

LA TROBE UNIVERSITY
ACADEMIC BOARD

Minutes of the four hundred and thirty-fourth meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Bundoora Campus on Wednesday 9 September 2009 at 9.30am

PRESENT: Professor M Rimmer (Chair), Professor K Ahmed, Professor T Angelo, Professor A Brennan, Professor P Broadbridge, Professor T Brown, Professor L Crase, Professor S Crowe, Dr M Davidson, Professor G Durden, Professor G Farrell, Mr K Farrell, Dr K Ferguson, Professor D Finlay, Dr K Fitzmaurice, Mr P Foreman, Ms M Frederico, Dr J Hammerton, Professor N Hoogenraad, Dr L Howie, Ms D Huang, Dr J Jackson, Mr G Jamieson, Professor P Johnson (Vice-Chancellor), Dr T Joiner, Ms L Lavender, Dr K Legge, Professor L Ling, Ms K Long-Davidson, Dr J McArdle, Dr W Ng, Dr H Nicholas, Ms K Nix, Dr J Oates, Dr S O'Keefe, Mr C Palmer, Professor R Parish, Professor S Paxton, Professor B Probert, Professor J Rosenberg, Dr M Ryan, Professor M Sandeman, Professor D Spencer, Professor A Street and Dr David Wilkinson.

SECRETARIAT: Ms A Cowburn

IN ATTENDANCE: Professor C Bigby, Mr B Carboon, Professor P Dowling, Professor G Jack, Mr G Payne (*vice* Professor A Dewe), Professor J Singh, Professor P Tait, Mr G Thomas and Professor L Tilley.

PART A: PROCEDURAL MATTERS

(i) Apologies and Attendance

Apologies were received from Professor Carol Adams, Ms Lee Ann Basser, Dr Graeme Byrne, Professor Jianfu Chen, Professor Ainslie Dewe, Professor Noel Gough, Professor Raymond Harbridge, Professor Zahirul Hoque, Dr Elizabeth Johnson, Professor Diane Kirkby, Professor Marilyn Lake, Ms Virginia Mansel Lees, Dr Ewen Michael, Professor Tim Murray, Professor Vaughan Prain, Dr Doug Rogers, Ms Frances Sheean, Dr Jennifer Sheed, Dr Jodi Sita, Mr Andrew Skewes, Dr Kay Souter and Professor Hal Swerissen.

The Chair noted Dr Geoff Prince's resignation from the Board and welcomed new member, Professor John Rosenberg, Deputy Vice-Chancellor (International and Future Students).

(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 AB09/95.

(iv) Matters approved on behalf of Academic Board

The Board received report AB09/96 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 AB09/96.
- (b) Course proposals:
 - (i) Faculty of Health Sciences: Articulated Master of Ergonomics, Safety and Health (M.ESH) by coursework for graduates of the BHSc(ESH), as detailed in Attachment B to AB09/96.
 - (ii) Faculty of Health Sciences: Articulated Master of Ergonomics, Safety and Health (M.ESH) by coursework, with Honours, as detailed in Attachment C to AB09/96.

- (c) Course withdrawal:
 - (i) Faculty of Health Sciences: Master of Ergonomics, as detailed in Attachment D to AB09/96.
- (d) Revised Constitution of the Research Centre for Greek Studies, as detailed in Attachment E to AB09/96.
- (e) Honorary Visiting Professor: Graduate School of Management, as detailed in Attachment F to AB09/96.

(v) Report of the Vice-Chancellor

The Board received and noted circulated paper AB09/96, 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) New senior appointments:
 - Professor John Rosenberg, Deputy Vice-Chancellor (International and Future Students)
 - Professor Liam O'Connor, Chair of Systems Biology and Bioinformatics, LIMS/BRC
 - Professor Penny Andrews, Chair of Law
 - (b) Academic Achievements
 - (c) Higher Education Sector
 - International Education
 - Mission-based Compacts for Universities
 - Victorian Tertiary Education Plan
 - Student Services and Amenities Bill 2009

The Vice-Chancellor reported that the government had announced the reintroduction of the Student Services and Amenities Bill in parliament this afternoon.
 - (d) Major Projects Bids: Education Investment Fund
- The Vice-Chancellor reported that the University had submitted their application for Round 3 of the Education Investment Fund yesterday.

Strategic Options Paper

The Vice-Chancellor reported that, after consultation with the Strategic Planning Group and senior management, he had produced a Strategic Options Paper which had been endorsed by Council on Monday night. The paper would be circulated to all staff by the end of the day. [*Secretariat note: the Strategic Options paper can now be accessed at the following link: <http://www.latrobe.edu.au/staff/strategic-options>.*]

There was discussion regarding new entry pathways for students who did not complete year 12 or who completed but did not plan to attend University. It was queried whether there had been any market research done regarding how to encourage these types of potential students. The Vice-Chancellor advised that some market research had been done, but more research was required to find out what would attract these students.

In response to a query about whether ENTER scores would be revisited in light of these plans, the Vice-Chancellor advised that the University would work closely with specific school principals and teachers to identify potential students who would benefit from an alternative entry into the University.

It was queried if there were plans for additional teaching space with the planned growth in student numbers. The Vice-Chancellor agreed that there needed to be integrated and longer term planning for additional teaching and library space.

Future Fellowships

The Vice-Chancellor advised that later in the morning Senator Kim Carr, Minister for Innovation, Industry, Science and Research, would make an announcement regarding the winners of Future Fellowships. The seven successful La Trobe staff are listed below:

- Dr LR Bennett: Compromised fertility in contemporary Indonesia.
- Dr SM Cutts: Improvement of anthracycline chemotherapy by enhancement of apoptotic responses and tumour targeted activation.
- Dr CJ Hawkins: Apoptotic signalling in virally infected and normal cells.
- Prof Dr B Hellwig: Semantic categories: Exploring the history of the Baining languages of Island Melanesia.

- Dr H Puthalakath: Studies on the regulation of the pro-apoptotic protein Bim in mammalian development and cancer.
- Dr C Smith: Molecular Archaeology: Carbon isotope analysis of amino acids as a means to investigate diets, physiology, metabolism and palaeoenvironment.
- Dr KN Truscott: Mitochondrial proteases and their contribution to protein homeostasis.

The Board congratulated the successful Future Fellowship applicants and the staff who supported them in their applications.

Vice-Chancellor's Colloquia

The Deputy Vice-Chancellor recommended attendance at the Vice-Chancellor's Colloquia being held on Friday 11 September at 1.00pm. The guest speaker would be Richard Teese, Professor of Post-Compulsory Education and Training, University of Melbourne.

PART B: MATTERS FOR APPROVAL

434.1 CONFIRMATION OF THE MINUTES

The minutes of the meeting held on 12 August 2009 [AB09/92(M)] were confirmed.

434.2 ITEMS APPROVED WITHOUT DISCUSSION

434.2.1 Award of Degrees

The Board received report AB09/97 and **resolved** to endorse the award of degrees and diplomas, award of higher degrees and conferring of awards *in absentia* as detailed therein.

AEGTO/
RGSO

434.2.2 Establishment of prizes

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

- (a) Faculty of Law and Management: The Monahan & Rowell Prize for the student with the best mark in Law & Medicine, as detailed in report AB09/98.

Fac. Reg.
Ms D Lynn
Ms K Allitt

434.2.3 Adjunct Appointments

The Board received report AB09/99 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

Snr Appts
Officer, P&C

- (a) Adjunct Professor: Professor Stan Capp, School of Public Health (re-appointment – three years).
- (b) Adjunct Professor: Professor James Finlay Patrick, School of Psychological Science (appointment – three years).
- (c) Adjunct Professor: Professor Li, Division of Health Studies (re-appointment – three years).
- (d) Adjunct Associate Professor: Dr Mao, Division of Health Studies (re-appointment – three years).
- (e) Adjunct Senior Lecturer: Dr Zhao, Division of Health Studies (re-appointment – one year).
- (f) Adjunct Senior Lecturer: Dr Sun, Division of Health Studies (re-appointment – one year).
- (g) Adjunct Lecturer: Dr Zu, Division of Health Studies (re-appointment – one year).
- (h) Adjunct Professor: Dr Roger Armstrong, School of Life Sciences (appointment – three years).
- (i) Adjunct Associate Professor: Dr Eva Holmberg, School of Human Communication Sciences (appointment – three years).

434.2.4 Membership of Committees

- (a) *Library Promotions Committee*

The Board **resolved** to approve the nominations to the Professional Library Promotions Committee, as detailed in Attachment AB09/100.

Ms H
Panagidis

(b) *Library Committee*

The Board **resolved** to approve the following appointments to the Library Committee:

- Dr Peter Kipka – Faculty of Health Sciences (term ending 31.12.2010).
- Ms Lily Yuen – undergraduate representative *vice* Mr Lachlan Batchelor (term ending 31.12.2010).

Sec. LC

434.2.5 Legislation: Academic Board Regulations 2009

The Board received report AB09/101 and noted that they had previously approved the Academic Board Regulations on 10 June 2009. However, since the new Academic Board Statute 2009 had not been approved by the Minister before the end of May, the Regulations required re-approval.

The Board **resolved** to endorse the proposed Academic Board Regulations 2009, as detailed in report AB09/101.

Dir. LS

434.2.6 2010 Academic Board meeting dates

The Board received report AB09/102 and **resolved** that its meetings in 2010 be held on the following dates:

EO(AB)

10 February	11 August
17 March	8 September
12 May	13 October
9 June	10 November

The Board noted that all meetings would commence at 9.30am and would be held in the Council Chamber of the John Scott Meeting House, Bundoora Campus.

434.3 STANDING COMMITTEES OF ACADEMIC BOARD

434.3.1 Report of Curriculum, Teaching and Learning Committee: 25 August 2009

The Board received report AB09/103 and noted that the Curriculum, Teaching and Learning Committee had considered the following items at their most recent meeting:

- Matters approved out-of-session
- Report of the Deputy Vice-Chancellor
- Curriculum, Teaching and Learning Committees: updates and issues
- Presentation: Health Sciences 1st Year Information Literacy Program Evaluation
- Design for Learning: progress update
- Report on Academic Misconduct for 2008

The Board also noted that the Committee had supported the Equality and Diversity Centre's recommendation that the University develop an Online Accessibility Policy and Procedures that ensure La Trobe University web pages, websites, web-based applications and online resources are made accessible for students and staff with print disabilities. Once developed, this policy would be referred to Academic Board for endorsement.

434.3.2 Report of Research and Graduate Studies Committee: 28 August 2009

The Board received report AB09/104.

(a) *La Trobe Refugee Research Centre*

The Board **resolved** to endorse the name change of the La Trobe Refugee Research Centre (formerly the Refugee Health Research Centre), as detailed in Attachment A to AB09/104.

Dir. Research

(b) *The Annual Report of the Genetic Manipulation Supervisory Committee*

The Board received and noted the Annual Report of the Genetic Manipulation Supervisory Committee, as detailed in Attachment B to AB09/104.

(c) *Draft Surveys Policy, Electronic Survey Software Procedures and Surveys Procedures*
The Board noted that the Committee required further revision to the draft Surveys Policy, Electronic Survey Software Procedures and Surveys Procedures.

(d) *Minutes of Sub-Committees*

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

Animal Ethics Committee: 13 August 2009

Human Ethics Committee: 10 August 2009

Higher Degrees Committee (Research): 3 June 2009 & 5 August 2009

ERA Steering Committee: 3 August 2009

434.4 OTHER MATTERS

434.4.1 Vice-Chancellor's Report of Senior Academic Appointments

The Board received and noted report AB09/105, advice regarding the following senior academic appointments made by the Vice-Chancellor:

- Dr Lin Crase, Professor of Applied Economics, Faculty of Law and Management.
- Mr Gordon Boyce, Associate Professor of Accounting, Faculty of Law and Management.

434.4.2 Associate Professor Appointments: proposed amendments to HRM

The Board received and noted report AB09/106, a proposal to implement a more appropriate and streamlined process for the appointment of Associate Professors by employing similar procedures as for appointments to Level C, whereby appointments would be considered by a Selection Committee Chaired by the Dean.

The Board **resolved** to endorse the proposed amendments to the Human Resources Manual, as detailed in report AB09/106:

1. That *HRM* section 4.2, *Reader and Associate Professors/Associate Professors* be deleted.
2. That *HRM* section 3.14 *Selection Procedures – Academic Staff Positions Levels A-C* be amended to incorporate Level D appointments (proposed amendments attached).
3. That *HRM* section 3.10 *Selection Committees – Academic Staff positions Level A-C* be amended to include the following membership of selection committees for Level D appointments:
 - Dean of the faculty of nominee (Chair)
 - Head of school
 - Professor of discipline or school or other senior officer if no professor available;
 - One Professor or Associate Professor from another University.
4. That references to Level D appointments in other *HRM* sections (3.2, 3.3, 3.7, 3.8, 3.12, 3.13, 4.5) be amended in line with the abovementioned recommendations.

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Officer, P&C

PART C: MATTERS FOR INFORMATION

434.5 ITEMS FOR INFORMATION

434.5.1 Minutes of the Faculty Boards

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

- | | |
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| (a) Humanities and Social Sciences: 3 June 2009 | LHUSS/FB2009/87(M) |
| (b) Law and Management: 7 July 2009 | FLM/FB09/04M |

PART D: DISCUSSION

434.6 Mock AUQA Panel Interview

Facilitator:

- Dr Julie Jackson, Pro Vice-Chancellor (Quality Enhancement)

Panel:

- Professor Belinda Probert, Deputy Vice-Chancellor (Chair)
- Professor Tom Angelo, Pro Vice-Chancellor (Curriculum and Academic Planning)
- Mr Gary Thomas, Executive Director, Equity and Student Support Services

Interviewees:

- Professor Malcolm Rimmer, Chair, Academic Board
- Professor Simon Crowe, Psychological Science
- Dr Linsey Howie, Deputy Dean, Faculty of Health Sciences
- Dr Terri Joiner, Head, School of Management
- Dr James McArdle, School of Visual Arts & Design
- Mr Bruce Carboon, Director, Academic Services

Dr Jackson advised that:

- AUQA would commence their visit to La Trobe at the end of the next week.
- there would be five members on the panel meeting with groups of 6 to 8 people.
- split sessions would be meeting with one member of the panel.

The mock panel asked questions of the mock interviewees, with other Board members also participating. The questions covered issues such as the review of academic programs; compliance with the Assessment Policy; and the role of the Board in ensuring appropriate standards in teaching and research.

The meeting closed at 11.00am

NEXT MEETING: **9.30am**
 Wednesday 14 October 2009
 Council Chamber
 John Scott Meeting House
 Bundoora Campus

CONFIRMED BY CHAIR _____ **DATE** _____