

LA TROBE UNIVERSITY

ACADEMIC BOARD

Minutes of the four hundred and thirty-fifth meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Bundoora Campus on Wednesday 14 October 2009 at 9.30am

PRESENT: Professor Malcolm Rimmer (Chair), Professor Carol Adams, Professor Tom Angelo, Professor Judith Brett, Professor Philip Broadbridge, Dr Andrew Brookes, Professor Tim Brown, Professor Jianfu Chen, Professor Lin Crase, Professor Simon Crowe, Professor Ainslie Dewe, Mr Kent Farrell, Dr Kerry Ferguson, Ms Margarita Frederico, Dr Jim Hammerton, Professor Chris Handley, Professor Raymond Harbridge, Professor Nick Hoogenraad, Professor Zahirul Hoque, Ms Dongping Huang, Dr Julie Jackson, Mr Greg Jamieson, Dr Elizabeth Johnson, Professor Paul Johnson (Vice-Chancellor), Dr Terri Joiner, Professor Diane Kirkby, Dr Katherine Legge, Professor Lorraine Ling, Ms Katherine Long-Davidson, Dr James McArdle, Dr Wan Ng, Dr Howard Nicholas, Dr Jenni Oates, Mr Christopher Palmer, Professor Roger Parish, Professor Vaughan Prain, Ms Frances Sheean, Dr Jodi Sita, Mr Andrew Skewes, Dr Kay Souter, Professor David Spencer, Professor Annette Street, Professor Hal Swerissen, Dr Glyn Thomas and Dr Janna Thompson.

SECRETARIAT: Ms Angela Cowburn

IN ATTENDANCE: Professor Ron Adams, Mr Joe Arena, Professor Jim Cameron, Mr Bruce Carboon, Professor Annabelle Duncan, Dr Muyesser Durer, Mr David Ensor, Dr Ellie Fossey (*vice* Dr Linsey Howie), Mr Barry Inglis, Professor Randy La Polla, Mr Pranay Lodhiya, Mr Jacob Mildren, Professor Gillian Sullivan Mort and Professor Peta Tait.

PART A: PROCEDURAL MATTERS

(i) Apologies and Attendance

Apologies were received from Ms Lee Ann Basser, Dr Graeme Byrne, Professor Geoff Durden, Professor Gerald Farrell, Professor David Finlay, Professor Paul Fisher, Dr Kerry Fitzmaurice, Mr Peter Foreman, Professor Noel Gough, Dr Linsey Howie, Professor Marilyn Lake, Ms Liz Lavender, Ms Virginia Mansel Lees, Dr Ewen Michael, Professor Tim Murray, Ms Katherine Nix, Dr Suzanne O'Keefe, Professor Susan Paxton, Professor Belinda Probert, Ms Joanne Rayner, Professor John Rosenberg, Dr Jennifer Sheed, Dr Brian Usher and Dr David Wilkinson.

(ii) Approval of Agenda and ordering of Agenda Items

The Board resolved to approve the Agenda, as circulated.

(iii) Outstanding Matters

The Board received and noted report AB09/109.

(iv) Matters approved on behalf of Academic Board

The Board received report AB09/110 and noted the following matters which had been approved on its behalf since the last meeting:

- (a) Conferring of Awards *in Absentia*, as detailed in Attachment A to AB09/110.
- (b) Higher Degrees – Posthumous Award, as detailed in Attachment B to AB09/110.
- (c) Course proposal:
 - (i) Faculty of Health Sciences: Master of Sports Physiotherapy/Master of Musculoskeletal Physiotherapy (MSportsPhysio/MMuscPhysio), as detailed in Attachment C to AB09/110.

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

The Board received and noted circulated paper AB09/111, the Report of the Vice-Chancellor, which can be located at the following link: <http://www.latrobe.edu.au/academicboard/vc-reports.html>. The report included information regarding the following matters:

- (a) Dean, Faculty of Science, Technology and Engineering: Professor Brian McGaw
- (b) Mission-based Compacts
- (c) Future Fellowships
- (d) Strategic and Operational Planning
- (e) EIF Submissions:
 - Humanities and Social Sciences Knowledge Node
 - Murray Sustainability Partnership

(f) AUQA Audit

The Vice-Chancellor expressed gratitude to all the staff involved in the AUQA audit visit and particularly thanked the Pro Vice-Chancellor (Quality Enhancement). The Pro Vice-Chancellor (Quality Enhancement) provided a brief update on the verbal comments that had been made by the AUQA panel members.

(g) Sustainable Research Excellence

It was noted that the government had advised that LTU would receive \$780,000 in additional research funding in 2010, which would increase to \$3.5million by 2012.

PART B: MATTERS FOR APPROVAL

435.1 CONFIRMATION OF THE MINUTES

The minutes of the meeting held on 9 September 2009 [AB09/107(M)] were confirmed.

435.2 ITEMS APPROVED WITHOUT DISCUSSION

435.2.1 Award of Degrees

The Board received report AB09/112 and **resolved** to endorse the award of degrees and diplomas, award of higher degrees and conferring of awards *in absentia* as detailed therein.

AEGTO/
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435.2.2 Establishment of prizes

The Board **resolved** to establish formally the following Prizes:

- (a) Faculty of Health Sciences: McGrath Foundation Scholarship Prize, as detailed in report AB09/113.
- (b) Faculty of Law and Management: ACCA Companies Sustainability and Accountability Prize, as detailed in report AB09/114.
- (c) Faculty of Science, Technology and Engineering: CPG Australian Scholarship [name change from Coomes Consulting Group Scholarship], as detailed in report AB09/115.
- (d) Faculty of Science, Technology and Engineering: Department of Computer Science and Computer Engineering Prizes [amendment: increase in value], as detailed in report AB09/116.
- (e) Faculty of Science, Technology and Engineering: Honours/Masters Minor Thesis Prize in the Department of Computer Science and Computer Engineering, as detailed in report AB09/117.
- (f) Faculty of Science, Technology and Engineering: E.J. Hannan Prize for the Third Year component of the Accredited Major in Statistics, as detailed in report AB09/118.

Fac. Reg.
Ms D Lynn
Ms K Allitt

435.2.3 Adjunct Appointments

The Board received report AB09/119 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

- (a) Adjunct Associate Professor: Dr Robert Michael Ivan Kapsa, School of Psychological Science (appointment – three years).
- (b) Adjunct Professor: Dr Nicholas Samaras, School of Molecular Sciences (appointment – three years).

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Officer, P&C

- (c) Adjunct Professor: Mr Ray Watterson, Faculty of Law and Management (re-appointment – three years).

435.2.4 2010 Academic Board meeting dates

The Board noted that the February 2010 meeting date had been amended from Wednesday 10 February to Wednesday 17 February.

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435.2.5 Legislation: Academic Board Regulations 2009

The Board received report AB09/120 and noted that Sections 4(1) and 5(2) of the Academic Board Regulations 2009 required amendment to increase the number of elected members from among the academic staff of each Faculty.

The Board **resolved** to endorse the amendments to Academic Board Regulations 2009, as detailed in report AB09/120.

Dir. LS

435.2.6 Academic Board Procedures and Standing Orders: amendment

The Board received report AB09/121 and noted that some minor amendments were required to the Academic Board Procedures and Standing Orders to clarify the reporting requirements.

The Board **resolved** to endorse the amendments to the Academic Board Procedures and Standing Orders, as detailed in Attachment A to report AB09/121.

EO(AB)

435.3 STANDING COMMITTEES OF ACADEMIC BOARD

435.3.1 Report of Regional Committee: 7 September 2009

The Board received report AB09/122 and noted that the Regional Committee had considered the following items at their most recent meeting:

- Report of the Pro Vice-Chancellor (Regions).
- Reports of the Campus Executive Directors.
- Formal confirmation processes of Faculty and other representatives on Regional Committee.
- Regional student deferral rates, diplomas and Youth Allowance impacts.
- TAFE relationships and pathways.
- Student load planning and Strategic Plan projections.
- Budget summary.
- Format, presentation and timing of Regional Committee meetings.
- Confirmation that the regional student representative on Academic Board will be invited to be the student representative on Regional Committee.
- Approval to establish a regional student group comprising representatives from each regional campus, to meet quarterly with the PVC (Regions).

435.3.2 Report of Research and Graduate Studies Committee: 28 September 2009

The Board received report AB09/123 and noted that the Research and Graduate Studies Committee had considered the following items at their most recent meeting:

- (a) *Surveys Policy, Electronic Survey Software Procedures and the Survey Procedures*
The Board noted that the draft Surveys Policy, Electronic Survey Software Procedures and the Survey Procedures would be considered at a future meeting of the Research and Graduate Studies committee when they had further input from the Pro Vice-Chancellor (Quality Enhancement) and Director, e-Research.
- (b) *Faculty of Law and Management Dean's Excellence in Research Awards*
The Board noted that a draft set of guidelines for the Faculty of Law and Management Dean's Excellence in Research Awards had been received by the Research and Graduate Studies Committee.

(c) *Minutes of Sub-Committees*

The Board noted that the Committee had received the following minutes:

Animal Ethics Committee: 10 September 2009

Genetic Manipulation Supervisory Committee: 19 August 2009

Higher Degrees Committee (Research): 2 September 2009

435.3.3 Report of Curriculum, Teaching and Learning Committee: 30 September 2009

The Board received report AB09/124 and noted that the Curriculum, Teaching and Learning Committee had considered the following items at their most recent meeting:

- A new LUPA representative for CTL Committee membership
- Matters approved on behalf of the CTL Committee
- Report of the Deputy Vice-Chancellor
- Report of the Curriculum, Teaching and Learning Committees
- CTLC Committees' 2010 Meeting Dates
- Design for Learning: Working Groups' Update
- Minutes of Meeting: Learning Spaces and Technologies Committee (24 August 2009)

435.3.4 Report of Honorary Awards Committee

The Board received report AB09/125, the Report of the Honorary Awards Committee.

The Board **resolved** to endorse, for referral to Council, that the title Emeritus Professor be conferred on the following former member of staff:

EO(AB)

- (a) Professor Rhett Walker – Faculty of Law and Management.

435.4 OTHER MATTERS

435.4.1 Committee on Outside Studies Programs: 2008 Annual Report

The Board received report AB09/126 and **resolved** to accept and endorse the 2008 Annual Report of the Committee on Outside Studies Programs.

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Officer, P&C

The Board also resolved to **endorse** the amendments to *HRM Section 8.2, subsection 5 'Timing of Leave'*, as detailed in an attachment to AB09/126.

435.4.2 Annual Reports of the Faculties

(a) *Education*

The Board received and noted the Annual Report of the Faculty of Education, as detailed in report AB09/127.

(b) *Health Sciences*

The Board received and noted the Annual Report of the Faculty of Health Sciences, as detailed in report AB09/128.

(c) *Law and Management*

The Board received and noted the Annual Report of the Faculty of Law and Management, as detailed in report AB09/129.

435.4.3 ACEBAC 2008 Report

The Board received and noted the ACEBAC (Australian Centre for Evidence Based Age Care) 2008 Report, as detailed in report AB09/130.

PART C: MATTERS FOR INFORMATION

435.5 ITEMS FOR INFORMATION

435.5.1 Minutes of the Faculty Boards

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

(a) Law and Management: 18 August 2009

FLM/FB09/05M

PART D: DISCUSSION

435.6 Sustainability Task Force: the principles developed to support the sustainability agenda of the University

Introduction:

- Professor Paul Johnson, Vice-Chancellor

Discussion Panel:

- Professor Carol Adams, Chair, Sustainability Task Force
- Mr Joe Arena, Director, Financial Operations
- Mr Barry Inglis, Director, Buildings and Grounds
- Mr Pranay Lodhiya, Chief Financial Officer
- Professor Roger Parish, Head, School of Life Sciences
- Mr Mark Pearce, Media & Communications Manager, Marketing and Engagement

The Vice Chancellor outlined the importance of sustainability management at La Trobe University as both a business and moral issue. Professor Carol Adams presented the Principles underlying the La Trobe University sustainability strategy as agreed by the Sustainability Taskforce and outlined the benefits to La Trobe of a coordinated and integrated approach to sustainability management. Barry Inglis and Joe Arena summarised the work done and planned in Building and Grounds and Purchasing respectively. Mark Pearce spoke about the concerns and expectations of Generation Y with respect to climate change and sustainability and the relatively significant importance of sustainability issues in La Trobe media hits. Professor Roger Parish outlined the concerns of La Trobe students. Pranay Lodhiya discussed the importance of plans to collect data and measure performance on a range of sustainability issues.

Discussion:

Professor Nick Hoogenraad suggested that a key performance indicator should be established regarding a reduction of the number of cars using the University's car parks. This could be done by introducing a free and appropriately branded campus bus to shuttle staff and students between MacLeod and Heidelberg stations and the University. Students and staff should be further encouraged to catch public transport. Dr Kay Souter suggested that if the bus had wi-fi it would make it even more attractive to students.

Dr Katherine Legge acknowledged the improvements made in the management of the University vehicle fleet, but suggested that the booking system could be improved to encourage staff to share transport when travelling between campuses.

Professor Carol Adams noted that a consultative committee would be established to enable the Task Force and the University to encourage this type of input regarding the issues surrounding sustainability.

Professor Lin Crase suggested that a framework be established to allow the University to make sensible decisions regarding sustainability. The framework should be agreed to and driven by the LTU Council. Professor Adams advised that the Task Force were working towards a framework and that a sustainability presentation was planned for the Council retreat in February.

Dr Howard Nicholas suggested that there should be a more explicit focus on the social impacts of sustainability. Professor Adams advised that the Task Force recognised that the approach had to balance social, financial and environmental issues.

The Vice-Chancellor reported that a policy would be established regarding the use of fair trade products on campus and there was a planned introduction of a Staff Volunteering Scheme by mid-2010.

Dr Philip Broadbridge noted part of the attraction of the University was its environment and queried whether there were plans in place to preserve the “green-belts”. The Vice-Chancellor agreed that the University should make better use of its physical environment and the large amount of land given to car parking should also be addressed.

In response to a query regarding the immediate requirements of the Sustainability Task Force, it was noted that additional resourcing was essential if the University was going to take the issue of sustainability seriously.

The meeting closed at 10.55am

NEXT MEETING: 9.30am
Wednesday 11 November 2009
Council Chamber
John Scott Meeting House
Bundoora Campus

CONFIRMED BY CHAIR _____ **DATE** _____