



THE UNIVERSITY OF MELBOURNE ARCHIVES

NAME OF COLLECTION	UNIVERSITY OF MELBOURNE. FACULTY OF SCIENCE
ACCESSION NO	2003.0078 and 2005.0053
CATEGORY ACTIVITY	University, official
DATE RANGE	1975-1982 and 1977-1978
SIZE OF COLLECTION	9 volumes
HISTORICAL NOTE	<p>The Faculty of Science Standing Committee on Undergraduate Studies in Science was established with a view to providing ongoing oversight of issues relating to the teaching of Science at an undergraduate level in the Faculty. When reconstituted in 1977, the terms of reference required the Committee 'to make recommendations to faculty on academic policy and ensure faculty policy is carried out in all academic matters concerned with Bachelors degrees...'. The Committee was also chartered to receive information from, and collaborate with the Bachelor of Science (Education) Standing Committee and to consult with chairmen of departments in all relevent aspects of its work. In 1977 and 1978 the work of the Committee was divided up into a number of working groups and sub-committees making occasional reports to the whole. In 1977 these were: the Working Group on Double Majors; Working Group on the Orientation and Transition Report; the Time Tabling Sub-committee. In 1978: the Working Group on Point Scores; the Working Group on Quotas for Group B Departments; the Working Group on Formal Examinations and Assessment; Time Tabling Sub-committee. From 1983 the Minutes of this Committee are bound with those of the Faculty of Science.</p>
DATE OF TRANSFER	10 Sep 2003 and 29 Jul 2005
ACCESS CONDITIONS	Access: Restricted

DESCRIPTION	UM554. Minutes of the Faculty of Science Standing Committee on Undergraduate Studies in Science 1975-1976, 1979-1980, 82. Includes papers and reports of the Committee and subsidiary committees;UM554. Minutes of the Standing Committee on Undergraduate Studies in Science, Faculty of Science, 1977-1978, bound with the papers of several working groups and sub-committees, viz: The Working Group on Point Scores; Working Group on Quotas for Group B Departments; Working Group on Formal Examinations and Assessment; Timetabling Sub-Committee; Working Group on Double Majors; Working Group on Orientation and Transition.
DATE	7 Jan 2005

UNIVERSITY OF MELBOURNE RECORDS MANAGEMENT PROGRAM SERIES DETAIL REPORT



Series Number: UM 541
 Creating Agency: Faculty of Science
 Series Title: Minute Books of the Faculty of Science
 Date Range: 1903
 Descriptive Note: The series consists of the minutes and papers of the Faculty of Science, which was responsible for deliberations on academic and administrative matters relating to the running of the Faculty.

Summary of Contents

Timetable of lectures; Examinations; Admissions policies and procedures including Admission Ad Eundum Statum and Ad Eundum Gradum; Details of subjects and courses; Special cases for admission; Thesis proposals; Prizes; Scholarships; Examinations and examiners; Conditions for lecturers and demonstrators; Publication of scientific papers; Laboratory work; Research training for students; Amendments to legislation; Regulations; Development of discipline of Psychology; Approval of subjects for theses for higher degrees; Course approvals; Transfers; Examiners' reports; Victorian College of Pharmacy; Staff reports; Nominations and appointments for membership of Faculty; Examination time-tables; Australian Vice-Chancellors' Committee memoranda; Equipment; Chairs; Reviews; Grants; External relations; Budgets and planning; Overseas students; Selection and quotas; Matriculation; Victorian Certificate of Education; Higher School Certificate; Staff matters; Deans' reports and Quality and Strategic Planning.

Format: bound volumes Arrangement: Chronological
 Last Amendment Date: Thursday, 23 December 2004
 Archives Note: Material up to and including 1978 transferred to University Archives
 Related Series: Archive Transfer Ref: 92, 97

Inventory

Item no	Transfer no.	Series no.	Description	Date	Box id	Unit
21B	2003058	541	Minutes of the Faculty of Science Committee	1978		5
21A	2003058	541	Minutes of the Faculty of Science Committee	1978		4
20	2003058	541	Minutes of the Faculty of Science Committee	1977		3
19B	2003058	541	Minutes of the Faculty of Science Committee	1976		2
19A	2003/058	541	Minutes of the Faculty of Science Committee	1976		1
22A	2004053	541	Minutes of the Faculty of Science Committee	1979	2004/053/0001	6
22B	2004053	541	Minutes of the Faculty of Science Committee	1979	2004/053/0002	7
23A	2004053	541	Minutes of the Faculty of Science Committee	1980	2004/053/0003	8

