

LA TROBE UNIVERSITY

ACADEMIC BOARD

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

Present: Professor Malcolm Rimmer (Chair), Professor Tom Angelo, Ms Lee Ann Basser, 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, Mr Kent Farrell, Dr Kerry Fitzmaurice, Ms Margarita Frederico, Dr Elspeth Frew, Professor Noel Gough, Ms Cham Thuy Ha, Dr Jim Hammerton, Dr Christine Hawkins, Professor Nick Hoogenraad, Dr Linsey Howie, Dr Peter Hughes, Dr Julie Jackson, Dr Elizabeth Johnson, Professor Paul Johnson (Vice-Chancellor), Dr Stephen Kent, Professor Jae Kim, Professor Marilyn Lake, Ms Liz Lavender, Dr Katherine Legge, Dr Norva Lo, Ms Sarah Malek, Dr James McArdle, Professor Tim Murray, Mr Venkat Narayanan, Dr Jenni Oates, Dr Suzanne O'Keefe, Professor Roger Parish, Ms Kathleen Pleasants, Professor Vaughan Prain, Professor Belinda Probert, Professor Margaret Robertson, Dr Doug Rogers, Dr Kay Souter, Professor David Spencer, Mr Robert Stephenson, Professor Hal Swerissen, Dr John Tebbutt, Dr Glyn Thomas, Dr Pamela Wallace, Dr Caroline Walta and Professor Evan Willis.

Secretariat: Angela Cowburn, Executive Officer (Academic Board), Governance Policy and Planning Unit

In Attendance: Professor Christine Bigby, Mr Bruce Carboon, Professor Peter Dowling, Dr Muyesser Durur, Professor Don Harding, Professor Gavin Jack, Professor Graham Lamb, Professor Rhonda Nay, Ms Marian Obenchain and Professor Yvonne Wells.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Apologies</p> <p>Apologies were received from Professor Carol Adams, Dr Andrew Brookes, Professor Gerry Farrell, Dr Kerry Ferguson, Professor Paul Fisher, Professor Tanya Fitzgerald, Professor Sandy Gifford, Dr Trevor Hogan, Professor Zahirul Hoque, Dr Andrew Hughes, Professor Lorraine Ling, Dr Geoffrey Mayer, Professor Brian McGaw, Professor John Rosenberg, Dr John Russell, Dr Jennifer Sheed, Mr Andrew Skewes, Dr Brian Usher, Dr Julie White and Dr David Wilkinson.</p> <p>The Chair advised the Board that this was Mr Kent Farrell's last meeting and thanked him for his input during his time as a member.</p>	
<p>(ii) Approval of Agenda</p> <p>The Board resolved to approve the Agenda, as circulated. It was noted that item 5.3 – La Trobe University Library Annual Report 2008 – was to be removed from the agenda, as it had already been provided to the Board in August 2009.</p>	

(iii) Outstanding Matters

The Board received and noted report AB10/20.

(iv) Matters Approved on Behalf of Academic Board

The Board received report AB10/21 and noted the following matters which had been approved on its behalf since the last meeting:

- (a) *Award of degrees and diplomas and conferring of awards in absentia*, as detailed in Attachment A to AB10/21.
- (b) *Award of D M Myers Medals – 2009*, as detailed in Attachment B to AB10/21.
 - Humanities and Social Sciences: Ms Danielle Hobbs.
 - Law and Management: Mr Timur Behlul.
 - Science, Technology and Engineering: Mr Duc Hau Huynh.
- (c) *Establishment of Prizes*:
 - Faculty of Health Sciences: The Matrix Dental Award, as detailed in Attachment C to AB10/21.

(v) Report of the Vice-Chancellor

The Board received and noted tabled paper AB10/22, 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'sreportMarch2010.pdf>. The report included information regarding the following matters:

- (a) *Student Fatality: 25 February 2010*
- (b) *Social Security and Other Legislation Amendment (Income Support for Students) Bill 2009*
- (c) *Enrolment Updates*

The Vice-Chancellor thanked all staff who had worked so diligently during the enrolment period.

 - Undergraduate domestic enrolments
 - International enrolments
- (d) *Federal Government's Higher Education Agenda*
- (e) *Research Issues*
 - Vice-Chancellor's Colloquium on Research
 - Discovery Grant Applications: Australian Research Council
- (f) *Strategic and Operational Planning*
- (g) *Finance Issues: 2011-2013 Budget Approach*
- (h) *International Issues*
 - India
 - Baird Review
- (i) *Major Projects*
- (j) *Accolades*
 - Emeritus Professor John Salmond and Professor Tim Minchin
 - Adjunct Professor Peter Trudgill
 - Associate Professor Mary Anne Noone

PART B – MATTERS FOR APPROVAL

438.1 Confirmation of Minutes

The minutes of the meeting held on 17 February 2010 [AB10/18(M)] were confirmed.

438.2 Items for Approval not requiring discussion

438.2.1 Award of Degrees and Diplomas

The Board received report AB10/23 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

438.2.2 Establishment of Prizes

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

- (a) Albury-Wodonga Campus: AlburyCity Student Scholarships [extension], as detailed in report AB10/24.
- (b) Albury-Wodonga Campus: AlburyCity Community Leadership Prize [extension], as detailed in report AB10/25.

Fac. Reg.
Ms D Lynn
Ms K Allitt

438.2.3 Membership of Committees

(a) Library Committee

The Board **resolved** to approve the nominations to the Library Committee, as detailed in Attachment AB10/26.

Sec,LC

(b) Committee on Outside Studies Program

The Board **resolved** to approve the membership of the Committee on Outside Studies, as detailed in Attachment AB10/27.

Dr J Carr

438.2.4 Revival of Academic Board Policy Working Group

The Board **resolved** to endorse the formation of a new policy working group, as detailed in AB10/28.

Chair/
PVC(QE)

438.3 Standing Committees of Academic Board

438.3.1 Report of Regional Committee: 17 February 2010

The Board received report AB10/29 and noted that the Regional Committee had considered the following items at their most recent meeting:

- Development of TAFE relationships between regional campuses and partner TAFEs. Steering committees had been set up in Bendigo and Mildura. Shepparton and Wodonga were being developed.
- Clarification would be sought from the Deputy Vice-Chancellor (International and Future Students) regarding the University's process for establishing alternative pathways, including diplomas. A range of alternative pathways and strategies were discussed, and members agreed on the importance of developing a clear and transparent process which could feed into existing TAFE discussions.
- There had been strong growth in student numbers on regional campuses. This increase was due to a number of factors including the increased promotion and visibility of the University in regions.
- The regional operational plan was accepted by the Regional Committee.
- Michael Corrigan from People and Culture gave a snap shot of the staffing statistics on regional campuses. This was the first step in the process for workforce planning in the regions. Further analysis and discussion would take place over the year.

- The Committee was notified that a new process for managing student enquiries would be trialled this year.

438.3.2 Report of Curriculum, Teaching and Learning Committee: 24 February 2010

The Board received report AB10/30.

(a) *Course approvals:*

The Board **resolved** to endorse the proposal from the Faculty of Science, Technology and Engineering to change the core subjects in the following courses to meet the accreditation requirements of the ACS, as detailed in Attachment 1 to AB10/30:

- SPCS Postgraduate Diploma in Computer Science
- SMCSC Master of Computer Science
- SMCN Master of Computer Networks
- SMICT Master of Information and Communication Technology
- SMIS Master of Information Systems
- SMIT Master of Information Technology
- SMITCN Master of Information Technology (Computer Networks)
- SZITBA Master of Information Technology/Master of Business Administration
- SMMPPCC Master of Mobile and Pervasive Computing (Computer Networks)
- SMSE Master of Software Engineering
- SGCS Graduate Diploma in Computer Science

EO,CTLC/
Fac. Reg.

The Board **resolved** to endorse the proposal from the Faculty of Health Sciences to introduce the Bachelor of Health Sciences and Master of Dietetics (BHLthScMDietPrac), as detailed in Attachment 2 to AB10/30.

EO,CTLC/
Fac. Reg.

The Board **resolved** to endorse the proposal from the Faculty of Law and Management to change the nomenclature of the Bachelor of Business (Sport and Leisure Management) to the Bachelor of Business (Sport Management), as detailed in Attachment 3 to AB10/30.

EO,CTLC/
Fac. Reg.

The Board **resolved** to endorse the proposal from the Faculty of Law and Management to introduce the Graduate Diploma in Corporate Responsibility (GDCR) and Master of Corporate Responsibility (MCorpResp), as detailed in Attachment 4 to AB10/30.

EO,CTLC/
Fac. Reg.

The Board **resolved** to endorse the proposal from the Faculty of Law and Management to introduce the Bachelor of Business (Event Management), as detailed in Attachment 5 to AB10/30.

EO,CTLC/
Fac. Reg.

The Board **resolved** to endorse the proposal from the Faculty of Law and Management to remove the Maths pre-requisites for the Bachelor of Business, Bachelor of Accounting and some double degrees, as detailed in Attachment 6 to AB10/30.

EO,CTLC/
Fac. Reg.

(b) *Coursework Masters Policy and Procedures:*

The Board **resolved** to endorse, for referral to Council, the Coursework Masters Policy and Procedures, as detailed in Attachment 7 to AB10/30.

EO(AB)/
EO(FRC)

(c) *Course life cycle documentation:*

The Board **resolved** to endorse the following documentation which had been revised to include the role of the Course and Load Planning Committee, as detailed in Attachment 8 to AB10/30:

EO, CTLC

- Course Lifecycles – New Coursework Program Procedures
- Course Approvals Flowchart
- Course Lifecycles – Course Revision Procedures
- Course Revisions Flowchart

It was noted that the Curriculum Teaching and Learning Committee had also considered the following items at their most recent meeting:

- Co-option to the Committee: Ms Lilit Thwaites, Director, Language and Academic Skills
- Articulation tables.
- E-Portfolio Business Case.
- Advanced Standing, Articulation and Credit Transfer Policy; Advanced Standing and Credit Transfer Procedures; and Advanced Standing and Credit Transfer Guidelines.
- Draft report and recommendations of the Design for Learning Working Groups.
- Report of the Language Learning Working Party.
- Review of Student Feedback Policies, Procedures and Guidelines.

438.3.3 Report of Curriculum, Teaching and Learning Committee: out-of-session approvals

The Board received report AB10/31, course proposals that had been submitted by the Faculties for out-of-session approval.

(a) The Board **resolved** to endorse the proposal from the Faculty of Humanities and Social Sciences to introduce a Bachelor of Journalism (Sport), as detailed in Attachment 1 to AB10/31.

EO,CTLC/
Fac. Reg.

(b) The Board **resolved** to endorse the proposal from the Faculty of Law and Management to offer the Diploma in Business at the Australian Campus Network, as detailed in Attachment 2 to AB10/31.

EO,CTLC/
Fac. Reg.

438.3.4 Report of Research and Graduate Studies Committee: 25 February 2010

The Board received report AB10/32.

(a) *Higher Degrees Policies and Procedures*

The Pro Vice-Chancellor (Graduate Research) spoke to the proposed higher degrees policies and procedures contained in the report. There was some concern from members regarding the perceived increased workloads that could result from the requirement for the Research Progress Panels to meet up to four times a year and not less than twice a year.

It was also noted that the Higher Degrees by Research Milestones Procedures were yet to be provided to the Board for endorsement.

The Board **resolved** to endorse, for referral to Council, the following policies and procedures:

Dir.RS/
EO(FRC)

- Research Progress Panels Policy, as detailed in Attachment RGS/10/005 to AB10/10.
- Research Progress Panels Procedures, as detailed in Attachment RGS/10/006 to AB10/10.
- Higher Degrees by Research Milestones, Reporting and Confirmation of Candidature Policy, as detailed in Attachment RGS/10/007 to AB10/10.

The Deputy Vice-Chancellor (Research) reported that there had been an 83% response rate to the Time Diary Survey and advised that a follow-up email would be sent reminding academic staff to complete the survey.

438.4 Other Matters

438.4.1 Australian Universities Quality Agency quality audit of La Trobe University

The Board received and noted the AUQA report and resolved to endorse the planned actions in response to the report, as detailed in AB10/33.

PVC(QE)

PART C – MATTERS FOR INFORMATION

438.5 Items for Information

438.5.1 Adjunct Appointments

The Board received report AB10/34 and noted that the Vice-Chancellor had recently made the following adjunct appointment:

- (a) Adjunct Professor: Dr James Luk, Department of Electronic Engineering (appointment – three years).

438.5.2 Report of Academic Promotions Committee: March 2010

The Board received the Report of the Academic Promotions Committee: March 2010 and noted that the persons named therein had been promoted, as detailed in AB10/35.

PART D – DISCUSSION

438.6 What are the academic implications of our growth strategy?

Discussion Panel:

- (a) Dr Liz Johnson, Associate Dean (Academic), Faculty of Science, Technology and Engineering
- (b) Professor Jianfu Chen, Head, School of Law
- (c) Professor Rhonda Nay, Division of Health Research, Faculty of Health Sciences

Dr Johnson outlined the difficulties that a rapid growth strategy had created in the Faculty of Science, Technology and Engineering, including:

- Increased demands on infrastructure and resources.
- A decrease in pastoral care of students.
- Decline of progression rates.
- Big classes – hard to maintain personal relationships between staff and students.

The arguments for growth were seen to be largely financial and not about supplying a good academic experience for students. Time was required to plan for growth.

Professor Chen suggested that the key to getting students to enroll and to keeping them was largely decided by their experience. Small group teaching was what had attracted Law students to La Trobe. Growth required careful coordination and planning; more buildings; more staff and more research assistance. Growth would require change to the modes and delivery of teaching and student mentoring.

Professor Nay suggested that this was largely a philosophical discussion. Did La Trobe want to be the biggest or the best? Quality or quantity? Universities should be encouraging knowledge building and innovation, not providing workplace fodder. Dropping ENTER scores would not create new knowledge or lift the University's research profile.

Discussion:

The Deputy Vice-Chancellor (Research) reported that studies had shown that the University did need to be bigger to be better and more competitive with regard to success in research.

Professor Nay suggested that the move towards better marketing of what the University does should attract better staff and that there should be more strategic planning regarding student enrolments (not just reliance on reducing ENTER scores).

It was argued that reducing the ENTER scores to attract more students only decreased the quality of incoming students. It was suggested that careful co-ordination and planning were required for growth, which was seen to be easier for some Schools and Departments than others.

Dr Lo suggested that good quality teaching and research required time, which required more administrative assistance. Non-academic work should be done by support staff. It was queried how the University could attract high-quality academic staff without good support structures.

Professor Hoogenraad agreed and advised that some areas and research centres attempted to protect their high-quality research staff from administrative and teaching loads to increase their research output. There were concerns that good research staff may go elsewhere as a result of the lack of support and inefficient university systems.

Mr Narayan agreed that delivery needed to be more innovative and flexible but that the University should be careful about reducing face-to-face teaching. He also suggested that a larger number of students increased academic staff workloads.

Ms Fabiano stated that it was invaluable to students to have information provided on-line. The value of on-line teaching was queried by Professor Lamb who wanted students to attend lectures and agreed that there should be some “value-added” in them to ensure students attended. It was agreed that on-line delivery does not necessarily decrease workload and that personal interaction was important. Dr Walta suggested that various on-line delivery modes could create an exciting learning environment when done well.

Professor Dewe suggested that academics shouldn’t be worried about increasing reliance on on-line delivery reducing attendances. The increase in digitization in the Library has resulted in an increase of numbers in the Library.

Dr McArdle was encouraged by the number of agreements in place with TAFE colleges which were seen to provide good pathways for students.

Ms Duncan noted that lowering ENTER scores could attract more students to small regional campuses.

The Deputy Vice-Chancellor advised that the question of expansion and quality was at the forefront of the minds of senior management. There had been much discussion regarding pathways and the formation of relationships with TAFEs. With regard to teaching and research it should be about getting the right people - well trained staff - and utilising those staff and their skills where they gave the “best bang for the buck”.

The meeting closed at 11.00am.

438.7 Next Meeting

9.30am
Wednesday 14 April 2010
Council Chamber
John Scott Meeting House
Bundoora Campus

Chair: _____

Date: _____