

LA TROBE UNIVERSITY
ACADEMIC BOARD

Minutes of the four hundred and thirty-seventh meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Bundoora Campus on Wednesday 17 February 2010 at 9.30 a.m.

- Present:** Professor Malcolm Rimmer (Chair), Professor Carol Adams, Professor Kamran Ahmed, Professor Tom Angelo, Ms Lee Ann Bassar, Dr Meeuwis Boelen, Professor Andrew Brennan, Professor Philip Broadbridge, Professor Tim Brown, Professor Jianfu Chen, Professor Lin Crase, Professor Simon Crowe (Deputy Chair), Professor Ainslie Dewe, Ms Kirsty Duncan, Professor Geoff Durden, Ms Roxan Fabiano, Dr Kerry Ferguson, Dr Kerry Fitzmaurice, Dr Elspeth Frew, Dr Jim Hammerton, Dr Christine Hawkins, Professor Nick Hoogenraad, Professor Zahirul Hoque, Dr Andrew Hughes, Dr Peter Hughes, Dr Julie Jackson, Dr Tony Jarvis, Dr Elizabeth Johnson, Professor Paul Johnson (Vice-Chancellor), Dr Stephen Kent, Ms Liz Lavender, Dr Katherine Legge, Professor Lorraine Ling, Dr Nova Lo, Ms Sarah Malek, Professor Brian McGaw, Mr Venkat Narayanan, Dr Suzanne O'Keefe, Professor Roger Parish, Professor Belinda Probert, Professor John Rosenberg, Dr Jennifer Sheed, Mr Andrew Skewes, Dr Kay Souter, Professor Hal Swerissen, Dr Glyn Thomas, Dr Pamela Wallace, Dr Julie White and Professor Evan Willis.
- Secretariat:** Angela Cowburn, Executive Officer (Academic Board), Governance Policy and Planning Unit
- In Attendance:** Mr Bruce Carboon, Professor Peter Dowling, Professor Annabelle Duncan, Professor Gavin Jack, Professor Graham Lamb, Ms Kat Nix, Ms Marian Obenchain and Professor Gillian Sullivan Mort.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Membership The Chair welcomed Professor Simon Crowe in his new role as Deputy Chair, Academic Board, and all new Academic Board members. It was noted that an Induction Information Session for new Academic Board members had been held on Wednesday 10 February 2010.</p>	
<p>(ii) Apologies Apologies were received from Dr Andrew Brookes, Dr Megan Davidson, Mr Kent Farrell, Professor Paul Fisher, Professor Tanya Fitzgerald, Professor Sandy Gifford, Professor Noel Gough, Ms Cham Thuy Ha, Dr Trevor Hogan, Dr Linsey Howie, Professor Diane Kirkby, Dr James McArdle, Dr Jennie Oates, Ms Kathleen Pleasants, Professor Vaughan Prain, Professor Margaret Robertson, Dr Doug Rogers, Dr John Russell, Professor David Spencer, Mr Rob Stephenson, Professor Annette Street, Dr John Tebbutt, Dr Brian Usher and Dr Caroline Walta.</p>	
<p>(iii) Approval of Agenda The Board resolved to approve the Agenda, as circulated.</p>	
<p>(iv) Outstanding Matters The Board received and noted report AB10/02.</p>	

(v) Matters Approved on Behalf of Academic Board

The Board received report AB10/03 and noted the following matters which had been approved on its behalf since the last meeting:

- (a) *Conferring of Awards in absentia, award of higher degrees*, as detailed in Attachment A to AB10/03.
- (b) *Honorary Awards Committee: Report to Academic Board*
- Honorary Degree: Professor Ruth Williams, University of California, as detailed in Attachment B to AB10/03.
 - Emeritus Professor: Professor Kenn Raymond, Faculty of Science, Technology and Engineering, as detailed in Attachment C to AB10/03.
 - Emeritus Scholar: Dr Anthony Disney, Faculty of Humanities and Social Sciences, as detailed in Attachment D to AB10/03.
- (c) *Establishment of Prizes:*
- Faculty of Health Sciences: Human Biosciences Common First Year Prize, PHEIIDH (Individual Determinants of Health) Prize, HLTIPHW (Perspectives on Health and Wellbeing) Prize, as detailed in Attachment E to AB10/03.
 - Faculty of Health Sciences: The Henry Schein Halas First Year Prize, as detailed in Attachment F to AB10/03.
 - Faculty of Science, Technology and Engineering: Richard Zann Memorial Prize, as detailed in Attachment G to AB10/03.
 - Faculty of Health Sciences: The Division of Health Studies First Year Prize in the Bachelor of Health Sciences, as detailed in Attachment H to AB10/03.
 - Faculty of Health Sciences: The Division of Health Studies Second Year Prize in the Bachelor of Health Sciences, as detailed in Attachment I to AB10/03.
- (d) *Committee membership:*
- Research and Graduate Studies Committee: amendments, as detailed in Attachment J to AB10/03.
- (e) *Course proposals:*
- (i) Faculty of Science, Technology and Engineering: proposal to amend the IELTS overall and individual requirements for the Bachelor of Pharmacy from 7.0 to 6.5, as detailed in Attachment K to AB10/03.
 - (ii) Faculty of Science, Technology and Engineering: proposal to amend the nomenclature of the Bachelor of Applied Science (Honours) to the Bachelor of Science (Honours), as detailed in Attachment L to AB10/03.
 - (iii) Faculty of Science, Technology and Engineering: proposal to amend the course structure of the Bachelor of Pharmacy, as detailed in Attachment M to AB10/03.
 - (iv) Faculty of Science, Technology and Engineering: proposal to amend the nomenclature of the Bachelor of Conservation Biology and Ecology to Bachelor of Science (Wildlife and Conservation Biology), as detailed in Attachment N to AB10/03.
 - (v) Faculty of Health Sciences: proposal to introduce the Return to Practice course component of the IRON course, as detailed in Attachment O to AB10/03.
 - (vi) Faculty of Health Sciences: proposal to offer the Master of Nursing in conjunction with the Singapore Nurses Association in Singapore, as detailed in Attachment P to AB10/03.

(vi) **Report of the Vice-Chancellor**

The Board received and noted circulated paper AB10/04, the Report of the Vice-Chancellor, which can be located at the following link:

<https://intranet.latrobe.edu.au/academicboard/assets/downloads/vc-reports-2010/VC's-report-February-2010.pdf>. The report included information

regarding the following matters:

(a) *Enrolment Update*

The Deputy Vice-Chancellor (International and Future Students) reported that the University was positioned well with regard to domestic enrolments and should meet set targets. The numbers of international commencing students had decreased by 20% in comparison to 2009.

(b) *Faculty Deans*

- *Law and Management*: Professor Raymond Harbridge had resigned and Professor Carol Adams had been appointed as Acting Dean. The position had been advertised.
- *Science, Technology and Engineering*: the Vice-Chancellor welcomed Professor Brian McGaw.

(c) *Social Security and Other Legislation Amendment (Income Support for Students) Bill 2009*

The Pro Vice-Chancellor (Equity and Student Services) advised that if the proposed legislation was deferred by the Senate, Equity Grants would be made available to students requiring assistance. Staff should advise students to contact the Equality and Diversity Centre or check the Scholarships website.

(d) *DEEWR Discussion Papers*

- An Indicator Framework for Higher Education Performance Funding
- Review of Regional Loading: Issues for Regional Provision
- Measuring the Socio-Economic Status of Higher Education Students

(e) *Accolade – Professor Ainslie Dewe*

Professor Ainslie Dewe had been appointed head of the International Association of Scientific and Technological University Libraries.

(f) *Strategic and Operational Planning*

- Strategic Plan 2010-2014
- University Operational Plan 2010
- Compacts Project Development Group

(g) *AUQA Audit*

(h) *Time Diary Exercise*

An email would be circulated to all staff today regarding a time diary exercise to be undertaken by all academic staff. The Government had advised that a 67% response rate was essential to meet the funding requirements.

PART B – MATTERS FOR APPROVAL

437.1 Confirmation of Minutes

The minutes of the meeting held on 11 November 2009 [AB09/150(M)] were confirmed.

437.2 Matters Arising

437.2.1 Annual Report of the Faculty of Humanities and Social Sciences: response to question raised at Academic Board

The Board received and noted report AB10/05, a response to a question raised at the November 2009 Academic Board meeting regarding student concerns about the regional review processes and comments in the annual

report of the Faculty of Humanities and Social Sciences regarding the streamlining of postgraduate study/research in the regions.

437.3 Items for Approval not requiring discussion

437.3.1 Award of Degrees and Diplomas

The Board received report ABI0/06 and **resolved** to endorse the award of degrees and diplomas, higher degrees, conferring of awards *in absentia* and rescission of award, as detailed therein.

AEGTO/
RGSO

437.3.2 Award of 2009 D M Myers Medals

The Board received report ABI0/07 and **resolved** to endorse the award of the D M Myers Medal for 2009 to the following students:

AEGTO/
Fac. Reg.

- Carolyn Debra Jones, Education
- Ms Stacey Tucker, Health Sciences

437.3.3 Alumni Association Prize

The Board received report ABI0/08 and **resolved** to endorse the award of the Alumni Association Prize for 2009 to the following student:

AEGTO/
Fac. Reg.

- Ms Brydon O'Neill-Guy, Health Sciences

437.4 Standing Committees of Academic Board

437.4.1 Report of Regional Committee: 11 November 2009

The Board received report ABI0/09 and noted that the Regional Committee had considered the following items at their most recent meeting:

- Reporting expectations and responsibilities for Campus Executive Directors required clarification to avoid duplications.
- Community Engagement framework was being developed.
- Strategy for the allocation of Regional Office funding for regional community events such as fundraising would be developed.
- TAFE steering committees were being established.
- Interim Regional Operational Plan had been approved with the caveat that accountability for many performance targets extends beyond individual Regional Committee members.
- Annual community report was being finalised for publication.
- Accommodation issues to be a standing item for Regional Committee so that members are kept up to date on progress.

437.4.2 Report of Research and Graduate Studies Committee: 11 December 2009

The Board received report ABI0/10 and noted that the Research and Graduate Studies Committee has considered the following items at their most recent meeting:

(a) *Report from the Chair*

It was noted that the Chair provided a report on the Innovative Research Universities and Universities Australia DVCR meetings held in Canberra in November.

(b) *Strategic Advisory Committee for the Institute of Advanced Studies*

The Board noted the external membership of a Strategic Advisory Committee for the Institute of Advanced Studies, as detailed in Attachment A to ABI0/10.

- (c) *New Model of Human Ethical Review*
The Board **resolved** to endorse the proposal for a new model of Human Ethical Review, as detailed in Attachment B to ABI0/10. Dir.RS
- (d) *PhD with distinction*
The Board **resolved** to endorse the proposal for offering a 'PhD with distinction', as detailed in Attachment C to ABI0/10, **subject to** a report reviewing the success of the proposal being provided to Academic Board in 24 months time. PVC(GR)
- (e) *Surveys Policy, Survey Procedures and Electronic Survey Software Procedures*
The Board **resolved** to endorse, for referral to Council, the Surveys Policy, Survey Procedures and Electronic Survey Software Procedures, as detailed in Attachment D to ABI0/10. EO(FRC)
- (f) *Sub-Committee Minutes*
The Board noted that the Committee had received the following minutes:
- Animal Ethics Committee No. 125: 12 November 2009.
 - Special meeting of the Animal Ethics Committee: 27 October 2009.
 - Genetic Manipulation Supervisory Committee No. 91: 18 November 2009.
 - ERA Steering Committee: 29 October 2009.
- (g) *Director of LIMS*
The Deputy Vice-Chancellor (Research) reported that Professor David Vaux had been appointed to the position of Director of the La Trobe Institute of Molecular Sciences. Professor Vaux would continue as Australia Fellow. Because of the contract between the University and the National Health and Medical Research Council for the Australia Fellowship, Professor Vaux would not be able to perform all of the duties of Director specified in the constitution. The Head of the School of Molecular Sciences, Professor Nick Hoogenraad, would perform those duties and for clarity have the title of Executive Director of the La Trobe Institute of Molecular Science. It was not intended to alter the constitution of the Institute at this stage and it was not proposed at this stage that this title would continue after the end of the Australia Fellowship, but this matter would be reviewed at that time. DVC(R)

437.4.3 Report of Curriculum, Teaching and Learning Committee: November 2009

The Board received report ABI0/11 and noted that the Curriculum Teaching and Learning Committee has considered the following items at their most recent meeting:

- Report of the Deputy Vice-Chancellor
- Matters approved out-of-session.
- Articulations.
- Review of Student Feedback Processes: progress of working party.
- Academic Services response regarding amendments to University's Assessment Policy and Procedures (work in progress).
- CTL Committee Self-Assessment Survey (work in progress).
- Curriculum, Teaching and Learning Committees: updates and issues.
- SRC submission on Assessment Policy (work in progress).
- Design for Learning: progress update.
- AQF: progress update.

437.5 Other Matters

437.5.1 Discontinuation of the International Committee as a Policy Committee of Academic Board

The Board received report AB10/12 and **resolved** to endorse:

- (a) the discontinuance of the International Committee as a Policy Committee of the Board.
- (b) that the terms of reference for other committees clearly indicate that relevant international matters are to be included in those committee's agendas.

EO(AB)

PART C – MATTERS FOR INFORMATION

437.6 Items for Information

437.6.1 Adjunct Appointments

The Board received report AB10/13 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

- (a) Adjunct Associate Professor: Helen McBurney, School of Physiotherapy (appointment – three years).
- (b) Adjunct Associate Professor: Dr Alan Tucker, School of Psychological Science, (appointment – one year).
- (c) Adjunct Associate Professor: Bill Healy, School of Social Work and Social Policy (re-appointment – three years).
- (d) Adjunct Professor: Professor Alison McClelland, School of Social Work and Social Policy (re-appointment – three years).
- (e) Adjunct Associate Professor: Dr Benny Katz, ACEBAC (appointment – three years).
- (f) Adjunct Associate Professor: Dr Michael Hurley, Australian Research Centre in Sex, Health and Society (appointment – three years).
- (g) Adjunct Associate Professor: Dr Julia Shelley, ARCSHS/Health Sciences/Health Research (re-appointment – one year).
- (h) Adjunct Professor: Professor Edward William Russell (appointment – three years).
- (i) Adjunct Associate Professor: Dr Cathy Balding, Public Health (re-appointment – three years).

437.6.2 Vice-Chancellor's Report of Senior Academic Appointments

The Board received report AB10/14 and noted that the following senior academic appointments had recently been made:

- Professor Christopher Mackie, Professor of Greek Studies and Director, Research Centre for Greek Studies.
- Dr Adrian Schoo, Associate Professor in Physiotherapy.

437.6.3 Report of Academic Promotions Committee: December 2009

The Board received report AB10/15 and noted that the persons named therein had been promoted, as detailed in the report, effective from 7 December 2009.

437.6.4 Additional Meeting Date for Academic Board

The Board noted that an additional meeting of Academic Board would be held on Wednesday 14 April 2010 at 9.30am in the Council Chamber, John Scott

Meeting House, Bundoora Campus

437.6.5 Minutes of the Faculty Boards

The Board received and noted the following minutes of the Faculty Boards:

- (a) Health Sciences: 30 November 2009 [ABI0/16]
- (b) Law and Management: 22 September 2009 [FLM/FB09/06(M)]
- (c) Law and Management: 1 December 2009 [FLM/FB09/07(M)]

PART D – DISCUSSION

437.7 The Role of Academic Board

Discussion Panel:

- (a) Professor Malcolm Rimmer, Chair, Academic Board:
What did the survey of the Academic Board members tell us about its strengths and weaknesses?
- (b) Dr Julie Jackson: Pro Vice-Chancellor (Quality Enhancement):
How did AUQA see the Board discharging its quality assurance role?
- (c) Professor John Rosenberg, Deputy Vice-Chancellor (International & Future Students):
How does management see Academic Board contributing?

Professor Malcolm Rimmer outlined the governance role of Academic Board and reported on the key results of the Academic Board Self Assessment Survey 2009, as detailed in report ABI0/17.

Dr Julie Jackson spoke about the role of Academic Board in academic governance, particularly as it pertained to the AUQA audits of the University that had been undertaken in 2005 and 2009 and quality assurance in general.

Professor John Rosenberg advised that the fundamental purpose of Academic Board should be to encourage and maintain high standards of teaching and world class research and this should be at the forefront of the Academic Board Statute. He suggested that the University's annual budget should be provided to the Board for discussion (not endorsement). It was noted that academic members of staff were not necessarily experts in strategic and business matters. The independence of the Board should be valued.

Discussion:

The Deputy Vice-Chancellor noted that there appeared to be a high level of "neutral" responses in the survey results data and queried what that meant. The Chair advised that it meant that members did not agree or disagree with those statements.

It was suggested that the Statute be changed to highlight the Board's primary responsibilities and make the Board's role explicit.

In response to a query about why the Deputy Vice-Chancellor (International and Future Students) thought that Academic Board should view and discuss the University's annual budget, Professor Rosenberg advised that the Board should have a role in reviewing the document and providing advice for the Chair to take to Council when the accounts were endorsed. The Chair advised that timing may be an issue. It was suggested that Academic Board discussions regarding the budget should be kept at a fairly general level. Professor Dewe suggested that the Statute should not constrain the exchange of knowledge at Academic Board.

Dr Lo suggested that the quality of teaching and research was affected by support services (to academic staff) policies, workloads and IT services and these issues should be discussed at Academic Board. Professor Rimmer agreed that the Board could have a discussion regarding workload issues, which were currently being reviewed.

The meeting closed at 10.55am.

437.8 Next Meeting

9.30am

Wednesday 17 March 2010

Council Chamber

John Scott Meeting House

Bundoora Campus