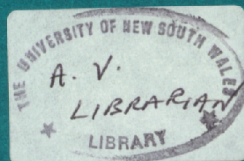




The University of New South Wales



# Professional Studies

1988  
Faculty Handbook



The University of New South Wales

PO Box 1 Kensington NSW Australia 2033 Phone 697 2222

# Professional Studies

1988  
Faculty Handbook

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Subject, courses and any arrangements for courses including staff allocated, as stated in the Calendar or any Handbook or any other 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 subjects, courses, arrangements or staff allocations at any time without notice.

Information in this Handbook has been brought up to date as at 8 September 1987, but may be amended without notice by the University Council.

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## Session Dates

### 1988

### 1988

#### Session 1

Session Begins	Monday	7 March	Monday	27 February
Mid-Session Recess				
Last Day of Classes	Friday	13 May	Thursday	23 March
Classes Resume	Monday	23 May	Monday	3 April
Last Day of Session	Friday	17 June	Thursday	8 June
Examination Begin	Monday	27 June	Thursday	15 June
Examination End	Wednesday	13 July	Friday	30 June

#### Session 2

Session Begins	Monday	1 August	Monday	24 July
Mid-Session Recess				
Last Day of Classes	Friday	26 August	Friday	22 September
Classes Resume	Monday	5 September	Tuesday	3 October
Last Day of Session	Friday	11 November	Wednesday	1 November
Examinations Begin	Monday	21 November	Wednesday	8 November
Examinations End	Friday	9 December	Friday	24 November
Vacation Weeks	16-22 May		27 March - 2 April	
common to Australian	11-17 July		3-9 July	
Universities	29 August - 4 September		25 September - 1 October	

### 1988

22 April	Last day for students to discontinue without failure subjects which extend over Session 1 only
12 August	Last day for students to discontinue without failure subjects which extend over the academic year
23 September	Last day for students to discontinue without failure subjects which extend over Session 2 only

## Staff

*Comprises Schools of Education, Health Administration, Librarianship and Social Work.*

### Dean

Professor A. A. Hukins

### Chairman

Associate Professor R. J. Barry

---

## School of Education

### Professor of Education and Head of School

\*Martin Cooper, BSc Manc., MA(Ed) Dal., PhD Ott., DipEd Syd.

### Professor of Science Education

Austin Adolphus Hukins, MSc DipEd Syd., PhD Alta., FACE

### Associate Professors

Robert John Barry, BSc N.S.W., BA PhD DipEd Syd., MSc Macq.,

FIOF, MAIP, MAPS, MSPR

Shirley Louise Smith, BA PhD Syd.

### Senior Lecturers

Rachel MacDonald Boyd, MA PhD Otago

Colin Fraser Gauld, BSc PhD DipEd Syd., MAIP

James Harry Gribble, BA PhD Melb., MPhil Lond.

Colman Kevin Harris, BA MEd Syd., PhD N.S.W.

Michael Robert Matthews, BSc MA MEd DipEd Syd., PhD N.S.W.

Barry Charles Newman, BA MSc PhD Syd.

Michael Francis Petty, BA Durh., MEd DipEd Calg., PhD Wis.

\*Conjoint appointment with the Australian Graduate School of Management.

Robert Thomas Solman, BSc N.S.W., BSc Tas., PhD A.N.U.  
John Sweller, BA PhD Adel.

### Lecturers

Richard Martin Bibby, MA BD Otago, PhD Monash

Susan Joan Cass, BA DipEd N.S.W.

Patricia Davies, BA C.U.N.Y., MSc(Econ) L.S.E.

Frederick Edward Trainer, MA PhD Syd.

### Senior Administrative Officer

Jane Wholohan, BA DipEd Syd.

---

## School of Health Administration

### Professor of Health Administration and Head of School

James Sutherland Lawson, MB BS MD Melb., MHA N.S.W., FRACMA, MACD

### Professor

George Rupert Palmer, BSc Melb., MEd, Syd., PhD Lond., FSS, FHA, Hon. FRACMA

### Associate Professor

Erica Margaret Bates, BA DipSocStud Syd., PhD N.S.W.

### Senior Lecturers

Philip William Bates, BCom LLB N.S.W., AHA

Pieter Jacob Degeling, BA Old., PhD Syd.

Ian Forbes, BArch Melb., MSc Br.Col., DipAdmin N.S.W., FRAIA, MRCIA

Colin Grant, MA *Oxf.* and *Brun.*, FHA  
 Helen Madeleine Lapsley, BA *Auck.*, MEc *Syd.*, AHA  
 Graeme Kendle Rawson, BA *N.E.*, MA *Macq.*, PhD *N.S.W.*, MACE,  
 AHA

#### Lecturers

Thomas Earl Benjamin, BA *Mich.*, MBA *Mt.St.Vin.*, MPsyCh *Syd.*, MAPsS  
 Lloyd Christopher Biram, BCom MBA *N.S.W.*  
 Ann Brewer, BA *Macq.*, MCom *N.S.W.*  
 Marjorie Cuthbert, BA *N'cle.(N.S.W.)*, MHA *N.S.W.*, RN, RM, FCNA,  
 MCN(NSW)  
 Fawzy Ibrahim Soliman, BE *Syd.*, MEngSc PhD *N.S.W.*, MIEAust, MACS,  
 AIArB  
 Patricia Ann Spencer, BN *McG.*, MEdSt *Monash*, RN, FCNA, MACE

#### Administrative Assistant

Adrian L. Landa, BA *N.S.W.*

#### Honorary Associates

William Gingell Lawrence, BA *Syd.*, MHA *N.S.W.*, AHA, FAIM  
 Trevor James Wood, MB BS *Melb.*, MHA *N.S.W.*, FRACP, FRACMA,  
 FHA

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## School of Librarianship

---

#### Professor of Librarianship and Head of School

W. Boyd Rayward, BA *Syd.*, MS *Ill.*, PhD *Chic.*, DipLib *N.S.W.*, ALAA

#### Associate Professor

Carmel Jane Maguire, BA *Qld.*, MA *A.N.U.*, FLAA

#### Senior Lecturers

Jack Richard Nelson, MA *Syd.*, MLib *N.S.W.*, ALAA  
 Ann Pederson, BA *Ohio Wesleyan*, MA *Georgia State*  
 Peter Orlovich, MA *DipEd Syd.*, MLib PhD *N.S.W.*  
 Patricia Willard, BA *N.E.*, MLib *N.S.W.*, ALAA  
 Concepcion Shimizu Wilson, BA *Pomona*, MSLS *N.C.*, MLib *N.S.W.*,  
 ALAA

#### Tutor

Sigrid Kristina McCausland, BA *A.N.U.*, DiplM-ArchivAdmin *N.S.W.*

#### Administrative Assistant

Raymond John Locke

---

## School of Social Work

---

#### Professor of Social Work and Head of School

Tony Vinson, BA *DipSocStud Syd.*, MA PhD *DipSoc N.S.W.*

#### Professor of Social Work

Robert John Lawrence, BA *DipSocSc Adel.*, MA *Oxf.*, PhD *A.N.U.*

#### Senior Lecturers

Maisy Elspeth Browne, BA *DipSocStud Syd.*, MSW *N.S.W.*  
 Damian John Grace, BA PhD *N.S.W.*  
 Martin Scott Mowbray, BSW *N.S.W.*, MSS *Syd.*, PhD *N.S.W.*  
 Betsy May Wearing, BA *LittB N.E.*, PhD *N.S.W.*, ASTC  
 Keith Edward Windschuttle, BA *Syd.*, MA *Macq.*

#### Lecturers

Susan Joan Beecher, BA *Macq.*, BSocStud *Syd.*, MSW *N.S.W.*  
 Rosemary Ellen Berreen, BSW *N.S.W.*  
 Natalie Pamela Bolzan, BSW *N.S.W.*  
 Brian Anthony English, BSW *N.S.W.*  
 Barbara Rose Ferguson, BA *MSW Hawaii*, DSW *Calif.*  
 Elizabeth Aureena Fernandez, MA *Madr.*  
 Karen Susan Heycox, BSW *N.S.W.*  
 Deirdre Thelma James, BA *Syd.*, PhD *Macq.*  
 Sandra Lee Regan, BA *Boston S.C.*, MSW EdM *N.Y. State*,  
 PhD *Rutgers*  
 Richard John Roberts, BA *DipEd N.E.*, BSocStud *Syd.*, PhD *N.S.W.*  
 Brenda Smith, BA *Manc.*, DiplAppiSocSt *Lond.*  
 Katina Tsapepas, BA *LaT.*, BSW *Monash*, MSW *Syd.*  
 Jennifer Warner Wilson, BA *BSocStud Syd.*, MSW *N.S.W.*  
 Diane Maree Zulfacar, BA *DipSocWk Syd.*, MSW *Smith*

#### Administrative Officer

Brett O'Halloran, BSocStud *Syd.*

## Introduction

The Faculty of Professional Studies offers undergraduate and graduate diploma courses which provide the initial preparation for students wishing to enter certain professions. It offers higher degree courses for the on-going education of members of those professions. The Faculty consists of the Schools of Education, Health Administration, Librarianship and Social Work.

In addition to general information about the University, this handbook provides, in the pages which follow, information which is specific to the Faculty, its schools, its courses and the subjects within those courses.

The Faculty wishes to ensure that all students have access to appropriate advice. In deciding upon the details of your proposed program you are advised to study the handbook carefully and to consult the contact person listed for the School to seek further information. You are also encouraged to use this contact to seek help with problems which arise during your course.

**Professor A. A. Hukins**  
Dean

# Faculty Information

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## Some People Who Can Help You

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If you require advice about enrolment, degree requirements, progression within courses, or information about subject content, contact the appropriate School:

### School of Education

Senior Administrative Officer  
Jane Wholohan  
(Room 38, Building G2, Western Campus,  
near Parade Theatre entrance)

### School of Health Administration

Administrative Assistant  
Adrian Landa  
(Room LG29B, The Chancellery)

### School of Librarianship

Administrative Assistant  
Ray Locke  
(Room 403, Level 4, Mathews Building)

### School of Social Work

Administrative Officer  
Brett O'Halloran  
(Room 45, Building G2, Western Campus,  
near Parade Theatre entrance)

**Important:** As changes may be made to information provided in this handbook, students should frequently consult the noticeboards of the school and the official noticeboards of the University.

## Faculty of Professional Studies Enrolment Procedures

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All students re-enrolling in 1988 or enrolling in graduate courses should obtain a copy of the free booklet *Enrolment Procedures 1988* available from School Offices and the Admissions Office. This booklet provides detailed information on enrolment procedures and fees, enrolment timetables by faculty and course, enrolment in miscellaneous subjects, locations and hours of Cashiers and late enrolments.

## Faculty Enrolment Restriction

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No person shall be permitted to enrol as a full-time student in any course in the Faculty of Professional Studies at the same time as he is enrolled for any other diploma or degree in this University or elsewhere, except with the approval of the Head of School concerned.

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## Professional Studies Library Facilities

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Although any of the university libraries may meet specific needs, the staff and students of the Schools of Education, Librarianship and Social Work are served mainly by the Social Sciences and Humanities Library and the undergraduate collection while those of the School of Health Administration are served mainly by the Biomedical Library and undergraduate collection.

Social Sciences and Humanities  
Librarian

Pat Howard

Biomedical Librarian

Monica Davis

Law Librarian

Rob Brian

Physical Sciences Librarian

Marian Bate

admission to the School of Social Work, and elect a collective which maintains a formal liaison with the School's staff. A regular newsletter, 'News worker', is produced.

Representatives of the Association attend meetings of the Australian Association of Social Workers (NSW Branch) and the Council of Social Services of NSW, while contact with student bodies in other universities is maintained through the Australian Social Welfare Students' Collective. Further details may be obtained from the Social Work students noticeboards and the Enquiries Office of the School of Social Work.

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## Student Clubs and Societies

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Students have the opportunity of joining a wide range of clubs and societies. Many of these are affiliated with the Students' Union. There are numerous religious, social and cultural clubs and also many sporting clubs which are affiliated with the Sports Association.

Clubs and societies seeking to use the name of the University in their title, or seeking University recognition, must submit their constitutions either to the Students' Union or the Sports Association if they wish to be affiliated with either of these bodies, or to the Registrar for approval by the University Council.

### Education Society

The Education Society aims to give unity to the large number of students studying Education. The Education Society organizes a number of social functions and endeavors to acquaint students with educational issues and information relating to the teaching profession.

All students undertaking the DipEd, BADipEd, or BScDipEd automatically become members and the Society is affiliated with CASOC. Annual general meetings are normally held in March.

### Social Work Students' Association

The Association's primary function is that of a communication channel operating not only among the students themselves but also between students and staff of the School. Through functions and informal gatherings professional aspects of social work, specific grievances and the course itself are discussed. Students are represented on the Education Committee which has responsibility for educational planning within the School and on the School Committee which advises the Head of School. Students become members of the Association automatically on

**Undergraduate Study****Course Outlines**

The Faculty of Professional Studies comprises the Schools of Education, Health Administration, Librarianship and Social Work. Undergraduate courses within the Faculty's responsibility include courses in mathematics education, science education, health administration and social work.

Details of these courses may be found in the following handbooks:

Arts Faculty Handbook 1988	BA DipEd
Sciences Faculty Handbook 1988	BSc DipEd

The School of Education also offers:

- a one-year full-time graduate diploma course for graduates, leading to the award of the Diploma in Education (DipEd). See **Graduate Study** later in this handbook.
- graduate study programs leading to the award of the degrees Doctor of Philosophy (PhD), Master of Education awarded at Pass and Honours levels (MEd), and Master of Educational Administration awarded at Pass and Honours levels (MEd-Admin). See **Graduate Study** later in this handbook.

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**School of Education**

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**Professor of Education and Head of School**

Professor M. Cooper

**Professor of Science Education**

Professor A. A. Hukins

**Senior Administrative Officer**

Jane Wholohan

The School of Education offers undergraduate teacher education courses jointly with several faculties of the University. These courses lead to the award of the degrees of BA DipEd and BSc DipEd.

The School of Education also offers Honours programs leading to the award of the above degrees with Honours in Education. For details of these programs see the relevant sections of the Arts and Sciences handbooks.

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**School of Health Administration**

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**Head of School**

Associate Professor J. C. H. Dewdney

**Administrative Assistant**

Adrian L. Landa

The School of Health Administration offers both undergraduate and graduate programs. The undergraduate course may be taken on a full-time, part-time, or external basis and leads to the award of the degree of Bachelor of Health Administration. The School also offers three formal courses in health administration leading to the awards of the degree of Master of Health Planning, Master of Health Administration and Master

of Nursing Administration. The Master of Health Planning and the Master of Nursing Administration programs are also offered on an external basis for students residing outside the Sydney metropolitan area. In addition, the degrees of Master of Health Administration and Doctor of Philosophy may be taken following periods of full-time or part-time research in hospital and health service administration.

Health administrators work in settings and roles which vary widely. For this reason the Bachelor of Health Administration degree course is essentially multi-disciplinary, with subjects chosen to impart relevant knowledge, attitudes and skills in a number of areas. There is, however, a compulsory core stream of Management 1, Management 2 and Management 3. All students take the same compulsory subjects in the first half of the course; thereafter electives are available to develop in some depth areas of special interest. A degree course at Honours level is also available, the main objectives of which are to assist the student in achieving a deeper understanding of a subject or topic germane to the field of health administration, and competence in research and writing skills. Conditions for the award of the degree at Honours level are listed below.

## Bachelor of Health Administration

### Conditions for the Award of the Degree of Bachelor of Health Administration

1. The degree of Bachelor of Health Administration may be awarded as a Pass degree or as an Honours degree. Three classes of Honours are awarded: Class 1, Class 2 in two divisions and Class 3.

2. A candidate for the degree of the Bachelor of Health Administration (Pass or Honours) shall:

(1) comply with the requirements for admission;

(2) follow the prescribed course of study in the School of Health Administration and satisfy the examiners in the necessary subjects.

3. A student who is following the prescribed course of study as a Stage 1 external student and who is taking at least two subjects of Stage 1 shall attend the residential school conducted by the School of Health Administration at the beginning of the academic year. Residential schools are currently held in Sydney, Melbourne and Perth (midyear only). Stage 1 external students living in Western Australia will be permitted to attend the mid-year residential school only. A Stage 1 student shall also attend the residential school conducted in the middle of the academic year.

4. A student who is in the later stages of the course as an external student shall in each year attend the residential school conducted by the School of Health Administration in the middle of the academic year. Residential schools are currently held in Sydney, Melbourne and Perth (midyear only).

5. Students who are enrolled internally but who have been permitted to undertake an additional subject on an external enrolment basis will be required to attend lectures at a residential school in the subject.

6. (1) A student enrolled in the external course shall not normally be permitted to enrol in more than three subjects in any one year.

(2) A student enrolled in the full-time course shall not normally be permitted to enrol in more than six subjects in any one year.

### Honours Degree

7. A student who has completed the second year of the full-time course, or the corresponding stage of the external course, normally with grades of Credit or better in all subjects, may make a written application to the Head of School of Health Administration to enrol in the Honours subjects of the third year. These subjects are: 16.034 Management 3 (Honours) and 16.313 Research and Evaluation Methods (Honours).

8. A student who then achieves a high level of academic performance in the third year Honours subjects will normally be admitted to the final year of the Honours degree course. External students, who have demonstrated outstanding achievement throughout the Pass course, may be permitted to enrol in the final year of the Honours course even though they are unable to attend on a full-time internal basis during the final year.

9. The content of the Honours year subjects, 16.890 Thesis, 16.891 Advanced Studies in Health Administration A, and 16.892 Advanced Studies in Health Administration B, should be planned in collaboration with the student's thesis supervisor.

10. Normally, full-time internal students will be expected to complete the Honours year requirements in one academic year, terminating with the submission of the thesis. External students will be required to complete at least one month of full-time attendance at the University during the two years of Honours enrolment in order to complete satisfactorily Honours course requirements. The timing of University attendance is arranged with the student's thesis supervisor.

### 4040

### Health Administration Degree Course Full-time (Pass)

#### Bachelor of Health Administration† BHA

Year 1		Hours per week	
		S1	S2
16.540	Health Information Systems	4	0
16.111	Health Care Systems	4	0
16.031	Management 1	4	0
16.541	Accounting for Health Administration 1	0	4
16.112	Health and Health Care	0	4
16.521	Law 1 or 16.520 Law 1T	0	4
16.400	Health Service Experience 1*		
*One day per week attachments throughout the academic year.			
Year 2		Hours per week	
		S1	S2
16.032	Management 2	4	0
16.611	Sociology and Health 1	4	0
16.711	Quantitative Methods 1	4	0
16.421	Health Planning 1	0	4
16.551	Health Economics 1	0	4
	Elective		
16.401	Health Service Experience 2*		
*One day per week attachments throughout the academic year.			

Year 3		Hours per week	
		S1	S2
16.033	Management 3	4	0
	Elective	4	0
	Elective	4	0
	Elective	0	4
	Elective	0	4
	Elective	0	4

†Certain subjects in the BHA (internal) course are not necessarily offered every year. Students should check with the School to ascertain which subjects are to be offered in a particular year.

## 4040 Health Administration Degree Course External

### Bachelor of Health Administration BHA

#### Stage 1

16.111	Health Care Systems
16.031	Management 1
16.540	Health Information Systems

#### Stage 2

16.112	Health and Health Care
16.541	Accounting for Health Administration 1
16.521	Law 1 or 16.520 Law 1T

#### Stage 3

16.032	Management 2
16.611	Sociology and Health 1
16.711	Quantitative Methods 1

#### Stage 4

16.421	Health Planning 1
16.551	Health Economics 1
	Elective

#### Stage 5

16.033	Management 3 (can also be taken in Stage 6)
	Elective
	Elective

#### Stage 6

Elective
Elective
Elective

## 4040 Health Administration Degree Course Full-time (Honours)

### Bachelor of Health Administration† BHA

Year 1		Hours per week	
		S1	S2
16.540	Health Information Systems	4	0
16.111	Health Care Systems	4	0
16.031	Management 1	4	0
16.541	Accounting for Health Administration 1	0	4
16.112	Health and Health Care	0	4
16.521	Law 1 or 16.520 Law 1T	0	4
16.400	Health Service Experience 1*		

\*One day per week attachments throughout the academic year.

Year 2		Hours per week	
		S1	S2
16.032	Management 2	4	0
16.611	Sociology and Health 1	4	0
16.711	Quantitative Methods 1	4	0
16.421	Health Planning 1	0	4
16.551	Health Economics 1	0	4
	Elective	0	4

#### 16.401 Health Service Experience 2\*

\*One day per week attachments throughout the academic year.

#### Year 3

16.034	Management 3 (Honours)	4	0
	Elective	4	0
	Elective	4	0
16.313	Research & Evaluation Methods (Honours)	0	4
	Elective	0	4
	Elective	0	4

#### Year 4

16.891	Advanced Studies in Health Administration A	4	0
16.892	Advanced Studies in Health Administration B	0	4
16.890	Thesis		

†Certain subjects in the BHA (internal) course are not necessarily offered every year. Students should check with the School to ascertain which subjects are to be offered in a particular year.

## Elective Subjects

Electives are to be chosen by the student in consultation with the Head of the School of Health Administration, from the subjects offered by the School of Health Administration and such other schools or institutions as are deemed appropriate. The approval of the relevant Head of School is required to undertake a subject offered by another school or institution.

The electives have been specifically chosen to provide an opportunity for students to develop in some depth their particular vocational interests; eg, three planning electives may be taken.

The following subjects have been approved as electives in the School of Health Administration; not all subjects are necessarily available each year:

16.301	Political Science
16.302	Social Policy & Administration
16.303	Research & Evaluation Methods
16.304	Management Skills
16.306	Administration of Nursing Services
16.307	Special Topic in Health Administration
16.308	Epidemiology for Health Administrators
16.309	Long Term Care Administration
16.310	Human Resource Management
16.311	Computer Techniques for Health Service Management
16.312	Industrial Relations
16.316	Current Issues in Nursing
16.422	Health Planning 2A
16.423	Health Planning 2B
16.424	Health Planning 2C
16.522	Law 2
16.542	Accounting for Health Administration 2
16.552	Health Economics 2
16.612	Sociology and Health 2
16.712	Quantitative Methods 2

**Note:** Permission from the Head of School must be obtained for any departure from the sequence of subjects set out under the full-time and part-time (external) course patterns above.

## Miscellaneous Students

Miscellaneous students enrolled on an external basis in subjects of the Bachelor of Health Administration degree course are required to meet all the conditions for the completion of each subject, including attendance at lectures in the subject at one of the residential schools held in the middle of the academic year.

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## School of Librarianship

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### Head of School

Professor W. Boyd Rayward

### Administrative Assistant

Ray Locke

The School of Librarianship offers graduate degree courses only leading to the award of the degree of Doctor of Philosophy (PhD), Master of Archives Administration (MArchivAdmin) by research, Master of Librarianship (MLib) by research or course work the Diploma in Information Management — Archives Administration (DiplM-ArchivAdmin) and the Diploma in Information Management — Librarianship (DiplM-Lib). For full information see **Graduate Study and Conditions for the Award of Higher Degrees** later in this handbook.

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## School of Social Work

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### Head of School

Professor T. Vinson

### Administrative Officer

Brett O'Halloran

At the undergraduate level, the School of Social Work offers a course leading to the award of the degree of Bachelor of Social Work. At the graduate level the School offers courses leading to the award of the degrees of Doctor of Philosophy, Master of Social Work (MSW) by course work or by research, and the Master of Welfare Policy (MWP) by course work. For information on these graduate degrees, see **Graduate Study and Conditions for the Award of Higher Degrees** later in this handbook.

## 4030 Social Work Degree Course

### Bachelor of Social Work BSW

Professional social work is a world-wide occupation and discipline concerned with helping individuals, families, groups, orga-

nizations, communities, and societies to deal with social problems and to develop more satisfying and equitable social conditions generally.

The BSW degree course is designed to prepare students for the professional practice of social work. It is expected to be undertaken as a four-year full-time program. The Head of School may, however, permit a student who is unable to study full-time to take the course over a longer period not exceeding seven years.

The aim is to produce a social worker who has a general foundation for continuing professional learning, and can undertake independent professional practice at a basic level of competence, utilizing relevant knowledge and skills in accordance with the profession's values.

This aim is achieved through developing the student's understanding of:

- normative and factual aspects of the various social systems (political, economic, and social) in which people live. This involves teaching materials which give insights into what values people hold, how they attain them, and competing views of what ought to be the situation;
- the nature and extent of social problems and social conditions for people at different stages of the life cycle and in various socio-economic, psycho-social, biological and geographic circumstances;
- policies and services, and various 'helping' occupations, specifically created and maintained to enhance the well-being of people within their society;
- the development of social work as an organized occupation: its history; its relationship to its society; its relationships to social welfare systems and to other 'helping' occupations; its composition and organization; its various tasks and the knowledge and skills necessary to undertake them; and its new directions for development.

In this first professional qualification, the student gains understanding of the main dimensions of contemporary and future social work practice at the various levels and in the various fields of social work intervention. Features of the course are a problem-solving approach in the first year, and a range of electives on selected aspects of social work in the final year.

## Field Education

An integral aspect of the course is organized learning in the field and this is a basic requirement for the professional recognition of the degree. In the field education subjects, a field instructor, usually in a social agency, is responsible for a student learning to apply the principles of professional practice in an actual practice setting. From half-way through Year 2, a total of 176 seven-hour days are taken up in this way. About half of these days are scheduled during academic recess periods. A student's four field education placements are in more than one type of practice setting. The settings available include medical, psy-

chiatric, community health, local community, family and child welfare, education, services to handicapped groups, services to the aged, services to migrants, income security, and corrective services. Non-government social agencies and agencies at all levels of government are utilized. For some students, their third field education placement may be located outside the Sydney metropolitan area.

The widening range of social work tasks and roles means that a variety of people are suited for social work practice. However, all forms of professional social work require interpersonal skills, a disciplined mind, and adherence to the profession's community service ethic, and social work often involves working with people and organizations under stress and in situations where there is conflict.

## Admission to the Course

Entry to the course is on a competitive basis. A small number of students may be admitted to Year 2 of the course if they have completed at least four full Year 1 BA degree course subjects, or their equivalent, including Sociology and Psychology at a level approved by the Faculty's Admissions Committee. These students may be permitted to undertake 63.193 Social Work Practice 1 and as a 5-hour per week Session 1 subject in Year 2.

## Progression

Except with the permission of the Head of School, students may not proceed to the next year of the course until they have fulfilled all the requirements of the previous year.

## Honours

Students who have completed the first three years of the course with superior performance will be invited to enter an honours strand in their final year. In addition to the normal Year 4 program honours students are required to undertake the subject 63.423.

A degree at honours level is based on performance in all academic subjects in the course with greater weight placed on final year subjects and an honours thesis. The classes and divisions of honours are: Class 1; Class 2, Division 1; Class 2, Division 2.

## The General Studies Requirement

The University requires that undergraduate students undertake a structured program in General Studies as an integral part of studies for their degree.

Among its objectives, the General Studies program provides the opportunity for students to address some of the key questions they will face as persons, citizens and professionals.

A new General Education program, administered by the Centre for Liberal and General Studies, was introduced in 1988.

The program requires students to undertake studies in three areas:

- (a) An introduction in non-specialist terms to an understanding of the environments in which humans function.
- (b) An introduction to, and a critical reflection upon, the cultural bases of knowledge, belief, language, identity and purpose.
- (c) An introduction to the development, design and responsible management of the systems over which human beings exercise some influence and control.

Subjects in categories (a) and (b) are in preparation. The exact form of category (c) is still being decided and should be clearly

defined by the end of 1988. This could involve, however, a slight subsequent change to the structure of the later years of degree programs.

There are differing requirements for students commencing before and from 1988:

### 1. Students who commenced their undergraduate program before 1988.

Students must complete a program of General Studies in accordance with the requirements in effect when they commenced their degree program. Students yet to complete their General Studies requirement may select subjects from any of the three categories of the new program.

### 2. Students commencing their undergraduate program in 1988 and following.

Students must complete a program of subjects selected from each of the three categories of study in accordance with the rules defined in the General Studies Handbook and in sequences specified in the requirements for individual courses.

Further information may be obtained from the office of the Centre for Liberal and General Studies, Room G56, Morven Brown Building, and the General Studies Handbook.

## 4030 Social Work Degree Course Full-time

### Bachelor of Social Work BSW

Year 1		Hours per week (weekly averages) for the session)	
		S1	S2
12.100	Psychology 1	5	5
53.001	Introduction to Sociology	3	3
63.193	Social Work Practice 1 6 Level I credit points approved as counting towards the BA degree	5	5
	1 Category A General Studies Elective	4	0
		0	4
<b>Year 2</b>			
63.203	Human Behaviour 1	3	2
63.211	Social and Behavioural Science 1	2	0
63.242	Social Philosophy 1	0	2
63.253	Social Welfare 1	2	2
63.282	Social Work Practice — First Placement		*
63.293	Social Work Practice 2 1 Category B General Studies Elective	3	2
		4	0

\*2-week block in the midyear recess + 2 days a week (no recess) to end week 12, Session 2: 36 days.

### Year 3

63.303	Human Behaviour 2	3	3
63.312	Social and Behavioural Science 2	0	2
63.332	Research Methods 1	0	3
63.341	Social Philosophy 2	2	0
63.353	Social Welfare 2	2½	4
63.381	Social Work Practice — Second Placement	*	
63.393	Social Work Practice 3	4	4

\*3-week block in February + 2 days a week (no recess) for Session 1: 45 days.

## Professional Studies

Year 4		Weeks	
			4-14
63.431	Research Methods 2	3	0
63.453	Social Welfare 3	4	3
63.481	Social Work Practice — Third Placement	*	
63.482	Social Work Practice — Fourth Placement		**
63.493	Social Work Practice 4 — Selected Studies	5	4

### Honours

63.423 Honours Seminar 2 2

\*10 week block, week 1 in January to end week 2. Session 1: 50 days.

\*\*3-week block in the midyear recess + 2 days a week (no recess) for Session 2: 45 days.

## Undergraduate Study

## Subject Descriptions

## Identification of Subjects by Number

A subject is defined by the Professorial Board as 'a unit of instruction approved by the University as being a discrete part of the requirements for a course offered by the University'.

Each approved subject of the University is identifiable both by number and by name as this is a check against nomination of subject other than the one intended.

Subject numbers are allocated by the Registrar and the system of allocation is based on the following guidelines:

1. The authority offering the subject, normally a School of the University, is indicated by the number before the decimal point.
2. Each subject number is unique and is not used for more than one subject title.
3. Subject numbers which have previously been used are not used for new subject titles.
4. Graduate subjects are indicated by a suffix 'G' to a number with three digits after the decimal point. In other subjects three or four digits are used after the decimal point.

Subjects taught are listed in full in the handbook of the faculty or board of studies responsible for the particular course within which the subjects are taken. Subject descriptions are contained in the appropriate section in the handbooks.

The identifying numerical prefixes for each subject authority are set out on the following page.

**Servicing Subjects** are those taught by a school or department outside its own faculty. Their subject descriptions are published in the handbook of the faculty which originates the subject and are also published in the handbook of the faculty in which the subject is taught.

The following pages contain descriptions for most of the subjects offered for the courses described in this book, the exception being the General Studies subjects. For General Studies subjects see the **General Studies Handbook** which is available free of charge.

## HSC Exam Prerequisites

Subjects which require prerequisites for enrolment in terms of the HSC Examination percentile range, refer to the **1978 and subsequent Examinations**.

Candidates for enrolment who obtained the HSC in previous years or hold other high school matriculation should check with the appropriate school on what matriculation status is required for admission to a subject.

## Information Key

The following is the key to the information which may be supplied about each subject:

**S1** Session 1, **S2** Session 2

**F** Session 1 *plus* Session 2, ie full year

**S1 or S2** Session 1 *or* Session 2, ie choice of either session

**SS** single session, but which session taught is not known at time of publication

**CCH** class contact hours

**L** Lecture, followed by hours per week

**T** Laboratory/Tutorial, followed by hours per week

**hpw** hours per week

**C** Credit *or* Credit units

**CR** Credit Level

**DN** Distinction

**W** weeks of session

School, Department etc	Faculty	Page
*Subjects also offered for courses in this handbook		

1	School of Physics	Science
2	School of Chemistry	Applied Science
3	School of Chemical and Industrial Engineering (New Course)	Applied Science
4	School of Materials Science and Engineering	Applied Science
5	School of Mechanical and Industrial Engineering	Engineering
6	School of Electrical Engineering and Computer Science	Engineering
7	School of Mines (Mineral Processing and Extractive Metallurgy and Mining Engineering)	Applied Science
8	School of Civil Engineering	Engineering
9	School of Fibre Science and Technology (Wool Science)	Applied Science
10	School of Mathematics	Science
11	School of Architecture	Architecture
12	School of Psychology*	Biological and Behavioural Sciences
13	School of Fibre Science and Technology (Textile Technology)	Applied Science
14	School of Accountancy	Commerce
15	School of Economics	Commerce
16	<b>School of Health Administration</b>	<b>Professional Studies</b>
17	Faculty of Biological and Behavioural Sciences	Biological and Behavioural Sciences
18	School of Mechanical and Industrial Engineering (Industrial Engineering)	Engineering
21	Department of Industrial Arts	Architecture
25	School of Mines (Applied Geology)	Applied Science
26	Department of General Studies	Board of Studies in General Education
27	School Geography	Applied Science
28	School of Marketing	Commerce
29	School of Surveying	Engineering
30	Organizational Behaviour Unit	Commerce
31	School of Optometry	Science
32	Centre for Biomedical Engineering	Engineering
33	Faculty of Arts	Arts
35	School of Building	Architecture
36	School of Town Planning	Architecture
37	School of Landscape Architecture	Architecture
38	School of Biological Technologies (Food Science)	Applied Science
39	Graduate School of the Built Environment	Architecture
40	Professorial Board	
41	School of Biochemistry	Biological and Behavioural Sciences

School, Department etc	Faculty	Page
*Subject also offered for courses in this handbook		

42	School of Biological Technologies (Biotechnology)	Applied Sciences
44	School of Microbiology	Biological and Behavioural Sciences
45	School of Biological Science	Biological and Behavioural Sciences
46	Faculty of Applied Science	Applied Science
47	Centre for Safety Science (Safety Science)	Engineering
48	School of Chemical Engineering and Industrial Chemistry (Old Course)	Applied Science
49	School of Biological Technological	Applied Science
50	School of English	Arts
51	School of History	Arts
52	School of Philosophy	Arts
53	School of Sociology*	Arts
54	School of Political Science	Arts
55	<b>School of Librarianship</b>	<b>Professional Studies</b>
56	School of French	Arts
57	School of Theatre Studies	Arts
58	<b>School of Education</b>	<b>Professional Studies</b>
59	Department of Russian Studies	Arts
60	Faculty of Arts	Arts
61	Department of Music	Arts
62	School of Science and Technology Studies	Arts
63	<b>School of Social Work</b>	<b>Professional Studies</b>
64	School of German Studies	Arts
65	School of Spanish and Latin American Studies	Arts
66	Subjects Available from Other Universities	
67	Faculty of Science	Science
68	Board of Studies in Science and Mathematics	Board of Studies in Science and Mathematics
70	School of Anatomy	Medicine
71	School of Medicine	Medicine
72	School of Pathology	Medicine
73	School of Physiology and Pharmacology	Medicine
74	School of Surgery	Medicine
75	School of Obstetrics and Gynaecology	Medicine
76	School of Paediatrics	Medicine
77	School of Psychiatry	Medicine
78	School of Medical Education	Medicine
79	School of Community Medicine	Medicine
80	Faculty of Medicine	Medicine
81	Medicine/Science/Biological Sciences	Medicine
85	Australian Graduate School of Management	AGSM
90	Faculty of Law*	Law
97	Faculty of Engineering	Engineering

## Psychology

### Psychology Level I Unit

#### 12.100 Psychology 1

F L3T2

An introduction to the content and methods of psychology as a basic science, with emphasis on the biological and social bases of behaviour, relationship to the environment, and individual differences. Training in the methods of psychological enquiry, and in the use of elementary statistical procedures.

### Psychology Level II and Psychology Level III

Consult the Combined Sciences Handbook for details.

## Health Administration

#### 16.031 Management 1

S1 L4

Individual and group behaviour in work organizations. Various management processes: group dynamics, motivation, leadership, power, conflict and communication. Using a variety of learning strategies, students are encouraged to develop analytical, diagnostic and practical skills for identifying problems in organizations, and to transfer key concepts to health care organizations in general and their own organization in particular.

#### 16.032 Management 2

S1 L4

*Prerequisite:* 16.031.

Emphasis on analytical skills. Develops the student's understanding of organization theory and its application to management. Theories covered include systems, contingency, administrative, action and resource dependency, the pluralist perspective. Level of analysis is at organizational level rather than micro-perspective of Management 1.

Assessment of the evolving role of computer systems in health care, the management of computing systems and the use of computers in decision support.

#### 16.033 Management 3

S1 L4

*Prerequisites:* 16.031, 16.032.

Builds on the theoretical concepts and practice analysis developed in 16.031/16.032 Management 1 and 2. Analyses values, structures, management approaches and relationships within component organizations and programs of the Australian health services and related areas. Areas of study: comprehensive service provision, detailed analysis of individual organizations, departments or programs; roles of the manager; professional developments; concepts of micro-structure and social analysis. Students are required to use these and other tools in the analysis of practical situations.

#### 16.034 Management 3 (Honours)

S1 L4

*Prerequisites:* 16.031, 16.032

Includes and extends the theoretical and practical studies in Management 3. Students produce a literature review of a significant aspect of health and hospital services management analysing major conceptual issues and their development.

#### 16.111 Health Care Systems

S1 L4

The system of organizations, institutions, services and financial arrangements which constitute the Australian health care system. Constitutional, legal and economic environment in which the system operates, including the Federal structure of government. Main characteristics of public and private hospitals, nursing homes and other institutions, including funding arrangements and relationships with government. Community health and other non-institutional services and their objectives. The financing of health services, Commonwealth-State financial arrangements and the health insurance program. The health work force, with emphasis on the medical and nursing components. Comparisons of the Australian health care system with those of other countries.

#### 16.112 Health and Health Care

S2 L4

Definitions of health and disease; basic epidemiological concepts; medical terminology; body systems; classification of disease; disease causation. Protection and promotion of health with emphasis on contemporary risk factors; diagnosis; treatment practices. Evaluation of health and health care; health status indicators; preventive and therapeutic trends; research strategies.

#### 16.301 Political Science

S1 or S2 L4

The study of politics, with special reference to Australian political institutions and administrative practices. Topics include: concepts and theories of politics; Australian political institutions and the party system; the Constitution and intergovernmental financial and legal relations; public administration with special reference to the Commonwealth and New South Wales public services.

#### 16.302 Social Policy and Administration

S1 or S2 L4

The scope and principles of social policy and administration; values and value analysis; models and theories of social policy; problems in policy formulation, implementation, administration and evaluation; contemporary Australian social policy especially health and the role of the health service administrator; health insurance, poverty, social security; systems of income guarantee, national compensation and national superannuation.

#### 16.303 Research and Evaluation Methods

S1 or S2 L4

*Prerequisites:* 16.540, 16.711.

The need for and special problems of health services research and evaluation; the nature of 'scientific' knowledge; distinction between research and evaluation; identifying appropriate research areas; reviewing the literature; statements of objectives and formulation of hypotheses; experimental and quasi-experimental designs; non experimental models including epidemiological approaches; sample selection; means of acquiring data emphasizing questionnaire design and problems of measurement; introduction to analysis of data including coding and computer techniques; methods of presenting findings; reliability of research evidence; research ethics; research and decision-making policy issues.

**16.304 Management Skills****S1 or S2 L4**

Available for internal students only.

Opportunity for students to learn some theory and then to practise the skills of communication, conflict management, problem-solving, and decision-making. Several lecturers are involved in teaching this subject.

**16.306 Administration of Nursing Services****S1 or S2 L4**

Content is organized in terms of the material suggested by the standards for the Nursing Division of Hospitals compiled by the Royal Australian Nursing Federation. Major foci are the goals, structures, processes and control mechanisms common to nursing service departments.

**16.307 Special Topic in Health Administration****S1 or S2 L4**

An occasional elective dealing with some aspect of health administration, selected according to current demand and availability of local and visiting lecturers.

**16.308 Epidemiology for Health Administrators****S1 or S2 L4**

The general purposes and content of epidemiological studies. Concepts and strategies of epidemiology. Sources, collection, collation and analysis of epidemiological data. The application of epidemiological methodology and information in the planning, operation and evaluation of health services.

**16.309 Long Term Care Administration****S1 or S2 L4**

Introduction to the more important theories, concepts and practical tools which are applicable to the evaluation, administration and planning of long term care institutions (including chronic, mental and special hospitals and nursing homes) and non-residential agencies and programs. Long term illness and the ageing process from the viewpoint of medical sciences and gerontology; patient assessment and rehabilitation; psychiatric care; geriatric care; social factors and the design of better care environments; financial and economic aspects of long term care; quality measurement and control; administration of long term care facilities, planning and co-ordinating institutions and agencies.

**16.310 Human Resource Management****S1 or S2 L4**

Drawing on concepts, theory and research introduced in Management 1, 2 and 3, students critically examine the various strategies available to manage human resources in health care organizations. Demonstration of the need to integrate these strategies amongst line management and not to view them simply as the specialist's domain. Topics include: human resource planning, industrial relations, training and development, EEO, occupational health and safety, and organization development. Students are encouraged to participate in a research project.

**16.311 Computing Techniques for Health Service Management****S1 or S2 L4**

*Prerequisite:* 16.711

BASIC programming and principles of operation of commercial software, including database management systems, wordprocessors and spreadsheets. Application of software to, and development of, programming skills for health service management. Introduction to MINITAB and specific examples of database construction and interfacing of staff and computing

systems. Concepts of decision support and role of personal computing in providing this to health service professionals, including mathematical modelling and simulation techniques.

**16.312 Industrial Relations: A Health Sector View S2L4**

The role of the health administrator, the employing authority, the unions and the industrial tribunal will be examined within the context of the Australian health care system. The theory and practice of conflict management, collective bargaining, arbitration and conciliation, industrial democracy and negotiation skills will be treated within this health service framework. This subject has been designed to complement other subjects in the health administration course such as management, sociology, law and economics.

**16.313 Research and Evaluation Methods (Honours)****S2 L4**

*Prerequisite:* 16.540, 16.711.

An extension of topics in 16.303 stressing the choice of constructive research problems, critical evaluation of the literature and formulation of a research protocol as background to the formal presentation of a thesis in Year 4.

**16.316 Current Issues in Nursing****S1 or S2 L4**

Controversial aspects of the nursing profession of particular interest to nursing and health administrators. Content updated regularly. Current topics include: nursing education, unionism vs professionalism, political action in nursing, factors affecting the nurse's participation in the workforce.

**16.400 Health Service Experience 1****16.401 Health Service Experience 2**

In order to relate theoretical instruction to practical experience, first and second year full-time students, under the supervision of a member of staff of the School, are attached to a number of health service agencies in the Sydney metropolitan area. Aims to allow students to familiarize themselves with a health agency setting to learn in a practical way the skills and responsibilities needed in the administration of health service agencies and the importance of interpersonal relationships. The attachment program is a compulsory part of the first and second year full-time BHA degree course, although students with general experience in health service agencies may be eligible for exemption with the approval of the Head of School.

**16.421 Health Planning 1****S2 L4**

Planning concepts, principles and approaches. Processes and procedures of planning. Sources of planning information. Health service planning at the national, regional and local levels. Facilities planning, building and evaluation.

**16.422 Health Planning 2A****S1 or S2 L4**

*Prerequisite:* 16.421

Building design processes and procedures; health facility design and construction; location, layout, space allocation, traffic systems, supply and disposal systems, energy conservation. Construction and contract management, commissioning and equipping, maintenance and renovation; cost control and site supervision; briefing and evaluation techniques.

**16.423 Health Planning 2B****S1 or S2 L4***Prerequisite:* 16.421.

Environmental psychology and perception; anthropometrics, physiology of comfort and work performance; accident prevention, safety and security; building performance measurement, design in use surveys. Design for particular groups of users: aged, children, handicapped; design for clinical and supportive service functions and activities eg, inpatient care, surgery, consultation, catering, cleaning, etc.

**16.424 Health Planning 2C****S1 or S2 L4***Prerequisite:* 16.421.

Techniques and models for planning health services including elementary location theory; definition of catchment areas; measuring population characteristics and needs; formulae for allocation of resources. Prediction, forecasting and operations research techniques. Introduction to use of computers in health service planning.

**16.520 Law 1T****S2 L4**

This is a compulsory terminating subject for eligible students who have previously studied law subjects at tertiary level in other courses (such as commerce degrees) which did not have a health services law component. Eligible students would enrol in 16.520 Law 1T instead of enrolling in 16.521 Law 1. 16.520 briefly revises elementary legal concepts of the kind covered more fully in 16.521, and then deals with selected health law topics of the kind covered in 16.522 Law 2.

**16.521 Law 1****S2 L4**

General introduction to law in Australia with health service applications, designed for students who have not previously studied law subjects at tertiary level. Topics: how to study the discipline of law and commonly experienced student difficulties; the role of law in health administration and health planning; Australia's legal origins and the role of English law in Australia; federalism and the constitutional framework; types of legal rules with emphasis on judge-made rules, the theory of precedent, and legislation; access to legal advice; aspects of the law of torts, contracts, criminal law, administrative law; the coroner.

**16.522 Law 2****S1 L4***Prerequisite:* 16.521.

An elective subject for students who have passed 16.521 and wish to study further aspects of health services law. Legal areas of special vocational concern for health administration and health planning. Relationships between existing laws and law reform proposals. The precise subject matter may vary from year to year depending partly on student's preferences and career expectation. Health law topics introduced in 16.521 also studied in more depth.

**16.540 Health Information Systems****S1 L4**

An introductory subject with a financial and quantitative emphasis, having special reference to the application of measurement techniques to health services data. Elementary statistics for health services management with an introduction to the uses of computing in health care. Information systems relevant to hospital management. Introduction to concepts of accounting, costs and budgeting.

**16.541 Accounting for Health Administration 1****S2 L4***Prerequisite:* 16.540.

Introduction to accounting with particular reference to hospitals and health services institutions. Basic accounting concepts, including classification, measurement and communication of financial data. Doctrines and conventions of accounting, analysis and interpretation of accounting data. Governmental budgeting and accounting systems. An introduction to the theory and practice of hospital fund accounting. Federal-State financial relations and their implications in relation to the financing process of Australian hospitals. Role of state treasuries, health departments and commissions.

**16.542 Accounting For Health Administration 2****S1 or S2 L4***Prerequisite:* 16.540, 16.541.

An overview of hospital management and financing. The theory and practice of hospital and government fund accounting. The preparation, analysis and interpretation of accounting records, cash and accrual accounting systems. Capital budgeting techniques. Introductory treatment of management accounting in hospitals and health service institutions. Internal control, hospital budget preparation and utilization, cost analysis in the hospital context. The changing face of accounting developments and alternatives.

**16.551 Health Economics 1****S2 L4***Prerequisite:* 16.540.

An introduction to economic analysis as applied to the conditions and problems confronting Australia, with special reference to the economic aspects of health and medical care. Topics include: the elementary model of how resources are allocated by the price system in Australia; the economics of the public sector; health and welfare economics; efficient production and distribution of health services, demand and the utilization of services; finance and efficiency, cost benefit analysis and selected policy issues.

**16.552 Health Economics 2****S1 or S2 L4***Prerequisites:* 16.540, 16.551.

Advanced topics in health economics, covering both macro and micro issues. Analysis of Australian health expenditure; hospital economics; health insurance.

**16.611 Sociology and Health 1****S1 L4**

The role of the health administrator in a multicultural society. Consensus, conflict and symbolic interactionism theories. Health effects of inequality according to social class, occupation, gender, ethnic origin and age group. Ethics of resource allocation.

**16.612 Sociology and Health 2****S2 L4***Prerequisite:* 16.611.

Extension of 16.611 Sociology and Health 1. Social and political dimension of health policy and health care. The modern problems of chronic illness, disability and prolonged dying. Social correlates of diseases. Social impact of modern medical tech-

nology. Social roles and relationships of health professionals. Politics of health and consumerism in health. Some examples of issues in health and illness, eg stress, occupational health, health promotion.

### 16.711 Quantitative Methods 1

S1 L4

*Prerequisite:* 16.540.

Sources of statistical data; errors and pitfalls in the use of statistics. Measures of central tendency, dispersion and skewness. Elementary treatment of probability. Introduction to statistical inference; estimation and hypothesis testing, elements of sampling and sample survey design. Correlation and regression. Index numbers. Time series analysis. Introduction to demography and vital statistics; measures of mortality, fertility and population replacement. Statistics of the Australian health care system including the measurement of morbidity and health service utilization, and statistics for quality assurance, planning and evaluation.

### 16.712 Quantitative Methods 2

S1 or S2 L4

*Prerequisites:* 16.540, 16.711.

Mathematical, statistical, systems science and problem solving techniques for application in health service management. Emphasis is on flexibility of approach to problems and acquisition of understanding of behaviour of relevant systems from the quantitative analyses of models. Computer based investigation of models, mathematical programming, queuing, inventory theory, typical competition, replacement, control theory and model formulation are considered and some advanced statistical techniques explained.

### 16.890 Thesis

F

Honours students in their final year are required to prepare a thesis of approximately 15,000 words based on an approved research project. The thesis must be submitted before the final examinations in November.

### 16.891 Advanced Studies in Health Administration A

S1 L4

### 16.892 Advanced Studies in Health Administration B

S2 L4

Advanced seminars for honours students. The range of seminar or reading programs offered in a given year depends on student interests and staff availability. Topics include: current issues in health policy; advances in hospital management; regulation of health services. Students are notified in December of the preceding year of topic availability and must have their program approved by the Head of School prior to Session 1.

Thinking about Australian society; political economy of Australian society; social movements, social philosophies and State responses; and culture and resistance. *Specific topics:* the analysis of every day life; social class; gender; political party formation; popular culture; media moral panics. Provides a sound basis for further studies in the social sciences.

*Assessment:* On the basis of performance in essays, written assignments, and tutorial classes.

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## Education

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### Servicing Subjects

These are subjects taught within courses offered by other faculties.

For further information regarding the following subjects see the Arts and Combined Sciences handbooks.

### 58.704 Theory of Education 3

F L3

*Prerequisite:* 58.703

*Sociology of Education:* Includes sociology of the school and classroom, deviance, knowledge and the curriculum, sexism, in schools, social trends and problems and their implications for education, technology work and lifelong learning. *Selected Studies in Education:* two education theory options to be selected from among a number available; some deal with the separate disciplines of philosophy, psychology, sociology, others may draw from more than one. In any given year the options offered depend on the staff available and on student demand. *Topics may include the following:* Computer assisted instruction, the talented child, learning disabilities, social trends and problems, sociology of the school and classroom, methodology for criticism, ethical theory and moral education, science and religion in education.

### 58.714 Teaching Practice 3

F 15 days

*Prerequisites:* 58.713, 58.723 or 58.733 or 58.743 or 58.753. *Co-requisites:* 58.724 or 58.734 or 58.744 or 58.754 or 58.764.

Provision for further opportunities for students to develop teaching competence; each student is placed in a high school for 15 days and works in close association with a teacher.

### 58.734 Science Curriculum and Instruction 3

S1 L1T4 S2 T3

*Prerequisites:* 58.703, 58.713, 58.733.

Examination of NSW secondary school science syllabuses, investigation of curriculum material suitable for use in teaching secondary school science, development of teaching resources, the professional development of the science teacher, the teaching of biology, chemistry, geology and physics. *Classroom Issues and Strategies:* aspects relating to assessment and measure-

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## Sociology

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### 53.001 Introduction to Sociology

F 3CCH C12

An introduction to a critical and reflexive sociology by examination of contemporary Australian society. *Major topics include:*

ment including test planning, standardized tests, marking and reporting, essay-type tests, scaling of test scores, uses and effects of assessment.

**58.744 Mathematics Curriculum and Instruction 3**

**S1 L3 S2 L2**

*Prerequisites:* 58.703, 58.713, 58.743.

The teaching of senior secondary school mathematics syllabuses, curriculum development projects in mathematics and their application in NSW, critical analysis of learning problems of school students, investigation of practical remedies for such problems. The subject is designed to complement 58.714 Teaching Practice 3, taken together these subjects provide a wide set of experiences which equip potential teachers to fit successfully into the NSW teaching environment. *Classroom Issues and Strategies:* aspects relating to assessment and measurement including test planning, standardized tests, marking and reporting, essay-type tests, scaling of test scores, uses and effects of assessment.

**58.754 Arts Curriculum and Instruction 3**

**F L3**

*Prerequisites:* 58.703, 58.713, 58.753.

Advanced work on the application of educational studies to the teaching of Arts subjects in secondary schools, two such subjects being selected by each student; development of teaching skills which are specific to the teaching subjects being studied; elaboration of some of the current educational issues which have implications for classroom practice. *Classroom Issues and Strategies:* aspects relating to assessment and measurement including test planning, standardized tests, marking and reporting, essay-type tests, scaling of test scores, uses and effects of assessment.

**58.793 Advanced Education 1**

**F 1CCH**

Students study one of the following segments: *Philosophy of Education segment:* some connected issues in social and political philosophy, and their implications for educational theory and practice. Includes: freedom, compulsion and the aims of education; neutrality of education systems, schools, teachers and courses; and justice and equality. *Educational Psychology segment:* introduction to selected aspects of on-going research activities in educational psychology. The area is selected following discussions with staff members. *Sociology of Education segment:* more detailed and extensive examination of central topics studied in the pass strand. Consideration of selected issues to do with social theory, the nature of the sociological enterprise and sociological methods.

**58.794 Advanced Education 2**

**F 1CCH**

Each student engages in twenty-eight hours of supervised study appropriate to his or her proposed research, as approved by the Head of School.

**58.795 Advanced Education 3**

**F 4CCH**

Enrolment is subject to approval by the Head of School.

In their full-time Honours year, all students enrol in four twenty-eight-hour units of study appropriate to their research, as approved by the Head of School.

**58.799 Thesis**

## Social Work

Except with the permission of the Head of School, a student may not proceed to the next year of the course until the student has fulfilled all the requirements of the previous year.

**63.193 Social Work Practice 1**

**F 5CCH**

An introduction to the basic repertoire of concepts and skills which social workers use in analyzing and responding to problems encountered within different levels and types of professional practice. Working in small groups, students attempt to derive these basic concepts and skills before considering their formal treatment in professional literature. This problem-solving mode of education is also used for the purpose of introducing students to the scope and major concerns of the profession and to help them to develop greater self awareness and responsiveness to social concerns.

Students participate in field days and social laboratory work designed to give them greater contact with community problems and social welfare arrangements.

**63.203 Human Behaviour 1**

**S1 L2T1 S2 L1T1**

The person through the age cycle: the process of 'normal' growth and development using a multi-disciplinary approach. The maturational phases of the life cycle, beginning with the pre-natal period, proceeding to birth, new-born, infancy, pre-school, childhood, adolescence, young adulthood, middle years, old age, dying and bereavement. The various frames of references — biological, psychological and sociological. Definitions and interpretations of the phases.

**63.211 Social and Behavioural Science 1**

**S1 L1T1**

Theories and concepts in the social and behavioural sciences of particular relevance for social work practice. Four broad theoretical perspectives are presented — functionalism, power-conflict theory, systems analysis and symbolic-interactionist theory. These perspectives are applied to the family, group and stratification.

**63.242 Social Philosophy 1**

**S2 L1T1**

A general introduction to moral philosophy especially normative ethics. Beliefs about means and ends in social living. Scope of ethics. Relativism. Ideals of life. Free-will. Meta ethics.

**63.253 Social Welfare 1**

**F L1T1**

Introduction to the basic structural characteristics of Australian society — demographic, politico-legal and economic — their history and development, as the context in which social welfare as an institution is located. Concepts of social welfare with particular reference to the general history and development of provisions to meet major social goals. Demographic groups are selected to illustrate the origins of disadvantaged and limited access to social goals especially in Australian society.

**63.293 Social Work Practice 2**

**S1 T3 S2 T2**

Workshops to develop skills in basic communication in a range of social work contexts, basic social work interviewing skills focus-

ing on the beginning and ending stages, assessment of interpersonal and community situations using a variety of theoretical perspectives and integrating material from other subjects, consideration of the purposes and parameters of social work practice.

### 63.303 Human Behaviour 2 F L2T1

An interdisciplinary approach to the development of deviant behaviour at various age stages, in individuals, groups and communities — biological, psychological and social deviance. Concepts of disease and pathology; of social problems — definition, incidence, aetiology. Differences and similarities.

### 63.312 Social and Behavioural Science 2 S2 L1T1

Basic social theory is applied to organisations, institutions, 'communities', urban living and the state.

### 63.332 Research Methods 1 S2 L1T2

General introduction to the characteristics of scientific method, the research process, research terminology, and types of research. Sampling, review of descriptive statistics, hypothesis testing using one or more samples. Introduction to multiple comparison procedures.

### 63.341 Social Philosophy 2 S1 L1T1

A consideration of different philosophical perspectives on equality and justice, rights and obligations, freedom, human needs, and punishment.

### 63.353 Social Welfare 2 S1 L2T½ S2 L3T1

Social welfare arrangements in Australia including: income security, employment and unemployment programs, family policy, health, housing, education, recreation and legal rights. Various social theories are used to examine the origins, intentions and consequences of the existing arrangements and to evaluate the potential for change. The nature of the existing policy-making process and alternatives to it.

### 63.393 Social Work Practice 3 F L2T2

Core processes in social work practice. Using the basis provided by the multi-methods and unitary perspectives in Year 2, this subject is organized around three separate but clearly related themes: working with individuals and groups; working with communities and formal organizations; the interface between social work practice and the law. Basic theoretical content is provided to underpin the primary focus on skills development. Emphasis is placed on the generalization of skills to all levels of social work.

### 63.431 Research Methods 2 S1 L1T2 W4-14

Various forms of experimental and survey research designs. Forms of data collection and the development of measuring devices. Validity and reliability concepts. Correlation analysis and prediction problems. Introduction to multivariate analysis.

### 63.453 Social Welfare 3 S1 L2T2 W4-14 S2 L1T2

Social welfare arrangements in Australia within a broad societal frame of reference which encompasses organized provision for people in particular population categories. These include: dependent children, aged, migrants, aborigines, physically handicapped, mentally ill, intellectually disabled, legal offenders.

Each population category is studied in terms of its access to the common social goals examined in 63.353 Social Welfare 2. The approach is analytic and evaluative, the perspectives of various social theories being used to develop insight into the organized arrangements for the particular population category. Issues involved in various policy alternatives. Some comparisons with social welfare arrangements for a similar population category in other societies.

An overview of Australian social welfare arrangements considered in 63.353 Social Welfare 2 and 63.453 Social Welfare 3 — their characteristic features, and implications for future developments.

### 63.493 Social Work Practice 4 — Selected Studies S1 T5 W4-14 S2 T4

A range of options, each of which focuses on a selected aspect of social work practice; for example, practice in a functional social welfare field like health, housing, education, or income security; practice in relation to particular population groups; practice which is specialized according to the levels and types of intervention, such as working with individuals, with groups, with communities, and with organizations, practice under particular government and non-government auspices; practice in new settings, such as in industry; practice addressed to a particular social problem; practice in a particular geographical area; collaborative practice with other professionals; working with other types of welfare personnel; knowledge building and theory development in practice. In any particular year the options offered depend on staff available and the number of students choosing a particular option. These are usually decided by the end of September in the preceding year. Each student selects options worth a total of 8 credit points, normally 4 in each session. Some options have prerequisites; some have co-requisites. Options of different lengths are likely to be available.

### Field Education

Each student undertakes four field education placements during the BSW degree course. The program of placements offers practice learning in a variety of settings. Students are expected to complete a broad range of social work tasks employing skills pertinent to major approaches to practice in both direct and indirect service.

All placements are supervised by a field instructor of the School and some take place in a Student Unit. Field Education staff maintain close liaison with each placement and specific expectations are provided to assist students and instructors in planning, managing and evaluating placements and student performance.

### 63.282 Social Work Practice — First Placement

Usually in a structured social work setting students apply their knowledge of professional practice to specific tasks. Emphasis is on a range of tasks and learning rather than on a depth of experience in particular situations. The aim is to develop in an actual practice setting, skills and responsibilities basic to social work intervention. Students practise professional behaviours appropriate to a variety of organizations and settings.

The duration of this placement is 36 working days (252 hours). It commences with a two week block period in the mid-year recess and continues on two days per week to week 12 of Session 2, inclusive.

**63.381 Social Work Practice — Second Placement**

Often as a member of student unit the student experiences learning designed to enhance the capacity to work effectively within organizational structures, to identify and develop professional behaviours and to increase ability to assess situations. Emphasis is on practice in direct service. The duration of this placement is 45 days (315 hours), some of which might be spent in workshops on campus. The placement commences with a three week block during the long vacation and continues for 2 days a week until week 14 of Session 1, inclusive.

**63.481 Social Work Practice — Third Placement**

This placement is taken in a variety of practice settings, some outside the metropolitan area. In the choice of placement, consideration is given to ensuring that each student has had the opportunity to experience breadth and variety in placement tasks and organizational settings. The student is expected to display increased initiative and competence in social work intervention. The duration of this placement is 50 days (350 hours). The placement is a block one, commencing in week 1 of January and ending in week 2 of Session 1, inclusive.

**63.482 Social Work Practice — Fourth Placement**

Sometimes as a member of a Student Unit the student has practice learning to increase competence in a variety of social work roles, tasks and settings. In the choice of placement consideration is given to the options undertaken by each student in Social Work Practice 4 — Selected Studies. The duration of this placement is 45 days (315 hours). The placement commences with a three week block in the mid-year recess and continues for two days each week until week 14 of Session 2, inclusive.

**Honours**

Students who have completed the first three years of the course with superior performance will be invited to enter an honours strand in their final year.

In addition to the normal Year 4 program, Honours students will be required to undertake the subject 63.423.

**63.423 Honours Seminar****F 2CCH**

A two hour per week seminar covering methodology, social policy analysis and advanced practice theory. Representative topics would include feminism and welfare policy, the work of contemporary social theorists such as Habermas, and issues in family therapy. Students taking the seminar will also be required to complete a thesis of approximately ten thousand words.

## Graduate Study

### Graduate Enrolment Procedures

All students enrolling in graduate courses should obtain copies of the free booklets *Enrolment Procedures 1988* and *Information for Graduate Students* available from School Offices and the Admissions Office. This booklet provides detailed information on enrolment procedures and fees, enrolment timetables by Faculty and course, enrolment in miscellaneous subjects, locations and hours of Cashiers, and late enrolments.

### Graduate Courses

The Faculty of Professional Studies consists of the Schools of Education, Health Administration, Librarianship and Social Work. Facilities are available in each of these Schools for research programs leading to doctoral or Master's degrees. In addition the following formal course Master's degrees are offered: Master of Education; Master of Educational Administration; Master of Health Administration; Master of Health Planning; Master of Nursing Administration; Master of Librarianship; Master of Social Work and Master of Welfare Policy. Courses for the award of a graduate diploma are available in education and information management (librarianship or archives administration).

### School of Education

The School of Education offers a one-year full-time course for graduates leading to the award of the Diploma in Education

(DipEd) and also programs leading to the award of the degrees of Master of Education (MEd), Master of Educational Administration (MEdAdmin) and Doctor of Philosophy (PhD).

#### 5560

#### Education Graduate Diploma Course

##### Diploma in Education DipEd

A course leading to the award of the Diploma in Education (DipEd) is available to graduates of the University of New South Wales or other approved universities. The one-year full-time Graduate Diploma course is designed to give professional training in education to graduate students, but it is also possible for this course to be taken over two years on a part-time basis.

Students may be awarded the Diploma in Education with Merit by successful completion of specified additional studies within the one year course. Details are available from the School.

#### Re-enrolment in Diploma in Education

Candidates who fail in half or more of their subjects will not be permitted to re-enrol unless the Higher Degree Committee of the Faculty of Professional Studies grants permission because it considers the circumstances to be exceptional.

### Subjects

	Number of hours
<b>50.013 Theory of Education</b>	
Philosophy of Education	30
Psychology of Education	30

Sociology of Education	30
Selected Studies in Education	60

### 58.014 Curriculum and Instruction

Students are required to satisfy requirements in General Method, Assessment and Measurement, and in each of two special method subjects or in one double method subject.

• General Method	20
• Assessment and Measurement	14
• Special Methods	

**Note:** All methods may not be available every year.

Commerce/Economics Method	50
English Method	50
French Method	50
Geography Method	50
German Method	50
History Method	50
Mathematics Method — Double	100
Science Method — Double	150
Spanish Method	50

### 58.015 Teaching Experience

Microteaching	14
Teaching Practice	220

## 4090

### Bachelor of Education Course (Honours)

The School offers a 2 year Bachelor of Education with Honours Course. Details regarding eligibility and course requirements may be obtained from the School.

## 2990

### Master of Education Course (Honours)

## 8910

### Master of Education Course

#### Master of Education MED

The conditions for the award of the Master of Education degree are set out under **Conditions for the Award of Higher Degrees** later in this handbook. The degree course is designed for educationists who wish to study education at an advanced level and may be awarded at two levels: Pass and Honours.

The degree awarded at Pass level is studied by taking subjects to the value of ten units.

Applicants for registration for the degree awarded at Honours level are normally required to possess a bachelors degree at Honours level in Education and are expected to satisfy in subjects to the value of four units at a suitable standard and to submit a thesis. Alternatively, students without a degree awarded at Honours level in Education (or other relevant subject), may apply for registration after completing subjects to the value of eight units at a suitable standard, but this may be varied in exceptional cases. Such students transferring from Pass level to Honours level registration then complete the degree by means of a thesis.

With the approval of the Head of the School, students may select subjects up to a value of five units from those offered in the Master of Educational Administration degree course.

### Educational Research Subjects

	No. of Units
58.220G Experimental Design and Analysis	1
58.224G Qualitative Research Procedures	1
58.225G Multivariate Analysis using the Linear Model	1
58.226G Factor Analysis and Multivariate Analysis of Variances	1
58.231G Measurement in Education	1
58.233G Quantitative Methods Associated with Categorical Variables	1
58.234G Quantitative Methods Associated with Ranked Observations	1
58.235G Researching Educational Practice	1
58.901G Essentials of Inferential Research	1

### Philosophy of Education Subjects

58.247G Critical Approaches to Higher School Certificate English Texts	1
58.256G Moral Education	1
58.258G Philosophy of the Curriculum	1
58.264G Philosophy of Science and Education	1
58.265G Values in Teaching and Reading Literature	1
58.267G Philosophy of History Education 1	1
58.268G Philosophy of History Education 2	1
58.275G John Dewey and Progressive Education	1
58.277G The Nature of Intelligence	1
58.278G Social Philosophy and Education 1	1
58.279G Social Philosophy and Education 2	1
58.285G Ideology and Education 1	1
58.286G Ideology and Education 2	1
58.287G Introduction to the Philosophy of Education	1
58.288G Marxism and the Study of Education A	1
58.289G Marxism and the Study of Education B	1
58.294G Education and Unemployment	1
58.295G Sexuality and Education	1
58.299G Radical Education Since the Sixties	1
58.260G The Ideal Person in Education and Politics	1
58.450G Epistemology and Learning Theory	1
58.451G Personal Development Programs in Schools	1
58.452G Education and Evolutionary Theory	1

## Sociology of Education Subjects

	No. of units
58.305G The Role of Education in Society 1	1
58.314G Applying Sociological Research to Educational Problems	1
58.319G Social Trends and Problems: Implications for Education 1	1
58.320G Social Trends and Problems: Implications for Education 2	1
58.321G The Role of Education in Society 2	1
58.322G Migrant Education	1
58.323G Socialization and Education	1
58.325G Social Interaction in the School and Classroom	1
58.326G The Family and the School	1
58.329G Women and Girls in the Educational System	1
58.410G Social and Educational Ideals	1

## Science Education Subjects

58.331G The Development of Scientific Concepts	1
58.332G Evaluation in Science Education	1
58.333G Primary Science Education	1
58.334G The Nature of Science and Science Education	1
58.336G Chemical Education	1
58.337G Physics Education	1
58.338G Selected Issues in Science Education	1
58.339G Research in Science Education	1
58.340G Education in the Physical Sciences	1

## Educational Psychology Subjects

58.361G Child Growth and Development 1	1
58.362G Child Growth and Development 2	1
58.364G Psychological Bases of Instruction	1
58.375G Psychophysiology in the Classroom	1
58.386G Applying Experimental Psychology in Education	1
58.387G Human Problem Solving	1
58.390G The Psychology of Reading	1
58.391G Problem Solving in Mathematics and Mathematically-Based Subjects	1

## Adult and Continuing Education Subjects

58.244G Adult Learning	1
58.245G Course Design and Development	1

## Miscellaneous Subjects

	No. of units
58.280G Project	2
58.246G Instructional Design for Software	1
58.383G Computer-Assisted Instruction 1	1
58.384G Computer-Assisted Instruction 2	1
58.243G Research on the Learning and Teaching of Mathematics	1
58.379G Exceptional Children in the Classroom	1
58.380G Exceptional Children — Language Disabilities	1
58.381G Advanced Exceptional Children A	1
58.389G Talented Children	1

### Note:

1. A one-unit subject is a 2 hours per week for one session. A two-unit subject is of 2 hours per week for two sessions. The project report has the value of two units.

2. Candidates with appropriate Honours degrees may be registered for the degree of Master of Education at Honours level at initial enrolment. Their program consists of subjects to the value of four units and a research thesis. (Such candidates will lose Honours registration after completion of these subjects if the standard attained is considered unsatisfactory by the Higher Degree Committee.)

3. Candidates who have the Higher Degree Committee's approval to transfer from the Pass level to the Honours level in the Master of Education (MEd) degree course after completion of subjects to the value of eight units are reminded of the conditions governing maximum time.

4. Not all the preceding subjects will be offered in any one year.

## 2945

### Master of Educational Administration Course (Honours)

## 8960

### Master of Educational Administration Course

#### Master of Educational Administration MEdAdmin

The conditions for the award of the degree of Master of Educational Administration are set out under **Conditions for the Award of Higher Degrees** later in this handbook.

The Master of Educational Administration degree course is intended to contribute to the preparation of individuals for administrative positions in educational institutions and systems, as well as to serve the needs of educational administrators at a variety of other levels.

A feature of the course is a range of electives to build on particular interests developed from core studies or from particular background experiences of individual students.

The degree of Master of Educational Administration may be taken at Honours level, and selected students have the opportunity to proceed to the degree of Doctor of Philosophy by research.

Candidates for the degree are normally required to take subjects to the value of ten units. Honours candidates must attain a suitable standard in course work as well as submitting a thesis.

Applicants for registration for the degree awarded at Honours level are normally required to possess a bachelors degree at Honours level in Education and are expected to satisfy in subjects to the value of four units at a suitable standard and to submit a thesis. Alternatively, students without a degree awarded at Honours level, may apply for registration after completing subjects to the value of eight units at a suitable standard, but this may be varied in exceptional cases. Such students transferring from Pass level to Honours level registration then complete the degree by means of a thesis.

Subjects from other Master's courses offered in the University may be included as electives in students' programs with the approval of the Head of School.

## Compulsory Subjects

Units	Unit Value
58.501G Educational Administration: Theory and Practice	2
58.510G Policy Making in Education	1
58.901G Essentials of Inferential Research	1

## Elective Subjects

### Units to be completed

58.502G Communication Theory and Theory of Human Relations	1
58.509G Education Systems	1
58.522G Change in Education	1
58.524G Economics of Education	1
58.525G Social Issues and Educational Policy	1
58.527G Legal Aspects of Educational Administration	1
58.531G Selected Aspects of Educational Administration	1
58.533G Project	2
58.535G Curriculum Management	1
58.536G Administrative Uses of the Computer in Education	1
58.537G Management of Human and Material Resources	1
58.538G Managing Continuing Education Programs	1

## 1970 Doctor of Philosophy

### Doctor of Philosophy PhD

This is a research degree requiring an original and significant contribution to knowledge in an approved subject.

## School of Health Administration

The School of Hospital Administration was founded in 1956 with a grant from the W. K. Kellogg Foundation to provide training in hospital administration. In 1969 the name was changed to School of Health Administration in accordance with its broader objectives in teaching and research. It serves the needs of hospitals and health services throughout Australia but overseas candidates may also be admitted.

The School provides three formal graduate courses leading to the award of the degrees of Master of Health Planning, Master of Health Administration and Master of Nursing Administration. In addition, the degrees of Master of Health Administration and Doctor of Philosophy may be awarded following periods of full-time or part-time research in hospital and health service administration.

## 1950 Doctor of Philosophy

### Doctor of Philosophy PhD

This is a research degree requiring an original and significant contribution to knowledge in an approved subject.

## Master of Health Administration

The conditions for the award of the degree of Master of Health Administration are set out under Conditions for the Award of Higher Degrees later in this handbook.

## 2960 Master of Health Administration (By Research)

### Master of Health Administration MHA

Facilities are available in the School for students to undertake research studies leading to the degree of Master of Health Administration, either as full-time internal students, part-time internal students, or as part-time students external to the University. Students are required to have a suitable first degree and are normally expected to have considerable experience in their proposed field of study within the health or hospital services. Enquiries should be directed to the Head of School.

## 8900 Master of Health Administration\* (By Formal Course Work)

### Master of Health Administration MHA

The course has been designed to equip students with the basic knowledge required for senior administrative and planning work

\*Students who have adequate undergraduate preparation in subjects included in the Master of Health Administration program may be exempted by the Head of the School from the relevant subjects, but will normally be required to undertake additional electives making up the same number of contact hours.

in hospitals and other health services. Whilst there is some training in specialized techniques, its prime objective is to introduce basic concepts and to educate students for management in the broadest sense of that term. No previous experience in the health field is required and graduates from any discipline are eligible to apply.

The degree is awarded on the successful completion of the following program, normally taken by full-time study over two years. The course may also be undertaken on a part-time basis; details of the subjects to be taken in each session may be obtained from the School of Health Administration.

**Year 1**

Session 1		Hours per week
16.901G	Health Service Statistics 1	2
16.904G	Australian Health Care System	2
16.907G	Health Services Financial Management 1	3
16.937G	Health Services Research & Evaluation	2
30.935G	Organization Behaviour A	3
		<hr/> 12

**Session 2**

16.902G	Health Services Statistics 2	2
16.908G	Health Services Financial Management 2	3
16.941G	Epidemiology	2
16.970G	Health Services Management 1	2
	A graduate subject in Organizational Behaviour offered by the Faculty of Commerce**	3
		<hr/> 12

\*\*Because places are limited in these subjects, student choice is subject to the approval of the Faculty of Commerce.

**Year 2**

Session 1		Hours per week
16.930G	Health Planning 1	2
16.933G	Health Services Law 1	2
16.935G	Health Economics 1	2
16.971G	Health Services Management 2	2
16.981G	Health and Society 1	2
16.995G	Research Project A	2
	Electives***	2
		<hr/> 14

**Session 2**

16.936G	Physical Planning & Design	2
16.939G	Health Planning 2	2
16.996G	Research Project B	3
	Electives***	6
		<hr/> 13

\*\*\*Electives are to be chosen by the student in consultation with the Head of the School of Health Administration from the graduate subjects offered within the University. The approval of the relevant Head of School is required to undertake an elective offered by another School.

**Master of Health Planning**

The School of Health Administration offers a Master of Health Planning degree course for persons who have been employed in the health field for at least three years and who hold a degree, normally of at least four years' duration.

The course is designed to provide the knowledge and skills required to undertake responsibilities for the provision of health services at the federal, state and regional levels. It is primarily intended for people who expect to hold positions with broad administrative and planning roles in the health services.

Enrolment in the course may be full-time, part-time or external. Applications for external enrolment will not normally be approved unless the applicants' usual place of residence is outside the Sydney metropolitan area or outside any other area where a comparable course is available on an internal study basis. Students enrolled externally complete most of their work by correspondence, with the exception of a one-week residential school held in each session on the Kensington campus.

Conditions for the award of the degree of Master of Health Planning are set out under **Conditions for the Award of Higher Degrees** later in this handbook.

**8940****Master of Health Planning Course — Full-time****Master of Health Planning MHP****Session 1**

Session 1		Hours per week
16.901G	Health Services Statistics 1	2
16.904G	Australian Health Care System	2
16.930G	Health Planning 1	2
16.931G	Introduction to Organization Behaviour	2
16.981G	Health and Society 1	2
16.933G	Health Services Law 1	2
16.935G	Health Economics 1	2
16.937G	Health Services Research and Evaluation	2
		<hr/> 16

**Session 2**

16.905G	Health Services Accounting	2
16.938G	Seminar in Health Policy	2
16.939G	Health Planning 2	2

Students undertake at least two of the following three subjects:

16.902G	Health Services Statistics 2	2
16.936G	Physical Planning and Design	2
16.941G	Epidemiology plus Electives*	2 6 or 8
		<hr/> 18

**\*Note:**

1. Electives are to be chosen by the student in consultation with the Head of the School of Health Administration from the graduate subjects offered within the University. The approval of the relevant Head of School is required to undertake an elective offered by another school.

2. The following elective subjects are offered by the School of Health Administration but not all are necessarily available each year.

	Equivalent hours per week
16.903G Ethics of Resource Allocation	2
16.911G Quality Assurance for Health Administrators	2
16.934G Health Services Law 2	2
16.940G Medical Care Organization	2
16.943G Interpersonal Communication in Organizations	2
16.944G Health Economics 2	2
16.945G Workforce Planning	2
16.946G Health Information Systems	2
16.947G Comparative Health Care Systems	2
16.948G Operations Research for Health Planning and Administration	2
16.949G Organizational Analysis in Health Services	2
16.950G Computing Techniques for Health Services Research	2
16.951G Special Topic	2
16.973G Industrial Relations in the Health Services	2
16.974G Hospital Organization	2
16.982G Health and Society 2	2
16.992G Project	2
16.993G Project	3
16.994G Project	4

Students may obtain credit of 2, 3 or 4 hours per week by undertaking a research project approved by the Head of School.

### Master of Health Planning Course External Course

Students in the external course will normally take one stage in each session.

#### Stage 1

- 16.901G Health Services Statistics 1
- 16.904G Australian Health Care System
- 16.936G Physical Planning and Design

#### Stage 2

- 16.931G Introduction to Organization Behavior
- 16.937G Health Services Research and Evaluation
- 16.901G Health and Society 1

#### Stage 3

- 16.930G Health Planning 1
- 16.935G Health Economics 1
- 16.941G Epidemiology

#### Stage 4

- 16.905G Health Services Accounting
- 16.933G Health Services Law 1
- 16.939G Health Planning 2

#### Stage 5

- 16.938G Seminar in Health Policy
- Elective\*
- Elective\*

#### Stage 6

- Elective\*
- Elective\*

**Note:** 1. Electives are to be chosen by the student in consultation with the Head of the School of Health Administration from the graduate subjects offered within the University. The approval of the relevant Head of School is required to undertake an elective offered by another School.

## Master of Nursing Administration

The course leading to the degree of Master of Nursing Administration is intended to contribute to the development of nursing personnel who hold or are preparing to enter senior nursing administrative posts in the health services. The course provides a broad coverage of the field of health administration together with attention to skills and knowledge of particular relevance to the administration of nursing services.

The degree is awarded on the successful completion of the program below. Enrolment in the course may be full-time, part-time or external. Applications for external enrolment will not normally be approved unless the applicants' usual place of residence is outside the Sydney metropolitan area or outside any other area where a comparable course is available on an internal study basis. Students enrolled externally complete most of their work by correspondence, with the exception of a one-week residential school held in each session on the Kensington campus. Conditions for the award of the degree of Master of Nursing Administration are set out under Conditions for the award of Higher Degrees later in this handbook.

### 8950

### Master of Nursing Administration Course — Full-time

#### Master of Nursing Administration MNA

##### Session 1

	Hours per week
16.901G Health Services Statistics 1	2
16.904G Australian Health Care System	2
16.930G Health Planning 1	2
16.931G Introduction to Organization Behaviour	2
16.933G Health Services Law 1	2
16.935G Health Economics 1	2
16.937G Health Services Research and Evaluation	2
16.961G Nursing Theory and the Goals of Nursing Service	2
16.962G Structures and Controls in Nursing Administration	2
	18

##### Session 2

16.905G Health Services Accounting	2
16.938G Seminar in Health Policy	2
16.939G Health Planning 2	2
16.963G The Nurse Executive Role plus Electives*	2
	8
	16

**\*Note:** Electives are to be chosen by the student in consultation with the Head of the School of Health Administration from the graduate subjects offered within the University. At least two electives must be chosen from the nursing electives listed below. The approval of the relevant Head of School is required to undertake an elective offered by another school.

The following electives are offered by the School of Health Administration:

- 16.964G Nursing Research
- 16.965G Historical Trends in Nursing
- 16.966G Current Issues in Nursing
- 16.967G Politics, Policies and Power in Nursing

## Master of Nursing Administration Degree External Course

Students will normally undertake one stage in each session.

### Stage 1

- 16.901G Health Services Statistics 1
- 16.904G Australian Health Care System
- 16.961G Nursing Theory and Goals of Nursing Service

### Stage 2

- 16.981G Health and Society 1
- 16.937G Health Services Research and Evaluation
- 16.931G Introduction to Organization Behaviour

### Stage 3

- 16.963G The Nurse Executive Role
- 16.935G Health Economics 1
- 16.930G Health Planning 1

### Stage 4

- 16.905G Health Services Accounting
- 16.962G Structures and Controls in Nursing Administration
- 16.933G Health Services Law 1

### Stage 5

- 16.938G Seminar in Health Policy
- 16.964G Nursing Research
- Nursing Elective

### Stage 6

- 16.967G Politics, Policies and Power in Nursing
- Elective

## 2985

## Master of Archives Administration (By Research)

### Master of Archives Administration MArchivAdmin

In addition to the thesis which represents 75 percent of the requirements, each candidate must complete the following two subjects to be taken in one year.

	Hours per session	
	S1	S2
55.806G Issues in Archives Theory and Practice	0	28
55.808G Research Methods in Archives	42	0

## Master of Librarianship

The conditions governing the award of the degree of Master of Librarianship by research and by formal course work are set out under Conditions for the Award of Higher Degrees later in this handbook. As the University's facilities are limited, admission may be competitive.

Advanced study in librarianship by formal course work is designed to provide education in broad areas of specialization beyond the basic professional level. In addition to a general course of study for this degree there is a course for those who wish to specialize in Library Management and a course for those who wish to specialize in Information Science.

There may be occasional field excursions at times to be arranged.

## 2980

## Master of Librarianship (By Research)

### Master of Librarianship MLib

In addition to the thesis which represents 75 percent of the requirements, each candidate will complete the following two subjects to be taken in one year.

	Hours per session	
	S1	S2
55.805G Issues in Librarianship	0	28
55.807G Research Methods in Librarianship	42	0

## 8920

## Master of Librarianship (By Formal Course Work)

### Master of Librarianship MLib General Program

The general course of studies for the MLib may be taken in one year of full-time study or a longer period of part-time study. Candidates will complete a minimum course work requirement of the equivalent of 9 42-hour subjects. Subjects may be chosen from those offered in the Library Management and Information Science courses as well as those in the general program. Up to two subjects may be chosen from graduate subjects offered by other Schools or departments with approval of the Head

## School of Librarianship

The School of Librarianship offers graduate courses leading to the award of the degree of Doctor of Philosophy, Master of Archives Administration (MArchivAdmin) by research, Master of Librarianship (MLib) by research of course work, the Diploma in Information Management — Archives Administration (DipM-ArchivAdmin) and the Diploma in Information Management — Librarianship (DipIM-Lib). The conditions for the award of these degrees and diplomas are set out later in this handbook under Conditions for the Award of Higher Degrees.

## 1990

## Doctor of Philosophy

### Doctor of Philosophy PhD

This is a research degree requiring an original and significant contribution to knowledge in an approved subject.

## Master of Archives Administration

The conditions governing the award of the degree of Master of Archives Administration by research are set out under Conditions for the Award of Higher Degrees later in this handbook. As the University's facilities are limited, admission may be competitive.

of the School of Librarianship and the Head of School in which the subjects are offered. A student in the general M Lib program may choose to undertake a project in lieu of one 42-hour subject.

If a candidate in the general program elects to undertake a project, he or she will normally take 55.844G Project Seminar listed below or 55.807G Research Methods in Librarianship or 55.822G Operations Research. The course work requirements for students undertaking the Project will be reduced by the equivalent of one 42-hour subject.

	Hours per session (S1 or S2)	
55.830G Bibliographic Control	42	
55.831G Strategic Planning in Information Agencies	42	
55.832G Women in the Information Professions	42	
55.833G Seminar in the History of the Book	42	
55.834G Seminar in History and Biography in Library and Information Science	42	
55.835G Seminar in Scientific and Technical Communication	42	
55.836G Seminar in Bibliometric and Scientometric Indicators	42	
55.837G Case Studies in Archival Management	42	
55.838G Preservation Administration	42	
55.839G Administrative History and Archives	42	
55.840G Archives and the Law	42	
55.841G Community Information Services	42	
55.842G Evaluation and Performance Measurement in Information Agencies	42	
55.843G Special Topic in Library and Information Science	42	
55.844G Project Seminar	42	
55.901G Project Report		

## 8920 Master of Librarianship (By Formal Course Work) Full-time §

### Library Management

	Hours per session	
	S1	S2
30.935G Organization Behaviour*	42	0
55.805G Issues in Librarianship	0	28
55.807G Research Methods in Librarianship	42	0
55.811G Library and Information Services Management 1	28	0
55.812G Library and Information Services Management 2†	0	28
55.815G Economics of Information Systems	28	0
55.816G Information Processing Technology	0	28
55.901G Project Report**		
Electives‡	42	84

§One year program

\*This subject is undertaken within the Master of Commerce degree program.

\*\*Represents 20 percent of the total course

†Prerequisite 55.811G

‡Students may choose as electives other MLib subjects or graduate subjects offered by another school or department. Approval for enrolment must be obtained from the Head of School of Librarianship as well as the Head of the School in which the other subjects are offered.

## 8920 Master of Librarianship (By Formal Course Work) Part-time

### Master of Librarianship MLib

### Library Management

Year 1		Hours per session	
		S1	S2
30.935G Organization Behaviour*		42	0
55.811G Library and Information Services Management 1		28	0
55.812G Library and Information Services Management 2†		0	28
Electives‡		42	84

\*This subject is undertaken within the Master of Commerce degree program.

†Prerequisite 55.811G

‡Students may choose as electives other MLib subjects or graduate subjects offered by another school or department. Approval for enrolment must be obtained from the Head of School of Librarianship as well as the Head of the School in which the other subjects are offered.

### Year 2

55.805G Issues in Librarianship	0	28
55.807G Research Methods in Librarianship	42	0
55.815G Economics of Information Systems	28	0
55.816G Information Processing Technology	0	28
55.901G Project Report**		

\*\*Represents 20 percent of total course

## 8920 Master of Librarianship (By Formal Course Work) Part-time

### Master of Librarianship MLib

### Information Science

This program of studies in Information Science may be offered on a full-time basis, by arrangement with the Head of School.

Year 1	Hours per session	
	S1	S2
55.815G Economics of Information Systems	28	0
55.816G Information Processing Technology	28	0
55.817G Information Storage and Retrieval Systems	42	14
55.823G Files and Database Systems	42	0
Electives‡	42	84

### Year 2

55.818G Issues in Information Science	70	0
55.820G Diffusion and Dissemination of Information	14	0
55.821G Man-machine communication†	0	42

55.822G Operations Research

0

42

55.901G Project Report\*\*

† Prerequisite 55.823G; Corequisite 55.816G or equivalent subject

‡ Students may choose as an elective, a graduate subject offered in another Higher Degree program of the University. Approval for enrolment must be obtained from the Head of School of Librarianship as well as the Head of School in which the other subject is offered.

\*\*Represents 20 percent of total course

**Note:** Candidates specializing in Information Science will be required to demonstrate by a date to be specified their ability to write computer programs in a high level language, their understanding of descriptive statistics and ability to use inferential techniques at least to the level of elementary parametric hypothesis testing, and their understanding of the library as a system.

## Graduate Diploma Courses

The School's two graduate diploma courses both share a compulsory basic common core of three subjects, collectively called Information Management, which then branch into separate specialist strands — Librarianship and Archives Administration respectively.

### Progression in the School's Graduate Diploma Courses

A candidate who fails in half or more of his subjects will not be permitted to re-enrol unless the Higher Degree Committee of the Faculty of Professional Studies grants permission because it considers the circumstances to be exceptional.

5591

### Diploma in Information Management —

#### Librarianship

##### Full-time†

### Diploma in Information Management —

#### Librarianship

##### DiplM-Lib

The graduate diploma course leading to the award of the Diploma in Information Management — Librarianship is designed to provide university graduates with a basic education in librarianship and the opportunity to specialize. The University is unable at this stage to provide facilities for all eligible applicants and admission is, therefore, competitive.

Candidates must hold a degree, other than in librarianship, from the University of New South Wales or other approved University. The course is a one-year full-time program. There is a field work/field trip component in some subjects which is assigned in handouts at the beginning of each session.

The course is made up of 7 compulsory subjects (3 Common Core subjects and 4 Librarianship Core subjects) and 112 hours of electives. Choice of all elective subjects must be approved by the Head of the School of Librarianship. The Special Project may be substituted, upon approval, for 28 hours of electives.

†Number of hours of attendance required per week is approximately 16.

## Compulsory Subjects

Common Core	Hours per session	
	S1	S2
55.400 Information Storage and Retrieval	63	14
55.401 Information Technology and Media	42	0
55.402 The Information Environment	28	28

### Librarianship Core

55.503 Bibliographic Organization	54	0
55.504 Information Sources: Selection, Collection and Use	54	0
55.505 Role of Libraries and Librarians	12	0
55.506 Library and Information Services Management	0	21

## Electives‡

	Hours per session	
	S1	S2
55.507 Indexing Languages and Processes	0	28
55.508 Information Needs in Educational Environments	0	28
55.509 Information Needs in the Community	0	28
55.510 Information Needs in Industry, Business and Government	0	28
55.511 Health Sciences: Literature Information Needs and Services	0	28
55.512 Literature of Pure and Applied Sciences	0	28
55.513 Literature of the Arts and Humanities	0	28
55.514 Law: Literature, Information Needs and Services	0	28
55.515 Government Publications	0	28
55.516 Children's and Young Adults' Materials	0	28
55.517 Literature of the Social Sciences	0	28
55.518 Marketing and Promotion of Information Services	0	28
55.519 Staff Management and Staff Development in Libraries	0	28
55.520 Automated Processing Systems	0	28
55.521 Computer Programming for Bibliographic Systems	0	28
55.522 Library Networks	0	28
55.523 Special Project Seminar	Equivalent to 28 hours	
55.644 Records Management	0	28

‡Not all electives are necessarily available each year.

5601

### Diploma in Information Management

#### — Archives Administration

##### Full-time†

### Diploma in Information Management

#### — Archives Administration

##### DiplM-ArchivAdmin

The Graduate Diploma course leading to the award of the Diploma in Information Management — Archives Administration is designed to provide education in the principles and methods of the administration of archives and manuscripts and of such aspects of current records management as are of special relevance to the administration of archives.

Candidates must hold a degree from the University of New South Wales or any other approved university. It is desirable that candidates have studied history.

Each candidate completes the program of study comprising 10 compulsory subjects, 3 of which are core subjects common to both diplomas offered by the School. The program may be taken as a full-time course in one year or as a part-time course over two years. Both are daytime courses.

In addition to formal course work there may be excursions to relevant institutions.

The University is unable at this stage to provide facilities for all eligible applicants and admission is, therefore, competitive.

		Hours per session	
		S1	S2
55.400	Information Storage and Retrieval	63	14
55.401	Information Technology and Media	42	0
55.402	The Information Environment	28	28

#### Archives Core

55.641	Archives Theory and History	28	0
55.642	Management of Archives	50	27
55.643	Administrative History	28	0
55.644	Records Management	0	28
55.645	Conservation of Archive Materials	0	42
55.646	Archives Field Work	50	70
55.647	Special Project	Equivalent to 28 contact hours	

†Number of hours of attendance required per week is approximately 19

### 5601 Diploma in Information Management — Archives Administration Part-time

#### Diploma in Information Management — Archives Administration DiplM-ArchivAdmin

#### Stage 1

		Hours per session	
		S1	S2
55.401	Information Technology and Media	42	0
55.402	The Information Environment	28	28

#### Archives Core

55.641	Archives Theory and History	28	0
55.642	Management of Archives	50	27
55.643	Administrative History	28	0
55.644	Records Management	0	28
55.645	Conservation of Archive Materials	0	42
55.646	Archives Field Work*	50	70
55.647	Special Project*	Equivalent to 28 contact hours	

\*Enrolment is permitted in either Stage 1 or 2. Assessment is finalized in the stage in which the subject enrolment takes place.

#### Stage 2

##### Common Core

55.400	Information Storage and Retrieval	63	14
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##### Archives Core

55.646	Archives Field Work*	50	70
55.647	Special Project*	Equivalent to 28 contact hours	

\*Enrolment is permitted in either Stage 1 or 2. Assessment is finalized in the stage in which the subject enrolment takes place.

## School of Social Work

The School of Social Work provides opportunities for graduate social work study leading to the award of the research degree of Doctor of Philosophy, the Master of Social Work (by Research) degree, and the Master of Social Work (by Formal Course Work) degree. The School also offers the Master of Welfare Policy (by Formal Course Work) degree for non-social work graduates.

The conditions for the award of these degrees are set out later in this handbook under **Conditions for the Award of Higher Degrees**.

### 1980 Doctor of Philosophy

#### Doctor of Philosophy PhD

This is a research degree requiring an original and significant contribution to knowledge in an approved subject.

In addition to a thesis, each candidate is required to complete 2 one session subjects, usually 63.741G Social Policy Analysis and 63.724G Social Work Research Methods A or 63.725G Social Work Research Methods B, normally in the first year of registration.

### 2970 Master of Social Work (By Research)

#### Master of Social Work MSW

In addition to a thesis, each candidate is required to complete 2 one session subjects, usually 63.741G Social Policy Analysis and either 63.724G Social Work Research Methods A or 63.725G Social Work Research Methods B, normally in the first year of registration.

**8930****Master of Social Work  
(By Formal Course Work)  
Part-time****Master of Social Work  
MSW**

This course is designed to enable social workers to give leadership in professional practice at the different levels and in the various fields of social work intervention. A common basis for advanced practice is provided through subjects covering recent developments in the social and behavioural sciences, the analysis of social policy and social planning, research methods and contemporary social work practice theories. In addition, candidates focus on selected challenges and opportunities relevant to their particular professional responsibilities.

In the final session of registration, each candidate, working on a part-time basis, undertakes and reports on a project which is related to social work practice.

Classes are scheduled on one day per week from 2 pm to 8 pm. The course is normally taken on a part-time basis according to the following program.

Year 1	Hours per week	
	S1	S2
63.713G Social and Behavioural Science	1½	1½
63.724G Social Work Research Methods A	1½	0
63.725G Social Work Research Methods B	0	1½
63.733G Advanced Social Work Practice 1	2	2
<b>Year 2</b>		
63.741G Social Policy Analysis	2	0
63.742G Social Planning	0	2
63.753G Advanced Social Work Practice 2	4	4
<b>Year 3</b>		
63.761G Project	12	0

A candidate may take this program over a shorter period with the approval of the Head of School.

Except with the permission of the Head of School, a student may not proceed to the next year of this program until the student has fulfilled all the requirements of the previous year.

**8935****Master of Welfare Policy  
(By Formal Course Work)  
Part-time****Master of Welfare Policy  
MWP**

The course is designed for persons who have been employed in the welfare field for at least one year, who hold a degree other than a social work degree, and who wish to acquire the basic knowledge to equip themselves for positions in the welfare field requiring policy and planning skills.

The degree is awarded after the successful completion of the following two year part-time program, with a project in the area of a student's special interest in the first session of a third year. With the approval of the Head of School the program may be taken over a shorter period.

Year 1	Hours per week	
	S1	S2
63.724G Social Research Methods A	1½	0
63.725G Social Work Research Methods B	0	1½
63.741G Social Policy Analysis	2	0
63.742G Social Planning	0	2
Electives*	3	3
<b>Year 2</b>		
63.743G Applied Policy and Social Action	2	2
Electives*	3	3
<b>Year 3</b>		
63.761G Project†		

\*Note: Electives are chosen by students from among the graduate subjects of the University, in consultation with the Head of School of Social Work and with the permission of the Heads of the Schools offering the subjects.

†The School estimates that students need to spend 12 hours per week on the project. Further details are available from the School.

## Graduate Study

# Subject Descriptions

## Identification of Subjects by Number

A subject is defined by the Professorial Board as 'a unit of instruction approved by the University as being a discrete part of the requirements for a course offered by the University'.

Each approved subject of the University is identifiable both by number and by name as this is a check against nomination of subject other than the one intended.

Subject numbers are allocated by the Registrar and the system of allocation is based on the following guidelines:

1. The authority offering the subject, normally a School of the University, is indicated by the number before the decimal point.
2. Each subject number is unique and is not used for more than one subject title.
3. Subject numbers which have previously been used are not used for new subject titles.
4. Graduate subjects are indicated by a suffix 'G' to a number with three digits after the decimal point. In other subjects three or four digits are used after the decimal point.

Subjects taught are listed in full in the handbook of the faculty or board of studies responsible for the particular course within which the subjects are taken. Subject descriptions are contained in the appropriate section in the handbooks.

The identifying numerical prefixes for each subject authority are set out on the following page.

**Servicing Subjects** are those taught by a school or department outside its own faculty. Their subject descriptions are published in the handbook of the faculty which originates the subject and are also published in the handbook of the faculty in which the subject is taught.

The following pages contain descriptions for most of the subjects offered for the courses described in this book, the exception being the General Studies subjects. For General Studies subjects see the **General Studies Handbook** which is available free of charge.

### HSC Exam Prerequisites

Subjects which require prerequisites for enrolment in terms of the HSC Examination percentile range, refer to the **1978 and subsequent Examinations**.

Candidates for enrolment who obtained the HSC in previous years or hold other high school matriculation should check with the appropriate school on what matriculation status is required for admission to a subject.

### Information Key

The following is the key to the information which may be supplied about each subject:

**S1** Session 1, **S2** Session 2

**F** Session 1 *plus* Session 2, ie full year

**S1** or **S2** Session 1 *or* Session 2, ie choice of either session

**SS** single session, but which session taught is not known at time of publication

**CCH** class contact hours

**L** Lecture, followed by hours per week

**T** Laboratory/Tutorial, followed by hours per week

**hpw** hours per week

**C** Credit *or* Credit units

**CR** Credit Level

**DN** Distinction

**W** weeks of session

School, Department etc	Faculty	Page
*Subjects also offered for courses in this handbook		
1 School of Physics	Science	
2 School of Chemistry	Science	
4 School of Materials Science and Engineering	Applied Science	
5 School of Mechanical and Industrial Engineering	Engineering	
6 School of Electrical Engineering and Computer Science	Engineering	
7 School of Mines (Mineral Processing and Extractive Metallurgy and Mining Engineering)	Applied Science	
8 School of Civil Engineering	Engineering	
9 School of Fibre Science and Technology (Wool Science)	Applied Science	
10 School of Mathematics	Science	
11 School of Architecture	Architecture	
12 School of Psychology	Biological Sciences	
13 School of Fibre Science and Technology (Textile Technology)	Applied Science	
14 School of Accountancy*	Commerce	
15 School of Economics	Commerce	
<b>16 School of Health Administration</b>	<b>Professional Studies</b>	
17 Biological Sciences	Biological Sciences	
18 School of Mechanical and Industrial Engineering (Industrial Engineering)	Engineering	
21 Department of Industrial Arts	Architecture	
23 School of Nuclear Engineering	Engineering	
25 School of Mines (Applied Geology)	Applied Science	
26 Department of General Studies	Board of Studies in General Education	
27 School Geography	Applied Science	
28 School of Marketing	Commerce	
29 School of Surveying	Engineering	
30 Organizational Behaviour*	Commerce	
31 School of Optometry	Science	
32 Centre for Biomedical Engineering	Engineering	
35 School of Building	Architecture	
36 School of Town Planning	Architecture	
37 School of Landscape Architecture	Architecture	
38 School of Biological Technologies (Food Science)	Applied Science	
39 Graduate School of the Built Environment	Architecture	
40 Professorial Board		
41 School of Biochemistry	Biological Sciences	

School, Department etc	Faculty	Page
*Subject also offered for courses in this handbook		
42 School of Biological Technologies (Biotechnology)	Applied Sciences	
43 School of Botany	Biological Sciences	
44 School of Microbiology	Biological Sciences	
45 School of Zoology	Biological Sciences	
46 Faculty of Applied Science	Applied Science	
47 Faculty of Engineering (Safety Science)	Engineering	
48 School of Chemical Engineering and Industrial Chemistry	Applied Science	
50 School of English	Arts	
51 School of History	Arts	
52 School of Philosophy	Arts	
53 School of Sociology	Arts	
54 School of Political Science	Arts	
<b>55 School of Librarianship</b>	<b>Professional Studies</b>	
56 School of French	Arts	
57 School of Theatre Studies	Arts	
<b>58 School of Education</b>	<b>Professional Studies</b>	
59 Department of Russian	Arts	
60 Faculty of Arts	Arts	
61 Department of Music	Arts	
62 School of History and Philosophy of Science	Arts	
<b>63 School of Social Work</b>	<b>Professional Studies</b>	
64 School of German Studies	Arts	
65 School of Spanish and Latin American Studies	Arts	
66 Subjects Available from Other Universities		
67 Faculty of Science	Science	
68 Board of Studies in Science and Mathematics	Board of Studies in Science and Mathematics	
70 School of Anatomy	Medicine	
71 School of Medicine	Medicine	
72 School of Pathology	Medicine	
73 School of Physiology and Pharmacology	Medicine	
74 School of Surgery	Medicine	
75 School of Obstetrics and Gynaecology	Medicine	
76 School of Paediatrics	Medicine	
77 School of Psychiatry	Medicine	
78 School of Medical Education	Medicine	
79 School of Community Medicine	Medicine	
80 Faculty of Medicine	Medicine	
81 Medicine/Science/Biological Sciences	Medicine	
85 Australian Graduate School of Management	AGSM	
90 Faculty of Law	Law	

## Accountancy

### 14.940G Accounting and Financial Management A

S1 L2T1

*Prerequisite:* Nil.

An introduction to financial accounting and reporting for companies. Financial information systems design; internal controls. Traditional and alternative concepts and measures. Thinking about accounting.

### 14.941G Accounting and Financial Management B

S1 L2T1

*Prerequisite:* 14.996G.

Techniques of financial analysis, and the design and operation of financial advisory systems which are associated with managerial choice. *Topics include:* individual and managerial choice — formalizing the choice process; corporate and financial modelling; product mix decisions — cost and demand estimation, cost-volume-profit analysis, linear and goal programming; scheduling decisions — inventory models; project evaluation, including network analysis and capital budgeting; management accounting systems as decision support systems.

## Health Administration

### 16.901G Health Services Statistics 1

S1 L2

Statistical methods and theory; frequency distributions and their descriptions; an introduction to probability; principles of sampling; estimation and hypothesis testing; statistical decision theory; normal, Poisson and binomial distributions; linear regression; index numbers; time series analysis. Data drawn from the health planning field used to illustrate these methods.

### 16.902G Health Services Statistics 2

S2 L2

*Prerequisite:* 16.901G.

The application of statistical methods to health planning and administration problems, and other problems of direct relevance to the health care field. Demography, including measures of mortality, fertility and population replacement; population projections. Statistics of morbidity, disability and health status, including the use of sample surveys for establishing the prevalences of disease; the Australian Health Survey; the International Classification of Diseases. The measurement of the utilization of health services, including international comparisons of hospital bed usage. Statistics for utilization review; hospital discharge data, the analysis of length of stay, including the use of diagnosis related groups. The statistical evaluation of hospital performance; management information systems.

### 16.903G Ethics of Resource Allocation

S2 L2

*Prerequisites:* 16.935G and 16.981G

The management of scarce resources in relation to concepts of equity and justice. An examination of the ways in which choices

are made, and the organisational structures which determine how and by whom resource allocation decisions are made within the health care system. A review of the most significant ethical issues which are confronting administrators and other health professionals. Case studies which demonstrate value judgments, and the ethical and economic conflicts relating to an equitable distribution of resources, and the determination of priorities.

### 16.904G Australian Health Care System

S1 L2

Definitions of health and the health care system. The constitutional and economic environment in which the Australian health care system functions. The roles of the Commonwealth, State governments and the private sector in the provision of health services. The characteristics of public and private hospitals and nursing homes, including financial arrangements, relationships with government and major policy issues. The community health program; preventative and health promotion issues in the provision of health services. The Australian health insurance program, including its recent history and future developments. Expenditure and financing of health services including Commonwealth — State funding arrangements. The health workforce. Current policy issues associated with the Australian health care system.

### 16.905G Health Services Accounting

S2 L2

Basic accounting theory with particular reference to hospitals and health service institutions, including accounting classification, measurement and reporting procedures. Cash and accrual accounting systems, hospital fund accounting in theory and practice. The formulation and use of operational and capital budgeting; the nature and use of cost data; accounting for planning and control, cost analysis and reporting formats.

### 16.907G Health Services Financial Management 1

S1 L3

Introduction to accounting and financial reporting, with particular reference to hospitals and health service institutions. Basic accounting concepts, definitions, measurement and evaluation of financial data, report generation and presentation. The impact of accounting data on the decision process. Introduction to hospital fund accounting systems, federal state financial relations, implications in relation to funding hospitals and health care organisations. Cash and accrual based accounting systems contrasted.

### 16.908G Health Services Financial Management II

S1 L3

*Prerequisite:* 16.907G.

The theory and practice of hospital fund accounting. Introduction to management accounting techniques and cost control mechanisms. Cost benefit analysis and financial evaluation techniques. Budgeting and cost analysis, internal control and reporting formats with reference to public sector utilisation.

### 16.911G Quality Assurance for Health Administrators

S2 L2

*Prerequisite:* 16.904G.

An overview of quality assurance within the health care system, and of the development of quality assurance programs in Australia and overseas. A review of the roles and methodology

of peer review, clinical review, screening criteria for risk management, patient satisfaction and accreditation. Techniques relating to the implementation of quality assurance programs. Integration of quality assurance concepts into the roles and functional responsibilities of health administrators.

### **16.930G Health Planning 1 S1 L2**

The major concepts of health planning, including policy environment; planning techniques; implementation and evaluation of the planning process and of plans. Topics include: planning structures and organization for planning; determination of priorities, goals and objectives; problem identification and analysis; collection, interpretation and assessment of evidence; formulation and evaluation of plans; getting plans adopted and implemented; program evaluation and plan revision.

### **16.931G Introduction to Organization Behaviour S1 L2**

Aims to encourage students to develop a greater understanding and analysis of behaviour in health organizations. Micro-level theories are covered from various organisational perspectives: psychology, sociology, political science, and anthropology. Topics include: values and attitudes; motivation, communication, leadership and power; group dynamics and conflict; organisational culture and decision-making. A major component is an experiential learning exercise.

### **16.933G Health Services Law 1 S1 L2**

Reasons for studying law. Law in everyday life and in health services. Introduction to the major legal systems in the world and to interrelationships between law, justice, morality, ethics, religion, political ideology, social organization and economic structure. Types of legal institutions and sources of law including judge-made law and legislation. Comparison between legal and non-legal methods of preventing, investigating and resolving disputes. Obtaining legal advice or assistance. Introductory Australian constitutional law, contract law, tort law, criminal law and administrative law.

### **16.934G Health Services Law 2 S2L2**

*Prerequisite:* 16.933G.

Legal areas of special vocational concern for health administration and health planning, including administrative law, contract law, criminal law, industrial law and tort law. The precise subject matter will vary from year to year depending partly on students' preferences and career expectations. Topics may include: negligence, consent, confidentiality and privacy, defamation, employer's liability, occupier's liability, insurance, worker's compensation, mental health, occupational health and safety, food drugs packaging and labelling, death issues (certificates, wills, euthanasia, etc), tissue transplantation, family planning, administrative regulation of health personnel and institutions, federalism, international health law, patient rights and responsibilities, meeting procedure.

### **16.935G Health Economics 1 S1 L2**

Economic analysis as applied to resource allocation, planning and evaluation in health services. Topics: the basic concepts and methods of economic analysis, economics of the public sector, decision making, supply and demand, pricing and non-pricing methods of allocation, welfare analysis, economic planning of

health services, cost benefit analysis and cost effectiveness, economics of hospitals, financing of the health care system, and economic impact of health insurance.

### **16.936G Physical Planning and Design S2 L2**

Planning processes applied to physical and environmental design. Regional, urban and local planning issues. Building design and building project management. Cost planning, network analysis and commissioning. Briefing, design and evaluation methods. Ergonomics and environmental psychology. Applications to health and welfare facilities. Administrative, medical and nursing policy implications.

### **16.937G Health Services Research and Evaluation S1 L2**

Special problems of health services research and evaluation; distinction between research and evaluation; identifying research areas; reviewing the literature; statements of objectives and formulation of hypotheses; experimental and quasi-experimental designs; non-experimental models including epidemiological approaches; sample selection; means of acquiring data emphasizing questionnaire design and problems of measurement; introduction to analysis of data; methods of presenting findings; reliability of research evidence; research ethics; research and decision-making; policy issues.

### **16.938G Seminar in Health Policy S2 L2**

*Prerequisite:* 16.904G.

Contemporary health policy issues including the politics of health care; principles of policy formation and analysis. Seminar topics on specific policy issues are determined after discussion with members of the class. Past topics have included: health care technology and its evaluation; occupational health and safety; government control of private medical practice; hospital cost containment; the impact of Medicare; Commonwealth/State financial relationships; quality assurance and utilization review; the regionalized administration of health services.

### **16.939G Health Planning 2 S2 L2**

*Prerequisite:* 16.930G.

The application of health planning concepts and techniques to the formulation and evaluation of plans for the provision of community-based and institutional health services.

### **16.940G Medical Care Organization S2 L2**

*Prerequisite:* 16.931G.

Specific aspects of the organization of medical care. Topics include: the administration and review of clinical work, participation of medical staff in planning and development of facilities and services, the integration of the function of health care personnel in both the administration and delivery of services, and accreditation of hospitals and other health service institutions.

### **16.941G Epidemiology S2 L2**

Principles and methods of epidemiologic investigation of both communicable and non-communicable diseases including descriptive, analytic and experimental epidemiology. The distribution and dynamic behaviour of disease in the population; data collection, collation and analysis; consideration of screening surveys; longitudinal and case-control studies, etc. The uses of epidemiology in planning, operation and evaluation of health services.

**16.943G Interpersonal Communication in Organizations S2 L2**

A theoretical and practical subject which aims to increase students' understanding of, and capacity to deal with, communication problems in organizations. Teaches students to improve their own communication skills by a series of communications exercises, role plays, simulations and games. Students are able to chart their progress with a check-list developed for the course.

**16.944G Health Economics 2 S2 L2**

*Prerequisite:* 16.935G.

Builds on the basic analysis of Health Economics I with greater emphasis on planning. Topics include: demand and utilization analysis and prediction, cost-benefit analysis and project evaluation, costs and models of health delivery units, optimum size and location, inflation control, regional planning models and rationalization, financing systems and incentives for efficiency, alternative economics and political economy of health services.

**16.945G Workforce Planning S2 L2**

*Prerequisites:* 16.930G, 16.935G.

Systems approach to workforce planning in the health services. Task analysis as a workforce planning technique; career mobility; supply of health personnel, projection of supply, wastage rates; approaches to measurement of demand for health personnel and projection of demand; changing productivity in the health sector. Workforce planning at the institutional level; demographic and mathematical models. Analysis of recent studies of the Australian health workforce. Current issues in workforce planning such as licensure and regulation, maldistribution of health personnel, role of women in the health sector.

**16.946G Health Information Systems S2 L2**

Introduction to computers, input/output mechanisms, processing systems. Issues of privacy and confidentiality, systems study and costs of computers. Use of computers in the health system. Positive patient identification, clinical decision-making systems, pathology and investigatory services systems. Administrative systems including payroll, personnel and maintenance systems. Computerization of medical records and use of computers in quality assurance programs. Total health and hospital information systems. Regional community health information systems.

**16.947G Comparative Health Care Systems S2 L2**

*Prerequisite:* 16.904G.

A comparative study of personal, public and hospital health services in US, USSR, Britain and selected Asian, European and Third World countries. The course discusses the respective roles of government and private enterprise, health manpower, organizational structures, financing, regionalization and legislation. Particular attention to the relationship between social-political philosophy and the provision of health services. Methods of determining health needs, forces which inhibit achievement of goals, results of pertinent empirical studies in the international literature, aspects of evaluation including outcome measures and innovative approaches in health delivery.

**16.948G Operations Research for Health Planning and Administration S2 L2**

*Prerequisite:* 16.901G.

Operations research methodology and techniques as applied to health services. Model building and systems approach. Typical operations research problems such as competition, queuing, inventory, allocation, search and scheduling problems as they appear in a health services environment. Techniques associated with these problems such as game theory, simulation, linear programming, PERT and CPM. Testing and sensitivity of solutions. Analysis of actual applications.

**16.949G Organizational Analysis in Health Services S2 L2**

*Prerequisite:* 16.931G.

Students conduct an analysis of one health organization according to a specific organizational theory perspective (eg systems, contingency, administrative, action). The level of analysis is at the organizational level, and students are instructed in measurement, data collection and analysis of organizational attributes. This exercise forms a backdrop to discussions of key organizational issues relating to centralization, complexity, uncertainty, and resource dependency etc.

**16.950G Computing Techniques for Health Services Research S2 L2**

*Prerequisite:* 16.901G.

Introduction to, and practice of, transferable skills for the utilization of personal computers in the workplace. The nature of tasks performed in statistical computing. The nature of computing systems, data bases and programming languages. Use of SPSS and MINITAB. Introduction to NAG, IMSL and other advanced computing packages. BASIC and FORTRAN programming for 'one off' applications and interfacing packages. Largely conducted at terminals.

**16.951G Special Topic in Health Administration or Planning S1 or S2 L2**

An occasional elective dealing with some aspect of health administration or planning, selected according to current demand and availability of local and visiting lecturers.

**16.952G Health and Health Care S2 L2**

Definitions of health and disease; basic epidemiological concepts; medical terminology; body systems; classification of disease; disease causation. Protection and promotion of health with emphasis on contemporary risk factors; diagnosis; treatment practices. Evaluation of health and health care; health status indicators; preventive and therapeutic trends; research strategies. Basic concepts of personal and community health and of normality; taxonomy and descriptive outline of physical and psychiatric disorders; morbidity and mortality, health status change; personal health care preventive and therapeutic trends.

**16.953G Fieldwork in Health Service Organization S1 or S2 L2**

Supervised placement in health service organization. Emphasis on students acquiring knowledge of organization and depart-

mental functioning, day-to-day problems faced by health service managers.

### **16.961G Nursing Theory and the Goals of Nursing Service** **S1 L2**

Analysis of extant nursing theories for the purpose of synthesizing coherent statements of philosophy of nursing services.

### **16.962G Structures and Controls in Nursing Administration** **S1 L2**

Content is organized according to the Standards for Nursing Division of the Royal Australian Nursing Federation. The relationship and interdependence of the structural and control aspects of nursing management. Topics include: staffing, patient classification systems, assignment patterns, quality assurance, performance appraisal. Discussion of issues associated with topics; practical application of skills.

### **16.963G The Nurse Executive Role** **S2 L2**

The interdependent and collaborative aspects of health executive roles with particular emphasis on the nurse executive role. Concepts examined include: responsibility, authority, accountability. Professional development aspects, such as networking and mentoring, are integrated throughout the subject.

### **16.964G Nursing Research** **S2 L2**

*Prerequisites:* 16.901G, 16.937G or equivalents.

Topics include: critical analysis of research studies, writing a research protocol, the nursing administrator's role in developing strategies for utilizing research in practice.

### **16.965G Historical Trends in Nursing** **S2 L2**

Major focus on the history of nursing in Australia, but comparative analyses are made of trends in the UK and North America.

### **16.966G Current Issues in Nursing** **S2 L2**

This subject's content changes regularly as issues within the nursing profession dictate. Distinguished from the undergraduate subject 16.316 Current Issues in Nursing by its emphasis on policy making.

### **16.967G Politics, Policies and Power in Nursing** **S2 L2**

The political participation of nurses in Australia with comparative analyses of other countries from which data is available. Consideration of strategies for political action.

### **16.970G Health Services Management 1** **S2 L2**

The environment of health services in Australia. Interfaces between health and other social services. Operation, structure and management of public sector health services. Organizational analysis of national, state and regional health service agencies with attention to their functions, roles and interrelationships. Centralization and dispersion of power. Bureaucracy and professionalism in changing patterns of services.

### **16.971G Health Services Management 2** **S1 L2**

*Prerequisite:* 16.970G.

Major classifications of hospitals and local health service agencies. Functions, objectives and influences of contextual variables. Interorganizational relationships with other social and personal health services. Control and accountability. Authority, influence structures and co-ordination. Roles and values. Professions, professionalism and bureaucracy in interaction. Concepts of effectiveness, efficiency and competence. Relevance of hierarchical and matrix organizations in articulating services. Uses and limitations of organizational analysis in achieving change.

### **16.973G Industrial Relations in the Health Services** **S2 L2**

Employer-employee relationships within the Australian health services, including trade unionism, wage determination and personnel management in the work place. The development of trade unions and related associations; their structure, objectives and operations. The health unions and associations. Health Commissions and hospitals as employer organizations. The legal framework of wage determination arbitration and conciliation. The interpretation of selected legislation and awards.

Union management interaction, negotiation, grievance handling and collective bargaining. The nature and resolution of industrial conflict; worker participation, job enrichment, the impact of technological development in the health services.

### **16.974G Hospital Organization** **S2 L2**

*Prerequisites:* 16.904G, 16.931G.

Complements 16.949G Organizational Analysis in Health Services by specific attention to critical features in hospital organization. Relationships and effects of values, goals, organization, power, autonomy and dependency. Approaches to operational analysis of individual components of hospital organization and their aggregation with attention to resource allocation, managerial and clinical information relationships, quality assurance and psycho-social dimensions.

### **16.981G Health and Society 1** **S1 L2**

Impact of social inequality on health. Consensus, conflict and symbolic interaction theories. Role of health professionals in a multicultural society with changing problems of work and leisure. Social inequality associated with ethnic origin, social class, gender and age.

### **16.982G Health and Society 2** **S2 L2**

*Prerequisite:* 16.981G.

Social and political dimension of health care. Problems of chronic illness, disability and prolonged dying. Social correlates of diseases. Impact of modern medical technology. Professional roles and relationships. Special health problems, eg stress, occupational health.

### **16.992G Project** **S2**

28 hours.

**16.993G Project****S2**

42 hours.

**16.994G Project****F**

56 hours.

**16.995G Research Project A****S1 or S2 L2****16.996G Research Project B****S1 or S2 L3**

*Students in the MHA degree course are required to undertake a research project in the second year of enrolment. Both subjects are assessed on a satisfactory/unsatisfactory basis. On completion of 16.995G Research Project A, students will have selected a research topic, undertaken a literature review and, where relevant, designed and tested research instruments.*

*Students further develop their research project in 16.996G and are required to submit a project report at the end of session.*

*The above electives 16.992G to 16.996G permit students to obtain credit for approved research projects.*

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## **Organizational Behaviour**

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Due to uncertainties in staffing, it is not possible for the Faculty of Commerce to give an assurance that all subjects in Organizational Behaviour listed in the handbook will be offered in future years.

**30.935G Organization Behaviour****S1 L3**

*Prerequisite: Nil.*

Relationships between individuals and organizations. Individual behaviour—personality, perception, motivation, learning, performance. Organizations as settings for individual behaviour—types of organization, work organizations. Interaction, groups and work groups. Organizational influences on work behaviour: structural factors and the design of work; reward systems; organizational cultures and social influences. The development of individual-organization relationships: participation, socialization, careers; conflict, stress and adaptation; organizational effectiveness.

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## **Librarianship**

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**Diploma in Information Management — Librarianship****Diploma in Information Management — Archives Administration***Common core subjects***55.400 Information Storage and Retrieval****S1, S2, W1-7**

Basic principles, concepts and activities involved in information storage and retrieval — theory and practice. Interrelationships of files, records and data elements. Methods of description of media as physical objects. Content analysis of records through application of indexing and classification principles. Data structures and the design of data collection forms, record formats, and files. Application of description, coding, classification and indexing techniques for storage and retrieval of data and records from files. Applications of the general principles of computer-based systems for description, content analysis, storage and retrieval of information in computer laboratories through practical database creation for various records, production of indexes to these records and information retrieval on both student-created files and commercially-produced databases.

**55.401 Information Technology and Media****S1**

A review of the technologies used to record, manipulate, communicate, duplicate, and store information: their development, characteristics, operation, and interrelationships. Present and future applications and uses for libraries and archives. Impact and issues of technology in the workplace and society. Conservation programs for information agencies. Standards for production, use, and storage of information media. Identification of agents causing damage and deterioration of information media. Disaster precautions and salvage. Techniques for preservation of paper-based information media, including simple repairs.

**55.402 The Information Environment****F**

Nature and diversity of the agencies which provide and manage information in contemporary society, and the place of libraries and archives among them. Environmental and organizational factors which influence the characteristics of information agencies and the methods which they adopt to meet the needs of their clientele. Factors which influence people's behaviour in recording, seeking, selecting and using information. Internal structure and operations of information agencies as organizations. Management principles and techniques which promote effectiveness in information agencies. Techniques used in analysing information-related behaviour and in measuring the effectiveness of information agencies. Research into human, environmental and organizational aspects of information flow, and its utilization in the design of more effective information agencies and systems.

## Diploma in Information Management — Librarianship

### *Librarianship core subjects*

#### **55.503 Bibliographic Organization S1**

Introduction to bibliography. Elements of description of bibliographic materials and indication of their content. Bibliographic standards. Application of codes and formats (especially MARC) in library cataloguing. Indexing and classification systems. Physical forms of catalogues and indexes. Regional, national and international co-operation in bibliographic organization.

#### **55.504 Information Sources: Selection Collection and Use S1**

Selection of information sources including development of policies, and criteria for evaluating the sources in different media and for different groups. Aids to selection. Principles of collection development and methods of evaluation.

The book trade — structure and organization. Production, distribution and supply of library materials. Acquisition of materials — methods and problems. Computer application in acquisition.

Generation and use of sources of information: monographs, serials, reports, patents, theses, translations, reference works, official publications, bibliographies, abstracting and indexing services. Generation and use of non-print information sources.

Use of information sources in the reference process. Communication channels. Interviewing. Searching techniques. Referral techniques. User education. Generation, flow and use of information in various disciplines, eg law, life sciences, history. Identification of information needs in these disciplines and for special interest groups, eg migrants, young people.

#### **55.505 Role of Libraries and Librarians S1 W1-6**

The historical evolution of libraries. Sources of their cultural and legislative authority and responsibility. Their relationship to other information agencies. Library standards. The work of librarians and the profession of librarianship.

#### **55.506 Library and Information Services Management S2 W1-7**

Library systems analysis. Division of labour and administrative structures in libraries. Work study and job classification in libraries. Management styles and industrial relations in libraries. The financial management of libraries. The effects of modern information processing technology on libraries and library networks. The evaluation of library performance.

## *Librarianship electives*

#### **55.507 Indexing Languages and Processes S2**

Nature of indexing languages. Examples of indexing languages: subject authorities, thesauri, etc. Arguments for and against vocabulary control. General criteria for indexing effectiveness. Theory, pros-and-cons, and 'state-of-the-art' of indexing methods, including computer-assisted and automatic indexing. Future prospects and research needs in these areas.

#### **55.508 Information Needs in Educational Environments S2**

Information needs of teachers, researchers, students, and administrators in schools, colleges and universities. Information services to meet these needs. Administrative, structural and other factors affecting the delivery of information in educational environments.

#### **55.509 Information Needs in the Community S2**

The identification of information needs of individual members of the population including need for material to support self-education and recreation. Stress on individuals' needs for information necessary for the conduct of personal and business affairs. The roles of libraries and other information agencies in meeting these needs.

#### **55.510 Information Needs in Industry, Business and Government S2**

The bureaucratic environment and its organization. Implications of position level and function in the hierarchy for information-gathering behaviour. Bibliographic, statistical and administrative files and their control. The role and responsibility of designers and managers of information systems. Access, confidentiality, and responsiveness. Current and inactive records control and management.

#### **55.511 Health Sciences: Literature, Information Needs and Services S2**

Identification of information needs of health sciences practitioners. The role of health sciences libraries and librarians in the provision of information. Generation, flow and documentation of information in the professional and allied fields of health sciences. The structure and characteristics of the health sciences literature, with special emphasis on the major information sources available in print and machine form. Manipulation of major biomedical machine files, such as MEDLINE, CATLINE, BIOSIS and EXCERPTA MEDICA.

#### **55.512 Literature of the Pure and Applied Sciences S2**

Generation, flow and documentation of information in the pure and applied sciences. The structure and characteristics of the literature, with special emphasis on the major information sources in the various subject fields available in print or machine form. The nature, subject content and the practitioners of science as well as the role of the science librarian.

**55.513 Literature of the Arts and Humanities**

**S2**

The structure of the literature, with special reference to major reference works in the field. Information and research needs of users at all levels. Important collections in libraries and other sources of publications and information.

**55.514 Law: Literature, Information Needs and Services**

**S2**

Identification of information needs of individuals and institutions in the legal profession. Characteristics of information flow and role of libraries and other information agencies in the process. Generation and structure of legal information sources, including statutes, case law and academic literature. Control of, and access to legal information through law reports and other printed and machine-readable bibliographic aids.

**55.515 Government Publications**

**S2**

Major categories of publications produced by Australian and overseas governments: parliamentary, executive and judicial. Particular attention to Australian government publications — federal and state. Publications of selected international organizations. Machine-readable records made available by government agencies. Bibliographical control and access to government publications.

**55.516 Children's and Young Adults' Materials**

**S2**

The child and young adult reader. Criteria for selecting materials suitable for children and young adults, including picture story books, fiction, non-fiction, reference and non-book materials. Strategies, programs and methods for promoting reading.

**55.517 Literature of the Social Sciences**

**S2**

Generation, structure and use of the literature of political science, economics, law, psychology, sociology, anthropology, geography and education. Control of and access to published and unpublished literature using both printed and machine-readable information sources.

**55.518 Marketing and Promotion of Information Services**

**S2**

The marketing concept. The special nature of information products and services. Market research and analysis. Specifications of a marketing program. New product development, testing and pricing. Planning design and implementation of publicity and public relations. Measurement of effectiveness of promotional activity. Development of contact with other information-oriented groups, such as the media.

**55.519 Staff Management and Staff Development in Libraries**

**S2**

An introduction to those aspects of the management, supervision and development of staff which are likely to be of particular relevance in the first few years of a professional career. Beginning librarians' role in effective management and decision-making. Structures and strategies which facilitate participation in

management and decision-making. Librarians' responsibilities for their own and others' continuing education and professional development. Librarians' responsibilities for the supervision of para-professional and non-professional staff. Legal, social and economic factors which influence staff management and staff development.

**55.520 Automated Processing Systems**

**S2**

History, analysis and comparison of library automated processing systems, including circulation, serials control, acquisitions, and cataloguing systems. In-house systems. Commercial systems. Integrated systems. Interfaces with networks.

**55.521 Computer Programming for Bibliographic Systems**

**S2**

Introduction to programming principles and practice, with emphasis on text-processing capabilities of languages. Applications and procedures on mainframe and microcomputers.

**55.522 Library Networks**

**S2**

Analysis of development and characteristics of Australian library-based networks such as ABN, CLANN and ASCIS, and comparison with other networks such as OCLC, RLIN and BLCMP. Practice in the use of software and procedures used in these networks. The role of standardization in network support. Network governance and organization at local and national levels.

**55.523 Special Project Seminar**

**S2**

*Equivalent to 28 contact hours.*

This is a formal seminar for students wishing to develop a project. For the project, students are required to submit a critical state-of-the-art review or essay or an equivalent project report on an approved topic.

**55.644 Records Management**

**S2 W1-7**

Offered as a Librarianship elective and an Archives core subject. See description under **Diploma in Information Management — Archives Administration**.

**Diploma in Information Management — Archives Administration**

**55.641 Archives Theory and History**

**S1**

The nature of records and archives: traditional and modern concepts and terminology. The evolution of archive keeping, archive science and the archive profession. The role of archives in public and corporate administration. Archival theories and concepts: their evolution and implications for the management of archives. Archive and record societies: roles and activities. Publication of archives. Archival ethics. Statutory regulation of archive services. State and national archive services: historical development, functions and organization. Specialized archive services. National and international archive programs.

**55.642 Management of Archives****S1 W1-10, 11-14; S2 W6-14**

Appraisal of records for archival value. Acquisition, accessioning and deposit of archives. Arrangement and description of archives. Finding media. Archival reference service. Access policy. Management of archival institutions and specialized archive services. Micrographic, coputer and other applications of technology to archives management. Identification of factors, such as developments in technology and new trends in legislation, with implications for archival practice and principles.

**55.643 Administrative History****S1**

Administrative history as a key to the arrangement, comprehension and use of archives. Administrative change and context control using administrative analysis techniques. The analysis of recordkeeping systems and practices in Australia and other countries having historical and constitutional connections with the United Kingdom, including the development and role of correspondence registration systems and record registries. The nature, evolution, and interpretation of particular administrative, legal, commercial, and financial records, forms and instruments. Bibliographic and other sources for the exposition of the administrative machinery underlying archives within Australia and other countries having British historical antecedents.

**55.644 Records Management****S2 W1-7**

Principles and historical development of records management. Office procedure and technology. Record system survey techniques. Classification and indexing in current record systems. Disposal of records. Record system design and control. Micrographic, computer and other applications of technology to records management. Relationship of records management to the management of archives.

**55.645 Conservation of Archive Materials****S2 W1-4**

Principles and ethics of conservation. Methods and equipment of conservation work. Storage environments for archives. Diagnosis and remedial treatment of conservation problems. Conservation of non-paper archives. Conservation administration. Conservation policies and programs.

**55.646 Archives Field Work****F**

Candidates are assigned, in groups of two or more, to a program of supervised field work. Such projects take place within an archival agency or an organization approved by the School. The projects consist of a records system survey, the arrangement and description of a suitable group of archives, or such other project as may be approved by the School.

**55.647 Special Project****F**

Each candidate enrolled in the Diploma in Information Management — Archives Administration, is required to submit one of the following projects: **1.** compile either manually or on data base, a finding aid to an approved archive or manuscript group, or a component thereof; **2.** undertake a records survey of the records and archives of an approved institution or organization; **3.** such other individual project as may be approved by the School.

**Master of Archives Administration****55.806G Issues in Archives Theory and Practice S2**

Contemporary issues in archives theory and practice including the implication of developments in information processing technology for traditional methods of archive-keeping; the implications for traditional archive concepts and principles of administrative change in organizations; the documentation of administrative change for the control of archives; the nature and form of archival finding media; archival services and information networks.

**55.808G Research Methods in Archives****S1**

The nature of research, and the potential applications of research techniques in archives administration, including analysis of research methodologies used in information studies, and in the historical and social sciences with a substantial archive-oriented research basis; preparation of research proposals and the evaluation of research projects and their results.

**Master of Librarianship****55.805G Issues in Librarianship****S2**

Contemporary issues in librarianship, including the provision of libraries and information by governments and by private enterprise; automation, information science and libraries; cataloguing, classification and bibliographical control; problems of publication growth and library size; libraries in the social environment.

**55.807G Research Methods in Librarianship****S1**

The nature, necessity and techniques of research in librarianship and contributions of information science; functions and techniques of statistical analysis; preparation of research proposals; state of the art of research in librarianship and the evaluation of research projects.

**55.811G Library and Information Services Management 1****S1**

Libraries in the political process. The nature of the library as a bureaucracy. The library as a system. The management of library finance. Work study and position classification in libraries.

**55.812G Library and Information Services Management 2****S2**

Siting and planning of libraries. The management of library staff. Administrative structures in libraries. The formation and management of library networks. National and international planning of library and information services.

**55.815G Economics of Information Systems****S1**

Use of surveys, user studies and market research to determine demand. Costing, financial planning, control and forecasting. Cost-benefit analysis. Economics of networks. Economic implications of new technologies.

**55.816G Information Processing Technology****S1**

The application of computer, photographic, micrographic and telecommunication technology to the solution of information problems. Translation of needs into equipment specifications. Advances in information processing technology.

**55.817G Information Storage and Retrieval Systems****F**

Role of thesauri and other indexing language structures. Automated thesaurus design and maintenance. Automatic indexing and classification systems. Concept co-ordination, use of Boolean operators and search strategy design. Systems analysis, design and costing. Design of user and interactive cueing tutorials. Choice criteria for on-line and batch systems. Testing, analysis and evaluation of systems. Advanced technologies for information storage and retrieval.

**55.818G Issues in Information Science****S1**

Contemporary issues in information science; including the role of the information scientist as researcher and as data administrator. Technology transfer in and through information science. Task group projects designed to allow opportunities for work on information science problems.

**55.820G Diffusion and Dissemination of Information****S1**

Review of studies of information needs and of the behaviour of scientists, engineers and other professional and social groups as users of information. Technology transfer and the diffusion of innovations and implications for the design of information systems.

**55.821G Man-machine Communication****S2**

Includes some discussion of cognition theory and the basic psychological, physiological and technological considerations underlying the requesting, assimilation and presentation of information. The influence of these factors on dialogue with report generating, retrieval and interactive educational systems.

**55.822G Operations Research****S2**

The formulation and application of mathematical and statistical models for the solution of managerial and industrial problems, including mathematical programming, probability and statistical decision theory, simulation, network analysis, inventory and queuing models. Attention to examples arising in library practice.

**55.823G Files and Database Systems****S1**

File structures, database management systems and file interrogation systems in a text processing or bibliographical environment. Topics: relations, their mapping and normalization; access methods; data organization; independence, integrity and security; CODASYL databases, relational databases and query languages.

**55.830G Bibliographic Control****S1 or S2**

Issues and problems in the area of bibliographic control. Topics include: online public access catalogues, developments in automated classification, bibliographic formats and standards, catalogue code revision and non-traditional subject indexing systems such as PRECIS and NEPHIS.

**55.831G Strategic Planning in Information Agencies****S1 or S2**

An introduction to the nature and procedures of strategic planning. Topics covered include: nature and benefits of strategic planning, adapting generalized models of strategic planning, to information agencies, aims and limitations of the process, guides and procedures, evaluating outcomes and staff development. A number of case studies in strategic planning in information agencies is studied.

**55.832G Women in the Information Profession****S1 or S2**

The influence of women in the information professions and the implications of the feminization of these professions for their members and for society. Topics include: historical development and feminisation of the information professions, trends in workforce composition, relation between feminization and status, the design of information systems and services, research on women and technology in relation to the design, control and utilization of information technology.

**55.833G Seminar in History of The Book****S1 or S2**

The social impact of the invention and diffusion of printing through the modern period, the history of reading, book ownership, the publishing and printing industries and the development of book-related custodial institutions such as popular libraries of various kinds.

**55.834G Seminar in History and Biography in Library and Information Science****S1 or S2**

Biographical studies of important figures especially from the nineteenth and early twentieth centuries. Special attention is paid to the contribution of their subjects to the creation of major library, bibliographic and archival agencies and to the development of the theoretical and technical advances for which they were responsible as seen against the particular social and historical context of their times. The biographical approach provides an interesting avenue into the history of the field and a special context for re-examining important texts relating to it.

**55.835G Seminar in Scientific and Technical Communication****S1 or S2**

Philosophical bases and societal context of formal and informal communication and knowledge; role of information in the advancement of science, technology, social sciences and humanities; information uses and needs; information policy; and information in an organizational context.

**55.836G Seminar in Bibliometrica and Scientometric Indicators****S1 or S2**

Application of mathematics and statistical methods to documents and other media of communication; quantitative analysis of docu-

ment collections and services with a view to improve documentation, information and communication activities; quantitative aspects of the generation, propagation and utilisation of scientific information to better understand the mechanism of scientific research as a social activity.

### **55.837G Case Studies in Archival Management S1 or S2**

Analysis of complex problems and issues facing managers and administrators of archival programmes in public and private sectors. Areas include: documentation strategies for modern records; acquisition policies and ethics; appraisal of textual and non-textual media, particularly machine-readable records; resource allocation and management; preservation strategies and priorities; access regulations and requirements with regard to copyright, privacy, confidentiality and freedom of information; reprographics policies and regulations; effects of technological change on long-term information, and management of public services and user education.

### **55.838G Preservation Administration S1 or S2**

Examination and analysis of long-term conservation and preservation problems and issues facing information system designers and managers. Areas include: preservation programme planning and administration, conservation priorities and treatments for various media; testing, monitoring and evaluation of environments and collections; disaster minimisation and recovery measures; technological problems and solutions for mass storage, information transfer, and deacidification and cooperative planning for inter-institutional preservation projects.

### **55.839G Administrative History and Archives S1 or S2**

Exploration of the nature and evolution of administrative history as an auxiliary science to Archives Administration, and includes an analysis of the relationship between archives and their administrative context; the evolution of record-keeping systems; the nature and monitoring of administrative change, and its implications for archives management; instruments of administrative and constitutional change; seals; the concept of the "functional sovereignty" of records; and an analysis of the functions of agencies and organisations as a key to the information contained in archives.

### **55.840G Archives and the Law S1 or S2**

Investigation of the nature of records and archives from an historical and a legal point of view and the implications for Archivists and Records Managers of the legal attributes of records. The subject includes consideration of the nature of public records; questions of custody and ownership; and the implications for record-keeping of the law of evidence, including evidence reproduction; statutory limitation; company law; defamation law; copyright law; archival and freedom of information legislation; and international law as it affects the keeping of archives.

### **55.841G Community Information Services S1 or S2**

Topics to be covered are: different client groups, their information needs, the traditional and non-traditional resources available, administrative structures, problems of funding, relationships with government.

### **55.842G Evaluation and Performance Measurement in Information Agencies S1 or S2**

Topics include: political and administrative context of measurement, systems analysis, identification of different kinds of measures, design of output measurement instruments, problems of implementation, analysis, interpretation of data, staff and organizational development.

### **55.843G Special Topic in Library and Information Science S1 or S2**

An occasional elective dealing with some aspect of library and information science, selected according to current demand and availability of local and visiting lecturers.

### **55.844G Project Seminar S1 or S2**

This provides a context for students to formulate problems for investigation as projects, to explore the background of these problems, to examine methodological issues to which they give rise and to prepare a formal proposal to guide subsequent study.

### **55.901G Project Report F**

Each student undertaking a project in the Master of Librarianship degree by formal course work is required to submit a project report involving individual study and investigation.

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## **Education**

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### **Education Graduate Diploma Course**

#### **58.013 Theory of Education S1 L9, S2 T6**

Three core sections and an options section. The core sections consist of studies of the philosophy of education, psychology of education and the sociology of education. In the last section, known as *Selected Studies in Education*, each student studies three topics selected from a number offered. The topics depend on student interest, current issues in educational thought and the interests and expertise of available staff.

Details of the sections of the subject follow:

*Psychology of Education:* The course will cover such topics as the self and self-esteem, individual differences, the adolescent in the classroom, aspects of instruction, cognitive processing, memory, perception and reading.

*Philosophy of Education:* Session 1: Philosophical questions concerning teaching and learning with particular reference to the various subjects taught in schools. Issues concerning the relationships between school subjects, the connection between knowledge and the development of mind, the value of school

subjects in relation to other activities which could compose education and the social and ethical context of education. These issues are followed up in much more detail in *Selected Studies* in Session 2. The Focus in Session 1 is upon logical and epistemological questions which are internal to the various teaching subjects. Students undertake one of the following: Philosophical Problems in Mathematics and Education or Language and Education or Literary Appreciation and Education or History and Education or Science and Education or Social Science and Education or Curriculum and Education.

**Sociology of Education:** The purpose of the Sociology of Education core is to place teaching and learning in a social context. Education both affects society as well as being affected by it. The core examines education in its broadest context, such as its relationship to the economy, as well as at an interpersonal level, such as deviance in the classroom. Topics will also include disadvantaged groups in society, the curriculum, the Australian education system, radical education theory and the educational implications of global trends and problems.

**Selected Studies in Education:** Session 2: Each student selects three education theory options from among a number available. While some deal with the separate disciplines of psychology, sociology and philosophy, others may draw material from more than one. In any particular year the options offered depend on staff available and, to some extent, on student demand. Topics may include: computer assisted instruction, the talented child, learning disabilities, social trends and problems, sociology of the school and classroom, methodology for criticism, ethical theory and moral education, science and religion in education, research in learning and teaching in particular subject areas.

## 58.014 Curriculum and Instruction S1 L2T5½ S2 L2T6

A core section and a special methods section.

**General Method:** including topics such as classroom management, policy documents, educational technology and language across the curriculum.

**Assessment and Measurement:** including test planning, standardized tests, marking and reporting, essay-type tests, scaling of test scores, uses and effects of assessment.

**Special Methods:** Students elect two single method subjects or one double method subject.

## Commerce/Economics Method

A workshop approach is adopted in Commerce/Economics Lectures and Tutorials with the students playing an active part in the interpretations of the Junior Commerce and Senior Economics Syllabi. The technological revolution has resulted in dramatic changes to our society and these changes are particularly pertinent to the teaching of Commerce and Economics. The tutorials give students a practical guide as to how lessons should be presented to take account of the mixed ability levels of their classes. The most recent innovations in presenting materials are explored, with the emphasis being on the relationship between ability level, student motivation and teacher effectiveness. Forays into the local community are undertaken in an attempt to develop

in the beginning teacher an appreciation of the resources of the community.

## English Method

This course provides practical ideas for properly implementing the NSW Junior and Senior English syllabuses. The new Junior syllabus emphasises the value of student-centred learning, wide reading, small group discussion, process writing and peer and student self assessment. Strategies are developed for managing the classroom and planning units of work to achieve these syllabus aims. Members of this course will participate in the same kind of learning activities they will be using with secondary students, activities such as working in small groups to prepare resources they can use in teaching.

## French Method

## German Method

## Spanish Method

These subjects have several aspects. Method discusses audio visual language teaching including some attention to the history and development of these methods and of linguistics. Practical sessions complement this theory, teaching techniques are considered, material from the audio visual course utilized and practice teaching problems discussed.

## Geography Method

Lecture-discussions are aimed at interpreting the syllabuses through a variety of approaches, understanding the structuring of individual lessons as part of work units, and examining methods of presentation of material in relation to pupil motivation, classroom management and varying class ability levels. This is followed by an in-depth treatment of some aspects of Geography teaching through workshops structured around a range of audio visual materials. Experience is gained in the production of fieldwork units, printed materials, wall charts, black and white and colour 35 mm slides, overhead transparency materials, sound cassettes and multi-media kits.

## History Method

The seminar/workshop covers the nature and value of history, a study of the NSW junior and senior history syllabuses, varieties of lesson activities and teaching techniques, and methods of evaluation. The development of student-centred, enquiry-based learning which encourages the development of skills through creative and imaginative activities is stressed. The program is closely related to practice teaching experiences. Practice is given in the planning of lessons and units of work, and the opportunity is available to prepare resources for use in teaching.

## Mathematics Method — Double

**Six main aims:** to examine the objectives of teaching mathematics at the secondary level, to consider elementary notions

concerning a mathematics curriculum and its construction, to compare the New South Wales secondary mathematics syllabuses with those of other systems, to discuss strategies and methods of teaching mathematics with special reference to the School and Higher School Certificates, to prepare mathematics aids for classroom use and to consider evaluation in all its aspects.

### Science Method — Double

This subject is designed to build confidence in the use of a wide variety of teaching techniques and procedures. A range of resource material developed in recent curriculum projects in secondary science both in Australia and overseas is introduced.

In addition to assisting students to develop skills in planning lessons, presenting demonstrations, managing science classrooms, and using a range of audio-visual equipment, students learn in workshop sessions how to teach aspects of various topics in biology, chemistry, geology and physics at both junior and senior levels. General issues, including the nature of science, pupil preconceptions in science, individualisation in science teaching, use of microcomputers, primary science teaching, safety and legal issues for science teachers, are covered in lecture sessions.

Students are also required to develop resource material in areas of their choice in a major project undertaken as part of science method.

### 58.015 Teaching Experience

*Co-requisite: 58.014 Curriculum Instruction*

Microteaching involves development of teaching skills by observation of teaching models and participation in peer group microteaching. Success in this strand is prerequisite to placement for teaching practice.

Teaching Practice involves two blocks of 20 days experience, one in Session 1 and the other in Session 2. Each student is placed in a different high school in each session and works in close association with one or more teachers. In the first block the emphasis is upon a gradual introduction to teaching and in the second it is upon developing teaching competence.

## Master of Education Degree Course

### Educational Research

#### 58.220G Experimental Design and Analysis

**S1 or S2 L2**

*Prerequisite: 58.901G or equivalent.*

A priori and post hoc comparison procedures. Orthogonal contrasts and polynomial trend analysis. Factorial designs. Two-way analysis of variance designs with measures repeated over one or both variables. Statistical control of variables through analysis of covariance. Extended experience with the analysis of data by means of computer.

#### 58.224G Qualitative Research Procedures

**S1 or S2 L2**

Emphasis on an understanding of qualitative research procedures. *Topics include:* problems of participant observation,

examination of some participant observation studies, the problem of humanistic research, interviewing and data collection in participant observation, language and meaning, ethnomethodology, case study method, the social experiment, choice of type of method to suit the problem.

#### 58.225G Multivariate Analysis using the Linear Model

**S1 or S2 L2**

*Prerequisite: 58.219G or equivalent.*

Research design and data analysis involving many variables in one or more linear composites. Techniques include multiple, partial and canonical correlation; multiple regression analysis, multiple discriminant analysis and canonical correlation analysis. Rotation of discriminant functions. Application of each technique to educational research. Use of package computer programs.

#### 58.226G Factor Analysis and Multivariate Analysis of Variances

**S1 or S2 L2**

*Prerequisite: 58.219G or equivalent.*

The extraction and rotation of common factors by graphical and analytic means. Component analysis. The use of factor analysis in determining or confirming the hypothetical constructs underlying a set of variables. Factor analysis as a tool in the construction of educational and psychological tests. The extension of factorial analysis-or-variance designs to include many dependent variables. Analysis of data in non-orthogonal designs, both univariate and multi-variate. Post hoc procedures, using Wilks, Roy Pillai and Lawley-Hotelling intervals. Application of factor analysis and multivariate analysis of variance to educational research problems. Use of package computer programs.

#### 58.231G Measurement in Education

**S1 or S2 L2**

*Prerequisite: 58.219G or equivalent.*

Principles of test construction reviewed. Validity and reliability, the construction of true and error scores, the classical test theory model and other weak true-score models, criterion-referenced testing, theory and methods of scaling, the multi-trait multi-method matrix method for validation. Examination of standardized educational and psychological tests.

#### 58.233G Quantitative Methods Associated with Categorical Variables

**S1 or S2 L2**

The components of nonparametric methods involving frequencies and proportions. Binomial probability distributions; the Cox-Stuart tests, sign test. Hypergeometric distributions; Fisher's exact test and modifications, the median tests. Tests of homogeneity of proportions and associated *a priori* and *post hoc* analysis. Indices of association between categorically-measured variables: phi coefficient, Goodman's index, contingency coefficient. Multinomial probabilities and Pearson's chi-squared; tests of goodness-of-fit and tests of independence. Nonparametric tests of first and second order interaction in multiple 2x2 tables. Tests for change: Bowker, McNemar-Bowker and Cochran tests.

#### 58.234G Quantitative Methods Associated with Ranked Observations

**S1 or S2 L2**

Correlation of ordinally measured variables: Spearman's formula and Kendall's index. Kendall's coefficient of concordance. The-

ory underlying correction for tied observations, methods of randomization, construction of discrete distributions and significance testing. Tests using independent samples: Mann-Whitney, normal-scores and Kruskal-Wallis tests; Katz-McSweeney test for multivariate designs. Tests for related samples: Wilcoxon matched-pairs test; normal-scores version and extension to many-sample designs. *Post hoc* and *a priori* analysis where appropriate, including tests for polynomial trend. Hodges-Lehmann, multiple-Wilcoxon and normal-scores tests for blocked designs. Friedman's test for ranking across occasions; post hoc and normal-scores procedures. Rank analysis of covariance: Quade's test for one or many dependent or concomitant variables.

#### **58.235G Researching Educational Practice S1 or S2 L2**

Ways of conducting small scale research and evaluation studies within the classroom situation for those who wish to research their own educational practices either alone or with colleagues. There is a balance between theory and practice, and the content includes: conceptualizing small scale research, the self-critical educational community, cooperative inquiry, action research and evaluation, research and professional development, the interpretative and critical educational research traditions, qualitative and quantitative approaches, facilitating classroom research, processes of self-appraisal.

#### **58.901G Essentials of Inferential Research S1 or S2 L2**

Provides sufficient knowledge of inferential research methods to allow students intelligently to read and assess educational research reports. Topics include design, sampling, measurement, measures of central tendency and dispersion, correlation, sampling distributions and their use in making inferences about means and contrasts. Statistical procedures such as analysis of variance, regression analysis and factor analysis are studied at a conceptual level. Problems associated with measurement and generalisation are discussed wherever appropriate. Experience in running package programs and interpreting outputs is provided by means of microcomputers.

### **Philosophy of Education**

#### **58.247G Critical Approaches to Higher School Certificate English Texts S1 or S2 L2**

A selection of texts prescribed for Higher School Certificate 2 unit and 3 unit English will be the subject of critical analysis. Approaches to teaching the texts in schools will be discussed. Issues in the theory of Literary Education will be related to the practice of teaching literature.

#### **58.256G Moral Education S1 or S2 L2**

Concept of morality; values and moral values; relationship between educating and valuing. Concepts of heteronomy and autonomy. Kant and links with empirical research of Kohlberg. Dewey's proposals for moral education. Moral education and the forming of dispositions. Claims to moral knowledge. Moral education and rationality; the problem of transcendental justifications; the problem of form and content in rational moral education. Indocination; relationship between intention, method and content.

#### **58.258G Philosophy of the Curriculum S1 or S2 L2**

Philosophical considerations relevant to an analysis of such issues as integration of the curriculum, specialized versus liberal education, the 'hidden' curriculum, compulsory curricula, vocational education, the education of the emotions, etc. Analysis of such concepts as rationality, autonomy, equality, freedom, intelligence, creativity, knowledge, self-realization, wants, needs interests etc. with a view to establishing their significance in curriculum construction.

#### **58.264G Philosophy of Science and Education S1 or S2 L2**

Through a detailed analysis and commentary on the central texts of Galileo, chiefly his *Dialogue Concerning the Two Chief World Systems*, various important issues in the history and philosophy of science are elucidated: the continuity of science, the role of mathematics in descriptions of the world, the interaction between metaphysics and science, the relationship between evidence and theory, rationality.

#### **58.265G Values in Teaching and Reading Literature S1 or S2 L2**

Philosophical and psychological considerations in analysis of the aims and nature of literary education, eg the relevance of literary critical concepts and procedures to the teaching of English in schools; moral concerns in literature and their significance for teachers and children (including the question of censorship and the issue of 'suitable' books for children); the role of 'feeling' and emotion in literary response; the nature of 'empathy' in the context of fiction; creativity; intention; imagination, etc.

#### **58.267G Philosophy of History Education 1 S1 or S2 L2**

Competing theories of the nature of history. Understanding and explaining in history teaching. Facts and objectivity in history. Value judgements in history and history teaching. The point of studying history.

#### **58.268G Philosophy of History Education 2 S1 or S2 L2**

*Prerequisite: 58.267G or equivalent.*

Epistemological considerations in history; eg knowledge of past events, concepts of time. Theories of cause and effect in history. Covering law theories in historical explanation. Empathy in historical understanding and history teaching. Comparisons of the roles of the historian and the teacher of history.

#### **58.275G John Dewey and Progressive Education S1 or S2 L2**

The educational assumptions, principles and theories of John Dewey, and of the progressive education movement he helped to found. A philosophical approach in critical examination of these assumptions, principles and theories. Attempts to apply Progressive principles in schools in England, the United States and Australia both to determine their success from a Progressive point of view and from other viewpoints.

**58.277G The Nature of Intelligence S1 or S2 L2**

Theories about intelligence and their relation to educational practice. Alternative concepts of intelligence and philosophical problems of definition, testing and the evaluation of tests. Intelligence and other mental attributes, eg creativity, flair, intellect, imagination, insight. Intelligence and the ethics of educational selection. A philosophical critique of psychological and sociological contributions.

**58.278G Social Philosophy and Education 1 S1 or S2 L2**

Identification and study of concerns central to social philosophy; such as freedom, authority, justice, the relation of the individual to society, rights and laws, the nature of society, desirable forms of social organisation, etc. Detailed study of selected issues as they relate specifically to the provision of schooling within social formations.

**58.279G Social Philosophy and Education 2 S1 or S2 L2**

*Prerequisite: 58.278G or equivalent.*

An extension of 58.278G which concentrates on the work of two or more philosophers as this relates to issues considered previously, again with special emphasis on the relationship between social philosophy and schooling in particular and education in general within social formations. Philosophers whose works may be considered include Plato, Hobbes, Locke, Rousseau, Mill, Mannheim, Mao Tse Tung.

**58.285G Ideology and Education 1 S1 or S2 L2**

Education, both in the sense of an institutionalized process concerned with socialization (schooling), and in the sense of the transmission of knowledge within a society, is closely interrelated with the issue of ideology. Theories of ideology from Marx to the present; and the promulgation of ideology through institutions, theory and lived experience, with specific emphasis on schooling.

**58.286G Ideology and Education 2 S1 or S2 L2**

*Prerequisite: 58.285G or equivalent.*

Continues 58.285G at a deeper level, focusing primarily on the process of 'reproduction', and the role of education in that process.

**58.287G Introduction to Philosophy of Education S1 or S2 L2**

Educational issues such as concepts of education, educational institutions and authority, knowledge and the curriculum. Both philosophical techniques and the role of philosophy of education.

**58.288G Marxism and the Study of Education A S1 or S2 L2**

The texts of Marx and Engels, and the understanding of them in their intellectual, political and economic climate to enable central Marxist themes concerning knowledge, the State, ideology, labour theory, history to be seen in their original form. How these core ideas relate to on-going issues in educational practice and theory.

**58.289G Marxism and the Study of Education B S1 or S2 L2**

An historical materialist analysis of central aspects of the practice and study of education. *Issues:* the function of schools in society, the role of higher education, assumptions concerning the 'nature of people' in educational theories, epistemological bases underlying school practices and curriculum theories, the politics of education and of knowledge, the value of 'free' schools.

**58.294G Education and Unemployment S1 or S2 L2**

Alternative economic theories concerning the reasons for the unemployment crisis in Australia; studies on specific aspects of unemployment — youth and migrant problems in particular; social, political and industrial responses to the crisis; education policies and programs designed to alleviate the effects of unemployment; some philosophical accounts of work and activity which enable the unemployment crisis to be seen in its most broad dimensions.

**58.295G Sexuality and Education S1 or S2 L2**

Philosophical, psychological, social, historical and political aspects of human sexuality as they bear upon issues raised in varied school subjects. Teaching methods and resources currently being utilized in Australian schools in courses concerned with sexuality.

**58.299G Radical Education Since the Sixties S1 or S2 L2**

The literature of the radical education movement since 1960, concentrating specifically on the emerging themes, the rapid changes in developments, and the change in focus from polemical tracts towards a growing concern with underlying philosophical and methodological issues. Detailed philosophical examination of those later issues.

**58.260G The Ideal Person in Education and Politics S1 or S2 L2**

Competing notions of the ideal person, such as the rational individual, the person in community, the contented man, the child of God. Each ideal informs a political theory and implies an educational curriculum. Each ideal also presupposes a philosophy of mind. The ideals are evaluated on the basis of these connections.

**58.450G Epistemology and Learning Theory S1 or S2 L2**

Psychologists have examined how individuals acquire knowledge; philosophers have debated what knowledge is. Many educationists have recognised that the two concerns are related. This relationship between psychology and philosophy is examined, the work of Piaget, Popper, Dewey and Hamlyn being used as a basis for the discussion.

**58.451G Personal Development Programmes in Schools S1 or S2 L2**

Development of material and issues arising from the State high schools' Personal Development Programme. Emphasis is placed upon classical texts on human sexuality and on the place of values in the teaching of personal development courses in schools.

**58.452G Education and Evolutionary Theory S1 or S2 L2**

Darwin's theory of evolution is used to elucidate important and topical issues in the history and philosophy of science and associated educational issues. Darwin's own writings are considered in their scientific, cultural, political and religious contexts.

**Sociology of Education****58.305G The Role of Education in Society 1****S1 or S2 L2**

The social effects educational institutions have evaluating conventional and radical perspectives on, eg the school's selection function, its socialization function, the economic functions of education, the child's experience of school, the history of education, the problem of school reform. Liberal-reform, de-schooling, progressive and other general analyses of the social functions of education considered with special reference to the claim that schools cannot be satisfactorily reformed into democratic and educative institutions while they are required to carry out their present social and economic functions. The concept of education and educational ideals, for the purpose of clarifying thought on the extent to which existing schools and universities are educative. Aspects of social theory related to the role of education in society especially the general consensus and conflict perspectives on society and the significance of values, ideas and ideology.

**58.314G Applying Sociological Research to Educational Problems****S1 or S2 L2**

Introduction to applied research in the sociology of education. Content tailored to the needs of students enrolled in the course and may include: methodology and the logic of sociological enquiry, an evaluation of recent studies of Australian educational systems; how to use the computer in sociological research. Students encouraged to conduct their own research study in an area within the field of sociology of education.

**58.319G Social Trends and Problems: Implications for Education 1****S1 or S2 L2**

Major social problems and trends evident at the global level in order to evaluate the aims of educational institutions in industrialized countries. Stresses 'limits to growth' themes such as population growth, resource and energy availability, nuclear energy, environmental pollution, the relations between rich and poor nations and the future of capitalism. *The focal issue:* the possibility that continued commitment to affluence and growth will lead to critical ecological, economic and political problems. The desirability of fundamental social change towards 'alternative' lifestyles and institutions. If such social change implemented then the aims of education require fundamental revision. Educational systems currently geared to affluence, growth and similar social goals; perhaps they should be focussed on the achievement of self-sufficient, medium-technology, communal ways of life in non-growth and frugal alternative societies.

A number of issues to do with the quality of life including inequality in society, the claimed decline of community, sexual

repression, work, leisure and 'the counter culture'. Implications for desirable social and educational change.

**58.320G Social Trends and Problems: Implications for Education 2****S1 or S2 L2***Prerequisite: 58.319G.*

A more detailed examination of topics dealt with in 58.319G, and the exploration of new aspects of those and related topics. It is primarily a reading and research subject in which students undertake: **1.** guided reading at depth in major works and fields dealt with in 58.319G, **2.** library and other forms of research designed to further the analysis of central issues.

**58.321G The Role of Education in Society 2****S1 or S2 L2***Prerequisite: 58.305G or equivalent.*

A more detailed examination of topics dealt with in 58.305G, and the exploration of new aspects of those and related topics. It is primarily a reading and research subject in which students undertake: **1.** guided reading at depth in major works and fields dealt with in 58.305G, **2.** library and other forms of research designed to further the analysis of central issues.

**58.322G Migrant Education****S1 or S2 L2**

Sociology of migration, with particular emphasis on pluralism and education in Australia. Designed to provide educators who are, or may in future, be dealing with migrant children with theoretical insights into migration, and practical approaches to the problems migrants face with regard to schools. Opportunities provided for students to interact with representatives of the ethnic community and people employed by agencies which deal with migrants. Emphasis on the problems inherent in educating children from non-English speaking families.

**58.323G Socialization and Education****S1 or S2 L2**

The ways which schools prepare pupils for their future occupational and social roles. The impact of both the formal and hidden curricula on pupil values and skills. The socialization of teachers in colleges and universities and the influence on teacher attitudes and behaviours of anticipatory socialization and work experience. Critical examination of the outcomes of socialization for pupils and teachers, and the appropriateness of the educational experiences provided by pupils and teachers.

**58.325G Social Interaction in the School and Classroom****S1 or S2 L2**

An examination of the interactionist perspective and its application to studies of the school and classroom. Topics include: socialization effects of the school; peer relationships, student and teacher attitudes towards school life; deviance within the school and classroom; the impact of outside groups on school and classroom; the effect of architecture upon interaction.

## **58.326G The Family and the School S1 or S2 L2**

*Topics include:* the nature of the family, the socialization of children within a family group, language, social class and the family, types of families, characteristics of families, cross cultural study of families, an historical review of family life, the link between home and school.

## **58.329G Women and Girls in the Educational System S1 or S2 L2**

Sociological theory and its relevance to the study of women in the educational system. *Specific topics:* sex role socialization; social expectation; cultural contradictions experienced by women in the educational system; sex stereotypes; occupational outcomes; women teachers. Current trends for change.

## **58.410G Social and Educational Ideals S1 or S2 L2**

Several theoretical positions on the nature of the good society, human ideals and the ideal nature of education will be examined in order to draw implications for the aims of education. Special attention is given to implications deriving from the critical evaluation of current social and educational problems. Competing ideals discussed may include self-actualisation, moral autonomy, the rational individualist, the person in social relations, the child of God.

## **Science Education**

## **58.331G The Development of Scientific Concepts S1 or S2 L2**

*Prerequisite:* 58.338G or equivalent.

Nature of concepts and conceptual structure in science education; use of interviews to explore the cognitive structure of science students; survey of research into the development in students, of important concepts in various scientific disciplines; implications of neo-Piagetian developmental models for science education.

## **58.332G Evaluation in Science Education S1 or S2 L2**

*Prerequisite:* 58.338G or equivalent.

Aims, objectives and evaluation. Method of assessment for achievement, attitudes, interests, practical work, cognitive preferences. Survey of test instruments. Test construction. Course evaluation principles and examples.

## **58.333G Primary Science Education S1 or S2 L2**

*Prerequisite:* 58.338G or equivalent.

Aims of primary science education, the problem of integrating science with other subjects in the primary curriculum and implications of the theories of Piaget, Bruner and Gagne for teaching science in the primary school. Examination of such elementary science curricula as Science-A Process Approach, Science Curriculum Improvement Study and Science 5-13.

## **58.334G The Nature of Science and Science Education S1 or S2 L2**

The nature of science and its implications for science education. The inter-relatedness of philosophy of science, history of

science, sociology of science and psychology of science. Aspects of scientific methodology, scientific concepts, aims in science and characteristics of scientists. Nature of theories, the propagation and testing of theories, the characteristics of scientific communities, the personalities of scientists, scientific attitudes, the nature of observations, experiments, laws, definitions, explanations and predictions, and the role of 'control' in science. The position of science within society; the effects of society upon science and science upon society; science and technology. The perspectives on science explicit or implicit in science curriculum materials. The effectiveness of the historical case study, the scientific paper, the experiment, and the direct exposition of the nature of science in portraying the scientific enterprise. Experimental studies on the views held by various groups within the domain of science education, on the nature of science.

## **58.336G Chemical Education S1 or S2 L2**

*May not be taken in a program containing 58.340G Education in the Physical Sciences.*

The learning and teaching of chemistry at the primary, secondary and tertiary levels with the main emphasis on the secondary level. Special reference to: aims in chemical education, the relationship between chemistry and other scientific and related disciplines, chemistry in integrated studies, the role of chemistry in a total curriculum, current curriculum materials available, recent changes in the chemistry being taught and the methods of teaching being applied, chemical concepts and procedures offering special difficulties in being taught or learnt and recent research into the learning and teaching of chemistry.

## **58.337G Physics Education S1 or S2 L2**

*May not be taken in a program containing 58.340G Education in the Physical Sciences.*

Recent innovations in the teaching of physics in schools and universities; Piagetian-based programs; changes in the role of laboratory work; the use of historical materials; physics curriculum projects; the use of computers in physics instruction; physics in integrated subjects.

## **58.338G Selected Issues in Science Education S1 or S2 L2**

Aims of science education; theories of cognitive development and their relevance for science education; principles of curriculum development. Issues influencing curriculum development in science education; eg science and society, integration of the sciences, the nature of science, and scientific attitudes.

## **58.339G Research in Science Education S1 or S2 L2**

*Prerequisite:* 58.338G or equivalent.

National and international studies of science education; research methodology in science education; science education research in Australia; science education research concerned with characteristics of science teachers, pupils, and classrooms; beliefs of pupils and teachers about science, development of scientific concepts and attitudes, science curriculum projects.

**58.340G Education in the Physical Sciences S1 or S2 L2**

*May not be taken in a program containing 58.336G and/or 58.337G.*

The learning and teaching of the physical sciences (physics and chemistry) at the primary, secondary and tertiary levels with reference to recent developments and research, concepts and skills with special difficulties, learning theories, laboratory work and demonstrations, curriculum materials, computers, language, and integrated science.

**Educational Psychology**

**58.361G Child Growth and Development 1 S1 or S2 L2**

An introduction to research which has led to the development of major theories about Child Development. Emphasis on the contributions these theories have made to child rearing and education.

**58.362G Child Growth and Development 2 S1 or S2 L2**

*Prerequisite: 58.361G or equivalent.*

An in-depth analysis of development commenced in 58.361G. Major areas: moral and language development, the formation of attitudes and anxieties and comparative studies of child rearing and adolescent development in contrasting cultures.

**58.364G Psychological Bases of Instruction S1 or S2 L2**

Consideration of those variables which may be manipulated to optimise the instructional process, with the aim of providing a firm foundation for pre-planned instructional sequences. The student is required to apply these principles in the evaluation of computer software packages. Practical report.

**58.375G Psychophysiology in the Classroom S1 or S2 L2**

A practical study of human reactions to simple stimuli in the learning and teaching situation. Physiological changes in both learner and teacher under differing conditions of stress and motivation are related to relevant psychological constructs such as attention and perception.

**58.386G Applying Experimental Psychology in Education S1 or S2 L2**

Current psychological experimentation in education. Designed to provide students with a sufficiently detailed background to enable them to carry out experimental research in selected areas. These areas reflect contemporary literature and staff interests. Students expected to design and/or execute a small project in collaboration with staff members. This project is

intended to be of use in students' subsequent research activities. Students also expected to familiarize themselves with one or more of the texts. Selected research papers discussed throughout the session.

**58.387G Human Problem Solving S1 or S2 L2**

How human beings think, reason and solve problems. The basics of what is known about human thinking including the major concepts, methods, and research findings which have been produced over the last half century, along with relevant applications.

**58.390G The Psychology of Reading S1 or S2 L2**

The theoretical concepts underlying the study of reading, and these concepts related to the development of reading skills. The experimental examination of propositions derived from psychological theory, and practical aspects of teaching reading in the light of the empirical evidence.

**58.391G Problem Solving in Mathematics and Mathematically Based Subjects S1 or S2 L2**

Factors which affect mathematical problem solving skill. The differing strategies employed by novice and expert problem solvers, the consequences of the strategies normally employed by novices on the acquisition of expertise, techniques designed to hasten the development of appropriate problem solving expertise, and effects of skill in one domain on problem solving ability in another are studied in detail.

**Adult and Continuing Education**

**58.244G Adult Learning S1 or S2 L2**

The ways in which adults learn, whether these be the same or different from the ways in which children learn, and the implications of this for those who assist adults to learn. For those with an interest in professional development, inservice training, adult students and any aspect of the conduct of continuing education. Contents include: andragogy versus pedagogy, principles of adult learning, basic processes in facilitating adult learning, stages of adult development, learners' needs and how to take account of them, learning cycles and the development of groups.

**58.245G Course Design and Development S1 or S2 L2**

An overview of the elements in designing and developing special courses for particular groups of learners, especially in adult and continuing education. The course will focus on the methods and role of needs assessment in planning courses, models of instructional development; instructional design elements; task analysis, learner constraints, communications/media options, learning strategies and materials design, course development and organisational change. Individualizing options, management issues in developing courses, formal and informal strategies for evaluation.

## Miscellaneous

### 58.280G Project

On a topic approved by the Head of School, with appropriate consultation and supervision.

### 58.246G Instructional Design for Software S1 or S2 L2

The principles of software design for educational applications. Research on the psychology of software design both in terms of micro-learning strategies and screen format design. Matching learning strategies to software programming. Design structures allowed in authoring languages and systems. Examination of the interaction between computer and learner. The stated and implied learning strategies employed by large machine systems versus micro-computer systems. Instructional implications of educational languages. Evaluation of educational software.

### 58.383G Computer-Assisted Instruction 1 S1 or S2 L2

An introduction to CAI emphasizing the language BASIC. No background knowledge of computing expected. Students are taught to construct psychologically-sound lessons in an area of their choice using terminals located in the School of Education. Emphasis on educational objectives and associated instructional strategies, lesson logic structure, and the evaluation of lessons both with respect to educational goals and lesson-writing and running costs. The bulk of the subject work is taught by means of CAI. On completion of the subject students are expected to have written both linear and branching programs. (These form the basis of assessment.)

### 58.384G Computer-Assisted Instruction 2 S1 or S2 L2

*Prerequisite: 58.383G or equivalent.*

Further theoretical investigations and practical applications of CAI. The use of BASIC is extended and students are introduced to the role of microcomputers in the development of CAI systems. Complex branching programs are constructed and tested by students.

### 58.243G Research on the Learning and Teaching of Mathematics S1 or S2 L2

A study of recent and current research in Mathematics Education, including problems in the areas of arithmetic, algebra, geometry, representation, computers and mathematics learning, teaching and the training of teachers. Emphasis is placed on experimental designs and methodologies as well as on findings and underpinning resulting theory. Students are encouraged to engage in research of their own.

### 58.379G Exceptional Children in the Classroom S1 or S2 L2

A child is classified as exceptional if he/she requires special facilities or instructional programs to learn satisfactorily in main-

stream classes. In depth studies are made of specific handicapping conditions. Assessment includes the development of a program to hold such a child in a normal classroom.

### 58.380G Exceptional Children — Language Disabilities S1 or S2 L2

Causes of language disabilities and training in identifying children with milder forms of language problems. The importance of environmental factors on the language functioning of such children; hypotheses about further development in communication skills.

### 58.381G Advanced Exceptional Children A S1 or S2 L2

*Prerequisites: 3-year major in Psychology at undergraduate level plus 58.379G and 58.380G.*

Within the context of the theoretical study for this course, the student elects to work with and instruct an exceptional child in skill areas for a minimum of 20 hours spread over a period of 10 weeks. A written record of the diagnosis, instructional goals, and progress of the child is kept. Depending on the particular classification of the exceptional child (eg autistic, blind, cerebral palsied, etc) the student undertakes an extensive review of the literature. With this general theoretical background and practical experience gained in working with a child, a report is prepared in which hypotheses would be proposed for future research.

### 58.389G Talented Children S1 or S2 L2

Reasons for and problems of identifying children with general or specific talents. Examination of research into identification and education of talented children with the goal of developing an educational program to stimulate an under-achieving pupil.

## Master of Educational Administration Degree Course

### 58.501G Educational Administration: Theory and Practice F L2

Theoretical background to administration: theories of administration; systems theory; social aspects of systems; organization theory; role theory; decision theory. Emphasis on behavioural aspects with application to situations in educational administration.

### 58.502G Communication Theory and Theory of Human Relations S1 or S2 L2

Interpersonal relations in administration: communication theory; small and large groups; influence of individuals, pressure groups, public opinion; communication in decision-making in the context of interactive and rational models.

**58.509G Education Systems****S1 or S2 L2**

Systems approaches to organizations. Theoretical perspectives on the role of institutions in society, including the structural-functional and conflict models of society. The aims of education. Latent and manifest functions of education in society. Specific functions of education, including socialization, selection and stratification. Characteristics of societies of relevance to education. Inequality. The role of schools in multicultural society. Social change and education. Recent criticisms of educational institutions.

**58.510G Policy-Making in Education****S1 or S2 L2**

Social, political and economic determinants of policy; educational policy-making in the wider context of social planning. Implementation of policies; policy review and evaluation; planning for change in education. Major issues and techniques in planning. Relationship between politics and planning. The economics of education concerned with planning and allocation of resources. Legal constraints on policy-makers. Emergence of politics of education in USA from situations of political conflict, eg school segregation, demands for community control of schools and for accountability. Pressure groups in Australian education, eg student politics and teachers' unions.

**58.901G Essentials of Inferential Research****S1 or S2 L2**

Provides sufficient knowledge of inferential research methods to allow students intelligently to read and assess educational research reports. Topics include design, sampling, measurement, measures of central tendency and dispersion, correlation, sampling distributions and their use in making inferences about means and contrasts. Statistical procedures such as analysis of variance, regression analysis and factor analysis are studied at a conceptual level. Problems associated with measurement and generalisation are discussed wherever appropriate. Experience in running package programs and interpreting outputs is provided by means of microcomputers.

**58.522G Change in Education****S1 or S2 L2**

Issues related to change in education, including analysis of social conditions which promote change; alternative education futures; innovation in curriculum; and organizational problems. Discussion of relevant issues of interest to group members, and a study of some of the literature, form the basis of this subject.

**58.524G Economics of Education****S1 or S2 L2**

Selected aspects of the economics of education concerned with the planning and allocation of educational resources, such as education as consumption and investment — private and social; expenditure on education and returns to education; education and economic growth, economics of educational planning, cost-benefit analysis, budgeting and finance management. The concept and practice of integrated economic and social planning, with illustrations from France and other countries.

**58.525G Social Issues and Educational Policy****S1 or S2 L2**

Major issues in educational policy and its application in the

school. The issues, which arise at both institutional and national levels of policy making and decision making, involve the competing demands of equity, efficiency and expediency, the rights of individuals and the struggle for control of education policy.

**58.527G Legal Aspects of Educational Administration****S1 or S2 L2**

State responsibilities for education: relevant Acts of the New South Wales Parliament such as the *Child Welfare Act 1939-1970*; *Constitution Act 1902*; *Education Act 1961-1973*; *Public Instruction Act 1880-1965*; *Public Instruction (Amendment Act) 1916-1973*. Powers of Minister for Education; the Minister and the courts, functions of the Governor. Powers of the Director-General. Legal constraints on teachers; legal constraints with respect to students. Legal responsibilities of parents, legal cases involving teachers, students and parents. Relevant Acts of the Australian Parliament such as the *States Grants (Schools) Act 1972-1974*; *Immigration (Education) Act 1971-1973*; *Student Assistance Act 1973*.

**58.531G Selected Aspects of Educational Administration****S1 or S2 L2**

Opportunity to study under visiting professors or lecturers with special experience and competence in selected aspects of educational administration not offered elsewhere in the course. *Topics include:* adult education, administration in tertiary educational institutions, history of educational administration in Australia, politics of education.

**58.533G Project**

On a topic approved by the Head of School, with appropriate consultation and supervision.

**58.535G Curriculum Management****S1 or S2 L2**

The nature of the curriculum. Factors influencing curriculum planning including the structure and organization of knowledge, social factors and psychological theories. Aims and objectives. Evaluation Curriculum development models. Factors influencing innovation and strategies for innovation. School-based curriculum decision-making. The use of curriculum consultants and resource materials for changing the curriculum.

**58.536G Administrative Uses of the Computer in Education****S1 or S2 L2**

1. Students learn the programming language BASIC for use on microcomputers. 2. Discussion of the use of a microcomputer in resource monitoring and planning, compilation and standardization of marks, and general administration. Students are taught to write their own programs and are also introduced to relevant package programs which are evaluated. No previous knowledge of computers is required.

**58.538G Management of Human and Material Resources****S1 or S2 L2**

Management of human resources, including selection, deployment, development, supervision and promotion. Management of physical resources such as buildings, equipment and educational technology. Financial management.

**58.537G Managing Continuing Education Programs S1 or S2 L2**

An examination of issues and methods for effectively managing continuing (adult) education programs. These will include marketing with various groups, promotion of programs, organizational issues and effective learning environments, problems in human resource development, training trainers, policy concerns for mandatory professional development, facilitation of participation, team development strategies, use of educational technology, cost benefit analysis of courses.

**63.742G Social Planning S2 L/T2**

To gain some understanding of the current state of social planning theory; to develop the ability to use social planning theory in the analysis of particular instances of social planning; and to gain some understanding of the substantive content and planning circumstances of a number of recent public documents relevant to social welfare.

**63.743G Applied Policy and Social Action F L/T2**

Methods of intervening in political, organizational and community life. Political and social action theories. Welfare strategies and tactics. Social change through use of existing institutions (eg the law). Tools of social action, including the media.

**63.753G Advanced Social Work Practice 2 F L/T4**

The opportunity to pursue a program of learning which is specifically designed to relate to each person's present and/or projected professional responsibilities. It may include guided reading, group discussions, utilization of audio-visual learning materials, and some selected field learning. The candidate is involved in the design of an appropriate program.

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## Social Work

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Except with the permission of the Head of School, a student may not proceed to the next year of the designated part-time program until the student has fulfilled all the requirements of the previous year of this program.

**63.713G Social and Behavioural Science F L/T1½**

Recent developments in the social and behavioural sciences that have special relevance to social work practice. Emphasis is on Australian applicability.

**63.724G Social Work Research Methods A S1 L/T1½**

The research process and its application to knowledge building, theory testing and evaluation in social work and welfare settings. Quantitative and qualitative methods. The problem of values in research. The political context of research activity.

**63.725G Social Work Research Methods B S2 L/T1½**

Quantitative research methods using mainframe and micro computer program packages to give students experience in statistical manipulation of data; introduction to a range of multivariate techniques appropriate to social work research.

**63.733G Advanced Social Work Practice 1 F L/T2**

An overview and critical analysis of contemporary social work practice theory. Contemporary issues facing the social work profession in Australia and internationally include: problems of professional identity and organization, interprofessional relationships, social work in welfare bureaucracies, the composition and deployment of the social work workforce in welfare services, relationships with other welfare personnel, and the profession's international responsibilities.

**63.741G Social Policy Analysis S1 L/T2**

A comparative examination of the development of social policy and social administration as a subject area in Britain, Australia, USA and other countries. Boundary problems, characteristic concerns, social policy and economic policy, social policy and the social sciences, the movement towards more systematic analysis and more explicit theory.

**63.761G Project**

A study project undertaken by each candidate. An original but limited investigation related to social work practice. Each candidate has a project supervisor.

## Graduate Study

# Conditions for the Award of Higher Degrees

Rules, regulations and conditions for the award of first degrees are set out in the appropriate **Faculty Handbooks**.

For the list of undergraduate courses and degrees offered see **Disciplines of the University: Faculty (Undergraduate Study)** in the Calendar.

The following is the list of higher degrees and graduate diplomas of the University, together with the publication in which the conditions for the award appear.

For the list of graduate degrees by research and course work, arranged in faculty order, see **Disciplines of the University: Table of Courses (by faculty): Graduate Study** in the Calendar.

For the statements **Preparation and Submission of Project Reports and Theses for Higher Degrees and Policy with respect to the Use of Higher Degree Theses** see later in this section.

## First Degrees

## Higher Degrees

Title	Abbreviation	Calendar/Handbook
Doctor of Science	DSc	Calendar
Doctor of Letters	DLitt	Calendar
Doctor of Laws	LLD	Calendar
Doctor of Medicine	MD	Calendar Medicine
Doctor of Philosophy	PhD	Calendar and all handbooks
Master of Applied Science	MAppSc	Applied Science
Master of Architectural Design	MArchDes	Architecture
Master of Architecture	MArch	Architecture
Master of Archives Administration	MArchivAdmin	Professional Studies

## Higher Degrees

**Higher Degrees  
(continued)**

Title	Abbreviation	Calendar/Handbook
Master of Arts	MA	Arts Military Studies
Master of Biomedical Engineering	MBiomedE	Engineering
Master of Building	MBuild	Architecture
Master of the Built Environment Master of the Built Environment (Building Conservation)	MBEnv	Architecture
Master of Business Administration	MBA	AGSM
Master of Chemistry	MChem	Sciences*
Master of Commerce (Honours)	MCom(Hons)	Commerce
Master of Commerce	MCom	Commerce
Master of Education	MEd	Professional Studies
Master of Educational Administration	MEdAdmin	Professional Studies
Master of Engineering Master of Engineering <i>without supervision</i>	ME	Applied Science Engineering Military Studies
Master of Engineering Science	MEngSc	Engineering Military Studies
Master of Environmental Studies	MEnvStudies	Applied Science
Master of General Studies	MGenStud	General Studies
Master of Health Administration	MHA	Professional Studies
Master of Health Personnel Education	MHPED	Medicine
Master of Health Planning	MHP	Professional Studies
Master of Industrial Design	MID	Architecture
Master of Landscape Architecture	MLArch	Architecture
Master of Laws	LLM	Law
Master of Librarianship	MLib	Professional Studies
Master of Mathematics	MMath	Sciences*
Master of Music	MMus	Arts
Master of Nursing Administration	MNA	Professional Studies
Master of Optometry	MOptom	Sciences*
Master of Paediatrics	MPaed	Medicine
Master of Physics	MPhysics	Sciences*
Master of Psychology	MPsychol	Sciences§
Master of Safety Science	MSafetySc	Engineering
Master of Science Master of Science <i>without supervision</i>	MSc	Applied Science Architecture Engineering Medicine Military Studies Sciences*§
Master of Science (Acoustics)	MSc(Acoustics)	Architecture

Title	Abbreviation	Calendar/Handbook
Master of Science (Biotechnology)	MSc(Biotech)	Sciences
Master of Science (Building)	MSc(Building)	Architecture
Master of Science (Industrial Design)	MSc(IndDes)	Architecture
Master of Science (Psychology)	MSc(Psychol)	Sciences§
Master of Science and	MScSoc	Sciences*
<b>Master of Social Work</b>	<b>MSW</b>	<b>Professional Studies</b>
Master of Statistics	MStats	Sciences*
Master of Surgery	MS	Medicine
Master of Surveying	MSurv	Engineering
Master of Surveying <i>without supervision</i>		
Master of Surveying Science	MSurvSc	Engineering
Master of Town Planning	MTP	Architecture
<b>Master of Welfare Policy</b>	<b>MWP</b>	<b>Professional Studies</b>

Graduate Diploma	GradDip	Applied Science Architecture Engineering Sciences*§ Medicine
	DipPaed	
	<b>DipEd</b>	<b>Professional Studies</b>
	<b>DipIM-ArchivAdmin</b>	
	<b>DipIM-Lib</b>	
	DipFDA	Sciences*

**Graduate Diplomas**

\*Faculty of Science.  
§Faculty of Biological Sciences.

**Higher Degrees****Doctor of Philosophy (PhD)**

1. The degree of Doctor of Philosophy may be awarded by the Council on the recommendation of the Higher Degree Committee of the appropriate faculty or board (hereinafter referred to as the Committee) to a candidate who has made an original and significant contribution to knowledge.

2. (1) A candidate for the degree shall have been awarded an appropriate degree of Bachelor with Honours from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment as a candidate for the degree.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least one calendar month before the commencement of the session in which enrolment is to begin.

(2) In every case, before permitting a candidate to enrol, the head of the school\* in which the candidate intends to enrol shall be satisfied that adequate supervision and facilities are available.

\*Or department where a department is not within a school

**Qualifications****Enrolment and Progression**

- (3) An approved candidate shall be enrolled in one of the following categories:
- (a) full-time attendance at the University;
  - (b) part-time attendance at the University.
- (4) A full-time candidate shall be fully engaged in advanced study and research except that the candidate may undertake not more than five hours per week or a total of 240 hours per year on work which is not related to the advanced study and research.
- (5) Before permitting a part-time candidate to enrol, the Committee shall be satisfied that the candidate can devote at least 20 hours each week to advanced study and research for the degree which (subject to (8)) shall include regular attendance at the school\* on an average of at least one day per week for 48 weeks each year.
- (6) A candidate shall be required to undertake an original investigation on an approved topic. The candidate may also be required to undergo such assessment and perform such other work as may be prescribed by the Committee.
- (7) The work shall be carried out under the direction of a supervisor appointed from the full-time academic members of the University staff.
- (8) The work, other than field work, shall be carried out in a school\* of the University except that the Committee:
- (a) may permit a candidate to spend not more than one calendar year of the program in advanced study and research at another institution provided the work can be supervised in a manner satisfactory to the Committee;
  - (b) may permit a candidate to conduct the work at other places where special facilities not possessed by the University may be available provided the direction of the work remains wholly under the control of the supervisor;
  - (c) may permit a full-time candidate, who has been enrolled as a full-time candidate for at least six academic sessions, who has completed the research work and who is writing the thesis, to transfer to part-time candidature provided the candidate devotes at least 20 hours each week to work for the degree and maintains adequate contact with the supervisor.
- (9) The progress of a candidate shall be reviewed annually by the Committee following a report by the candidate, the supervisor and the head of the school\* in which the candidate is enrolled and as a result of such review the Committee may cancel enrolment or take such other action as it considers appropriate.
- (10) No candidate shall be awarded the degree until the lapse of six academic sessions from the date of enrolment in the case of a full-time candidate or eight academic sessions in the case of a part-time candidate. In the case of a candidate who has had previous research experience the committee may approve remission of up to two sessions for a full-time candidate and four sessions for a part-time candidate.
- (11) A full-time candidate for the degree shall present for examination not later than ten academic sessions from the date of enrolment. A part-time candidate for the degree shall present for examination not later than twelve academic sessions from the date of enrolment. In special cases an extension of these times may be granted by the Committee.

## Thesis

4. (1) On completing the program of study a candidate shall submit a thesis embodying the results of the investigation.
- (2) The candidate shall give in writing to the Registrar two months notice of intention to submit the thesis.
- (3) The thesis shall comply with the following requirements:
- (a) it must be an original and significant contribution to knowledge of the subject;
  - (b) the greater proportion of the work described must have been completed subsequent to enrolment for the degree;
  - (c) it must be written in English except that a candidate in the Faculty of Arts may be required by the Committee to write a thesis in an appropriate foreign language;
  - (d) it must reach a satisfactory standard of expression and presentation;
  - (e) it must consist of an account of the candidate's own research but in special cases work done conjointly with other persons may be accepted provided the Committee is satisfied about the extent of the candidate's part in the joint research.

\*Or department where a department is not within a school.

(4) The candidate may not submit as the main content of the thesis any work or material which has previously been submitted for a university degree or other similar award but may submit any work previously published whether or not such work is related to the thesis.

(5) Four copies of the thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of theses for higher degrees.

(6) It shall be understood that the University retains the four copies of the thesis submitted for examination and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act, 1968, the University may issue the thesis in whole or in part, in photostat or microfilm or other copying medium.

**5. (1)** There shall be not fewer than three examiners of the thesis, appointed by the Professorial Board on the recommendation of the Committee, at least two of whom shall be external to the University.

**Examination**

(2) At the conclusion of the examination each examiner shall submit to the Committee a concise report on the thesis and shall recommend to the Committee that:

(a) the candidate be awarded the degree without further examination; or

(b) the candidate be awarded the degree without further examination subject to minor corrections as listed being made to the satisfaction of the head of the school;\* or

(c) the candidate be awarded the degree subject to a further examination on questions posed in the report, performance in this further examination being to the satisfaction of the Committee; or

(d) the candidate be not awarded the degree but be permitted to resubmit the thesis in a revised form after a further period of study and/or research; or

(e) the candidate be not awarded the degree and be not permitted to resubmit the thesis.

(3) If the performance at the further examination recommended under (2)(c) above is not to the satisfaction of the Committee, the Committee may permit the candidate to re-present the same thesis and submit to further examination as determined by the Committee within a period specified by it but not exceeding eighteen months.

(4) The Committee shall, after consideration of the examiners' reports and the results of any further examination, recommend whether or not the candidate may be awarded the degree. If it is decided that the candidate be not awarded the degree the Committee shall determine whether or not the candidate be permitted to resubmit the thesis after a further period of study and/or research.

**6.** A candidate shall pay such fees as may be determined from time to time by the Council.

**Fees**

**1.** The degree of Master of Archives Administration by research may be awarded by the Council on the recommendation of the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee) to a candidate who has demonstrated ability to undertake research by the submission of a thesis embodying the results of an original investigation.

**Master of Archives  
Administration  
(MArchivAdmin)**

**2. (1)** A candidate for the degree shall:

**Qualifications**

(a) have been awarded an appropriate degree of Bachelor from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee; and

(b) have been awarded a Diploma in Information Management — Archives Administration or equivalent from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee; and

(c) have had at least one year's employment or equivalent experience of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

\*Or department where a department is not within a school.

(3) When the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant, before being permitted to enrol, to undergo such examination or carry out such work as the Committee may prescribe.

**Enrolment and Progression**

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least one calendar month before the commencement of the session in which enrolment is to begin.

(2) In every case, before permitting a candidate to enrol, the Head of the School of Librarianship (hereinafter referred to as the head of the school) shall be satisfied that adequate supervision and facilities are available.

(3) An approved candidate shall be enrolled in one of the following categories:

(a) full-time attendance at the University;

(b) part-time attendance at the University;

(c) external — not in regular attendance at the University and using research facilities external to the University.

(4) A candidate shall be required to undertake an original investigation on an approved topic and undertake such formal subjects and pass such assessment as prescribed. The candidate is also required to undergo such examination and perform such other work as is prescribed by the Committee.

(5) The work shall be carried out under the direction of a supervisor appointed from the full-time members of the University staff.

(6) The progress of a candidate shall be reviewed annually by the Committee following a report by the candidate, the supervisor and the head of the school and as a result of such review the Committee may cancel enrolment or take such other action as it considers appropriate.

(7) No candidate shall be granted the degree until the lapse of three academic sessions in the case of a full-time candidate or four academic sessions in the case of a part-time or external candidate from the date of enrolment. In the case of a candidate who has been awarded the degree of Bachelor with Honours or who has had previous research experience the Committee may approve remission of up to one session for a full-time candidate and two sessions for a part-time or external candidate.

(8) A full-time candidate for the degree shall present for examination not later than six academic sessions from the date of enrolment. A part-time or external candidate for the degree shall present for examination not later than ten academic sessions from the date of enrolment. In special cases an extension of these times may be granted by the Committee.

**Thesis**

4. (1) On completing the program of study a candidate shall submit a thesis embodying the results of the original investigation.

(2) The candidate shall give in writing two months notice of intention to submit the thesis.

(3) The thesis shall present an account of the candidate's own research. In special cases work done conjointly with other persons may be accepted, provided the Committee is satisfied about the extent of the candidate's part in the joint research.

(4) The candidate may also submit any work previously published whether or not such work is related to the thesis.

(5) Three copies of the thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of higher degree theses.

(6) It shall be understood that the University retains the three copies of the thesis submitted for examination and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act, 1968, the University may issue the thesis in whole or in part, in photostat or microfilm or other copying medium.

**Examination**

5. (1) There shall be not fewer than two examiners of the thesis, appointed by the Professorial Board on the recommendation of the Committee, at least one of whom shall be external to the University unless the Committee is satisfied that this is not practicable.

(2) At the conclusion of the examination each examiner shall submit to the Committee a concise report on the merits of the thesis and shall recommend to the Committee that:

(a) the candidate be awarded the degree without further examination; or

(b) the candidate be awarded the degree without further examination subject to minor corrections as listed being made to the satisfaction of the head of the school; or

(c) the candidate be awarded the degree subject to a further examination on questions posed in the report, performance in this further examination being to the satisfaction of the Committee; or

(d) the candidate be not awarded the degree but be permitted to resubmit the thesis in a revised form after a further period of study and/or research; or

(e) the candidate be not awarded the degree and be not permitted to resubmit the thesis.

(3) If the performance at the further examination recommended under (2)(c) above is not to the satisfaction of the Committee, the Committee may permit the candidate to re-present the same thesis and submit to a further oral, practical or written examination within a period specified by it but not exceeding eighteen months.

(4) The Committee shall, after consideration of the examiners' reports, the results in the prescribed course of study, and the results of any further examination, recommend whether or not the candidate may be awarded the degree. If it is decided that the candidate be not awarded the degree the Committee shall determine whether or not the candidate may resubmit the thesis after a further period of study and/or research.

6. A candidate shall pay such fees as may be determined from time to time by the Council.

**Fees**

1. The degree of Master of Education at Honours level may be awarded by the Council on the recommendation of the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee) to a candidate who has satisfactorily completed a program of advanced study and demonstrated ability to undertake research by the submission of a thesis embodying the results of an original investigation.

**Master of Education  
(MEd) at Honours Level**

2. (1) A candidate for the degree shall:

**Qualifications**

(a)(i) have been awarded an appropriate degree of Bachelor with Honours from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee or

(ii) have completed at least eight of the units prescribed for the degree at Pass level at a standard acceptable to the Committee, and

(b)(i) have been awarded a Graduate Diploma in education from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee or

(ii) have had at least one year's practical experience in an area relevant to the study of education of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

(4) An applicant who had been awarded the degree at Pass level at a standard acceptable to the Committee may be permitted to enrol for the degree. Credit will be given for all units passed for the degree at Pass level.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least one calendar month before the commencement of the session in which enrolment is to begin.

**Enrolment and  
Progression**

(2) In every case, before permitting a candidate to enrol, the Head of the School of Education (hereinafter referred to as the head of the school) shall be satisfied that adequate supervision and facilities are available.

(3) An approved candidate shall be enrolled in one of the following categories:

(a) full-time attendance at the University;

(b) part-time attendance at the University;

(c) external — not in regular attendance at the University and using research facilities external to the University.

(4) A candidate shall be required to undertake an original investigation on an approved topic and shall pass, at a standard acceptable to the Committee, subjects to the value of four units provided for the degree at Pass level except that in special circumstances the candidate may be granted exemption from this requirement. The candidate may also be required to undergo such assessment and perform such other work as may be prescribed by the Committee.

(5) The work on the original investigation shall be carried out under the direction of a supervisor appointed from the full-time academic members of the University staff.

(6) The progress of a candidate shall be reviewed annually by the Committee following a report by the candidate, the supervisor and the head of the school and as a result of such review the Committee may cancel enrolment or take such other action as it considers appropriate.

(7) No candidate shall be awarded the degree until the lapse of four academic sessions from the date of enrolment in the case of a full-time candidate or six academic sessions in the case of a part-time or external candidate.

(8) A full-time candidate for the degree shall present for examination not later than six academic sessions from the date of enrolment. A part-time or external candidate admitted under 2. (1)(a)(i) shall present for examination not later than eight academic sessions from the date of enrolment. A candidate admitted under 2. (1)(a)(ii) shall present for examination not later than eight sessions from the date of enrolment for the degree at Pass level. In special cases an extension of these times may be granted by the Committee.

## Thesis

4. (1) On completing the program of study a candidate shall submit a thesis embodying the results of the investigation.

(2) The candidate shall give in writing to the Registrar two months notice of intention to submit the thesis.

(3) The thesis shall present an account of the candidate's own research. In special cases work done conjointly with other persons may be accepted, provided the Committee is satisfied about the extent of the candidate's part in the joint research.

(4) The candidate may also submit any work previously published whether or not such work is related to the thesis.

(5) Three copies of the thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of theses for higher degrees.

(6) It shall be understood that the University retains the three copies of the thesis submitted for examination and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act, 1968, the University may issue the thesis in whole or in part, in photostat or microfilm or other copying medium.

## Examination

5. (1) There shall be not fewer than two examiners of the thesis, appointed by the Professors Board on the recommendation of the Committee, at least one of whom shall be external to the University unless the Committee is satisfied that this is not practicable.

(2) At the conclusion of the examination each examiner shall submit to the Committee a concise report on the thesis and shall recommend to the Committee that:

(a) the candidate be awarded the degree with Honours without further examination; or

(b) the candidate be awarded the degree with Honours without further examination subject to minor corrections as listed being made to the satisfaction of the head of the school; or

(c) the candidate be awarded the degree with Honours subject to a further examination on questions posed in the report, performance in this further examination being to the satisfaction of the Committee; or

(d) the candidate be not awarded the degree but be permitted to resubmit the thesis in a revised form after a further period of study and/or research; or

(e) the candidate be not awarded the degree and be not permitted to resubmit the thesis.

(3) If the performance at the further examination recommended under (2)(c) above is not to the satisfaction of the Committee, the Committee may permit the candidate to re-present the same thesis and submit to further examination as determined by the Committee within a period specified by it but not exceeding eighteen months.

(4) The Committee shall, after consideration of the examiners' reports and the results of any further examination or prescribed course of study, recommend whether or not the candidate may be awarded the degree. If it is decided that the candidate be not awarded the degree the Committee shall determine whether or not the candidate may resubmit the thesis after a further period of study and/or research.

6. A candidate shall pay such fees as may be determined from time to time by the Council.

1. The degree of Master of Education at pass level may be awarded by the Council to a candidate who has satisfactorily completed a program of advanced study.

**Master of Education  
(Med) at Pass Level**

2. (1) A candidate for the degree shall:

**Qualifications**

(a) have been awarded an appropriate degree of Bachelor from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee), and

(b)(i) have been awarded a Graduate Diploma in education from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee or

(ii) have had at least one year's practical experience in an area relevant to the study of education of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least two calendar months before the commencement of the session in which enrolment is to begin.

**Enrolment and  
Progression**

(2) A candidate for the degree shall be required to undertake such formal subjects and pass such assessment as prescribed.

(3) The progress of a candidate shall be reviewed at least once annually by the Committee and as a result of its review the Committee may cancel enrolment or take such other action as it considers appropriate.

(4) No candidate shall be awarded the degree until the lapse of two academic sessions from the date of enrolment in the case of a full-time candidate or four sessions in the case of a part-time candidate. A part-time candidate who has been granted exemption from three or a maximum of four of the units for the degree may complete the degree in three sessions. The maximum period of candidature shall be four academic sessions from the date of enrolment for a full-time candidate and eight sessions for a part-time candidate. In special cases an extension of these times may be granted by the Committee.

4. A candidate shall pay such fees as may be determined from time to time by the Council.

**Fees**

1. The degree of Master of Educational Administration at Honours level may be awarded by the Council on the recommendation of the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee) to a candidate who has satisfactorily completed a program of advanced study and demonstrated ability to undertake research by the submission of a thesis embodying the results of an original investigation.

**Master of Educational  
Administration  
(MEDAdmin) at  
Honours Level**

2. (1) A candidate for the degree shall:

**Qualifications**

(a)(i) have been awarded an appropriate degree of Bachelor with Honours from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee or

(ii) have completed at least eight of the units prescribed for the degree at Pass level at a standard acceptable to the Committee, and

(b) have had at least one year of practical experience in an area of education of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

(4) An applicant who has been awarded the degree at Pass level at a standard acceptable to the Committee may be permitted to enrol for the degree. Credit will be given for all units passed for the degree at Pass level.

#### Enrolment and Progression

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least one calendar month before the commencement of the session in which enrolment is to begin.

(2) In every case, before permitting a candidate to enrol, the Head of the School of Education (hereinafter referred to as the head of the school) shall be satisfied that adequate supervision and facilities are available.

(3) An approved candidate shall be enrolled in one of the following categories:

(a) full-time attendance at the University;

(b) part-time attendance at the University;

(c) external — not in regular attendance at the University and using research facilities external to the University.

(4) A candidate shall be required to undertake an original investigation on an approved topic and shall pass, at a standard acceptable to the Committee, subjects to the value of four units provided for the degree at Pass level except that in special circumstances the candidate may be granted exemption from this requirement. The candidate may also be required to undergo such assessment and perform such other work as may be prescribed by the Committee.

(5) The work on the original investigation shall be carried out under the direction of a supervisor appointed from the full-time academic members of the University staff.

(6) The progress of a candidate shall be reviewed annually by the Committee following a report by the candidate, the supervisor and the head of the school and as a result of such review the Committee may cancel enrolment or take such other action as it considers appropriate.

(7) No candidate shall be awarded the degree until the lapse of four academic sessions from the date of enrolment in the case of a full-time candidate or six academic sessions in the case of a part-time or external candidate.

(8) A full-time candidate for the degree shall present for examination not later than six academic sessions from the date of enrolment. A part-time or external candidate admitted under 2. (1)(a)(i) shall present for examination not later than eight academic sessions from the date of enrolment. A candidate admitted under 2. (1)(a)(ii) shall present for examination not later than eight sessions from the date of enrolment for the degree at pass level. In special cases an extension of these times may be granted by the Committee.

#### Thesis

4. (1) On completing the program of study a candidate shall submit a thesis embodying the results of the investigation.

(2) The candidate shall give in writing to the Registrar two months notice of intention to submit the thesis.

(3) The thesis shall present an account of the candidate's own research. In special cases work done conjointly with other persons may be accepted, provided the Committee is satisfied about the extent of the candidate's part in the joint research.

(4) The candidate may also submit any work previously published whether or not such work is related to the thesis.

(5) Three copies of the thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of theses for higher degrees.

(6) It shall be understood that the University retains the three copies of the thesis submitted for examination and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act, 1968, the University may issue the thesis in whole or in part, in photostat or microfilm or other copying medium.

5. (1) There shall be not fewer than two examiners of the thesis, appointed by the Professorial Board on the recommendation of the Committee, at least one of whom shall be external to the University unless the Committee is satisfied that this is not practicable.

Examination

(2) At the conclusion of the examination each examiner shall submit to the Committee a concise report on the thesis and shall recommend to the Committee that:

- (a) the candidate be awarded the degree with Honours without further examination; or
- (b) the candidate be awarded the degree with Honours without further examination subject to minor corrections as listed being made to the satisfaction of the head of the school; or
- (c) the candidate be awarded the degree with Honours subject to a further examination on questions posed in the report, performance in this further examination being to the satisfaction of the Committee; or

(d) the candidate be not awarded the degree but be permitted to resubmit the thesis in a revised form after a further period of study and/or research; or

(e) the candidate be not awarded the degree and be not permitted to resubmit the thesis.

(3) If the performance at the further examination recommended under (2)(c) above is not to the satisfaction of the Committee, the Committee may permit the candidate to re-present the same thesis and submit to further examination as determined by the Committee within a period specified by it but not exceeding eighteen months.

(4) The Committee shall, after consideration of the examiners' reports and the results of any further examination or prescribed course of study, recommend whether or not the candidate may be awarded the degree. If it is decided that the candidate be not awarded the degree the Committee shall determine whether or not the candidate may resubmit the thesis after a further period of study and/or research.

6. A candidate shall pay such fees as may be determined from time to time by the Council.

Fees

1. The degree of Master of Educational Administration at Pass level may be awarded by the Council to a candidate who has satisfactorily completed a program of advanced study.

**Master of Educational  
Administration  
(MEdAdmin) at Pass  
Level**

Qualifications

2. (1) A candidate for the degree shall:

(a) have been awarded an appropriate degree of Bachelor from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee), and

(b) have had at least one year of practical experience in an area of education of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least two calendar months before the commencement of the session in which enrolment is to begin.

**Enrolment and  
Progression**

(2) A candidate for the degree shall be required to undertake such formal subjects and pass such assessment as prescribed.

(3) The progress of a candidate shall be reviewed at least once annually by the Committee and as a result of its review the Committee may cancel enrolment or take such other action as it considers appropriate.

(4) No candidate shall be awarded the degree until the lapse of two academic sessions from the date of enrolment in the case of a full-time candidate or four sessions in the case of a part-time candidate. A part-time candidate who has been granted exemption from three or a

maximum of four of the units for the degree may complete the degree in three sessions. The maximum period of candidature shall be four academic sessions from the date of enrolment for a full-time candidate and eight sessions for a part-time candidate. In special cases an extension of these times may be granted by the Committee.

## Fees

4. A candidate shall pay such fees as may be determined from time to time by the Council.

**Master of Health  
Administration (MHA)  
by Research**

1. The degree of Master of Health Administration by research may be awarded by the Council on the recommendation of the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee) to a candidate who has demonstrated ability to undertake research by the submission of a thesis embodying the results of an original investigation or design.

## Qualifications

2. (1) A candidate for the degree shall:

(a) have been awarded an appropriate degree of Bachelor of four full-time years duration (or the part-time equivalent) from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee, or

(b)(i) have been awarded an appropriate degree of Bachelor of three full-time years duration (or the part-time equivalent) from the University of New South Wales or qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee and

(ii) have had at least three years experience in the health services of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) When the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant, before being permitted to enrol, to undergo such examination or carry out such work as the Committee may prescribe.

**Enrolment and  
Progression**

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least one calendar month before the commencement of the session in which enrolment is to begin.

(2) In every case, before permitting a candidate to enrol, the Head of the School of Health Administration (hereinafter referred to as the head of the school) shall be satisfied that adequate supervision and facilities are available.

(3) An approved candidate shall be enrolled in one of the following categories:

(a) full-time attendance at the University;

(b) part-time attendance at the University;

(c) external — not in regular attendance at the University and using research facilities external to the University.

(4) A candidate shall be required to undertake an original investigation or design on an approved topic. The candidate may also be required to undergo such examination and perform such other work as may be prescribed by the Committee.

(5) The work shall be carried out under the direction of a supervisor appointed from the full-time members of the University staff.

(6) The progress of a candidate shall be reviewed annually by the Committee following a report by the candidate, the supervisor and the head of the school and as a result of such review the Committee may cancel enrolment or take such other action as it considers appropriate.

(7) No candidate shall be granted the degree until the lapse of three academic sessions in the case of a full-time candidate or four academic sessions in the case of a part-time or external candidate from the date of enrolment. In the case of a candidate who has been awarded the degree of Bachelor with Honours or who has had previous research experience the Committee may approve remission of up to one session for a full-time candidate and two sessions for a part-time or external candidate.

(8) A full-time candidate for the degree shall present for examination not later than six academic sessions from the date of enrolment. A part-time or external candidate for the degree shall present for examination not later than ten academic sessions from the date of enrolment. In special cases an extension of these times may be granted by the Committee.

4. (1) On completing the program of study a candidate shall submit a thesis embodying the results of the original investigation or design.

**Thesis**

(2) The candidate shall give in writing two months notice of intention to submit the thesis.

(3) The thesis shall present an account of the candidate's own research. In special cases work done conjointly with other persons may be accepted, provided the Committee is satisfied about the extent of the candidate's part in the joint research.

(4) The candidate may also submit any work previously published whether or not such work is related to the thesis.

(5) Three copies of the thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of higher degree theses.

(6) It shall be understood that the University retains the three copies of the thesis submitted for examination and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act, 1968, the University may issue the thesis in whole or in part, in photostat or microfilm or other copying medium.

5. (1) There shall be not fewer than two examiners of the thesis, appointed by the Professorial Board on the recommendation of the Committee, at least one of whom shall be external to the University unless the Committee is satisfied that this is not practicable.

**Examination**

(2) At the conclusion of the examination each examiner shall submit to the Committee a concise report on the merits of the thesis and shall recommend to the Committee that:

(a) the candidate be awarded the degree without further examination; or

(b) the candidate be awarded the degree without further examination subject to minor corrections as listed being made to the satisfaction of the head of the school; or

(c) the candidate be awarded the degree subject to a further examination on questions posed in the report, performance in this further examination being to the satisfaction of the Committee; or

(d) the candidate be not awarded the degree but be permitted to resubmit the thesis in a revised form after a further period of study and/or research; or

(e) the candidate be not awarded the degree and be not permitted to resubmit the thesis.

(3) If the performance at the further examination recommended under (2)(c) above is not to the satisfaction of the Committee, the Committee may permit the candidate to re-present the same thesis and submit to a further oral, practical or written examination within a period specified by it but not exceeding eighteen months.

(4) The Committee shall, after consideration of the examiners' reports and the reports of any oral or written or practical examination, recommend whether or not the candidate may be awarded the degree. If it is decided that the candidate be not awarded the degree the Committee shall determine whether or not the candidate may resubmit the thesis after a further period of study and/or research.

6. A candidate shall pay such fees as may be determined from time to time by the Council.

**Fees**

1. The degree of Master of Health Administration by formal course work may be awarded by the Council to a candidate who has satisfactorily completed a program of advanced study.

**Master of Health  
Administration (MHA) by  
Formal Course Work**

2. (1) A candidate for the degree shall have been awarded an appropriate degree of Bachelor from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee).

**Qualifications**

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

**Enrolment and Progression**

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar on or before a date to be fixed by the Committee, that date being at least two calendar months before the commencement of the session in which enrolment is to begin.

(2) A candidate for the degree shall be required to undertake such formal subjects and pass such assessment as prescribed.

(3) The progress of a candidate shall be reviewed at least once annually by the Committee and as a result of its review the Committee may cancel enrolment or take such other action as it considers appropriate.

(4) No candidate shall be awarded the degree until the lapse of four academic sessions from the date of enrolment in the case of a full-time candidate or eight sessions in the case of a part-time candidate. The maximum period of candidature shall be six academic sessions from the date of enrolment for a full-time candidate and ten sessions for a part-time candidate. In special cases an extension of these times may be granted by the Committee.

**Fees**

4. A candidate shall pay such fees as may be determined from time to time by the Council.

**Master of Health Planning (MHP)**

**Qualifications**

1. The degree of Master of Health Planning by formal course work may be awarded by the Council to a candidate who has satisfactorily completed a program of advanced study.

2. (1) A candidate for the degree shall:

(a)(i) have been awarded an appropriate degree of Bachelor of four full-time years duration (or the part-time equivalent) from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee) and  
(ii) have had at least three years experience in the health services of a kind acceptable to the Committee, or

(b)(i) have been awarded an appropriate degree of Bachelor of three full-time years duration (or the part-time equivalent) from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee and

(ii) *either* have undertaken appropriate postgraduate or professional studies at a level acceptable to the Committee *or* have had at least three years experience in the health services of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

**Enrolment and Progression**

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar on or before a date to be fixed by the Committee, that date being at least two calendar months before the commencement of the session in which enrolment is to begin.

(2) A candidate for the degree shall be required to undertake such formal subjects and pass such assessment as prescribed.

(3) The progress of a candidate shall be reviewed at least once annually by the Committee and as a result of its review the Committee may cancel enrolment or take such other action as it considers appropriate.

(4) No candidate shall be awarded the degree until the lapse of two academic sessions from the date of enrolment in the case of a full-time candidate or four sessions in the case of a part-time candidate. The maximum period of candidature shall be four academic sessions from the

date of enrolment for a full-time candidate and eight sessions for a part-time candidate. In special cases an extension of these times may be granted by the Committee.

4. A candidate shall pay such fees as may be determined from time to time by the Council.

**Fees**

1. The degree of Master of Librarianship by research may be awarded by the Council on the recommendation of the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee) to a candidate who has demonstrated ability to undertake research by the submission of a thesis embodying the results of an original investigation.

**Master of Librarianship  
(MLib) by Research**

2. (1) A candidate for the degree shall:

**Qualifications**

(a) have been awarded an appropriate degree of Bachelor from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee, and

(b) have been awarded a Diploma in Information Management — Librarianship or equivalent from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee, and

(c) have had at least one year's employment or equivalent experience of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) When the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant, before being permitted to enrol, to undergo such examination or carry out such work as the Committee may prescribe.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least one calendar month before the commencement of the session in which enrolment is to begin.

**Enrolment and  
Progression**

(2) In every case, before permitting a candidate to enrol, the Head of the School of Librarianship (hereinafter referred to as the head of the school) shall be satisfied that adequate supervision and facilities are available.

(3) An approved candidate shall be enrolled in one of the following categories:

(a) full-time attendance at the University;

(b) part-time attendance at the University;

(c) external — not in regular attendance at the University and using research facilities external to the University.

(4) A candidate shall be required to undertake an original investigation on an approved topic. The candidate may also be required to undergo such examination and perform such other work as may be prescribed by the Committee.

(5) The work shall be carried out under the direction of a supervisor appointed from the full-time members of the University staff.

(6) The progress of a candidate shall be reviewed annually by the Committee following a report by the candidate, the supervisor and the head of the school and as a result of such review the Committee may cancel enrolment or take such other action as it considers appropriate.

(7) No candidate shall be granted the degree until the lapse of three academic sessions in the case of a full-time candidate or four academic sessions in the case of a part-time or external candidate from the date of enrolment. In the case of a candidate who has been awarded the degree of Bachelor with Honours or who has had previous research experience the Committee may approve remission of up to one session for a full-time candidate and two sessions for a part-time or external candidate.

(8) A full-time candidate for the degree shall present for examination not later than six academic sessions from the date of enrolment. A part-time or external candidate for the degree shall present for examination not later than ten academic sessions from the date of enrolment. In special cases an extension of these times may be granted by the Committee.

**Thesis**

4. (1) On completing the program of study a candidate shall submit a thesis embodying the results of the original investigation.
- (2) The candidate shall give in writing two months notice of intention to submit the thesis.
- (3) The thesis shall present an account of the candidate's own research. In special cases work done conjointly with other persons may be accepted, provided the Committee is satisfied about the extent of the candidate's part in the joint research.
- (4) The candidate may also submit any work previously published whether or not such work is related to the thesis.
- (5) Three copies of the thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of higher degree theses.
- (6) It shall be understood that the University retains the three copies of the thesis submitted for examination and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act, 1968, the University may issue the thesis in whole or in part, in photostat or microfilm or other copying medium.

**Examination**

5. (1) There shall be not fewer than two examiners of the thesis, appointed by the Professorial Board on the recommendation of the Committee, at least one of whom shall be external to the University unless the Committee is satisfied that this is not practicable.
- (2) At the conclusion of the examination each examiner shall submit to the Committee a concise report on the merits of the thesis and shall recommend to the Committee that:
  - (a) the candidate be awarded the degree without further examination; or
  - (b) the candidate be awarded the degree without further examination subject to minor corrections as listed being made to the satisfaction of the head of the school; or
  - (c) the candidate be awarded the degree subject to a further examination on questions posed in the report, performance in this further examination being to the satisfaction of the Committee; or
  - (d) the candidate be not awarded the degree but be permitted to resubmit the thesis in a revised form after a further period of study and/or research; or
  - (e) the candidate be not awarded the degree and be not permitted to resubmit the thesis.
- (3) If the performance at the further examination recommended under (2)(c) above is not to the satisfaction of the Committee, the Committee may permit the candidate to re-present the same thesis and submit to a further oral, practical or written examination within a period specified by it but not exceeding eighteen months.
- (4) The Committee shall, after consideration of the examiners' reports and the reports of any oral or written or practical examination, recommend whether or not the candidate may be awarded the degree. If it is decided that the candidate be not awarded the degree the Committee shall determine whether or not the candidate may resubmit the thesis after a further period of study and/or research.

**Fees**

6. A candidate shall pay such fees as may be determined from time to time by the Council.

**Master of Librarianship (MLib) by Formal Course Work**

**Qualifications**

1. The degree of Master of Librarianship by formal course work may be awarded by the Council to a candidate who has satisfactorily completed a program of advanced study.
2. (1) A candidate for the degree shall
  - (a) have been awarded an appropriate degree of Bachelor from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee), and
  - (b) have been awarded a Diploma in Information Management — Librarianship or equivalent from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee or, if intending to specialise in Information Science, the degree of Bachelor awarded shall have had a major in computer science at a level acceptable to the Committee, and

(c) have had at least one year's employment or equivalent experience of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least two calendar months before the commencement of the session in which enrolment is to begin.

(2) A candidate for the degree shall be required to undertake such formal subjects and pass such assessment as prescribed.

(3) The progress of a candidate shall be reviewed at least once annually by the Committee and as a result of its review the Committee may cancel enrolment or take such other action as it considers appropriate.

(4) No candidate shall be awarded the degree until the lapse of two academic sessions from the date of enrolment in the case of a full-time candidate or four sessions in the case of a part-time candidate. The maximum period of candidature shall be four academic sessions from the date of enrolment for a full-time candidate and eight sessions for a part-time candidate. In special cases an extension of these times may be granted by the Committee.

4. A candidate shall pay such fees as may be determined from time to time by the Council.

**Enrolment and Progression.**

**Fees**

1. The degree of Master of Nursing Administration by formal course work may be awarded by the Council to a candidate who has satisfactorily completed a program of advanced study.

**Master of Nursing Administration (MNA)**

**Qualifications**

2. (1) A candidate for the degree shall:

(a) have been awarded an appropriate degree of Bachelor from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee), and

(b) have had at least three years experience in the health services of a kind acceptable to the Committee, and

(c) be qualified for registration as a nurse in any Australian State or Territory.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar on or before a date to be fixed by the Committee, that date being at least two calendar months before the commencement of the session in which enrolment is to begin.

(2) A candidate for the degree shall be required to undertake such formal subjects and pass such assessment as prescribed.

(3) The progress of a candidate shall be reviewed at least once annually by the Committee and as a result of its review the Committee may cancel enrolment or take such other action as it considers appropriate.

(4) No candidate shall be awarded the degree until the lapse of two academic sessions from the date of enrolment in the case of a full-time candidate or four sessions in the case of a part-time candidate. The maximum period of candidature shall be four academic sessions from the date of enrolment for a full-time candidate and eight sessions for a part-time candidate. In special cases an extension of these times may be granted by the Committee.

**Enrolment and Progression**

4. A candidate shall pay such fees as may be determined from time to time by the Council.

**Fees**

**Master of Social Work  
(MSW) by Research**

**Qualifications**

**Enrolment and  
Progression**

**Thesis**

1. The degree of Master of Social Work by research may be awarded by the Council on the recommendation of the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee) to a candidate who has demonstrated ability to undertake research by the submission of a thesis embodying the results of an original investigation.

2. (1) A candidate for the degree shall:

(a) have been awarded the degree of Bachelor of Social Work with Honours from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee, or

(b)(i) have been awarded the degree of Bachelor of Social Work from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Committee and

(ii) have had at least one year's professional experience of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least one calendar month before the commencement of the session in which enrolment is to begin.

(2) In every case, before permitting a candidate to enrol, the Head of the School of Social Work (hereinafter referred to as the head of the school) shall be satisfied that adequate supervision and facilities are available.

(3) An approved candidate shall be enrolled in one of the following categories:

(a) full-time attendance at the University;

(b) part-time attendance at the University;

(c) external — not in regular attendance at the University and using research facilities external to the University.

(4) A candidate shall be required to undertake an original investigation on an approved topic and undertake such formal subjects and pass such assessment as prescribed. The candidate is also required to undergo such assessment and perform such other work as is prescribed by the Committee.

(5) The work shall be carried out under the direction of a supervisor appointed from the full-time academic members of the University staff.

(6) The progress of a candidate shall be reviewed annually by the Committee following a report by the candidate, the supervisor and the head of the school and as a result of such review the Committee may cancel enrolment or take such other action as it considers appropriate.

(7) No candidate shall be awarded the degree until the lapse of three academic sessions from the date of enrolment in the case of a full-time candidate or four academic sessions in the case of a part-time or external candidate.

(8) A full-time candidate for the degree shall present for examination not later than four academic sessions from the date of enrolment. A part-time or external candidate for the degree shall present for examination not later than six academic sessions from the date of enrolment. In special cases an extension of these times may be granted by the Committee.

4. (1) On completing the program of study a candidate shall submit a thesis embodying the results of the investigation.

(2) The candidate shall give in writing to the Registrar two months notice of intention to submit the thesis.

(3) The thesis shall present an account of the candidate's own research. In special cases work done conjointly with other persons may be accepted, provided the Committee is satisfied about the extent of the candidate's part in the joint research.

(4) The candidate may also submit any work previously published whether or not such work is related to the thesis.

(5) Three copies of the thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of theses for higher degrees.

(6) It shall be understood that the University retains the three copies of the thesis submitted for examination and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act, 1968, the University may issue the thesis in whole or in part, in photostat or microfilm or other copying medium.

5. (1) There shall be not fewer than two examiners of the thesis, appointed by the Professorial Board on the recommendation of the Committee, at least one of whom shall be external to the University unless the Committee is satisfied that this is not practicable.

#### Examination

(2) At the conclusion of the examination each examiner shall submit to the Committee a concise report on the thesis and shall recommend to the Committee that:

- (a) the candidate be awarded the degree without further examination; or
- (b) the candidate be awarded the degree without further examination subject to minor corrections as listed being made to the satisfaction of the head of the school; or
- (c) the candidate be awarded the degree subject to a further examination on questions posed in the report, performance in this further examination being to the satisfaction of the Committee; or
- (d) the candidate be not awarded the degree but be permitted to resubmit the thesis in a revised form after a further period of study and/or research; or
- (e) the candidate be not awarded the degree and be not permitted to resubmit the thesis.

(3) If the performance at the further examination recommended under (2)(c) above is not to the satisfaction of the Committee, the Committee may permit the candidate to re-present the same thesis and submit to further examination as determined by the Committee within a period specified by it but not exceeding eighteen months.

(4) The Committee shall, after consideration of the examiners' reports, the results in the prescribed course of study, and the results of any further examination, recommend whether or not the candidate may be awarded the degree. If it is decided that the candidate be not awarded the degree the Committee shall determine whether or not the candidate may resubmit the thesis after a further period of study and/or research.

6. A candidate shall pay such fees as may be determined from time to time by the Council.

#### Fees

1. The degree of Master of Social Work by formal course work may be awarded by the Council to a candidate who has satisfactorily completed a program of advanced study.

#### Master of Social Work (MSW) by Formal Course Work

2. (1) A candidate for the degree shall:

#### Qualifications

(a) have been awarded the degree of Bachelor of Social Work from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee), and

(b) have had at least one year's professional experience of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least two calendar months before the commencement of the session in which enrolment is to begin.

#### Enrolment and Progression

(2) A candidate for the degree shall be required to undertake such formal subjects and pass such assessment as prescribed.

(3) The progress of a candidate shall be reviewed at least once annually by the Committee and as a result of its review the Committee may cancel enrolment or take such other action as it considers appropriate.

(4) No candidate shall be awarded the degree until the lapse of two academic sessions from the date of enrolment in the case of a full-time candidate or three sessions in the case of a part-time candidate. The maximum period of candidature shall be four academic sessions from the date of enrolment for a full-time candidate and six sessions for a part-time candidate. In special cases an extension of these times may be granted by the Committee.

**Fees**

4. A candidate shall pay such fees as may be determined from time to time by the Council.

**Master of Welfare Policy (MWP)**

**Qualifications**

1. The degree of Master of Welfare Policy by formal course work may be awarded by the Council to a candidate who has satisfactorily completed a program of advanced study.

2. (1) A candidate for the degree shall:

(a) have been awarded an appropriate degree of Bachelor from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Higher Degree Committee of the Faculty of Professional Studies (hereinafter referred to as the Committee), and

(b) have had at least one year's professional experience of a kind acceptable to the Committee.

(2) In exceptional cases an applicant who submits evidence of such other academic and professional qualifications as may be approved by the Committee may be permitted to enrol for the degree.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

**Enrolment and Progression**

3. (1) An application to enrol as a candidate for the degree shall be made on the prescribed form which shall be lodged with the Registrar at least two calendar months before the commencement of the session in which enrolment is to begin.

(2) A candidate for the degree shall be required to undertake such formal subjects and pass such assessment as prescribed.

(3) The progress of a candidate shall be reviewed at least once annually by the Committee and as a result of its review the Committee may cancel enrolment or take such other action as it considers appropriate.

(4) No candidate shall be awarded the degree until the lapse of two academic sessions from the date of enrolment in the case of a full-time candidate or three sessions in the case of a part-time candidate. The maximum period of candidature shall be four academic sessions from the date of enrolment for a full-time candidate and six sessions for a part-time candidate. In special cases an extension of these times may be granted by the Committee.

**Fees**

4. A candidate shall pay such fees as may be determined from time to time by the Council.

**Graduate Diploma**

**Graduate Diploma (DipEd, DipIM-ArchivAdmin or DipIM-Lib)**  
**Qualifications**

1. A Graduate Diploma may be awarded by the Council to a candidate who has satisfactorily completed a program of advanced study.

2. (1) A candidate for the diploma shall have been awarded an appropriate degree of Bachelor from the University of New South Wales or a qualification considered equivalent from another university or tertiary institution at a level acceptable to the Higher Degree Committee of the appropriate faculty (hereinafter referred to as the Committee).

(2) An applicant who submits evidence of such other academic or professional attainments as may be approved by the Committee may be permitted to enrol for the diploma.

(3) If the Committee is not satisfied with the qualifications submitted by an applicant the Committee may require the applicant to undergo such assessment or carry out such work as the Committee may prescribe, before permitting enrolment.

**Enrolment and  
Progression**

3. (1) An application to enrol as a candidate for the diploma shall be made on the prescribed form which shall be lodged with the Registrar at least two calendar months before the commencement of the session in which enrolment is to begin.

(2) A candidate for the diploma shall be required to undertake such formal subjects and pass such assessment as prescribed.

(3) The progress of a candidate shall be reviewed at least once annually by the Committee and as a result of its review the Committee may cancel enrolment or take such other action as it considers appropriate.

(4) No candidate shall be awarded the diploma until the lapse of two academic sessions from the date of enrolment in the case of a full-time candidate or four sessions in the case of a part-time candidate. The maximum period of candidature shall be four academic sessions from the date of enrolment for a full-time candidate and six sessions for a part-time candidate. In special cases an extension of these times may be granted by the Committee.

4. A candidate shall pay such fees as may be determined from time to time by the Council.

**Fees**

## Scholarships and Prizes

The scholarships and prizes listed below are available to students whose courses are listed in this handbook. Each faculty handbook contains in its **Scholarships and Prizes** section the scholarships and prizes available with that faculty. The **General Information** section of the Calendar contains a comprehensive list of scholarships and prizes offered throughout the University.

### Scholarships

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#### Undergraduate Scholarships

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Listed below is an outline only of a number of scholarships available to students. Full information may be obtained from Room G20, located on the Ground Floor of the Chancellery.

Unless otherwise indicated in footnotes, applications for the following scholarships should be made to the Registrar by 14 January each year. Please note that not all of these awards are available every year.

Donor	Value	Year/s of Tenure	Conditions
<b>General</b>			
Bursary Endowment Board*	\$200 pa	Minimum period of approved degree/combined degree course	Merit in HSC and total family income not exceeding \$6000
Sam Cracknell Memorial	Up to \$3000 pa payable in fortnightly instalments	1 year	Prior completion of at least 2 years of a degree or diploma course and enrolment in a full-time course during the year of application; academic merit; participation in sport both directly and administratively; and financial need

## Undergraduate Scholarships (continued)

Donor	Value	Year/s of Tenure	Conditions
<b>General (continued)</b>			
Girls Realm Guild	Up to \$1500 pa	1 year renewable for the duration of the course subject to satisfactory progress and continued demonstration of need	Available only to female students under 35 years of age who are permanent residents of Australia enrolling in any year of a full-time undergraduate course on the basis of academic merit and financial need.
W.S. and L.B. Robinson**	Up to \$4200 pa	1 year renewable for the duration of the course subject to satisfactory progress	Available only to students who have completed their schooling in Broken Hill or whose parents reside in Broken Hill; for a course related to the mining industry. Includes courses in mining engineering, geology, electrical and mechanical engineering, metallurgical process engineering, chemical engineering and science.
Universities Credit Union	\$500 pa	1 year with the possibility of renewal	Prior completion of at least 1 year of any undergraduate degree course. Eligibility limited to members of the Universities Credit Union Ltd of more than one year's standing or members of the family of such members.

\*Apply to The Secretary, Bursary Endowment Board, PO Box 460, North Sydney 2060, immediately after sitting for HSC.

\*\*Applications close 30 September each year.

## Graduate Scholarships

Application forms and further information are available from the Student Enquiry Counter, located on the Ground Floor of the Chancellery unless an alternative contact address is provided. Information is also available on additional scholarships which may become available from time to time, mainly from funds provided by organizations sponsoring research projects.

The following publications may also be of assistance: 1. *Awards for Postgraduate Study in Australia and Awards for Postgraduate Study Overseas*, published by the Graduate Careers Council of Australia, PO Box 28, Parkville, Victoria 3052;\* 2. *Study Abroad*, published by UNESCO;\* 3. *Scholarships Guide for Commonwealth Postgraduate Students*, published by the Association of Commonwealth Universities.\*

Details of overseas awards and exchanges administered by the Department of Employment Education and Training can be obtained from: Awards and Exchanges Section, Department of Employment Education and Training, PO Box 826, Woden, ACT 2606.

Where possible, the scholarships are listed in order of faculty.

\*Available for reference in the University Library.

## Graduate Scholarships (continued)

Donor	Value	Year/s of Tenure	Conditions
<b>General</b>			
University of New South Wales Postgraduate Scholarships	Living allowance of \$7000 pa. Other allowances may also be paid.	1-2 years for a Masters and 3-4 years for a PhD degree	Applicants must be honours graduates (or equivalent). Applications to Dean of relevant Faculty.
Commonwealth Postgraduate Research Awards			Applicants must be honours graduates (or equivalent) or scholars who will graduate with honours in current academic year, and who are domiciled in Australia. Applications to Registrar by 31 October.
Commonwealth Postgraduate Course Awards	Living allowance of \$8882 pa. Other allowances may also be paid.	1-2 years; minimum duration of course	Applicants must be graduates or scholars who will graduate in current academic year, and who have not previously held a Commonwealth Post-graduate Award. Applicants must be domiciled in Australia. Preference is given to applicants with employment experience. Applications to Registrar by 30 September.
Australian American Educational Fulbright Award*	Travel expenses and \$A2000 as establishment allowance.	1 year, renewable	Applicants must be graduates who are domiciled in Australia and wish to undertake research or study for a higher degree in America.
Australian Federation of University Women	Amount varies, depending on award	Up to 1 year	Applicants must be female graduates who are members of the Australian Federation of University Women
Commonwealth Scholarship and Fellowship Plan	Varies for each country. Generally covers travel, living, tuition fees, books and equipment, approved medical expenses. Marriage allowance may be payable.	Usually 2 years, sometimes 3	Applicants must be graduates who are Australian citizens and who are not older than 35 years of age. Applications close with Registrar in September or October each year.
The English-Speaking Union (NSW Branch)	\$5000	1 year	Applicants must be residents of NSW or ACT. Awarded to young graduates to further their studies outside Australia. Applications close mid-April.
Frank Knox Memorial Fellowships tenable at Harvard University	Stipend of US\$7000 pa plus tuition fees	1, sometimes 2 years	Applicants must be British subjects and Australian citizens, who are graduates or near graduates of an Australian university. Applications close with the Registrar mid-October.

\*Application forms are available from, The Secretary, Department of Employment Education and Training, AAEF Travel Grants, PO Box 826, Woden, ACT 2606.

## Graduate Scholarships (continued)

Donor	Value	Year/s of Tenure	Conditions
<b>Professional Studies</b>			
Australian Optometrical Association	\$1500 pa	1-2 years	To enable a Bachelor of Optometry graduate to undertake the Master of Health Administration degree course. Applications close with the Registrar 1 December.
John Metcalfe Scholarship	Up to \$4000 pa	1 year*	Applicants must be eligible for admission to, or enrolled in, one of the full-time graduate programs of the School of Librarianship. Applications close with the Registrar 28 February.

\*Tenure may be varied in exceptional circumstances.

## Prizes

### Undergraduate University Prizes

The following table summarizes the undergraduate prizes awarded by the University. Prizes which are not specific to any School are listed under General. All other prizes are listed under the Faculty or Schools in which they are awarded.

Information regarding the establishment of new prizes may be obtained from the Examinations Section located on the Ground Floor of the Chancellery.

Donor/Name of Prize	Value\$	Awarded for
<b>General</b>		
Sydney Technical College Union Award	300.00 and medal	Leadership in the development of student affairs, and academic proficiency throughout the course
University of New South Wales Alumni Association	Statuette	Achievement for community benefit — students in their final or graduating year
<b>School of Health Administration</b>		
Australian College of Health Service Administrators	100.00	Bachelor of Health Administration degree course
Rupert Fanning Memorial	50.00	Highest aggregate mark obtained in Management 1,2,3 and 3 (Honours)
Leanne Miller Memorial	100.00	Best performance in stages 1 and 2 of the part-time Bachelor of Health Administration degree course in not fewer than 6 subjects
	100.00	Best performance in years 3 and 4 of the Bachelor of Health Administration degree course in not fewer than 6 subjects
Anthony Suleau	50.00	16.611 Sociology and Health 1
Grace Suleau	50.00	16.541 Accounting for Health Administration 1

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**Graduate University Prizes**


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The following table summarizes the graduate prizes awarded by the University.

Donor/Name of Prize	Value\$	Awarded for
<b>School of Health Administration</b>		
2/5 Australian General Hospital Association	150.00	General proficiency in Master of Health Administration or Master of Health Planning degree courses.

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**School of Librarianship**

Law Foundation of New South Wales	100.00	Best performance in 55.514 Law: Literature, Information Needs and Services
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# The University of New South Wales Kensington Campus

## Theatres

Biomedical Theatres E27  
 Central Lecture Block E19  
 Classroom Block (Western Grounds) H3  
 Rex Vowels Theatre F17  
 Keith Burrows Theatre J14  
 Main Building Theatre K14  
 Mathews Theatres D23  
 Parade Theatre E3  
 Science Theatre F13  
 Sir John Clancy Auditorium C24

## Buildings

Affiliated Residential Colleges  
*New (Anglican)* L6  
*Shalom (Jewish)* N9  
*Warrane* M7  
 Applied Science F10  
 Architecture H14  
 Arts (Morven Brown) C20  
 Banks F22  
 Barker Street Gatehouse N11  
 Basser College C18  
 Biological Sciences D26  
 Central Store B13  
 Chancellery C22  
 Chemistry  
*Dalton* F12  
*Robert Heffron* E12  
 Civil Engineering H20  
 Commerce (John Goodsell) F20  
*Dalton (Chemistry)* F12  
 Electrical Engineering G17  
 Geography and Surveying K17  
 Goldstein College D16  
 Golf House A27  
 Gymnasium B5  
 House at Pooh Corner N8  
 International House C6  
 Io Myers Studio D9  
 John Goodsell (Commerce) F20  
 Kanga's House O14  
 Kensington Colleges C17 (Office)  
*Basser* C18  
*Goldstein* D16  
*Philip Baxter* D14  
 Main Building K15  
 Maintenance Workshop B13  
 Mathews F23

Mechanical and  
 Industrial Engineering J17  
 Medicine (Administration) B27  
 Menzies Library E21  
 Metallurgy E8  
 Morven Brown (Arts) C20  
 New College (Anglican) L6  
 Newton J12  
 NIDA D2  
 Parking Station H25  
 Philip Baxter College D14  
 Robert Heffron (Chemistry) E12  
 Sam Cracknell Pavilion H8  
 Shalom College (Jewish) N9  
 Sir Robert Webster  
 (Textile Technology) G14  
 Squash Courts B7  
 Swimming Pool B4  
 Unisearch House L5  
 University Regiment J2  
 University Union  
 (Roundhouse) — Stage I E6  
 University Union  
 (Blockhouse) — Stage II G6  
 University Union  
 (Squarehouse) — Stage III E4  
 Wallace Wurth School of Medicine C27  
 Warrane College M7  
 Wool Science B8

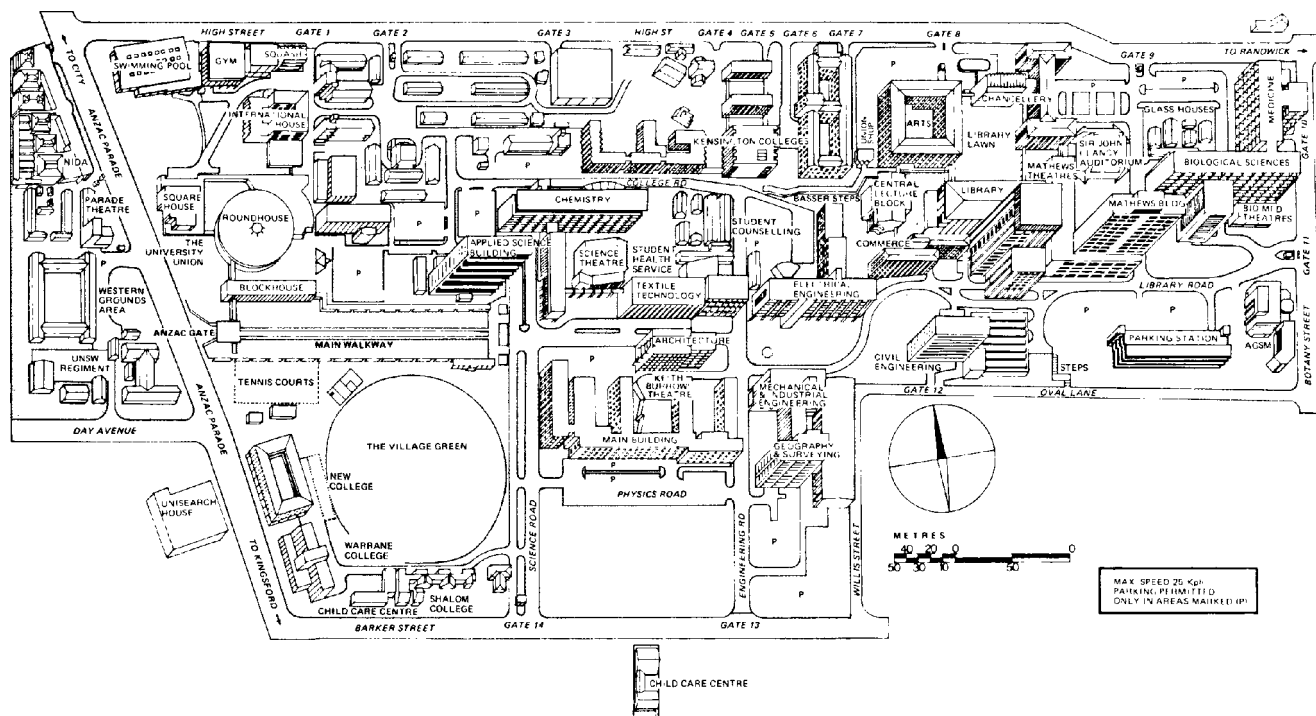
## General

Academic Staff Office C22  
 Accountancy F20  
 Admissions C22  
 Adviser for Prospective Students F15  
 Graduate and Alumni E4  
 Anatomy C27  
 Applied Geology F10  
 Applied Science (Faculty Office) F10  
 Architecture  
 (including Faculty Office) H14  
 Arts (Faculty Office) C20  
 Audio Visual Unit F20  
 Australian Graduate  
 School of Management G27  
 Biochemistry D26  
 Biological Sciences (Faculty Office) D26  
 Biomedical Library F23  
 Biotechnology D26  
 Bookshop G17

Botany D26  
 Building H14  
 Careers and Employment F15  
 Cashier's Office C22  
 Centre for Biomedical Engineering A28  
 Centre for Medical Education  
 Research and Development C27  
 Centre for Remote Sensing K17  
 Chaplains E15a  
 Chemical Engineering and  
 Industrial Chemistry F10  
 Chemistry E12  
 Child Care Centres N8, O14  
 Civil Engineering H20  
 Commerce (Faculty Office) F20  
 Committee in Postgraduate Medical  
 Education B27  
 Community Medicine D26  
 Computing Services Department F21, D26  
 Continuing Education Support Unit F23  
 Economics F20  
 Education G2  
 Education Testing Centre E15d  
 Electrical Engineering and  
 Computer Science G17  
 Energy Research, Development and  
 Information Centre F10  
 Engineering (Faculty Office) K17  
 English C20  
 Examinations C22  
 Fees Office C22  
 Food Science and Technology F10  
 French C20  
 General Staff Office C22  
 General Studies C20  
 Geography K17  
 German Studies C20  
 Graduate School of the Built  
 Environment H14  
 Health Administration C22  
 History C20  
 History and Philosophy of Science C20  
 Industrial Arts H14  
 Industrial Engineering J17  
 Institute of Rural Technology B8b  
 Japanese Economic Management  
 Studies Centre G14  
 Kanga's House O14  
 Kindergarten (House at Pooh Corner) N8  
 Landscape Architecture K15  
 Law (Faculty Office) E21  
 Law Library F21  
 Librarianship F23  
 Library E21  
 Lost Property C22  
 Marketing F20  
 Mathematics F23  
 Mechanical Engineering J17  
 Medicine (Faculty Office) B27  
 Metallurgy E8  
 Microbiology D26  
 Mining Engineering K15  
 Music B11b  
 National Institute of Dramatic Art D2  
 Off-campus Housing C22  
 Optometry J12  
 Organizational Behaviour F20  
 Pathology C27  
 Patrol and Cleaning Services C22  
 Petroleum Engineering D11  
 Philosophy C20  
 Physics K15  
 Physiology and Pharmacology C27  
 Political Science C20  
 Printing Unit B22  
 Psychology F23  
 Public Affairs Unit C22  
 Publications Section B22  
 Regional Teacher Training Centre C27  
 Russian C20  
 Science and Mathematics Course  
 Office F23  
 Social Work G2  
 Sociology C20  
 Spanish and Latin American Studies C20  
 Sport and Recreation Centre B6  
 Student Counselling and Research F15  
 Student Health E15b  
 Student Records C22  
 Students' Union E4 and C21  
 Surveying K17  
 Tertiary Education Research Centre E15d  
 Textile Technology G14  
 Theatre Studies B10  
 Town Planning K15  
 Union Shop (Upper Campus) D19  
 University Archives E21  
 University Press A28  
 University Union (Blockhouse) G6  
 Wool Science B8a  
 Zoology D26

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This Calendar has been specifically designed as a summary volume of the University's academic and administrative procedures.

It contains detailed information about the University — its organization, staff membership, description of disciplines, scholarships and prizes.

The Calendar and Handbooks also contain a summary list of higher degrees as well as the conditions for their award applicable to each volume.

For detailed information about courses, subjects and requirements of a particular faculty you should consult the relevant Faculty Handbook.

Separate Handbooks are published for the Faculties of Applied Science, Architecture, Arts, Commerce, Engineering, Law, Medicine, Professional Studies, Science (including Biological Sciences and the Board of Studies in Science and Mathematics), the Australian Graduate School of Management (AGSM).

The Calendar and Handbooks are available from the Cashier's Office.

The Calendar costs \$6.00 (plus postage \$1.40, interstate \$1.80).

The Handbooks vary in cost: Applied Science, Architecture, Arts, Commerce, Engineering, Professional Studies, and Sciences are \$4.00. Postage is \$1.40 in each case (\$1.80 interstate). Law, Medicine and AGSM are \$3.00. Postage is \$1.00 in each case (\$1.10 interstate).

A set of books is \$43.00. Postage is \$3.00 (\$7.00 interstate).