will conduct a literature review, select and justify their methodology, discuss the ethical considerations involved and present a completed social inquiry proposal on completion of the unit..

SOY00127
HUMAN RELATIONS
S1 ⋆ Int/Ext/Online ⋆ L ⋆ SWD
Examines the social construction of gender, race, class, ageism, racism and concepts of disadvantage in social groups. The unit explores how the constraints of gender may be tightened when one also has a devalued racial status, sexual orientation, age or economic status. Also provides an insight into cross-cultural communication.

SOY00132
EVALUATION IN COMMUNITY WELFARE
Not offered in 2001
S1 ⋆ Int/Ext ⋆ CH ⋆ HS
Pre-requisite/s: SOC00111 Contexts of Social Welfare Practice or BHS00130 Introduction to Community Development
Introduces students to the concepts and processes of evaluation research in welfare and community settings. Students will gain an appreciation of several techniques of evaluation and critically analyse a number of evaluation studies.

SOY00133
RURAL AND URBAN COMMUNITY DEVELOPMENT
S1 ✦ Int/Ext ✦ CH ✦ HS
Pre-requisite/s: BHS00130 Introduction to Community Development
Introduces students to the key factors which differentiate urban and rural development and provides a framework for analysis of both. The major areas of study are factors which impinge upon rural and community development, contemporary issues in rural and community development, and mainstream urban and rural analysis.

SOY00137
ENVIRONMENTAL MANAGEMENT FOR THE HOTEL INDUSTRY
Topics covered in this unit include a systematic framework that encourages a strategic approach to the environment as a business issue. The unit encourages a proactive approach to environmental management while examining the environmental review process, staff commitment, resource acquisition and allocation, leadership and team building, the selection of priority areas, developing plans, measurement target setting, implementation and review of the process.

SOY00150
POLICIES AND ORGANISATIONS
S1 ✦ Int/Ext ✦ CH ✦ HS
Emphasises the ideological nature of policies and organisations. Examples of public policy are analysed for their inherent assumptions and the history and processes of policy development are discussed.

SOY00159
PROJECT MANAGEMENT AND PROMOTION
S2 ✦ Int/Ext ✦ CH ✦ Bus
Considers the processes of developing, implementing and evaluating a specific project. Needs analysis, budgeting, scheduling, resource allocation, tendering procedures and legal considerations, and the uses of computer software are discussed.

SOY00203
WOMEN'S STUDIES
Examines various feminist theories. Selected relevant themes to women's studies will be chosen to demonstrate past invisibility and to critique the possible changes to women's position in contemporary Australian society. An experiential self-awareness theme will encourage the identification of personal experiences and relationship to feminist theory.

SOY00204
COMMUNITY PROJECT MANAGEMENT
S2 ✦ Int/Ext ✦ CH ✦ HS
Considers the theoretical perspectives and political environment of community project management and the processes of developing and implementing a specific project. Government structures, parliamentary processes, current community structures, alternative structures and managing the project are core aspects of the unit.

SOY00213
HUMAN SERVICES MANAGEMENT
S2 ✦ Int/Ext ✦ CH ✦ HS
Provides theoretical frameworks for analysing the unique features of human service organisations and how to effectively manage service delivery. The current challenges for human service organisations to survive in a climate of competitive tendering and fiscal restraint will be critically examined.

SOY00217
APPROACHES TO DEFENCE STUDIES
S1/S2 ✦ Ext/Online ✦ L ✦ SWD
Provides a basic distinction between the nature of the Australian Defence Force and the socio-political context in which the Australian Defence Force operates. The unit develops students' understanding of the role of defence forces within society; the reason for their existence, their antecedents and, their responsibility to hold ethical principles which will be reflected by their actions which are in turn subject to ethical and legal judgements by the community they serve.

SOY00220
APPROACHES TO SOCIAL SCIENCES
S1 ✦ Int/Ext/Online ✦ L/CH/PM ✦ SWD
Provides an overall picture of Social Science as a precursor to studies in specific disciplines within this complex field. Key ideas and issues within social science will be explored together with the application of social science knowledge to practical situations.

SOY00222
INTERNSHIP STUDY
S1 ✦ Int/Ext ✦ L ✦ RSM
Pre-requisite/s: *Completion of 16 units from the Bachelor of Applied Science: All Streams*
Provides experience in workplaces related to their courses. Includes preparation of applications, employment interviews, and a ten week work placement which is formally assessed. Placements in work experience will be by competitive application.

SOY00247
BUSINESS INTERNSHIP
Double-weighted unit.
S1/S2 ✦ Int/Ext ✦ L/CH ✦ CM
Pre-requisite/s: *Minimum of 8 core (Business) units*
Provides practical workplace experience within business, commerce or industry. Students can undertake a placement in any appropriate industry sector (e.g. corporate {consumer, services, industrial}, professional, government, etc.) in Australia or overseas. Students are provided with an opportunity to apply concepts and principles of business and management to a workplace setting in industry and to better appreciate the nature of employment in the industry. Students are responsible for finding their own positions for internship.

SOY00411
TOURISM AND HOSPITALITY STUDIES I
S1 ✦ Int/Ext ✦ L/CH ✦ THM
Tourism and phenomena directly associated with tourism represent complex phenomena. Is tourism best understood as a form of trip, a market, an industry, a set of environmental impacts or something else? Systematic ways of studying tourism can be developed, and applied to elementary themes including tourist types and behaviour, the roles of places in tourists' itineraries and structures of tourism industries. Basics of hospitality, and its links with tourism, are key topics.

SOY00412
TOURISM AND HOSPITALITY STUDIES II
S2 ✦ Int/Ext ✦ L/CH ✦ THM
Pre-requisite/s: *SOY00411 Tourism and Hospitality Studies I*
Building on SOY00411, more foundation theories about tourism and hospitality are studied, leading into a number of topical issues which are explored with examples from Australia and other countries. These issues include environmental impacts, sustainability and eco-tourism; strategic and structural nature of tourism industries, authenticity; tourism and the 2000 Olympics; gambling and casinos related to tourism.

SOY00419
INDIGENOUS ENVIRONMENTAL MANAGEMENT
S1 ✦ Int/Ext ✦ S2 ✦ Ext ✦ L ✦ CIAP
To develop students' understanding of Indigenous knowledge systems and cultural practices, the impact of European invasion and occupation on Indigenous natural resource use and management. To introduce students to a broad range of policy, legislation and laws, both international and domestic, relevant to Indigenous peoples and the environment. To familiarise students with current initiatives by Indigenous peoples concerning the management of their lands, government approaches to environmental management, and to encourage students to reflect on the role they play in the achieving of social justice of Indigenous peoples.

SOY00700
SOCIOLOGY OF WORKPLACE INDUSTRIAL RELATIONS
Not offered in 2001.

SOY00707
SOCIAL DETERMINANTS IN WOMEN'S HEALTH
Not offered in 2001.
Not available to undergraduates.
Ext ✦ L ✦ NHCP
Social and environmental factors which affect women's health are diverse. However, the exact nature and range of these effects are often not fully acknowledged. To enable effective prevention and management of ill health in women, it is imperative that health care workers obtain an understanding of these factors. This unit will therefore examine the effects of class, ethnicity, family structures, age, geographical location, religion and women's role as carers on the health status of women.

SOY00708
SOCIAL CONSTRUCTION OF WOMEN'S HEALTH
Ext ◆ L ◆ NHCP
Not available to undergraduates.
Pre-requisite/s: SOY00707 Social Determinants in Women's Health

It is recognised and acknowledged that women's health cannot be explained merely by physical variables. Other variables impacting on the health of women can be partly explained by the social construction of women's health. To ensure effective prevention of management of ill health of women it is imperative that health care workers obtain an understanding of the social construction both of gender and health. Accordingly, this unit will examine the effects of social construction of gender and of health, upon the health status of women. The role of medicine as an agent of the social control of women and the impact of alternative health movements upon women will also be examined.

SOY00801
THESIS (6 UNIT) – SOCIAL SCIENCES
SOY00802
THESIS (8 UNIT) – SOCIAL SCIENCES
S1/S2 ◆ Ext ◆ L ◆ SWD

Will provide students with the opportunity to undertake an original research project in Social Science which will be presented as a thesis. Students will have the opportunity to develop research skills through the completion of two research units or complete a thesis only where they have prior research methods experience.

SOY01700
WOMEN AND SEXUALITY
Not offered in 2001.
Not available to undergraduates.
Ext ◆ L ◆ NHCP

Critically analyses the role of women, their sexuality and the social controls imposed by society on women. Also provides students with the necessary skills to carry out comprehensive physical examinations, recognise common sexual health problems and provide appropriate interventions and advice for these problems. In addition they will be able to teach appropriate reproductive and sexual health practices to women.

SUR00201
RESOURCE ASSESSMENT TECHNIQUES I
S1 ◆ Int ◆ L ◆ RSM

Introduces students to resource assessment techniques for providing the data upon which informed decisions in resource management and other environmental investigations are based. A range of techniques are addressed and these entail collection and collation of information from both original (field surveys, aerial photographs and remotely sensed data) and secondary (archival material, particularly in the form of maps) sources. Students are introduced to principles and skills required for the collection of resource data.

SUR00202
RESOURCE ASSESSMENT TECHNIQUES II
S2 ◆ Int ◆ L ◆ RSM
Pre-requisite/s: SUR00201 Resource Assessment Techniques I

Introduces some of the techniques and skills required in the collection and mapping of field data for environmental resource assessment. Students will be introduced to resource assessment techniques used in areas of research of biological, physical and chemical environments, and for environmental planning and management.

TCH00088
GRADUATE TEACHING EXPERIENCE
Not offered in 2001.
S1/S2 ◆ Int/Ext ◆ L ◆ Ed

Provides Graduate Teachers with the opportunity to extend their teaching experience into a sustained period of full-time teaching. Performance Appraisal. Provides the Graduate Teacher with class/school access to complete school/classroom components of the two core units *EDU01104 Assessment and Reporting*, and *EDU00291 Theory and Process of Curriculum Development.*

TCH00089
BUSINESS/INDUSTRY PLACEMENT EXPERIENCE
Not offered in 2001.
S1/S2 ◆ Ext ◆ L ◆ Ed

This elective aims to provide students with a workplace experience in which the demands of a workplace culture are encountered, considered and acknowledged. Students will undertake supervised negotiated project based placements

within varying business and industry organisations.

TCH00501
PROFESSIONAL STUDIES IN EDUCATION I
S1 ◆ Int ◆ L ◆ Ed

Provides the foundation for developing competence in students' classroom teaching strategies across K-6 grades by (i) the study of contemporary research and thinking about teaching/learning; and (ii) the satisfactory completion of Internship experiences in schools on a regular basis.

TCH00502
PROFESSIONAL STUDIES IN EDUCATION II
S1 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *TCH00511 Practicum I: Primary Education*

Considers trends in contemporary Australian society and their impact on schools, classrooms and approaches to teaching/learning. Focuses on the school in its social context and involves an examination of the social and cultural contexts of Australian society within which formal schooling is undertaken. The approach is informed by the discipline of sociology of education.

TCH00503
PROFESSIONAL STUDIES IN EDUCATION III
S1 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *TCH00512 Practicum II: Primary Education*

Examines the societal contexts and theories underlying curriculum planning, and their implication for the teaching and evaluation of pupils' learning. Emphasis is placed on the curriculum in its social context, examining the societal impacts on curriculum; curriculum priorities; curriculum development; technology in teaching and learning; co-operative learning strategies; assessment, evaluation and record keeping; teaching professionalism and accountability.

TCH00504
PROFESSIONAL STUDIES IN EDUCATION IV
S1 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *TCH00513 Practicum III: Primary Education*

Focuses in particular on classroom analysis and forward planning, acquired through internship experiences and reflection. Designed to prepare students for their final Practicum unit in the subsequent semester.

TCH00511
PRACTICUM I: PRIMARY EDUCATION
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *TCH00501 Professional Studies in Education I*

Provides opportunities for developing competence in classroom teaching across K-6 grades by (i) the study of contemporary research and thinking about teaching/learning; and (ii) the satisfactory completion of Internship/practicum experiences in schools on a regular basis throughout the semester, including one three-week practicum block.

TCH00512
PRACTICUM II: PRIMARY EDUCATION
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *TCH00502 Professional Studies in Education II*

Requires students to demonstrate initiative in the preparation and application of a professional development contract and to exhibit a sound level of skill in preparation for and participation in the teaching practicum.

TCH00513
PRACTICUM III: PRIMARY EDUCATION
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *TCH00503 Professional Studies in Education III*

Provides a block teaching experience of a continuous four weeks in one school which complements theoretical studies for in-school experiences and supplements the lecture/workshop activities. Allows for the completion of a professional portfolio of experiences and reflective log that is utilised in Department of Education interviews undertaken during the semester.

TCH00514
PRACTICUM IV: PRIMARY EDUCATION
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *TCH00504 Professional Studies in Education IV*
Focuses in particular on long-term planning and sustained teaching. Includes four weeks of classroom practice, lead-up internship experiences and reflection on both. Students apply principles of programming and resource management, develop strategies for self-evaluation and reflection on teaching and acquire an informed and critically aware approach to the teaching and learning which takes place in classrooms.

TCH10000
PROFESSIONAL EXPERIENCE I
S1 ◆ Int ◆ L ◆ Ed
Through a combination of University-based micro-teaching exercises and school-based experiences (including a three-week block-teaching placement), students are introduced to (i) techniques of classroom observation; (ii) specific skills required in planning, implementing and evaluating individual lessons and lesson-sequences in Secondary classrooms; and (iii) the wider professional roles and responsibilities of Secondary teachers.

TCH10001
PROFESSIONAL EXPERIENCE II
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *TCH10000 Professional Experience I*
Provides a block teaching experience of a continuous four weeks in one school which complements theoretical studies for in-school experiences and supplements the lecture/workshop activities.

TCH10002
SCHOOL INTERNSHIP
Not offered in 2001.
Pre-requisite/s: *TCH10001 Professional Experience II*
Provides an extended period of autonomous teaching experience of at least seven weeks' duration in one school which complements theoretical studies for in-school experiences and supplements the professional development achieved in Professional Experience I and II.

TCH10005
BEHAVIOUR, LEARNING AND THE CURRICULUM
Not offered in 2001.
Introduces theories of behaviour and classroom management and provides beginning teachers with knowledge of, and skills in, behaviour and classroom management techniques, and curriculum development.

TCH10007
CURRICULUM SPECIALISATION: HUMAN SOCIETY AND ITS ENVIRONMENT I
S1 ◆ Int ◆ L ◆ Ed
Focuses on planning, implementing and evaluating strategies regarding the Stages 4, 5 and 6 Human Society and its Environment (HSIE) syllabi. An examination of teaching skills and development of values and perspectives, which are intrinsic to HSIE, will occur along with a focus on the professional requirements of the teachers.

TCH10008
CURRICULUM SPECIALISATION: HUMAN SOCIETY AND ITS ENVIRONMENT II
S2 ◆ Int ◆ L ◆ Ed
Pre-requisite/s: *TCH10007 Curriculum Specialisation: Human Society and its Environment I*
Provides an integrated understanding of the Stage 6 Human Society and its Environment syllabi and in particular focuses on teaching skills to relate these syllabi to current issues.

TCH10009
CURRICULUM SPECIALISATION:
TEACHING MODERN LANGUAGES I
Not offered in 2001.
Provides an understanding of the role of modern languages other than English (LOTE) in the secondary school environment and an in-depth knowledge of the Stages 4, 5 and 6 syllabi in the student's chosen language area.

TCH10010
CURRICULUM SPECIALISATION:
TEACHING MODERN LANGUAGES II
Not offered in 2001.
Pre-requisite/s: *TCH10009 Curriculum Specialisation: Teaching Modern Languages I*
Develops specific skills and knowledge regarding the Stage 6 syllabi in the student's chosen language area. Topics related to Board of Studies requirements, HSC assessment, senior

teaching methodologies and resources are included.

TCH10011
CURRICULUM SPECIALISATION: ENGLISH
Not offered in 2001.
Provides an understanding of the role of English in the secondary school environment and an in-depth knowledge of the Stages 4, 5 and 6 English syllabi.

TCH10012
CURRICULUM SPECIALISATION: DRAMA
Not offered in 2001.
Examines pedagogy, curriculum and skills in relation to the teaching of Stage 4,5 and 6 Drama. Areas of educational planning, variety of teaching strategies, organisation of extra-curricular activities and development of classroom resources will be examined.

TCH10013
CURRICULUM SPECIALISATION: DANCE
Not offered in 2001.
Introduces students to dance as an art form and a means of expression within the school environment. Through the study of the components of performance, composition and appreciation, students will explore the Board of Studies syllabus and the relationship of movement as a response within the school setting.

UPU00001–4
UNIVERSITY PARTNER UNIT I–IV
ESSM
Students can take up to three units offered by the University Partners in the Master of International Sport Management.

USC00261–2
UNSPECIFIED CORE UNIT I–II
ESSM
For students who have a degree or strong background in one of the areas to be studied or who can justify that a unit may not suit their course of study, up to two unspecified core units may be taken, with approval of the Head of School. These can be drawn from any of the postgraduate units offered by this University or the University Partners in the Master of International Sport Management.

Alphabetical Listing of Units

Unit Name	Number	Unit Name	Number
Aboriginal Child at School, The	EDU00297	Advanced Computing Topic A	CSC00721
Aboriginals, Islanders and Contemporary Legal Issues	LAW00055	Advanced Computing Topic B	CSC00722
Aboriginals, Islanders and the Criminal Justice System	LAW00056	Advanced Computing Topic C	CSC00723
		Advanced Computing Topic D	CSC00724
Aborigines, Torres Strait Islanders and the Law	LAW00513	Advanced Constitutional Law	LAW00518
Academic Study Methodology	HUM00198	Advanced Finance and Risk Management	ACC00154
Academic Study Technique I	BHS00323	Advanced Financial Reporting	ACC00148
Academic Study Technique II	BHS00324	Advanced Management Accounting	ACC00722
Accommodation and Information Technology Systems	MNG00418	Advanced Midwifery Skills	NRS00707
		Advanced Statistics	MAT00331
Accounting 400 (Hons)	ACC00801	Advanced Taxation	ACC00134
Accounting and Finance for Managers	ACC00724	Advanced Taxation Practice	LAW00133
Accounting and Financial Management I	ACC00141	Advertising and Media Strategies	MKT00153
		Ageing and Physical Activity	HLT00221
Accounting and Financial Management II	ACC00142	Agribusiness	ECO00301
		Agri-Management	MNG01503
Accounting for Decision Making	ACC00149	Analysis of Contemporary Policy in Human Services	BHS00369
Accounting for Group Entities	ACC00701		
Accounting for Managers	ACC00720	Analytical Methodologies in Emergency Management	BHS00367
Accounting Information Systems	ACC00120		
Accounting Principles and Practice	ACC00143	Anatomy and Physiology I	BIO01201
Accounting Theory	ACC00106	Anatomy and Physiology II	BIO01202
Action Research and Evaluation (2 unit)	MNG00789	Anatomy for Human Movement	BIO01302
		Ansett Project	MKT00200
Acupuncture Concepts	HLT00440	Applications Development	CSC00235
Acupuncture Practice I	HLT00441	Applied Biomechanics (Wellness)	BIO00325
Acupuncture Practice II	HLT00442	Applied Diet, Weight Control and Exercise (Wellness)	NUT00207
Acupuncture Practice III	HLT00443		
Administrative Law	LAW00117	Applied Ethics: An Introduction	EDU00222
Adult Learning	EDU01029	Applied Exercise Physiology (Wellness)	BIO00210
Advanced Advocacy	LAW00516	Applied Exercise Psychology (Wellness)	BHS00328
Advanced Auditing	ACC00131		

Applied Health Research	NRS00227
Applied Microeconomics	ECO00102
Applied Planning	MNG00504
Applied Social Inquiry	SOY00126
Applied Sport Psychology	BHS00327
Applying Theories of Learning to Teaching	EDU00661
Approaches to Defence Studies	SOY00217
Approaches to Social Inquiry	SOY00125
Approaches to Social Sciences	SOY00220
Approaches to Sociology	SOC00118
Aquaculture	BIO01209
Aquatic Ecosystems	BIO01204
Artificial Intelligence	CSC00236
Asian Media Studies	COM00448
Assessing and Teaching Early Numeracy: Count Me in Too	ISY00553
Assessment and Reporting	EDU01104
Audio Engineering I	ENE00400
Audio Engineering II	ENE00401
Auditing	ACC00130
Auditing and Accounting Practice	ACC00704
Auditing and Assurance Services	ACC00715
Australia/Asia	CUL00210
Australian and Asian Studies	EDU00400
Australian Government and Political Institutions	POL00006
Australian Indigenous Community Administration	CUL00407
Australian Indigenous Community Development	CUL00406
Australian Indigenous Cultural Heritage	CUL00403
Australian Indigenous Societies Prior to Invasion	CUL00401
Australian Visual Art	ART00602
Australian Women's Writing	ENG00412
Banking and Lending Decisions	FIN00144

Bank Organisations and Human Resource Management	MNG00712
Basic Business Accounting	ACC00700
Behaviour, Learning and the Curriculum	TCH10005
Biochemistry	CHE00002
Biological Chemistry I	CHE00102
Biological Chemistry II	CHE00103
Biology	BIO00201
Biomechanics I	BIO00207
Biomechanics II	BIO00324
Biomedical Science I	BIO00301
Biomedical Science II	BIO00302
Biomedical Science III	BIO00303
Borderlands	HUM00273
Budgeting Control for Correctional Institutions	COR00301
Bundjalung Cultural Heritage	CUL00411
Business Accounting	ACC00712
Business Analysis for Tourism and Hospitality Managers	BUS00913
Business Awareness	MNG00254
Business Finance	ACC00152
Business Financial Accounting	ACC00703
Business/Industry Placement Experience	TCH00089
Business Information Systems	ACC00153
Business Internship	SOY00247
Business Law	LAW00131
Business Mathematics	MAT00051
Business to Business Marketing	MKT00726
Buying	MNG00319
Chemistry	CHE00201
Childbirth Education and Parentcraft	NRS00706
Children's Literature	ENG00351
Client/Server Systems	ISY00246
Clinical Diagnosis I	HLT00274

Clinical Diagnosis II	HLT00275	Computer Based Training	ISY00712
Clinical Diagnosis for Natural Medicine I	MDC00411	Computer Control, Auditing and Security	ACC00222
Clinical Diagnosis for Natural Medicine II	MDC00412	Computer Graphics I	GRA00500
		Computer Graphics II	GRA00501
Clinical Examination in Natural Medicine	HLT00413	Computer Mediated Communication	ISY00342
Clinical Nursing Studies I	NRS00321	Computers in Education: Software Evaluation and Training	EDU01291
Clinical Nursing Studies II	NRS00322		
Clinical Nursing Studies III	NRS00323	Computers in Technology I	ISY00105
Clinical Nursing Studies IV	NRS00324	Computers in Technology II	ISY00106
Clinical Nursing Studies V	NRS00325	Computing 400 (Hons)	ISY00801
Clinical Nursing Studies VI	NRS00326	Computing 401 (Hons)	ISY00802
Clinical Preparation IA	HLT00280	Computing in Applied Science	ISY00241
Clinical Preparation IB	HLT00281	Computing Project	ISY00231
Clinical Preparation II	HLT00277	Computing Studies/Information Technology Curriculum	EDU00499
Clinical Project I	NRS00229		
Clinical Project II	NRS00230	Concepts of Entrepreneurship	MNG00737
Club Industry Project	MNG01224	Conceptual Contexts of Human Services	BHS00368
Coastal Geomorphology and Sedimentology	GLY00231		
		Conflict Resolution	CSL00120
Coastal Management 400 (Honours)	BIO00801	Constitutional Law	LAW00112
Commercial and Recreational Fisheries Management	BIO00233	Consultation and Participation	CSL00164
		Consumer Behaviour	MKT00102
Commercial Law	LAW00523	Contemporary Australian Indigenous Societies	CUL00402
Communication and Culture	COM00333		
Communication, Promotion and the Community	MKT00165	Contemporary Ideas in Political Practice	POL10024
Communications in the Food Service Industry	MKT01124	Contemporary Issues in Visual Arts	ART00498
		Contemporary Music Research Methods	MUS00510
Community Corrections in NSW	COR00309		
Community Education	BHS00362	Contemporary Music Research Project (Stage 1)	MUS00511
Community Project Management	SOY00204		
Company Law	LAW00004	Contemporary Music Research Project (Stages 2 & 3)	MUS00514
Comparative Indigenous Legal Issues	CUL00415		
		Contemporary Music Theory I	MUS00620
Computer Applications	COR00312	Contemporary Music Theory II	MUS00621
		Contemporary Natural Medicine	HLT00410
Computer Based Accounting Systems	ACC00718	Contemporary Style Analysis	MUS00622

Contemporary Tourism Issues	MKT01762	Curriculum Specialisation: Drama	TCH10012
Contemporary Trends in the Business Environment	BUS00747	Curriculum Specialisation: English	TCH10011
Contexts of Social Welfare Practice	SOC00111	Curriculum Specialisation: Human Society and its Environment I	TCH10007
Contextual Body Work	HEA00404	Curriculum Specialisation: Human Society and its Environment II	TCH10008
Contract Law	LAW00503	Curriculum Specialisation: LOTE (Chinese) I	EDU01149
Controversies in Ethics and Policy	POL10025	Curriculum Specialisation: LOTE (Chinese) II	EDU01150
Conventions, Meetings and Exhibitions Management	MKT01420	Curriculum Specialisation: Mathematics I	EDU01145
Conveyancers Professional Practice	LAW00107	Curriculum Specialisation: Mathematics II	EDU01146
Conveyancing Law	LAW00057	Curriculum Specialisation: Music I	EDU01143
Co-operative Learning Skills in the Classroom	EDU00298	Curriculum Specialisation: Music II	EDU01144
Corporate Citizenship	SOC10026	Curriculum Specialisation: Outdoor Education	EDU01292
Corporate Entrepreneurship	MNG00740	Curriculum Specialisation: PDHPE I (Movement)	EDU01021
Corporate Finance	ACC00716	Curriculum Specialisation: PDHPE II (Lifestyle)	EDU01022
Corporate Reporting	ACC00713	Curriculum Specialisation: Science I	EDU01246
Corporation and Securities Law	LAW00701		
Corporations Law	LAW00527	Curriculum Specialisation: Science II	EDU01247
Correctional Management I	MKT01745	Curriculum Specialisation: Teaching Modern Languages I	TCH10009
Correctional Management II	MKT01746		
Counsellor: Role, Ethics and Personal Development, The	CSL00301	Curriculum Specialisation: Teaching Modern Languages II	TCH10010
Credit and Lending Decisions	FIN00730	Curriculum Specialisation: Visual Arts I	EDU01153
Criminal Law and Procedure	LAW00507	Curriculum Specialisation: Visual Arts II	EDU01154
Criminal Process	LAW00050	Curriculum Studies: Creative and Performing Arts I	EDU00415
Criminology	LAW00514		
Critical Incident Management	COR00302	Curriculum Studies: Creative and Performing Arts II	EDU00416
Critical Perspectives in Nursing	NRS00228	Curriculum Studies: English I – Language Acquisition	EDU00401
Critical Reasoning and Research Methods in Natural Medicine	HLT00420		
Cross-Cultural Film Studies	COM00401	Curriculum Studies: English II – The Whole Language Classroom	EDU00402
Cultural Heritage Conservation	HIS00201		
Cultural Studies Research Project	HUM00275		
Current Issues	SOC00100		
Current Issues in Human Resource Management	MNG00321		
Curriculum Specialisation: Dance	TCH10013		

Curriculum Studies: English III – Language Across the Curriculum	EDU00403
Curriculum Studies: Human Society and its Environment	EDU00412
Curriculum Studies: Mathematics I	EDU00404
Curriculum Studies: Mathematics II	EDU00405
Curriculum Studies: Personal Development, Health, Physical Education I	EDU00417
Curriculum Studies: Personal Development, Health, Physical Education II	EDU00418
Curriculum Studies: Science and Technology I	EDU00413
Curriculum Studies: Science and Technology II	EDU00414
Customer Service Management	MNG00261
Cyberlaw	LAW00525
Database Systems I	CSC00228
Data Communications and Networks	CSC00240
Data Management	ISY00702
Data Structures	CSC00205
DBA Thesis	BUS00821-5
Decision Support Systems	ISY00237
Delivery Systems in Human Services	BHS00370
Design	ART00630
Design and Technology I	EDU00491
Design and Technology II	EDU00492
Design and Technology III	EDU00493
Design and Technology Curriculum	EDU00496
Developing Music for K–6 Teachers	EDU01283
Developing School Communities	EDU00557
Developmental Psychology	BHS00304
Development of Human Resources	BHS00105
Digital Media I	ISY00324
Digital Media II	ISY00325
Digital Media III	ISY00326
Disaster Preparedness and Prevention	BHS00364
Discrete Mathematics	MAT00213
Dispute Resolution and Aboriginal Communities	LAW00215
Distributed Information Systems	ISY00704
Drugs, Alcohol and HIV Issues	COR00308
Drugs and Alcohol	CUL00109
Drugs, Crime and the Law	LAW00061
Early Childhood Education	EDU01094
Earth Resources	GLY00210
Eastern Medical Concepts	HLT00439
EcoActivism	HIS10019
EcoCultural Studies	HUM00274
Ecology	BIO00202
E-commerce for Managers	ISY00740
Economic Analysis for Tourism and Hospitality	ECO00424
Economic Policy	ECO00107
Economics 400 (Hons)	ECO00801
Economics for Management	ECO00720
Educational Information Technology	EDU10003
Educational Information Technology for the School Practitioner	ISY00550
Educational Leadership	EDU00554
Educational Multimedia Design	ISY00344
Educational Multimedia Development I	ISY00341
Educational Multimedia Development II	ISY00345
Educational Multimedia Development Project	ISY00346
Educational Multimedia Evaluation	ISY00343
Educational Multimedia Foundations	ISY00340

Educational Multimedia Research Project	ISY00349	Environmental Management for Hotels	MNG00912
Educational Technology	EDU00215	Environmental Management for the Hotel Industry	SOY00137
Education Studies	EDU00067	Environmental Monitoring and Analysis	GLY00232
EEO and OH&S Law and Practice	LAW00106		
Electronic Marketing	MKT00151	Equity	LAW00115
Electronic Networking and the Internet	ISY00301	Evaluating Health Promotion	CMM00509
Elements of Business Law for the Travel and Tourism Industry	MNG01204	Evaluation and Accountability in Human Services	BHS00371
Emerging Issues in Correctional Services	COR00307	Evaluation, Assessment and Professionalism	EDU00019
Empire and Ecology	HIS10017	Evaluation in Community Welfare	SOY00132
Employment and Industrial Relations Law	LAW00104	Evaluation of Mental Health Services: Prevention to Rehabilitation	CMM00004
End-User Computing	ISY00725	Event and Facility Management	MNG00781
Energising Organisations	MNG00754	Events Management	MNG00421
Engineering Mathematics	MAT00100	Events Planning and Management	MNG00273
Enquiry I: Qualitative Research in Education	EDU01551	Evidence and Civil Procedure	LAW00114
Enquiry II: Quantitative Research in Education	EDU01552	Exchange Elective – College of Indigenous Australian Peoples I–II	EXE00211-2
Entrepreneurship	MNG00314	Exchange Elective – Commerce I–II	EXE00181-2
Entrepreneurship in Sport and Exercise	MNG00306	Exchange Elective – Complementary Medicine I–II	EXE00201-2
Entrepreneurship in Tourism and Hospitality	MNG00427	Exchange Elective – Education I–II	EXE00151-2
Environmental and Ethical Issues for Business	MNG00246	Exchange Elective – Health Science I–II	EXE00551-2
Environmental Awareness	AGT00300	Exchange Elective – Human Movement I–II	EXE00561-2
Environmental Chemistry	CHE00073	Exchange Elective – Information Technology I–II	EXE00191-2
Environmental Economics	ECO00108		
Environmental Education	EDU01286	Exchange Elective – Legal Studies I–II	EXE00651-2
Environmental Impact Studies and Assessment	AGT00220	Exchange Elective – Management I–II	EXE00171-2
Environmental Issues for Business	MNG00245	Exchange Elective – Music I–II	EXE00421-2
Environmental Law	LAW00118	Exchange Elective – Science I–II	EXE00451-2
Environmental Management I	MNG01502	Exchange Elective – Sociology I–II	EXE00161-2
Environmental Management II	MNG00506	Exchange Elective – The Arts I–II	EXE00351-2

Exchange Elective – Tourism I–II	EXE00751-2	Finance and Information Systems II: Analysis	FIN00216
Exchange Elective – Training and Development I–II	EXE00165-6	Finance and Information Systems III: Financial Management	FIN00217
Exchange Elective – Visual Arts I–II	EXE00425-6	Financial Analysis for Hotels	ACC00136
Exercise Biochemistry and Drugs in Sport	BIO00326	Financial Analysis for Hotels, Conventions and Events	ACC00208
Exercise for Personal Health	HEA00206	Financial Analysis for the Travel Industry	ACC00204
Exercise Physiology I	BIO00203	Financial Analysis for Tourism and Hospitality	ACC00206
Exercise Physiology II	BIO00204		
Exercise Testing and Prescription	CMM00215	Financial Institutions Management	FIN00127
Export Marketing	MKT00107	Financial Management for Sport and Exercise	FIN00320
Extension and Advisory Services	FOR00113	Financial Management in Business	FIN00706
Facility and Risk Management I: Legal Principles	MNG01221	Financial Reporting	ACC00145
Facility and Risk Management II: Framework	MNG01222	Fire Ecology and Management	FOR00100
		Fisheries Biology	BIO00105
Facility and Risk Management III: Policies	MNG01223	Food and Beverage Management	SCI00419
Facility Planning and Design	MNG00304	Food and Beverage Service Delivery Systems	SCI00428
Facility Programming and Management	MNG00305	Food for Thought	HIS10020
Family Enterprise Dynamics	MNG00742	Food/Hospitality Education Studies III	EDU00443
Family Health	CMM00108	Food/Hospitality Education Studies IV	EDU00444
Family Law and Society	LAW00113		
Family Law Practice	LAW00054	Food/Hospitality Education Studies V	EDU00445
Feasibility Study	MNG00315	Food Preparation and Production Systems	SCI00429
Field Education I	CSL00113		
Field Education II	CSL00114	Food Service Industry Project	MKT00129
Field Studies I	HMS00201	Forest Ecophysiology	FOR00101
Field Studies II	HMS00202	Forest Hygiene – Pests and Diseases	FOR00107
Field Studies III – Sports Conditioning and Training Methodology	HMS00203	Forest Land Use and Management	FOR00109
		Forest Mensuration and Inventory	FOR00102
Finance 400 (Honours)	FIN00802	Forestry 400 (Honours)	BIO00802
Finance and Budgeting Systems for Food Services	MNG00205	Forestry Business Enterprise Management	FOR00111
Finance and Information Systems I: Introduction	FIN00215	Foundations in Media Studies	COM00439

Foundations of Global Competitiveness	MNG00792	Health Information Systems	CMM00721
Foundations of Risk Management	MNG00793	Health Law	LAW00722
Foundations of Torts	LAW00053	Health Psychology	BHS00305
Functional Keyboard	MUS00623	History of Ideas	PHI00200
Fundamentals of Management	MNG00111	History of Invasion of Aboriginal Nations	CUL00420
Future of Work, The	SOC00101	Holistic Caring and Communication	HEA00403
Gaming and Club Management	MNG00426		
Gaming Management I: Introduction	BUS00211	Holistic Nutrition	HEA00405
		Home	HIS10021
Gaming Management II: Analysis	BUS00212	Homoeopathy I	HLT00255
Gaming Management III: Impacts	BUS00213	Homoeopathy II	HLT00256
Gaming Management IV: Strategic Gaming Management	BUS00214	Homoeopathy III	HLT00263
		Hospitality and Tourism Financial Management	ACC00207
Geographic Information Systems and Remote Sensing	ISY01224	Hospitality Marketing and Quality Assurance	MKT00126
Geology	GLY00201		
Geomechanical Engineering	ENO00103	Hotel Accounting and Finance	ACC00900
Geotechnical Analysis	ENO00104	Hotel Marketing and Public Relations	MKT00212
Global Marketing	MKT00150		
Global Marketing Communication	MKT00728	Hotel Operations	MNG00431
Global Purchasing Management	MNG00756	Hotel Sales and Marketing	MKT00210
Graduate Independent Study (Humanities)	HUM00726	Hotel Services Management	MNG00135
		Human Body in Health and Illness, The	BIO01102
Graduate Teaching Experience	TCH00088		
Graduating Seminar	HMS00220	Human Movement 400 (Honours)	HMS00801
Group Processes	BHS00106	Human Relations	SOY00127
Health and Australian Indigenous Peoples	CUL00408	Human Resource Development	MNG00704
		Human Resource Management 400	MNG00803
Health and Epidemiology	CMM00705	Human Resource Management	MNG00724
Health and Fitness in Modern Society	EDU01300	Human Resource Management III	MNG00123
		Human Resource Management I: Introduction	MNG01208
Health Care Practices I	HEA00291		
Health Care Practices II	HEA00292	Human Resource Management II: Planning	MNG01209
Health Care Practices III	HEA00293		
Health Care Practices IV	HEA00294	Human Resource Management III: Policies	MNG01210
Health Education and Illness Prevention	NRS00106		
		Human Resource Management in Correctional Institutions	COR00314

Human Resource Management in the Food Service Industry	MNG00125	Independent Study – Social Science I–IV	IST00361-4
Human Resource Management in the Tourism and Hospitality Industry	MNG00197	Independent Study – Sociology I–IV	IST00161-4
		Independent Study – The Arts I–VI	IST00351-6
Human Resource Management in the Tourism and Hospitality Industry	MNG01413	Independent Study – Tourism I–IV	IST00751-4
		Independent Study – Training and Development I–IV	IST00165-8
Human Rights	LAW00522	Independent Study Unit I	EDU01106
Human Rights and Indigenous Peoples	CUL00413	Independent Study Unit II	EDU01107
Human Services Management	SOY00213	Independent Study Unit I: Negotiated Reading Course	EDU00751
Hydrology and Climatology	ENS00203	Indigenous Australians and Anthropology	SOC00418
Images of Australia	CUL00212		
Independent Legal Research	LAW00524	Indigenous Australians in Education	EDU01308
Independent Study in Natural Medicine	HLT00418	Indigenous Common Law	CUL00414
Independent Study – Business/ Computing I–IV	IST00251-4	Indigenous Environmental Management	SOY00419
Independent Study – College of Indigenous Australian Peoples I–IV	IST00211-4	Indigenous Styles of Communication	CUL00133
Independent Study – Commerce I–IV	IST00181-4	Indigenous Ways of Cultural Expression	CUL00412
Independent Study – Complementary Medicine I–IV	IST00201-4	Industrial and Economic Democracy	MNG00118
Independent Study – Education I–IV	IST00151-4	Industrial Relations	MNG00116
		Industrial Relations	MNG00725
Independent Study – Health Sciences I–IV	IST00551-4	Industrial Relations and Law for Tourism and Hospitality	MNG01205
Independent Study – Human Movement I–IV	IST00561-4	Industry Based Project	MNG00784
Independent Study – Human Services I–IV	IST00365-8	Industry Internal Accounting	ACC00702
		Industry Related Project I-VI	MNG01301-6
Independent Study – Information Technology I–IV	IST00191-4	Industry-Related Project (2 unit)	MNG00832
Independent Study – Legal Studies I–IV	IST00651-4	Industry-Related Project (4 unit)	MNG00834
		Industry-Related Project (6 unit)	MNG00836
Independent Study – Management I–IV	IST00171-4	Information Analysis	ISY00701
Independent Study – Music I–IV	IST00421-4	Information Resources Management	ISY00230
Independent Study – Science I–IV	IST00451-4	Information Systems Project Management	ISY00730
		Information Systems Research Project A	ISY00731

Information Systems Research Project B	ISY00732
Information Systems Research Project C	ISY00733
Information Systems Research Project D	ISY00734
Information Technology and the Law	LAW00125
Initial Management of the "At Risk" Neonate	NRS01700
Insolvency Law	LAW00515
Instructional Design	EDU00750
Instructional Design I	ISY00312
Instructional Design II	ISY00313
Instructional Design III	ISY00314
Instructional Design and Educational Technology	MNG00085
Integrated Logistics Management	MNG00757
Integrated Project	SCI00211
Integrated Tree Cropping – Farm Forestry	FOR00108
Integrating Information Technology into Classroom Practice	ISY00551
Intellectual Property	LAW00121
Interactive Multimedia Development I	ISY00321
Interactive Multimedia Development II	ISY00322
Interactive Multimedia Development III	ISY00323
Interface Development and Evaluation	CSC00238
International and Comparative Human Resource Management	MNG00786
International Business Law	LAW00124
International Community Development	POL00131
International Contract Management	BUS00758
International Criminal Justice	LAW00526
International Economics	ECO00103
International Economics and Trade	ECO00150
International Finance	FIN00126
International Finance for Managers	FIN00723
International Human Resource Management	MNG00311
International Indigenous Issues	CUL00410
International Law	LAW00521
International Management	MNG00313
International Management	MNG00723
International Marketing	MKT00724
International Media Studies	COM00446
International Tourism Studies	MKT01906
Internship I	HMS00223
Internship II	HMS00224
Internship III	HMS00225-8
Internship Study	SOY00222
Intern Study I–IV	MKT01221-4
Interpersonal Communication	BHS00161
Interpersonal Relating	BHS00301
Interpretation of Financial Reports	ACC00009
Intervention and Case Management	POL00134
Interventions in Counselling	CSL10014
Intraoperative Assisting and Nursing Care	NRS00612
Introduction to Accounting	ACC00151
Introduction to Business Law	LAW00150
Introduction to Community Development	BHS00130
Introduction to Counselling: Theory and Practice	CSL00231
Introduction to Creative Writing	ENG00410
Introduction to Geographic Information Systems	GLY00223
Introduction to Hotel Management	MKT00134
Introduction to Human Resource Management	COR00313
Introduction to Human Resource Management	MNG00320

Introduction to Information Technology	ISY00221	Japanese I (Professional Development)	LAN00291
Introduction to Land Law	LAW00052	Japanese II (Professional Development)	LAN00292
Introduction to Law and Contract	LAW00130	Japanese III (Professional Development)	LAN00293
Introduction to Music Technology	MUS00497	Japanese IV (Professional Development)	LAN00294
Introduction to Operations Research	MAT00060	Journalism I	COM00481
Introduction to Production Management	AGT00301	Journalism II	COM00482
Introduction to Tourism and Hospitality Management	MNG00440	Kinesiology	BIO00209
Introduction to Tourism and Hospitality Marketing	MKT00127	Land Degradation and Rehabilitation	AGT00217
Introduction to Training and Development	EDU00083	Land Use Planning	ENV00207
Introduction to Visual Culture	ART00600	Language, Literacy and Diversity	EDU10004
Introduction to Vocal Studies	MUS00624	Law of Finance and Securities	LAW00730
Introduction to Vocational Education and Training	EDU10006	Law Placement I	LAW00122
Introduction to Written Texts	ENG00400	Law Placement II	LAW00123
Introductory Computing	CSC00125	Law Review	LAW00528
Introductory Pharmacology	PHA00315	Leadership	BHS00156
Introductory Sociology	SOC00304	Leadership and Teamwork	MNG00705
Investment Analysis and Portfolio Management	FIN00919	Leadership in the Diverse Organisation	MNG00715
Issues and Methods in Research I	HEA00501	Learning, Communicating and Educational Computing	EDU00220
Issues and Methods in Research II	HEA00502	Learning in Contemporary Society	EDU01102
Issues and Strategies in Health Studies	EDU01285	Learning Organisations	MNG00168
Issues and Themes in Contemporary Writing	ENG00401	Learning Technologies and The Academy	COM00334
Issues in Accounting Theory	ACC00705	Legal and Conveyancing Practice	LAW00108
Issues in Counselling Assessment	CSL10015	Legal Interviewing, Negotiation and Advocacy	LAW00128
Issues in Disaster Management	BHS00363	Legal Process	LAW00111
Issues in Information Management	ISY00705	Legal Project	LAW00048
Issues in Small Business Management	MNG00318	Legal Research and Writing	LAW00051
		Legal Studies	LAW00720
Japanese I	LAN00301	Legislation, Administration and Communication	LAW00241
Japanese II	LAN00302	Litigation Practice	LAW00058

Living in a Hazardous Environment	BHS00365	Managing Change	MNG00259
Local Government	POL00010	Managing Human Resources and Change in the Hotel Industry	BUS00914
Local Government and Planning Law	LAW00119	Marine Ecosystems	BIO00232
Locating Cultural Studies	HUM00270	Marketing 400 (Hons)	MKT00801
Macroeconomics	ECO00101	Marketing I - Introduction	MKT00218
Macroeconomic Theory	ECO00106	Marketing II – Strategies	MKT00219
Major Thesis (Accounting)	ACC00711	Marketing III – Management	MKT00220
Major Thesis (Computing)	CMP00710	Marketing as a Management Function	MKT00761
Major Thesis (Finance)	FIN00710		
Major Thesis (Management)	MNG00710	Marketing in the Retail Environment	MKT00727
Major Thesis (Marketing)	MKT00710	Marketing Law	LAW00126
Management I - Introduction	MNG01201	Marketing Law and Ethics	LAW00105
Management II – Contemporary Issues	MNG01202	Marketing Management	MKT00720
Management III – Strategic Management	MNG01203	Marketing Management for Tourism and Hospitality Industries	MKT00905
Management Accounting	ACC00146	Marketing Principles	MKT00075
Management Education	EDU00749	Marketing Professional Services	MKT00722
Management for Quality Tourism and Hospitality Services	MKT01909	Marketing Research	MKT00106
Management Information Systems	ISY00720	Marketing Research and Analysis	MKT00721
Management of Acute Conditions in the "At Risk" Neonate	NRS01701	Market Research and Analysis for Hotels	MNG01211
Management of Information Technology in the School Environment	ISY00552	Master of Health Science Project	MTC00600
		Materials: Properties and Performance	ENO00102
Management of Small Enterprises	MNG00743	Maternal Assessment	NRS00704
Management of Special Clinical Conditions Affecting the "At Risk" Neonate	NRS01703	Mathematics Recovery Theory and Techniques IA	EDU01312
Management of the Professional Practice	MNG00917	Mathematics Recovery Theory and Techniques IIA	EDU01314
		Mathematics Recovery Theory and Techniques IB	EDU01313
Management Science	MAT00721	Mathematics Recovery Theory and Techniques IIB	EDU01310
Managerial Accounting	ACC00714		
Managerial Economics	ECO00007	Mathematics Resources in the Classroom	EDU01303
Managerial Finance	FIN00147		
Managerial Finance	FIN00721	Measuring Risks in Organisations	MNG00787
Managing Change	MNG00166	Mechanics	ENS00101

Media and New Technologies Studies	COM00447	Music Education in the K–6 Classroom I	EDU01304
Media, Culture and Ideology	COM00445	Music Education in the K–6 Classroom II	EDU01305
Media Ethics and Law	COM01403	Music Industry Studies	MUS00610
Media Management	COM00470	Music Video	ART01469
Media Strategies	COM00104	Natural Medicine and Mental Health	HLT00417
Mediation and Dispute Resolution	LAW00214	Natural Medicine and Reproduction	HLT00414
Mediation Practice and Procedure	LAW00216	Natural Medicine and the Aged	HLT00416
Meetings, Incentives, Conventions and Exhibitions Management	MNG00272	Natural Medicine in Childhood and Adolescence	HLT00415
Mental Health of Australian Indigenous Peoples, The	CUL00409	Natural Resource and Environmental Economics	ECO00202
Mentoring for Early Career Professionals	MNG00510	Natural Resources Policy	FOR00110
Mentoring in the Organisation	MNG00124	Natural Sciences	GLY00220
Microeconomic Theory	ECO00105	Nature and Process of Educational Change, The	EDU00733
Midwife as Primary Health Care Provider and Advocate	NRS00705	Nature of Art and Visual Education, The	EDU01306
Mining Operations	ENM00105	Nature of History Making	HIS10016
Minor Thesis (Computing)	CSC00711	Naturopathic Clinic I	HLT00278
Models of Mental Health and Mental Illness	CMM00002	Naturopathic Clinic II	HLT00279
Modernism: Visual Parameters	ART00601	Naturopathic Foundations	HLT00259
Monetary Economics	ECO00104	Naturopathic Studies	HLT00260
Motor Learning I	HMS00328	Nursing 400 (Honours)	NRS00800
Multimedia I	COM00455	Nursing 450 (Honours)	NRS00801
Multimedia II	COM00456	Nursing in Context	NRS00226
Multimedia III	COM00457	Nursing Practice I	NRS00331
Multimedia Design	ISY00350	Nursing Practice II	NRS00332
Multimedia Design Project	ISY00331	Nursing Practice III	NRS00333
Multimedia Design Update	ISY00330	Nursing Practice IV	NRS00334
Multimedia Development Project	ISY00333	Nursing Practice V	NRS00335
Multimedia Development Update	ISY00332	Nursing Practice VI	NRS00336
Multimedia Issues	ISY00311	Nutrition	NUT00107
Multi-National Business Organisation	MNG00316	Nutrition I	NUT00214
Music Business	MUS00611	Nutrition II	NUT00215

Nutrition III	NUT00216	Physical Activity for People with Disabilities	HLT00222
Nutrition IV	NUT00217	Physical Assessment and Clinical Skills in Ill Health	NRS00103
Nutritional Biochemistry	NUT00004		
Nutrition and Human Performance	NUT00330	Physiological Pathology I	BIO00101
Object Oriented Design	ISY00242	Physiological Pathology II	BIO00102
Object Oriented Programming	CSC00239	Physiology for Human Movement	BIO00307
Ongoing Management of the "At Risk" Neonate	NRS01702	Phytotherapy I	HLT00257
		Phytotherapy II	HLT00258
Operating Systems and Computer Architecture	CSC00234	Phytotherapy III	HLT00265
		Phytotherapy IV	HLT00266
Operations and Quality Management	MNG00916	Phytotherapy V	HLT00267
		Planning and Process Improvement	MNG00253
Organisational Behaviour	MNG00100	Planning in Correctional Institutions I	COR00304
Organisational Behaviour	MNG01720		
Organisational Change and Development	MNG00703	Planning in Correctional Institutions II	COR00305
Organisational Communication	MNG00132	Planning Processes	MNG00776
Outdoor Education I	EDU01290	Planning Process, The	COR00303
Overview of Mental Health	CMM00001	Policies and Organisations	SOY00150
Pacific Asia Tourism Marketing and Development	MKT01425	Policy Context of Education and Training in Australia, The	EDU00734
Pathophysiology	BIO00314	Policy Context of School Education in Australia, The	EDU00553
Peace, War and International Politics	POL10023	Political, Economic and Cultural Aspects of Community Development	BHS00361
People Management	MNG00255		
Performance Management in Sport	HMS00782	Politics, Power and Social Movements	POL00013
Personal Communications for the Tourism and Hospitality Industry	COM00207	Popular Music Since 1940	MUS00601
		Postoperative Nursing Care and Professional Issues	NRS00613
Personal Communications for Tourism	COM00202		
Personality	BHS00229	Practical Studies I	MUS00641
Personnel Management in Sport	MNG00303	Practical Studies II	MUS00642
Perspectives of Community Development	BHS00360	Practical Studies III	MUS00643
		Practical Studies IV	MUS00644
Philosophy of Holistic Health Care	HEA00402	Practical Studies V	MUS00645
Philosophy of Law, The	LAW00520	Practical Studies VI	MUS00646
Photography I	ART00455	Practicum I: Primary Education	TCH00511
Photography II	ART00456		

Practicum II: Primary Education	TCH00512	Professional Studies in Education IV	TCH00504
Practicum III: Primary Education	TCH00513	Program Design	ISY00700
Practicum IV: Primary Education	TCH00514	Programme Development and Management	CMM00507
Preoperative Assessment and Planning	NRS00611	Programming for Mixed Abilities in Health Studies	EDU01280
Prevention and Management of Injury	HMS00214	Programming Languages	CSC00217
Primary Health Care	NRS00255	Program Planning	MNG00086
Primary School Library in the 1990s, The	EDU01098	Project	EDU01105
Principles of Coastal Resource Management	BIO01230	Project A – Workplace Practices	SOY00028
Principles of Educational Multimedia	ISY00300	Project B – Professional Practice	SOY00029
Principles of Programming	ISY00245	Project Management and Promotion	SOY00159
Processes of Management	MNG00720	Project Management for Sport	MNG00783
Product Design I	EDU00446	Project Management for the Food Service Industry	MNG00126
Product Design II	EDU00447	Project Management in the Tourism Industry	MKT00199
Product Design III	EDU00448	Project Organisation and Management	MNG00785
Product Design IV	EDU00449	Project Planning and Management	MNG00242
Product Design V	EDU00450	Promotion and Advertising	MKT00103
Product Development and Marketing	FOR00112	Property Law	LAW00116
Production Methods I	MNG00500	Prose	ENG00403
Production Methods II	MNG01501	Protected Area Management	FOR00244
Professional Conduct	LAW00519	Psychology IV – The Diminishing Self: The Psychology of Loss	BHS00214
Professional Ethics and Teaching	EDU00555	Psychology of Law and Justice	BHS00220
Professional Experience I	TCH10000	Psychosocial Emergency Care	NRS00200
Professional Experience II	TCH10001	Public and Environmental Health	CMM00251
Professional Placement	COM00471	Public Relations in Sport and Exercise	MKT00205
Professional Practice in Acupuncture	HLT00444	Qualitative Research Methods for the Social Sciences	EDU01326
Professional Practice in Education I	EDU00558	Quality Management I – Food and Beverage	MKT01204
Professional Practice in Education II	EDU00559	Quality Management II – Inventory	MKT01205
Professional Studies in Education I	TCH00501	Quality Management III – Project Management	MNG01206
Professional Studies in Education II	TCH00502		
Professional Studies in Education III	TCH00503		

Quality Management IV – Functions and Meetings	MKT00207
Quantitative Analysis	MAT00211
Quantitative Analysis for Management	MAT00720
Quantitative Methods for Commerce	MAT00722
Race and Racism	SOC00417
Radio I	COM00461
Radio II	COM00462
Radio Journalism I	COM00491
Radio Journalism II	COM00492
Reading Difficulties	EDU00356
Reading Landscapes	HIS10018
Recruitment and Performance Management	MNG00791
Reflecting on Practice I	MNG00779
Reframing Organisational Futures	MNG00753
Regional Economic and Business Trends	MNG00788
Religious Education in a Pluralist Society	REL00556
Research Core	HUM00793
Research Design in Sport Science	HMS00301
Research Dissertation	EDU00756
Research Issues in Educational Multimedia	ISY00348
Research Methods	MAT00400
Research Methods	MAT00792
Research Methods and Design I	BUS00808
Research Methods and Design II	BUS00809
Research Methods for Educational Multimedia	ISY00347
Research Papers I	BUS00817
Research Papers II	BUS00818
Research Project	EDU00754
Research Project	EDU00755
Research Project	MNG00726–8 MNG00734–6

Research Project – Background and Proposal	EDU00753
Research Project in Natural Medicine	HLT00419
Research Seminar (Humanities)	HUM00720
Resource Assessment Techniques I	SUR00201
Resource Assessment Techniques II	SUR00202
Restorative Justice	LAW00529
Retail Marketing	MKT00110
Risk Management Across Industry Sectors	MNG00795
Risk Management in the Food Service Industry	MNG00127
Role of the Perioperative Nurse – Surgeon's Assistant, The	NRS00610
Rural and Urban Community Development	SOY00133
Rural Business Principles	BUS00505
Sales and Promotion Management	MKT00152
Sales Management	MKT00105
Schooling of Indigenous Australians	CUL00404
School Internship	TCH10002
School Welfare: Loss and Grief Education	CSL00501
Scriptwriting	COM01402
Securities Markets Regulation	LAW01125
Security Analysis and Portfolio Management	FIN00115
Services Marketing	MKT00111
Services Marketing and Management	MKT00730
Silviculture I: Native Forests	FOR00103
Silviculture II: Plantations	FOR00105
Small and Family Enterprise Entrepreneurship	MNG00918
Small Business Management	MNG00317
Small Business Management for Food Services	MNG00128
Small Enterprise Entrepreneurship	MNG00738

Social Construction of Women's Health	SOY00708	Sports Policy and Planning	MNG00307
Social Determinants in Women's Health	SOY00707	Sports Psychology	BHS00326
Social Dimensions of Disasters	BHS00366	Staff Development and Training	EDU01264
Social Inquiry Methods	SOC01121	Staff Selection and Appraisal	MNG00154
Social Planning	SOC00107	Statistics	MAT00330
Social Policy	SOC00112	Statistics I	MAT00115
Social Sanction System, The	COR00306	Statistics II	MAT00116
Sociological and Political Basis of Health Care, The	SOC00722	Storytelling	ENG00355
		Strategic Bank Management	MNG00713
Sociology of Cyberspace	SOC10027	Strategic Issues in Health Management	MNG00755
Sociology of Deviance	SOC01123	Strategic Management	MNG00114
Sociology of Health Care Practice	SOC00355	Strategic Management	MNG00721
Sociology of Inequality	SOC00115	Strategic Management for Tourism and Hospitality Enterprises	MNG00417
Sociology of the Family	SOC01122		
Sociology of Work	SOC00117	Strategic Management in the Global Context	MNG00716
Sociology of Workplace Industrial Relations	SOY00700	Strategic Management in Tourism and Hospitality Industries	MKT01908
Software Engineering	CSC00223	Strategic Marketing for Tourism and Hospitality Industries	MKT00904
Soil Processes	AGR00214		
Songwriting	MUS00630	Strategic Risk Management	MNG00794
Space, Place and Travel	HUM00272	Strategy Development	CMM00508
Special Education	EDU01095	Stress Management	NRS00250
Special Interest Tourism	MKT00204	Studies in Mathematics Learning	EDU01302
Special Topics in Business A	MNG00750	Studies in Substance Abuse	HEA00203
Special Topics in Business B	MNG00751	Studio Drawing I	ART00406
Special Topics in Business C	MNG00752	Studio Drawing II	ART00407
Specific Areas of Social Welfare Practice	CSL00209	Studio Drawing III	ART00408
		Studio Elective I–IV	ART00641-4
Spiritual Well-Being	CSL00416	Supervision and Teamwork	MNG00167
Sport and Exercise Management I	MNG00301	Sustainable Production Economics	ECO00300
Sport and Exercise Marketing	MKT00320	Systems Analysis and Design	ISY00243
Sport and Exercise Nutrition	NUT00333	Systems Design	CSC00706
Sport and the Law	HMS01202	Taxation	ACC00132
Sport Marketing and Public Relations	MKT00723	Taxation Practice	ACC00717
		Taxation – Present and Future	ACC00707
Sports Law	HMS00721		

Teaching and Learning	EDU00221
Teaching English to Speakers of Other Languages (TESOL)	EDU00352
Teaching for Diversity	EDU00018
Teaching for Effective Learning	EDU00660
Teaching Science and Technology I	EDU01287
Teaching the Gifted	EDU00353
Techniques in Plant Conservation	BIO00213
Techniques in Wildlife Conservation	BIO00212
Technological Systems for Conventions and Events	ISY00244
Technology in Learning and Teaching	EDU01297
Technology Issues in Banking	FIN00711
Text Media I	COM00451
Text Media II	COM00452
Theories of Text and Culture	ENG00406
Theory and Concepts in Health Promotion	CMM00506
Theory and Process of Curriculum Development	EDU00291
Therapies in Mental Health Care	CMM00003
Thesis (6 Unit)	EDU00743
Thesis (6 Unit)	EDU00801
Thesis (6 Unit)	MNG00801
Thesis (8 Unit)	EDU00744
Thesis (8 Unit)	MNG00802
Thesis (6 Unit) – Social Sciences	SOY00801
Thesis (8 Unit) – Social Sciences	SOY00802
Thesis (6 Unit) – Sociology	SOC00801
Thesis (8 Unit) – Sociology	SOC00802
Thesis (Arts)	HUM00721-3
Thesis Foundation (Arts)	HUM00724
Thesis Statement (Humanities)	HUM00725
Timber Harvesting	FOR00104
Torts	LAW00502
Tourism and Hospitality Industry Project	MKT01416
Tourism and Hospitality International Exchange I–IV	EXE00221-4
Tourism and Hospitality Management	MKT01907
Tourism and Hospitality Project I	MKT01910
Tourism and Hospitality Project II	MKT01911
Tourism and Hospitality Research and Analysis	MNG00415
Tourism and Hospitality Sales and Promotion	MKT00128
Tourism and Hospitality Services Management	MNG00441
Tourism and Hospitality Studies I	SOY00411
Tourism and Hospitality Studies II	SOY00412
Tourism Environment, The	MKT01760
Tourism Market Research Methods	MNG00422
Tourism Planning and the Environment	HMS00423
Tourism Systems	MKT01761
Training and Development	COR00315
Training Methods	EDU00085
Travel Sales and Marketing	MKT00125
Travel Services Management	MKT00198
Understanding Educational Research	EDU00550
University Partner Unit I–IV	UPU00001–4
Unruly Subjects: Citizenship	HUM00271
Unspecified Core Unit I–II	USC00261–2
Using Financial Information	ACC00150
Victimology	LAW00120
Video I	COM00465
Video II	COM00466
Visual Art as Critical Practice	ART00603
Visual Arts Research Methodology	ART00510
Visual Arts Research Project (Stage 1)	ART00511

Visual Arts Research Project (Stages 2 and 3)	ART00514	Youth, Crime and Cultural Change	BHS00219
Visual Arts Studio Studies I: Foundation	ART00621		
Visual Arts Studio Studies II	ART00622		
Visual Arts Studio Studies III	ART00623		
Visual Arts Studio Studies IV	ART00624		
Visual Arts Studio Studies V	ART00625		
Visual Arts Studio Studies VI	ART00626		
Visual Discourse: Uncovering the Body	ART00604		
Visual Literacy Through Visual Art	ART00252		
Vocational Education and Training Studies	EDU00017		
Warehousing and Inventory Management	MKT01759		
Waste Technology	ENS00218		
Water Resource Management and Technology	AGR00215		
Ways of Knowing	PHI00201		
Welfare Law	LAW00059		
Wills and Estates	LAW00062		
Women and Communication	ENG00700		
Women and Sexuality	SOY01700		
Women in Correctional Systems	COR00311		
Women's Studies	SOY00203		
Wood Science Utilisation and Conversion Technology	FOR00106		
Work and the Community	CSL00102		
Working with Groups	BHS00119		
Work in the Australian Context	POL00103		
Workplace Learning	EDU00748		
World Music Perspectives	MUS00600		
Writing for Performance	ENG00407		
Writing from the Edge	ENG10022		
Writing Genre	ENG00411		
Writing Project	ENG00408		
Young Offenders	COR00310		

Council

Official Members

Chair of Council

Lionel Edward Phelps AM, BA, MEd(Syd), DUniv(NE), FACE

Deputy Chair of Council

Emeritus Professor Robert Henry Tufrey Smith AM, BA(NE), MA(Northwestern),
PhD(ANU), DUniv, FASSA, FAIM

Vice-Chancellor

Professor John Anthony Rickard BSc, PhD(Lond), CMath, FIMA, FAIM, FANZAM

Chair of Academic Board

Professor Martin Hayden BA, MEd(Monash), PhD(Melb), MACE

Parliamentary Members

The Honourable Janelle Anne Saffin DipT(NRCAE), BLegS(Macq), MLC

Neville Newell, MLA

Appointed Members

Warren Albert Grimshaw AM, BBus(NSWIT), ASTC

Jo-Anne Kelly-Kilpatrick

Peter Trevor Mears BAgrSc(Natal), MAgrSc, PhD(Qld), MAIAgS

Mary Elizabeth Rummery

One Member Elected by Council
(for a period of four years from 18th February, 1999)
John Reynolds BSc(Hons)(Sheff), DipEd(Camb)

Two Graduates of the University
(for a period of four years from 8th September, 2000)
David Vincent Cody MBBS, PhD, FRACP, FACC, FAFRM

Robert John Sadler BEc, LLB(Hons)(Monash), LLM(Melb), MBA(Deakin), PhD

Elected Members
(for a period of two years from 8th September, 2000)

Two Members of the Academic Staff

Associate Professor Roger Bronks DipT, DipPE(Cardiff), MSc, PhD(Oregon), FASMF

Sharon Parry BBSc, DipEd, PhD(LaT)

One Member of the Non-Academic Staff

Donna Anne Kildea BSocSc

One Student of the University

Basil James Cameron BA(NE)

Secretary to Council

Malcolm Hugh Marshall BA(CCAE), MBA(CQU), CPA, FTIA

Academic Board

Chair
Professor M. Hayden BA, MEd(Monash), PhD(Melb), MACE

Deputy Chair
Associate Professor J.A. Davis DipPEd(Melb), GradDip(FineArt)(PIT), MA(FineArts)

Associate Chairs
Associate Professor W.E. Boyd BSc(StAnd), PhD(Glas)
J.A. Griffiths BA(Qld), GradDipCounselling(BCAE), MNA(UNSW)

Members
Professor P.R. Baverstock BSc(Hons), PhD(WAust), DSc(Adel)
Associate Professor R. Bronks DipT, DipPE(Cardiff), MSc, PhD(Oregon), FASMF
F. Campanella
Professor A.C.B. Delves BSc(Hons), DipEd(Bath), PhD(Hull)
N.M. Douglas BA, PhD(Qld)
Associate Professor B.F. Fitzgerald BA(Griff), LLB(Hons)(QUT), BCL(Oxon), LLM(Harv)
J.W. Fitzgerald BMus, BA(Qld), PhD, AMusA
C.D. Game RN, RM, DipNEd(CNA), MEdStud(Monash), FRCNA, FCN
B.A. Griffin BA, MEd(NE)
Professor E.J. Hann BSc(Hons)(UNSW), PhD(ANU), MAACB
P.L. Harrison BSc(Hons), PhD(JamesCook)
J.M. Hattersley
R.M. Irwin BA(LaT)
Professor J.G. Jackson BCom, LLB(UNSW), LLM(Hons)(Syd), GradDipEd(Tertiary)(DDIAE)
S.J. Kelly BAdmin(Griff), MBus
Associate Professor S.J. Kermode RN, BA(MCAE), MHPEd(UNSW), PhD(NE)
Professor L.Z. Klich BEd(Hons)(Nott), PhD(NE)
R.S.L. Lo RN, BA, MSc(W'gong), PhD(NE), MCN, ATCL, AMusA
M.D. McDonell BA(Hons)
M.H. Marshall BA(CCAE), MBA(CQU), CPA, FTIA
Associate Professor S.P. Myers BMed(N'cle), ND(SSNT), PhD
E.M. Nuske BSc(Hons)(Salf), MA(Brun)
D.T. O'Brien BScAgr(Syd), MSc(Manit), PhD(Oregon)
S. Parry BBSc, DipEd, PhD(LaT)
L.J. Regan TCert(ArmTC), BA, MLitt(NE), MA(Hons)(Macq), MACE
Professor J.A. Rickard BSc, PhD(Lond), CMath, FIMA, FAIM, FANZAM

M. Riordan

S.K. Sankaran BSc(Madr), DipInstTech(MadrIT), MEng(RMIT), PhD(SAust)

K.W. Seemann BSc DipEd(Hons), PhD(UNSW)

R.H.K. Sloan MCom, DipEd, PhD(UNSW), AAIBF(Snr)

Professor S.C. Speedy RN, BA(Flin), BA(Hons), DipEd, MURP(Adel), EdD(Roch), MAPS, FRCNA, FANZCMHN

C. Thompson

M.L. Townsend-Cross BA

M.A. Wallace BA(Hons)(Syd), DipEd(WilliamBalmainCollege), MEd(NE), PhD(Deakin)

J.E. Walton BSc(Hons), MSc, PhD(NE), CMath, FIMA, CStat, FSS

H.M. Wearne BA(GIAE), MA(Monash)

A. Wessell BA(Hons), PhD(UNSW)

B.A. Wilks BSc(Hons)(ANU), MSc(Qld)

H. Wohlmuth BSc(Macq), ND

G.R. Woods BAppSc, DipEd

T.J. Woods DipT(NRCAE), BEd(DDIAE), MSA(Ohio)

S. Zhou MEd(BeijingInstPhysEd), PhD(Melb)

SOUTHERN CROSS UNIVERSITY ACT 1993

TABLE OF PROVISIONS

SOUTHERN CROSS UNIVERSITY ACT 1993

The Legislature of New South Wales enacts:

PART 1 - PRELIMINARY
Short title

1. This Act may be cited as the "Southern Cross University Act 1993".

Commencement

2. This Act commences on a day or days to be appointed by proclamation.

Definitions

3. (1) In this Act:

"**Council**" means the Council of the University;

"**University**" means the Southern Cross University established by this Act.

(2) In this Act, a reference to a graduate of the University is a reference to a person who is the recipient of a degree or diploma, or of such other award or certificate as may be prescribed by the by-laws, conferred or awarded by or on behalf of:

(a) the University;

(b) any former institution that is currently a part of the University (having become a part of the University or any predecessor of the University pursuant to the Higher Education (Amalgamation) Act 1989 or otherwise); or

(c) any predecessor of the University or of any institution referred to in paragraph (b).

(3) In this Act:

(a) a reference to a function includes a reference to a power, authority and duty; and

(b) a reference to the exercise of a function includes, where the function is a duty, a reference to the performance of the duty.

PART 2 - CONSTITUTION AND FUNCTIONS OF THE UNIVERSITY
Establishment of University

4. A University is established by this Act, consisting of:

(a) a Council;

(b) the professors and full-time members of the academic staff of the University and such other members or classes of members of the staff of the University as the by-laws may prescribe; and

(c) the graduates and students of the University.

Incorporation of University

5. The University is a body corporate under the name of the Southern Cross University.

Functions of University

6. (1) The functions of the University (within the limits of its resources) include:

(a) the provision of educational facilities of university standard, having particular regard to the needs of the north coast region of the state;

(b) the preservation, extension and dissemination of knowledge through scholarship, research, creative works, consultancy and internal and external teaching; and

(c) the conferring of the degrees of Bachelor, Master and Doctor and the awarding of diplomas and other certificates and awards.

(2) The University has such other functions as are conferred or imposed on it by or under this or any other Act.

University to collaborate with University of New South Wales

7. Repealed.

Facilities to be provided for students

8. The University may, for the purpose of exercising its functions, provide such facilities for its students as it considers desirable.

PART 3 - THE COUNCIL, AUTHORITIES AND OFFICERS OF THE UNIVERSITY

The Council

9. (1) There is to be a Council of the University.

(2) The Council is the governing authority of the University and has the functions conferred or imposed on it by or under this Act.

Constitution of Council

10. (1) The Council is to consist of:

(a) parliamentary members; and

(b) official members; and

(c) appointed members; and

(d) elected members.

(2) The parliamentary members comprise:

(a) one Member of the Legislative Council elected by that Council:

(i) as soon as practicable after the commencement of this section and thereafter as soon as practicable after each periodic Council election within the meaning of section 3 of the Constitution Act 1902; or

(ii) if there is a casual vacancy in the office of that member of the Council, as soon as practicable after that office becomes vacant; and

(b) one Member of the Legislative Assembly elected by that Assembly:

(i) as soon as practicable after the commencement of this section and thereafter as soon as practicable after each general election of Members of the Legislative Assembly; or

(ii) if there is a casual vacancy in the office of that member of the Council as soon as practicable after that office becomes vacant.

(3) The official members comprise:

(a) the Chancellor (if the Chancellor is not otherwise a member of the Council);

(b) the Vice-Chancellor; and

(c) the person for the time being holding the office of:

(i) presiding member of the Academic Board (if that person is not the Vice-Chancellor); or

(ii) deputy presiding member of the Academic Board (if the presiding member is the Vice-Chancellor).

(4) The appointed members comprise:

(a) 2 persons appointed by the Minister, being persons nominated by the Council, who are graduates of the University, and who the Minister considers to be appropriate for appointment, but who are not:

(i) members of the staff of the University eligible to be elected as members of the Council in accordance with subsection (5)(a) or (b); or

(ii) persons who, within the 5 years immediately prior to appointment, had been members of the staff of the University who were eligible to be elected as members of the Council in accordance with subsection (5)(a) or (b); or

(iii) students of the University eligible to be elected as members of the Council in accordance with subsection (5)(c), and

(b) 6 persons appointed by the Minister with, as far as practicable, at least one person appointed from each of the following categories:

- persons experienced in the field of education or the arts;
- persons experienced in technology, industry, commerce or industrial relations;
- persons who are practising, or have practised, a profession;
- persons associated with the north coast region of the State.

(5) The elected members comprise:

(a) 2 persons:

(i) who are members of the academic staff of the University; and

(ii) who have such qualifications as may be prescribed by the by-laws; and

(iii) who are elected by members of the academic staff of the University in the manner prescribed by the by-laws; and

(b) one person:

(i) who is a member of the non-academic staff of the University; and

(ii) who has such qualifications as may be prescribed by the by-laws; and

(iii) who is elected by members of the non-academic staff of the University in the manner prescribed by the by-laws; and

(c) one person:

(i) who is a student of the University but who is not a member of the academic or non-academic staff of the University; and

(ii) who has such qualifications as may be prescribed by the by-laws; and

(iii) who is elected by students of the University in the manner prescribed by the by-laws.

(6) The Council may appoint any other person who is neither a student nor a member of staff of the University to be a member of the Council and the person, on being appointed, is to be taken to be an appointed member of the Council in addition to the members appointed under subsection (4).

(7) No more than one person may hold office at any one time as an appointed member under subsection (6).

(8) Schedule 1 has effect in relation to the members and procedure of the Council.

Chancellor

11. (1) The Council is to elect a person (whether or not a member of the Council) to be the Chancellor of the University, and is to do so:

(a) at its first meeting or as soon as practicable thereafter; and

(b) whenever a vacancy in the office of Chancellor occurs.

(2) The Chancellor, unless he or she sooner resigns as Chancellor, holds office for such period (not exceeding 4 years), and on such conditions, as may be prescribed by the by-laws.

(3) The Chancellor has the functions conferred or imposed on the Chancellor by or under this or any other Act.

Deputy Chancellor

12. (1) The Council is to elect one of its members to be the Deputy Chancellor of the University, and is to do so:

(a) at its first meeting or as soon as practicable thereafter; and

(b) whenever a vacancy in the office of Deputy Chancellor occurs.

(2) The Deputy Chancellor, unless he or she sooner resigns as Deputy Chancellor or ceases to be a member of the Council, holds office for 2 years from the date of

election and on such conditions as may be prescribed by the by-laws.

(3) In the absence of the Chancellor, or during a vacancy in the office of Chancellor or during the inability of the Chancellor to act, the Deputy Chancellor has all the functions of the Chancellor.

Vice-Chancellor

13. (1) Whenever a vacancy occurs in the office of Vice-Chancellor, the Council is to appoint a person (whether or not a member of the Council) to be the Vice-Chancellor of the University.

(2) The Vice-Chancellor holds office for such period, and on such conditions, as the Council determines.

(3) The Vice-Chancellor is the chief executive officer of the University and has the functions conferred or imposed on the Vice-Chancellor by or under this or any other Act.

Visitor

14. (1) The Governor is the Visitor of the University but has ceremonial functions only.

(2) Accordingly, the Visitor has no functions or jurisdiction with respect to the resolution of disputes or any other matter concerning the affairs of the University (other than a matter involving the exercise of ceremonial functions only).

Academic Board

15. (1) There is to be an Academic Board of the University, consisting of:

(a) the Vice-Chancellor; and

(b) such other persons as the Council may, in accordance with the by-laws, determine.

(2) The constitution and functions of the Academic Board are to be as prescribed by the by-laws, subject to subsection (1).

PART 4 - FUNCTIONS OF THE COUNCIL
Division 1 - General

Powers of Council

16. (1) The Council:

(a) may provide such courses, and may confer such degrees and award such diplomas and other certificates, as it thinks fit;

(b) may appoint and terminate the appointment of academic and other staff of the University;

(c) has the control and management of the affairs and concerns of the University and is to act in all matters concerning the University in such manner as appears to it to be best calculated to promote the objects and interest of the University;

(d) may borrow money for the purpose of exercising any of its functions, for the renewal of loans or for the discharge or partial discharge of any indebtedness to the Treasurer or to any bank, within such limits, to such extent and on such conditions as to security or otherwise as the Governor, on the recommendation of the Treasurer, may approve;

(e) may invest any funds belonging to or vested in the University;

(f) may establish or participate in such trusts, companies or other incorporated bodies as it considers appropriate to promote the objects and interests of the University;

(g) may engage in the commercial development of any discovery or invention, or of any intellectual property, in which the University has a right or interest;

(h) may establish and maintain branches, campuses and colleges of the University, within the University and elsewhere;

    (i)   may make loans and grants to students; and

    (j)   may impose fees, charges and fines.

(2) The powers of the Council under this section are to be exercised subject to the by-laws.

(3) Schedule 2 has effect in relation to the investment of funds by the Council.

Delegation by Council

17. The Council may, in relation to any matter or class of matters, or in relation to any activity or function of the University, by resolution, delegate all or any of its functions (except this power of delegation) to any member or committee of the Council or to any authority or officer of the University or to any other person or body prescribed by the by-laws.

Division 2 - Property

Powers of Council relating to property

18. (1) The Council:

    (a)   may acquire by gift, bequest or devise any property for the purpose of this Act and may agree to carry out the conditions of any such gift, bequest or devise; and

    (b)   has the control and management of all property at any time vested in or acquired by the University and may, subject to this section, dispose of property in the name and on behalf of the University.

(2) The Council must not, except with the approval of the Minister, alienate, mortgage, charge or demise any lands of the University.

(3) Notwithstanding subsection (2), the Council may, without the approval of the Minister, lease any lands of the University if:

    (a)   the term of the lease does not exceed 21 years; and

    (b)   the Council is satisfied that it is to the benefit of the University, whether from a financial or educational standpoint or

otherwise, that the lease be entered into.

(4) In the case of a lease of any lands of the University, or any renewal of the lease, to a residential college affiliated with the University, the lease:

    (a)   is to be for a term not exceeding 99 years; and

    (b)   is to be at a nominal rent; and

    (c)   is to contain a condition that the lease is not to be assigned and such other conditions as the Council thinks fit.

(5) The rule of law against remoteness of vesting does not apply to or in respect of any condition of a gift, bequest or devise to which the University has agreed.

Powers of Council over certain property vested in Crown

19. (1) Where any property used for the conduct of the University is vested in the Crown or a Minister of the Crown (whether as Constructing Authority or otherwise), the Council has the control and management of that property and is responsible for its maintenance.

(2) Nothing in subsection (1) enables the Council to alienate, mortgage, charge or demise any land vested in the Crown or a Minister of the Crown (whether as Constructing Authority or otherwise).

(3) Notwithstanding subsection (2), the Council may (on behalf of the Crown or a Minister of the Crown) lease land of which it has, pursuant to this section, the control and management.

(4) Such a lease:

    (a)   is to be for a term not exceeding 21 years; and

    (b)   is to contain a condition that the lease is not to be assigned and such other conditions as the Council thinks fit.

(5) The Council is, in the exercise of its functions under this section, subject to

the control and direction of the Minister.

(6) This section does not apply to land used for the conduct of a campus of the University at Coffs Harbour pursuant to arrangements referred to in section 22 (Provision of joint education facility at Coffs Harbour).

Acquisition of land

20. (1) The Minister may, for the purposes of this Act, acquire land (including an interest in land) by agreement or by compulsory process in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.

(2) The Minister may do so only if the University:

(a) applies to the Minister for acquisition of the land; and

(b) makes provision to the satisfaction of the Minister for the payment of the purchase price or of compensation for compulsory acquisition (together with all necessary charges and expenses incidental to the acquisition).

(3) For the purposes of the Public Works Act 1912, any acquisition of land under this section is taken to be for an authorised work and the Minister is, in relation to that authorised work, taken to be the Constructing Authority.

(4) Sections 34, 35, 36 and 37 of the Public Works Act 1912 do not apply in respect of works constructed under this section.

Grant or transfer of certain land to University

21. (1) If land on which the University is conducted is vested in the Crown or a Minister of the Crown (whether as Constructing Authority or otherwise), the land may:

(a) if it is vested in the Crown - be transferred to the University subject to such trusts, conditions, covenants, provisions, exceptions and reservations as the Minister for

Land and Water Conservation thinks fit; or

(b) if it is vested in a Minister of the Crown - be conveyed or transferred to the University for such estate, and subject to such trusts and rights of way or other easements, as the Minister in whom the land is vested thinks fit.

(2) A conveyance, transfer or other instrument executed for the purposes of this section:

(a) is not liable to stamp duty under the Stamp Duties Act 1920; and

(b) may be registered under any Act without fee.

PART 5 - GENERAL

Provision of joint education facility at Coffs Harbour

22. (1) The University may enter into arrangements with the TAFE Commission, the Minister administering the Education Reform Act 1990 and the Director-General of School Education for the purpose of the provision of university education, technical and further education and senior secondary schooling at a university campus, TAFE college and school comprising a joint facility at Coffs Harbour.

(2) For the purposes of the arrangements, the joint facility may be established as a campus of the University, a TAFE college and a school.

Advance by Treasurer

23. The Treasurer may, with the approval of the Governor, advance to the Council money for the temporary accommodation of the University on such terms and conditions in relation to repayment and interest as may be agreed upon.

Financial Year

24. The financial year of the University is:

    (a) if no period is prescribed as referred to in paragraph (b) - the year commencing on 1 January; or

    (b) the period prescribed by the by-laws for the purposes of this section.

No religious test or political discrimination

25. A person must not, because of his or her religious or political affiliations, views or beliefs, be denied admission as a student of the University or be ineligible to hold office in, to graduate from or to enjoy any benefit, advantage or privilege of the University.

Exemption from membership of body corporate

26. A student or graduate of the University or a member of staff of the University is entitled to be exempted by the Council, on grounds of conscience, from membership of the body corporate of the University.

Re-appointment or re-election

27. Nothing in this Act prevents any person from being re-appointed or re-elected to any office under this Act if the person is eligible and otherwise qualified to hold that office.

Seal of University

28. The seal of the University is to be kept in such custody as the Council may direct and is only to be affixed to a document pursuant to resolution of the Council.

By-laws

29. (1) The Council may make by-laws, not inconsistent with this Act, for or with respect to any matter that is required or permitted to be prescribed or that is necessary or convenient to be prescribed for carrying out or giving effect to this Act and, in particular, for or with respect to any of the following:

    (a) the management, good government and discipline of the University;

    (b) the method of election of members of the Council (other than the parliamentary members) who are to be elected;

    (c) the manner and time of convening, holding and adjourning the meetings of the Council or Academic Board;

    (d) the manner of voting (including postal voting or by voting by proxy) at meetings of the Council or Academic Board;

    (e) the functions of the presiding member of the Council or Academic Board;

    (f) the conduct and record of business of the Council or Academic Board;

    (g) the appointment of committees of the Council or Academic Board;

    (h) the quorum and functions of committees of the Council or Academic Board;

    (i) the resignation of members of the Council, the Chancellor, the Deputy Chancellor or the Vice-Chancellor;

    (j) the tenure of office, stipend and functions of the Vice-Chancellor;

    (k) the designation of members of staff of the University as academic staff, non-academic staff, full-time staff, part-time staff or otherwise;

    (l) the number, stipend, manner of appointment and dismissal of officers and employees of the University;

    (m) admission to, enrolment in and exclusion from courses of studies;

    (n) the payment of such fees and charges, including fines, as the Council considers necessary, including fees and charges to be paid in respect of any of the following:

        (i) entrance to the University;

        (ii) tuition;

        (iii) lectures and classes;

        (iv) examinations;

        (v) residence;

(vi) the conferring of degrees and the awarding of diplomas and other certificates and awards;

(vii) the provision of amenities and services, whether or not of an academic nature;

(viii) an organisation of students or of students and other persons;

(o) the exemption from, or deferment of, payment of fees and charges, including fines;

(p) without limiting the operation of paragraphs (n) and (o), the imposition and payment of penalties for parking and traffic infringements;

(q) the courses of lectures or studies for, the assessments for and the granting of degrees, diplomas, certificates, awards and honours and the attendance of candidates for degrees, diplomas, certificates, awards and honours;

(r) the assessments for, and the granting of, fellowships, scholarships, exhibitions, bursaries and prizes;

(s) the admission of students and former students of other universities and institutions of higher education to any status within the University or the granting to graduates of such universities or institutions, or other persons, of degrees or diplomas without examination;

(t) the establishment and conduct of places of accommodation for students (including residential colleges and halls of residence within the University) and the affiliation of residential colleges;

(u) the affiliation with the University of any educational or research establishment;

(v) the creation of faculties, schools, departments, centres or other entities within the University;

(w) the provision of schemes of superannuation for the officers and employees of the University;

(x) the form and use of academic costume;

(y) the form and use of an emblem of the University or of any body within or associated with the University;

(z) the use of the seal of the University.

(2) A by-law has no effect unless it has been approved by the Governor.

Rules

30. (1) The by-laws may empower any authority (including the Council) or officer of the University to make rules (not inconsistent with this Act or the by-laws) for regulating, or providing for the regulation of, any specified matter with respect to which by-laws may be made.

(2) Any such rule:

(a) has the same force and effect as a by-law; and

(b) may, from time to time, be amended or repealed by the Council or by the authority or officer of the University empowered to make such a rule.

Recovery of charges, fees and other money

31. Any charge, fee or money due to the University under this Act may be recovered as a debt in any court of competent jurisdiction.

Savings and transitional provisions

32. Schedule 4 has effect.

Amendment of Acts etc.

33. (1) The Public Finance and Audit Act 1983 is amended by inserting in alphabetical order in Schedule 2 (statutory bodies) the words "Council of the Southern Cross University".

(2) The Public Authorities (Financial Arrangements) Investment Powers Regulation 1990 is amended by inserting in Schedule 2 in alphabetical order the words "Southern Cross University".

SCHEDULE 1 - PROVISIONS RELATING TO MEMBERS AND PROCEDURE OF THE COUNCIL

(Sec. 10)

Term of office

1. Subject to this Act, a member of the Council holds office:

(a) in the case of a parliamentary member, until a member of the House of Parliament that elected the member is elected as a replacement; and

(b) in the case of an official member, while the member holds the office by virtue of which he or she is a member; and

(c) in the case of an appointed member, for such term (not exceeding 4 years) as may be specified in the member's instrument of appointment; and

(d) in the case of an elected member referred to in section 10 (5) (a), (b) or (c), for such term (not exceeding 3 years) as may be prescribed by the by-laws.

Vacation of office

2. The office of a member of the Council becomes vacant if the member:

(a) dies;

(b) declines to act;

(c) resigns the office by writing under his or her hand addressed:

(i) in the case of the parliamentary member who is a Member of the Legislative Council, to the President of the Legislative Council;

(ii) in the case of the parliamentary member who is a member of the Legislative Assembly, to the Speaker of the Legislative Assembly;

(iii) in the case of an appointed member (other than a member appointed by

the Council under section 10 (6)), to the Minister; or

(iv) in the case of an elected member or a member appointed by the Council under Section 10 (6), to the Vice-Chancellor;

(d) in the case of an appointed or elected member, becomes bankrupt, applies to take the benefit of any law for the relief of bankrupt or insolvent debtors, compounds with his or her creditors or makes any assignment of his or her remuneration for their benefit;

(e) in the case of an appointed or elected member, becomes a mentally incapacitated person;

(f) is convicted in New South Wales of an offence that is punishable by penal servitude or imprisonment for 12 months or more or is convicted elsewhere than in New South Wales of an offence that, if committed in New South Wales, would be an offence so punishable;

(g) in the case of an appointed or elected member, is absent from 3 consecutive meetings of the Council of which reasonable notice has been given to the member personally or in the ordinary course of post and is not, within 6 weeks after the last of those meetings, excused by the Council for his or her absence;

(h) in the case of the parliamentary member elected by the Legislative Council:

(i) ceases to be a Member of that Council otherwise than by reason of section 22B (1) (c) of the Constitution Act 1902; or

(ii) ceases to be a Member of that Council by reason of section 22B (1) (c) of that Act and does not become a candidate at the next periodic Council election within the meaning of section 3 of that Act or, as the case may be, becomes a candidate but is not elected;

(i) in the case of the parliamentary member elected by the Legislative Assembly:

    (i) ceases to be a member of that Assembly otherwise than by reason of its dissolution or its expiration by effluxion of time; or

    (ii) ceases to be a Member of that Assembly by reason of its dissolution or its expiration by effluxion of time and does not become a candidate at the next general election of Members of that Assembly or, as the case may be, becomes a candidate but is not elected;

(j) in the case of an elected member, ceases to be qualified for election;

(k) in the case of an appointed member (other than a member appointed by the Council under section 10 (6)), is removed from office by the Minister; or

(l) in the case of a member appointed by the Council under section 10 (6), is removed from office by the Council.

Filling of vacancy in office of member

3. (1) If the office of an appointed or elected member of the Council becomes vacant, a person is, subject to this Act and the by-laws, to be appointed or elected to fill the vacancy.

(2) The by-laws may provide that, in such circumstances as may be prescribed, a person is to be appointed or elected (otherwise than to fill the office of parliamentary member) in such manner as may be prescribed instead of in the manner provided for by this Act.

Committees of the Council

4. (1) The Council may establish committees to assist it in connection with the exercise of any of its functions.

(2) It does not matter that any or all of the members of a committee are not members of the Council.

(3) The procedure for the calling of meetings of a committee and for the conduct of business at those meetings is

to be as determined by the Council or (subject to any determination of the Council) by the committee.

Liability of Council members and others

5. No matter or thing done by the University, the Council or a member of the Council or any person acting under the direction of the University or the Council, if the matter or thing was done in good faith for the purpose of executing this or any other Act, subjects a member of the Council or a person so acting personally to any action, liability, claim or demand.

General procedure

6. The procedure for the calling of meetings of the Council and for the conduct of business at those meetings is, subject to this Act and the by-laws, to be as determined by the Council.

Presiding member

7. (1) The Chancellor is to preside at all meetings of the Council at which the Chancellor is present.

(2) At any meeting of the Council at which the Chancellor is not present, the Deputy Chancellor is to preside and, in the absence of both the Chancellor and the Deputy Chancellor, a member elected by and from the members present is to preside.

(3) Except as provided by subclause (4), at the meetings of a committee constituted by the Council a member appointed by the Council (or, if no member is so appointed, elected by and from the members present) is to preside.

(4) At any meeting of a committee constituted by the Council at which the Chancellor is present, the Chancellor is entitled, if he or she so desires, to preside at that meeting.

Quorum

8. At any meeting of the Council, a majority of the total number of members for the time being of the Council constitutes a quorum.

Voting

9.   A decision supported by a majority of the votes cast at a meeting of the Council at which a quorum is present is the decision of the Council.

SCHEDULE 2 - INVESTMENT

Definition of "funds"

1.   For the purposes of this Schedule, the funds of the University include funds under the control of the University and real property, securities or other property comprising an investment.

Investment powers

2.   (1)   The Council has, in respect of the funds of the University, the investment powers conferred on the Council by Part 3 of the Public Authorities (Financial Arrangements) Act 1987.

(2)   If Part 3 of that Act does not confer investment powers on the Council in respect of any such funds, the Council may invest those funds:

(a)   in any manner authorised for the investment of trust funds; or

(b)   in any other manner approved by the Minister with the concurrence of the Treasurer.

Investment common funds

3.   (1)   The Council may establish one or more investment common funds.

(2)   The Council may from time to time, without liability for breach of trust, bring into or withdraw from any such investment common fund the whole or any part of trust funds or other funds of the University.

(3)   Subject to subclause (4), the Council must periodically distribute the income of each investment common fund among the funds participating in the common fund, having regard to the extent of the participation of each fund in the common fund during the relevant accounting period.

(4)   The Council may, if it considers it expedient to do so, from time to time add some portion of the income of an investment common fund to the capital of the common fund or use some portion of the income to establish or augment a fund or funds as a provision against capital depreciation or reduction of income.

(5)   If an investment is brought into an investment common fund:

(a)   the University is to be taken to hold that investment on behalf of and for the benefit of the common fund instead of the participating trust fund or other fund; and

(b)   that participating fund is to be taken to have contributed to the common fund an amount of money equivalent to the value attributed to the investment by the Council at the time it is brought into the common fund; and

(c)   on the withdrawal of that participating fund from the common fund, the amount of money to be withdrawn is to be the amount equivalent to the value attributed by the Council to the equity in the common fund of that participating fund at the time of withdrawal.

(6)   The inclusion in an investment common fund of trust funds does not affect any trust to which those trust funds (or money attributed to them) are subject.

(7)   On the withdrawal of trust funds from an investment common fund, the funds (or money attributed to them) continue to be subject to the trust.

Terms of trust to prevail

4.   In respect of the trust funds of the University:

(a)   the investment powers of the Council; and

(b)   the power of the Council to bring the trust funds into an investment common fund, are subject to any express direction in or express condition of the trust.

SCHEDULE 3 - SAVINGS AND TRANSITIONAL PROVISIONS

(Sec. 32)

PART 1 - PRELIMINARY

Definitions

1. In this part:

   "former campus" means the University of New England, Northern Rivers (being the network member of that name under the University of New England Act 1989) and the college of the former University of New England at Coffs Harbour (known as the Coffs Harbour Centre);

   "former University of New England" means the University of New England established under the University of New England Act 1989;

   "transfer day" means the day on which the University of New England Act 1989 is repealed.

Regulations

2. (1) The Governor may make regulations containing provisions of a savings or transitional nature consequent on the enactment of this Act.

   (2) Any such provision may, if the regulations so provide, take effect from the date of assent to this Act or a later day.

   (3) To the extent to which any such provision takes effect from a date that is earlier than the date of its publication in the Gazette, the provision does not operate so as:

      (a) to affect, in a manner prejudicial to any person (other than the State or an authority of the State), the rights of that person existing before the date of its publication; or

      (b) to impose liabilities on any person (other than the State or an authority of the State) in respect of anything done or omitted to be done before the date of its publication.

PART 2 - TRANSFER OF STAFF

Definitions

3. (1) In this Part:

   "officer", in relation to a former campus, means a person who, immediately before the transfer day, held any salaried office or employment in the staff establishment of the former campus otherwise than as a casual staff member or a staff member employed on a fixed term contract;

   "superannuation scheme" means a scheme, fund or arrangement under which any superannuation or retirement benefits are provided and which is established by or under an Act;

   "casual staff member", in relation to a former campus, means a person who, immediately before the transfer day, was employed in the staff establishment of that campus on terms and conditions that allowed for his or her services to be dispensed with at any time.

Minister may give directions as to which University staff belong

4. (1) The Minister may, by order in writing, direct that a person who immediately before the transfer day held any salaried office or employment in the staff establishment of the former University of New England is taken for the purposes of this Schedule to have held that office or employment in a specified former campus, and any such direction has effect accordingly.

   (3) The Minister is not to give a direction under this clause without first consulting with the Vice-Chancellor of each University to be affected by the proposed direction and unless satisfied that the Universities have been given a reasonable opportunity to resolve by agreement between themselves any dispute with which the proposed direction is concerned.

Transfer of staff generally

5. (1) Each officer of a former campus becomes, on the transfer day, an officer of the University.

(2) Except as provided by this Part or the Regulations, the terms and conditions on which an officer of a former campus becomes an officer of the University are the same as those on which he or she was an officer of the former campus.

Remuneration and tenure

6.   (1) An officer of a former campus who, pursuant to this Part, becomes an officer of the University becomes such an officer on the same terms and conditions as to remuneration, and duration of appointment, as those on which he or she was employed at the former campus immediately before the transfer day.

(2) Such part of the remuneration referred to in subclause (1) as is salary or wages is subject to any adjustment necessary to give effect to any fluctuation in the applicable basic wage in force under Part 2 of the Industrial Relations Act 1991 until the salary is, or the wages are, lawfully varied.

Superannuation

7.   (1) An officer of a former campus who, pursuant to this Part, becomes an officer of the University:

(a) may continue to contribute to any superannuation scheme to which the person was a contributor immediately before becoming an officer of the University; and

(b) is entitled to receive any payment, pension or gratuity accrued or accruing to the person under any such scheme, as if he or she had continued to be such a contributor during his or her service as an officer of the University.

(2) Service by an officer of a former campus as an officer of the University is taken to be service as an officer of the former campus for the purposes of any law under which the officer continues to contribute to any such scheme or by which an entitlement under any such scheme is conferred.

(3) An officer of a former campus who, pursuant to this Part, becomes an officer of the University is regarded as an officer or employee, and the University is regarded as the employer, for the purposes of the superannuation scheme to which he or she is entitled to contribute under this clause.

(4) If a person would, but for this subclause, be entitled under subclause (1) to contribute to a superannuation scheme or to receive any payment, pension or gratuity under any such scheme:

(a) the person is not so entitled on the person's becoming a contributor to any other superannuation scheme; and

(b) the provisions of subclause (3) cease to apply to or in respect of the person and the University where the person becomes a contributor to any such other superannuation scheme.

(5) Subclause (4) does not prevent the payment to an officer of a former campus, on the officer's ceasing to be a contributor to a superannuation scheme, of such amount as would have been payable to the officer if the officer had ceased, by reason of resignation, to be such a contributor.

Annual leave, long service leave and sick leave

8.   (1) An officer of a former campus who, pursuant to this Part, becomes an officer of the University retains any rights to:

(a) annual leave; and

(b) leave in the nature of long service leave; and

(c) sick leave, accrued or accruing to the person as an officer of the former campus.

(2) A person's entitlement to any such leave is to be calculated:

(a) for such part of any period during which that leave accrued or was accruing as occurred before the

transfer day - at the rate for the time being applicable to the officer, as an officer of the former campus, before that day; and

(b) for such part of that period as occurred after the transfer day - at the rate for the time being applicable to the officer, as an officer of the University, after that day.

No entitlement to dual benefits

9. An officer of a former institution who, pursuant to this Part, becomes an officer of the University is not entitled to claim, both under this Act and any other Act, dual benefits of the same kind in respect of the same period of service.

Casual staff

10. Each casual staff member of a former campus becomes, on the transfer day, a casual staff member of the University.

(2) A casual staff member of a former campus who, pursuant to this clause, becomes a casual staff member of the University becomes such a staff member on the same terms and conditions (including conditions as to remuneration) as those on which he or she was employed at the former campus immediately before the transfer day.

(3) Such part of the remuneration referred to in subclause (2) as is salary or wages is subject to any adjustment necessary to give effect to any fluctuation in the applicable basic wage in force under Part 2 of the Industrial Relations Act 1991 until the salary is, or the wages are, lawfully varied.

Fixed term contracts

11. A fixed term contract in force, immediately before the transfer day, between a person and the former University of New England in relation to a former campus (being a contract under which the person performed services for that campus):

(a) is taken, for the remainder of its term, to be a contract in the same terms, between the person and the University, under

which the University assumes the rights and obligations of the former University of New England; and

(b) may be arbitrated, terminated or renewed in any manner provided by the contract.

Part does not apply to former CEO's etc.

12. This Part does not apply to a person holding office as chief executive officer of a member of the University network under the University of New England Act 1989, or as Vice-Chancellor under that Act, as provided by clause 19 (Removal of current office holders) of Schedule 3 to the University of New England Act 1993.

Operation of this Part generally

13. (1) Nothing in this Part affects the operation of the Industrial Relations Act 1991.

(2) Neither the contract of employment nor the period of employment of a person is taken to have been broken by the operation of this Part for the purposes of any law, award or agreement relating to the employment of that person.

(3) A person is not entitled to receive any payment or other benefit merely because the member ceases to be a member of staff of a former campus by the operation of this Part.

PART 3 - **PROPERTY ETC.**

Definitions

14. In this Part:

"assets" means any legal or equitable estate or interest (whether present or future and whether vested or contingent) in real or personal property of any description (including money), and includes securities, choses in action and documents;

"instrument" means an instrument (other than this Act) which creates, modifies or extinguishes rights or liabilities (or would do so if lodged, filed or registered in accordance with any law), and includes any judgement, order and process of a court;

"**liabilities**" means all liabilities, debts and obligations (whether present or future and whether vested or contingent);

"**rights**" means all rights, powers, privileges and immunities (whether present or future and whether vested or contingent).

What constitutes the assets etc. of a former campus

15. (1) For the purposes of this Part, the assets, rights and liabilities of a former campus comprise:

    (a) those assets, rights and liabilities of the former University of New England that relate to the former campus; and

    (b) any assets, rights and liabilities of the former University of New England that the Minister directs by order in writing are to be regarded as assets, rights or liabilities of the former campus.

    (2) The Minister may in a direction under this clause specify a particular day that is later than the commencement of this clause as the transfer day for the purposes of any asset, right or liability to which the direction relates and the day so specified then becomes the transfer day for the purposes of the operation of this Schedule in relation to that asset, right or liability.

    (3) The Minister is not to give a direction under this clause without first consulting with the Vice-Chancellor of each University to be affected by the proposed direction and unless satisfied that the Universities have been given a reasonable opportunity to resolve by agreement between themselves any dispute with which the proposed direction is concerned.

Transfer of assets etc.

16. (1) On and from the transfer day:

    (a) the assets that comprise any legal or equitable interest in real property of the college of the former University of New England at Coffs Harbour (known as the Coffs Harbour Centre) vest in the Minister by force of this clause and without the need for any conveyance, transfer, assignment or assurance;

    (b) the assets of a former campus (other than those provided for by paragraph (a)) vest in the University by force of this clause and without the need for any conveyance, transfer, assignment or assurance;

    (c) the rights and liabilities of a former campus become by force of this clause the rights and liabilities of the University;

    (d) all proceedings relating to a former campus commenced before the transfer day by or against the former University of New England and pending immediately before the transfer day are taken to be proceedings pending by or against Southern Cross University;

    (e) anything done or omitted to be done in relation to a former campus before the transfer day by, to or in respect of the former University of New England is (to the extent that it has any force or effect) taken to have been done or omitted to be done by, to or in respect of Southern Cross University;

    (f) a reference in any other Act, in any instrument made under any Act or in any document of any kind to a former campus is (to the extent that it relates to a former campus) to be read as, or as including, a reference to the University, or to the Minister for the purposes of paragraph (a).

    (2) The University has the control and management of land that was under the control and management of the former University of New England in relation to a former campus immediately before the transfer day, subject to any directions of the Minister in the case of land comprising an asset to which subclause (1) (a) applies.

(3) The assets of a former institution vested in the University or the Minister by this clause are vested subject to any trusts or conditions subject to which they were held immediately before the transfer day and (in the case of assets vested in the University) are to be applied by the University for the purposes of the University.

(4) The transfer, by this Part, of the control and management of any asset to the University does not affect any power of the person or body by whom the control and management of that asset has been conferred, or of any lawful successor of that person or body:

(a) to remove the control and management of that asset from the University; or

(b) to vary the conditions subject to which the control and management of that asset may be exercised by the University, that could have been exercised by that person or body, or by that lawful successor, in respect of that property had this Act not been enacted.

Operation of Part

17. (1) The operation of this Part is not to be regarded:

(a) as a breach of contract or confidence or otherwise as a civil wrong; or

(b) as a breach of any contractual provision prohibiting, restricting or regulating the assignment or transfer of assets, rights or liabilities; or

(c) as giving rise to any remedy by a party to an instrument, or as causing or permitting the termination of any instrument, because of a change in the beneficial or legal ownership of any asset, right or liability; or

(d) as an event of default under any contract or other instrument.

(2) No attornment to Southern Cross University or the Minister by a lessee from the former University of New England is required.

(3) Any instrument executed only for:

(a) a purpose ancillary to or consequential on the operation of this Part; or

(b) the purpose of giving effect to this Part, is not chargeable with stamp duty and is exempt from payment of any other fee or charge that would otherwise be payable under any other Act in respect of the registration of any such instrument.

PART 4 - **THE INTERIM COUNCIL**

The interim Council of the University

18. (1) Pending the commencement of section 10, the Council is to consist of such persons as the Minister appoints for the purposes of this clause (referred to in this Part as the "interim Council").

(2) The members of the interim Council hold office, subject to this Act, until the commencement of section 10.

(3) The Minister may call the first meeting of the interim Council in such manner as the Minister thinks fit.

(4) A member of the interim Council designated by the Minister is to preside at all meetings of the Council until the election of the first Chancellor of the University.

(5) The interim Council is to make all necessary by-laws and take all necessary steps to ensure, as far as possible, that a Council is duly constituted under section 10 so as to take office within 12 months after the commencement of this clause or within such extended time as is specified in a proclamation at any time during that period of 12 months.

(6) The interim Council has and may exercise all the functions of the Council until the commencement of section 10, except the functions of the Council under sections 11 (Chancellor) and 12

(Deputy Chancellor). The provisions of this Act (except clause 1 (Term of office) of Schedule 1) applicable to the Council or the members of the Council apply to the interim Council and the members of the interim Council.

(7) Schedule 1 has effect in relation to the members and procedure of the interim Council as if those members were appointed members of the Council.

Election of first Chancellor

19. The election of the first Chancellor of the University by the Council is not to take place until the Council is (apart from the election of Chancellor) fully constituted as provided by section 10.

Appointment of first lay member of Council

20. The first appointment of a person under section 10 (6) as a member of the Council is not to take place until the other members of the Council provided for in section 10 (2), (4) and (5) have been elected or appointed.

Interim Council to appoint Vice-Chancellor

21. The first Vice-Chancellor is to be a person appointed by the interim Council on the recommendation of a committee established with the approval of the Minister for the purpose of selecting a person for appointment.

PART 5 - OTHER MATTERS CONSEQUENT ON THE TRANSFER OF THE FORMER CAMPUSES

Students

22. (1) Each person who was, immediately before the transfer day, a student of a former campus enrolled in a course of study becomes on that day a student of the University.

(2) For the purpose of ensuring that those students are not disadvantaged, the University:

(a) must enter into arrangements with the University of New England for the purpose of affording those students the opportunity (if they wish) to complete the courses in which they were enrolled at a

former campus to be provided by the University of New England under the University of New England Act 1993; and

(b) may (for such period as the University considers necessary) provide courses of study that are substantially the same as the courses of study in which those students were enrolled at a former campus.

(3) A student who is enrolled in a course of study provided by the University pursuant to this clause must, as far as it is practicable to do so, be given credit in that course for any subject or work completed by the student in a course of study in which the student was enrolled at a former campus.

(4) Students so enrolled are entitled, on satisfactory completion of their courses, to appropriate awards conferred by Southern Cross University or the University of New England, as appropriate.

Former By-laws

23. (1) The By-laws of the University of New England as in force immediately before the commencement of this clause:

(a) are taken to have been made as by-laws under this Act by the Council of the Southern Cross University; and

(b) may be amended and revoked accordingly.

(2) The Northern Rivers College of Advanced Education By-law is repealed.

Saving of delegations

24. Any delegation made by the Board of the former University of New England in respect of a former campus and in force immediately before the transfer day continues to have effect as if it were a delegation made by the Council, but may be revoked at any time by the Council.

Existing investments

25. Nothing in this Part affects the validity of any investment made by or on behalf of the former University of New England before the transfer day.

Conduct of elections etc.

26. (1) For the purpose only of enabling the Council to be duly constituted on or after the commencement of section 10, elections may be conducted and appointments made before that commencement as if the whole of this Act were in force.

(2) A member who is elected or appointed to the Council under this clause does not assume office before the commencement of section 10.

Construction of certain references

27. In any other Act or in any statutory instrument (including any industrial award or industrial agreement) or other document, a reference to a former campus is, on and from the transfer day, to be read as a reference to the University.

Determination of certain questions

28. (1) Any question arising in connection with the operation of this Schedule:

(a) as to which land is under the control and management of any particular institution;

(b) as to which institution any assets, rights, liabilities or obligations belong or relate to; or

(c) as to which institution the employment of any staff pertains to, is to be determined by the Minister.

(2) A certificate by the Minister as to a determination under this clause is, for any purpose, evidence of the matters contained in the certificate.

(3) The Minister is not to make a determination under this clause without first consulting with the Vice-Chancellor of each University to be affected by the proposed determination and unless satisfied that the Universities

have been given a reasonable opportunity to resolve by agreement between themselves any dispute with which the proposed determination is concerned.

PART 6 - **MISCELLANEOUS**

Visitor

29. (1) Section 14 (2) extends to disputes and other matters arising before the commencement of this clause.

(2) However, if an inquiry by or at the direction of the Visitor into a dispute or other matter has commenced or been completed before the commencement of this clause, the dispute or other matter is to be dealt with and determined as if the University Legislation (Amendment) Act 1994 had not been enacted.

STANDING ORDERS OF THE SOUTHERN CROSS UNIVERSITY COUNCIL

1. Agenda Items

Except in emergencies as determined by the Chancellor, notice of items for discussion shall be conveyed by letter to the Secretary to Council 14 days before a meeting. Such items received from members of the Council, shall form part of the Agenda. The Chancellor shall have discretion in determining whether or not submissions from elsewhere shall be accepted for consideration by the Council.

2. Distribution of Agenda

Distribution of the Agenda prior to meetings shall be restricted to members of the Council, Cost Centre Heads, Senior Executive Staff and the Minute Secretary.

Observers' agenda shall be available for perusal prior to meetings by staff and the media, in the LIC, staff rooms and the Secretary to Council's Office, and by students in the LIC and the offices of student organisations on all campuses.

3. Quorum

A majority of the total number of members for the time being of the Council constitutes a quorum.

4. Postponement of Meetings

Any meeting of the Council shall be postponed if, one hour after the time set for the meeting, insufficient members are present to constitute a quorum. A time and place for the postponed meeting will be set at which meeting, if a quorum is not present within one hour after the time set for the meeting, the Chancellor may legally proceed without the necessary quorum.

5. Observers

(a) Council meetings are open to the public, except when matters are considered *in committee,* but shall not be filmed or otherwise electronically recorded.

(b) A person who is not a member of the Council shall not be permitted to address the Council unless application is made in writing and approved by the Chancellor. An application not made in writing may be accepted by the Chancellor or by the Council by resolution passed by a majority of the members present.

6. Order of Business

The business of the meeting shall be considered in the order set out on the agenda except that the order of items may be changed with the approval of the Council. Consideration of items on the agenda may be deferred.

7. Motions

(a) The Chair has discretion regarding the acceptance of motions. The Chair's discretionary ruling may be reversed if the majority of the members present support a motion to this effect.

(b) All notices of motion accepted by the Chair shall appear on the business paper for the meeting concerned. These motions shall be given to the Secretary to Council in writing and shall contain the signature of the proposer.

(c) A motion which is ruled by the Chair to have the effect of amending or rescinding a previous resolution of the Council or altering policy shall not normally be accepted except as a notice of motion for a subsequent meeting.

(d) Except for a motion from the Chair, a motion must be seconded before there may be any discussion.

(e) A point of order accepted by the Chair takes precedence over all other discussion.

(f) Amendments shall be considered prior to a vote on the substantive motion.

(g) All amendments must be relevant to the original motion and no amendment may directly negate the substantive motion or the original motion.

(h) Whenever an amendment is moved upon the original proposal, no further amendment shall be voted on until the first amendment has been disposed of.

(i) Motions or amendments may be withdrawn by the proposer with the approval of the seconder and with the consent of the members.

(j) Though there is a motion before the Council and whether or not there is an amendment to the motion before the Council, it may be moved and seconded by persons who have not hitherto participated in the motion or amendment:

   (i) "That the Council does now adjourn";

   (ii) "That the Council proceed to the next business";

   (iii) "That the question be put", provided that at least two people have spoken for and two people against the motion.

Such a motion shall not be moved while a member is speaking. It shall be put to the vote without discussion.

If (i) is carried the Council shall forthwith determine the time and place for the meeting to be resumed.

If (ii) is carried the matter may not be raised again except as a formal item of business at a subsequent meeting. If it is lost, discussion may continue and the same motion shall not be proposed again during the discussion until a period of 15 minutes has elapsed.

If (iii) is carried the question shall be put forthwith.

(k) The Chair may request the proposer of a motion to submit the motion in writing.

(l) A motion for making, rescinding or amending a standing order shall not be made except in pursuance of notice given at the previous meeting of the Council, or conveyed to the Secretary to Council in writing within 14 clear days before the meeting, and a resolution for any such purpose shall require a simple majority of the members present.

8. **Right to Address the Chair**

(a) Prior to the closure of a debate a right of reply shall be allowed only to a proposer of a substantive motion and such reply shall close the relevant debate.

(b) Except at the discretion of the Chair a member other than the proposer of a substantive motion may not speak more than once to a question before the meeting.

(c) At the discretion of the Chair a speaker may be asked to yield the floor on a point of information.

9. **Voting**

Voting will normally be on the voices except that any member may request a show of hands, and a majority of members present may request a secret ballot.

Elections for office bearers shall be by secret ballot. Voting shall be on a "first past the post" basis. Where more than one position is to be filled, the positions will be voted on seriatim.

A motion shall be declared carried, apart from motions for suspension of a standing order and continuation of a meeting after 5.00 pm, if it receives a simple majority of votes cast. The Chair shall have a deliberative vote and, in the event of a tie, the right of casting vote.

10. **Decisions**

Decisions of the Council shall be made on the result of a vote on:

(a) a motion prior notice of which has been given in the business paper; or

(b) a formal seconded motion arising from the business of the meeting.

11. **Suspension of Standing Orders**

In exceptional circumstances the Chair may move the suspension of Standing Orders.

A resolution for the suspension of a standing order shall require a two-thirds majority of the members present.

RULES FOR CONDUCT OF ELECTIONS
FOR MEMBERS OF COUNCIL

1. **Application of These Rules**

   These Rules shall apply to and in respect of election referred to in section 10(5) of the Act.

2. **Time Periods Relating to the Conduct of Elections**

   In the conduct of an election referred to in these Rules, the Returning Officer shall allow an interval:

   (1) between the publication of the notice referred to in clause 3 and the time prescribed for the receipt of nominations, of not less than 14 days;

   (2) between the time prescribed for the receipt of nominations and the issue of voting papers, not more than 28 days; and

   (3) between the issue of voting papers and the time by which voting papers must be received by the Returning Officer, of not less than 14 nor more than 28 days.

3. **Publication of Notices**

   (1) Where an election for membership of the Council is necessary, the Returning Officer shall publish on notice boards in the University and in University news sheets a note and shall in the case of an election of a person referred to in section 10(5)(c) of the Act, advise external students by notice mailed to such students.

   (2) A notice referred to in subclause (1) shall:

   (a) state that an election is necessary;

   (b) set out the number of vacancies to be filled;

   (c) invite nominations for election;

   (d) specify the form in which nominations shall be made;

   (e) prescribe the date and time by which nomination papers must be received by the Returning Officer; and

   (f) contain such other information relating to the election as the Returning Officer thinks fit.

4. **Nomination of Candidates for Election**

   (1) Nomination of a person as a candidate at an election referred to in this rule shall be made by delivering a nomination paper to the Returning Officer.

   (2) A nomination paper shall:

   (a) be signed by two persons entitled to vote at the election for which the person is nominated as a candidate; and

   (b) be endorsed with, or accompanied by, the written consent of the person being nominated.

   (3) There shall be a separate nomination paper for each person nominated.

   (4) The Returning Officer shall reject a nomination paper if the Returning Officer is satisfied that:

   (a) it is not made in accordance with this clause; or

   (b) the person nominated is not eligible to be elected.

   (5) A candidate nominated for election may not withdraw that nomination after the hour and date prescribed in 3 (2)(e) of this Rule.

5. **Necessity for Elections to be Held**

   (1) Where, in an election of persons to whom this Rule applies:

   (a) the number of nominations for the election does not exceed the number of vacancies to be filled, the Returning Officer shall declare the person or persons nominated to be elected; or

   (b) the number of nominations for the election exceeds the number of vacancies to be filled, the Returning Officer shall:

(i) in the case of an election of persons referred to in section 10(5)(a) of the Act, send or deliver a voting paper and notice to each person whose name is on a Roll of Academic Staff;

(ii) in the case of an election of a person referred to in section 10(5)(b) of the Act, send or deliver a voting paper and notice to each person whose name is on a Roll of Non-Academic Staff;

(iii) in the case of an election of a person referred to in section 10(5)(c) of the Act, send by post or deliver a voting paper and notice to each person whose name is on a Roll of Students;

(2) A notice referred to in subclause (1)(b) shall:

(a) specify the manner in which the voting paper is to be completed; and

(b) state the hour and date by which the completed voting paper must be received by the Returning Officer.

(3) Where, before the declaration of the poll, a person:

(a) who is nominated as a candidate for the election dies; or

(b) becomes no longer eligible to be elected,

the election shall proceed as if the person had not been nominated and that person's name had not been included on the voting paper and any vote recorded in that person's favour had not been cast.

6. Manner of Voting

(1) An elector shall, subject to subclause (2), place a cross in the square appearing opposite the name of each candidate for whom that voter intends to vote.

(2) A voter shall not vote for more candidates that there are vacancies to be filled at the election.

(3) If a voter votes for more candidates than there are vacancies to be filled at the election, the vote shall be informal.

7. Sealing of Voting Papers in Envelopes

(1) With each voting paper issued for an election referred to in section 10(5) of the Act, there shall be issued an envelope marked "Voting Paper" and an envelope addressed to the Returning Officer.

(2) Voting papers shall contain the name of candidates in order determined by lot by the Returning Officer.

(3) Each voter shall:

(a) place the voting paper completed in accordance with clause 6 in the envelope marked "Voting Paper" and seal that envelope;

(b) place the sealed envelope referred to in subclause 3(a) in the envelope addressed to the Returning Officer and seal that envelope;

(c) complete the form of declaration of identity and voting entitlement on the back of the outer envelope; and

(d) send by post or deliver the outer envelope containing the voting paper to the Returning Officer.

(4) Upon receipt of a sealed envelope addressed to the Returning Officer, the Returning Officer shall check the declaration on the back of the envelope with the relevant Roll.

(5) If the Returning Officer:

(a) is satisfied that the voter is qualified to vote in the election, the Returning Officer shall place the outer envelope containing the voting papers in a ballot box and the envelope shall remain unopened until the close of the poll; or

(b) is satisfied that the voter is not qualified to vote at the election, the Returning Officer shall place the envelope unopened in a receptacle for rejecting voting papers and the envelope shall be destroyed forthwith after the declaration of the poll.

(6) After the close of the poll, the Returning Officer or persons appointed by the Returning Officer for the purpose, shall open the envelopes placed in the ballot box and the Returning Officer shall ascertain the result of the election.

8. Voting Conduct

At the election referred to in these Rules:

(1) the voting shall be by secret ballot;

(2) the Returning Officer shall:

(a) not accept a vote unless the Returning Officer is satisfied that it has been cast by a person entitled to vote at the election and that the voter has only voted once at that election;

(b) not accept a voting paper unless it is received by the Returning Officer before the close of the poll;

(c) decide whether any voting paper shall be accepted or rejected; and

(d) on written application made to the Returning Officer that a voting paper has been lost or destroyed, supply a duplicate voting paper to the person to whom the lost or destroyed voting paper was sent or delivered if the Returning officer is satisfied that the voting paper was so lost or destroyed.

9. Cost of Postage

It shall be the responsibility of the voter to pay the appropriate cost of postage for any voting paper forwarded to the Returning Officer via a commercial postal system, such postage cost to be paid at the time of posting the voting paper to the Returning Officer.

10. Counting of Votes

(1) In this clause "continuing candidate", in relation to any count, means a candidate not already declared elected.

(2) The result of the ballot shall be ascertained by the Returning Officer in accordance with the following provisions:

(a) the Returning Officer shall examine the voting papers and, reject those which do not comply with the requirements of these Rules;

(b) the Returning Officer shall then count the total number of votes given to each candidate;

(c) the candidate polling the highest number of votes shall be declared elected; and

(d) where the number of candidates to be elected is more than one, the candidate polling the next highest number of votes after the first candidate declared elected pursuant to subclause 2(c) shall also be declared elected and the process of electing the candidate with the highest number of votes from the continuing candidates shall be continued until the number of vacancies has been filled.

(3) In the event that the total number of votes received by two or more candidates for any vacancy is equal and it is necessary to exclude one or more of them in respect of that vacancy, the Returning Officer shall:

(a) write the names of each candidate in respect of whom the determination is to be made on separate and similar slips of paper;

(b) fold the slips so that as to prevent identification;

(c) place the folded slips in a receptacle and mix them together;

(d) draw out a slip at random; and

(e) declare elected the candidate whose name appears on the slip drawn out.

11. Scrutineers

Each candidate at an election shall be entitled to nominate one scrutineer to be present at the count of votes.

12. Votes Not to be Disclosed

A person shall not in any way disclose or aid in disclosing the manner in which any voter has voted.

13. **Declaration of Election**

At the conclusion of the election the Returning Officer shall cause a notice of Declaration of Election to be placed on the official University Notice Board and on such other notice boards and in such publications as the Returning Officer considers appropriate to that election.

14. **Destruction of Voting Papers**

The Returning Officer shall forthwith after the declaration of the result cause all ballot papers, together with a signed copy of the roll, to be made up, securely fastened and sealed in one packet and safely keep them for 12 months, and at the expiration of that period of 12 months shall cause them to be destroyed in the presence of the Executive Director of Administration or the Director of Staffing.

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