

LA TROBE UNIVERSITY

ACADEMIC BOARD

Minutes of the four hundred and forty-sixth meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 9 February 2011 at 9.30am.

Present: Professor Malcolm Rimmer (Chair), Professor Simon Crowe (Deputy Chair), Ms Lee Ann Basser, Mr George Bath, Dr Meeuwix Boelen, Professor Andrew Brennan, Professor Judith Brett, Professor Philip Broadbridge, Dr Andrew Brookes, Professor Tim Brown, Mr Bruce Carboon, Professor Jianfu Chen, Mr Rick Churchill, Dr Megan Davidson, Professor Ainslie Dewe, Professor Leigh Drake, Professor Paul Fisher, Dr Kerry Fitzmaurice, Professor Noel Gough, Dr Christine Hawkins, Professor Nick Hoogenraad, Dr Andrew Hughes, Dr Peter Hughes, Dr Julie Jackson, Dr Elizabeth Johnson, Professor Paul Johnson (Vice-Chancellor), Dr Terri Joiner, Dr Stephen Kent, Professor Jae Kim, Dr Katherine Legge, Professor Chris Mackie, Dr Sue Martin, Professor Brian McGaw, Dr Howard Nicholas, Professor Roger Parish, Professor Belinda Probert, Professor Margaret Robertson, Professor John Rosenberg, Dr John Russell, Dr Kay Souter, Professor Annette Street, Dr Caroline Walta, Mr Alexander van de Water, Dr Julie White, Dr David Wilkinson and Professor Evan Willis.

Secretariat: Angela Cowburn, Executive Officer (Academic Board)

In Attendance: Professor Paula Baron, Professor Christine Bigby, Professor Alan Borowski, Professor Jim Cameron, Ms Liz Carey (*vice* Mr David Ensor), Professor Phoebe Chen, Professor Gavin Jack, Mr Gary Thomas (*vice* Dr Kerry Ferguson) and Professor Peta Tait.

PART A – PROCEDURAL MATTERS

(i) Attendance/Apologies

The Chair welcomed the following new student members:

- Kirsty Duncan (returning)
- George Bath
- Alexander van de Water
- Lily Jade Chung Kim Yuen

Apologies were received from Professor Carol Adams, Professor Tom Angelo, Professor Lin Crase, Dr Jacinta Douglas, Ms Kirsty Duncan, Professor Jane Farmer, Dr Kerry Ferguson, Mr Neil Fettling, Professor Tanya Fitzgerald, Ms Margarita Frederico, Dr Elspeth Frew, Dr Trevor Hogan, Dr Tony Jarvis, Dr Mary Kennedy-Jones, Professor Marilyn Lake, Professor Lorraine Ling, Mr Bill McGuinness, Mr Venkat Narayanan, Dr Sue O’Keefe, Dr Jennifer Sheed, Mr Andrew Skewes, Professor David Spencer, Professor Hal Swerissen, Dr Pamela Wallace and Ms Lily Jade Chung Kim Yuen.

The Chair noted with sadness the passing of Emeritus Professor Roger Wales, former Dean, Faculty of Humanities and Social Sciences.

ACTION

(ii) Approval of Agenda

The Board **resolved** to approve the Agenda, as circulated.

(iii) Outstanding Matters

The Board received and noted report AB11/02.

(iv) Matters Approved on Behalf of Academic Board

The Board received report AB11/03 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 AB11/03.
- (b) Establishment of prizes:
 - (i) Science, Technology and Engineering: Professor Edgar Smith Scholarship, as detailed in Attachment B to AB11/03.
 - (ii) Science, Technology and Engineering: LIMS Regional Text Book Scholarships, as detailed in Attachment C to AB11/03.
 - (iii) Science, Technology and Engineering: David Ashton Scholarship, as detailed in Attachment D to AB11/03.
- (c) Change of name of Research Centre:
A proposal from the Deputy Vice-Chancellor (Research) to amend the name of the Graeme Clark Centre for Bionic Ear and Neurosensory Research to the *Centre for Bionic Ear and Neurosensory Research*.
- (d) Course approval:
A proposal from the Faculty of Health Sciences for a significant course revision to the Bachelor of Human Services and Master of Social Work in line with recommendations from the accrediting body, the Australian Association of Social Work, as detailed in Attachment E to AB11/03.

(v) Report of the Vice-Chancellor

The Board received and noted circulated paper AB11/04, the Report of the Vice-Chancellor, which can be located at the following link:
<https://intranet.latrobe.edu.au/academicboard/assets/downloads/vc-reports-2011/04-VC'sReportFeb2011.pdf>. The Vice-Chancellor spoke to the report.

The Deputy Vice-Chancellor (International & Development) provided a verbal update on item 9.1 – Domestic Enrolments – and item 9.2 – International Enrolments. In response to a query it was noted that the ATAR should not have too much of an effect on the measure of demand and targets for the Faculty of Humanities and Social Sciences.

It was queried when the Rural Tertiary Hardship Fund would be likely to take effect. The Vice-Chancellor advised that the University had undertaken to assist staff and students affected by the recent floods. The Vice-Chancellor also reported that he had recently met with the Hon. Peter Hall MLC, Minister for Higher Education and Skills, and Mr Damian Drum, Parliamentary Secretary for Regional Development and had emphasised the importance of La Trobe offering educational opportunities across Victoria.

In response to a query, the Vice-Chancellor advised that the effect on the University as a result of funding cuts to the *Capital Development Pool* and the *Australian Learning and Teaching Fund* (due to the Federal Government's Flood Relief Package) were unclear.

PART B – MATTERS FOR APPROVAL

446.1 Confirmation of Minutes

The minutes of the meeting held on 10 November 2010 [AB10/196(M)] were confirmed.

446.2 Items for Approval not requiring discussion

446.2.1 Award of Degrees and Diplomas

The Board received report AB11/05 and **resolved** to endorse the award of higher degrees and conferring of awards *in absentia*, as detailed therein.

AEGTO/
RGSO

446.2.2 Establishment of Prizes

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

- (a) Division of Residential Services: Glenn College Students for Students Scholarship, as detailed in report AB11/06.
- (b) Division of Residential Services: Chisholm College Students for Students Scholarship, as detailed in report AB11/07.
- (c) Division of Residential Services: Menzies College Students for Students Scholarship, as detailed in report AB11/08.

Ms D Lynn
Ms K Allitt
ResServ

446.2.3 Committee membership

- (a) Committee on Outside Studies Programs
Professor Susan Paxton *vice* Dr Cheryl Dissanayake (until 30 June 2011)

EO(COSP)

446.2.4 Academic Board Regulations: amendment

The Board received report AB11/09 and **resolved** to endorse amendment to the Academic Board Regulations to provide that the Secretary to the Academic Board is to be the Returning Officer for an election of student members to the Academic Board.

Legal
Services

446.2.5 D M Myers Medals

The Board **resolved** to endorse the proposal from the Faculty of Health Sciences to award the D M Myers Medal to Luke Santamaria (Bachelor of Physiotherapy (Honours)).

Dir,O&P/
AEGTO

446.2.6 La Trobe Alumni Association Prize

The Board **resolved** to endorse the proposal from the Faculty of Health Sciences to award the La Trobe Alumni Association Prize to Wanxin Weng (Bachelor of Speech Pathology (Honours)).

Dir,O&P/
AEGTO

446.3 Standing Committees of Academic Board

446.3.1 Report of Curriculum Teaching and Learning Committee: 24 November 2010

The Board received report AB11/10 and noted that the Curriculum Teaching and Learning Committee had considered the following items at their most recent meeting:

- (a) Late Submission of Assessment Tasks Policy and Procedures.
- (b) A proposal to suspend the Bachelor of Business (Tourism and Hospitality) from 2011.
- (c) Articulation Agreement: ITESM Mexico and La Trobe University.
- (d) Consideration of the Remarking of Assessment Policy and Procedures.

It was noted that Recommendation 6, which requested endorsement of the closure of the Bachelor of Social Sciences, had been withdrawn at the request of the Faculty of Humanities and Social Sciences.

The Board **resolved** to endorse:

- (a) the revised Different Instances of a Subject Policy, for referral to Council, and the Different Instances of a Subject Procedures, as detailed in Attachment One to AB11/10;
- (b) the Subject Minimum Online Presence Policy, for referral to Council, and the Subject Minimum Online Presence Procedures, as detailed in Attachment Two to AB11/10;
- (c) the revised Admissions Procedures – Deferment, as detailed in Attachment Three to AB11/10, and noted that these had been implemented to ensure compliance with external legislative and regulatory requirements and consistency with changes to the workforce participation rates for students;
- (d) the Subject Rules Policy, for referral to Council, and the Subject Rules Procedures, as detailed in Attachment Four to AB11/10;
- (e) the abolition of the Supplementary Assessment Policies and Procedures from the commencement of 2011, as detailed in Attachment Five to AB11/10;
- (f) the revision of the Conceded Pass Policy, for referral to Council, and the Conceded Pass Procedures, as detailed in Attachment Five to AB11/10; and
- (g) the introduction of the Hurdles Procedures – Additional Supplementary Assessment , as detailed in Attachment Five to AB11/10.

EO(CTLC)/
DirAS/
EO(FRC)

446.3.2 Annual Report of the Central Committee on Outside Studies Programs

The Board received and noted report AB11/11, the Central Committee on Outside Studies Programs Annual Report for 2010 and **resolved** to endorse:

- (a) the Central Committee on Outside Studies Programs Annual Report for 2010, as detailed in Attachment 1 to AB11/11; and
- (b) the proposed amendment to Section 8.2.2 – Eligibility Criteria, Outside Studies Program for Academic Staff – of the Human Resources Manual, as follows:
 - addition of the clause ‘citing relevant ERA criteria applied to the area of research’.

EO(COSP)

446.3.3 Report of the Academic Promotions Committee: review of new promotions model

The Board received and noted report AB11/12, a report from the Academic Promotions Committee regarding their review of the new promotions model and **resolved** to endorse:

- (a) the report of the Academic Promotions Committee, including the minor amendments to procedures detailed therein, as detailed in Attachment 1 to AB11/12; and
- (b) the proposal from the Academic Promotions Committee that the position title of Reader be abolished.

EO(APC)

The Deputy Vice-Chancellor also presented the Board with an updated version of the explanatory notes and evidence matrix for the promotions process which would be made available on the web within the next week.

EO(DVC)

[*Secretariat note: the current evidence matrix can be found on the Academic Promotions intranet site (<https://intranet.latrobe.edu.au/people-culture/staff-development/academic-promotions>).]*

446.4 Other Matters

446.4.1 Establishment of the Academic Quality Committee as a Policy Committee of Academic Board

The Board received and noted paper AB11/13, a report recommending the establishment of the Academic Quality Committee as a policy committee of Academic Board. It was also noted that a similar recommendation had been made to and approved by the Planning and Resources Committee at a meeting held on Friday 4 February 2011.

The Board **resolved** to endorse the establishment of the Academic Quality Committee as a Policy Committee of the Board, as detailed in Attachment A to report AB11/13, **subject to** the following amendment under "composition":

Replace "...and if possible include representatives of regional campuses." with "...and will reflect the multi-campus nature of the University"

EO(AB)

PART C – MATTERS FOR INFORMATION

446.5 Items for Information

446.5.1 Academic Board Self Assessment 2010

The Board received and noted report AB11/14, an overview of the results of the Academic Board Self Assessment 2010 survey.

446.5.2 Adjunct Appointments

The Board received report AB11/15 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

- (a) Adjunct Professor: Jeremy Baskin, Institute for Social and Environmental Sustainability (appointment – 3 years).
- (b) Adjunct Associate Professor: Dr Garrett Prestage, ARCSHS, Health

- Research, Faculty of Health Sciences (appointment – one year).
- (c) Adjunct Professor: Professor Judith Dwyer, School of Public Health, Faculty of Health Sciences (re-appointment – three years).
 - (d) Adjunct Associate Professor: Mr David Green, School of Social Work and Social Policy, Faculty of Health Sciences.
 - (e) Adjunct Professor: Professor Joe Ibrahim, ACEBAC (re-appointment).
 - (f) Adjunct Senior Lecturer: Dr Christine Thompson, ACEBAC (re-appointment).
 - (g) Adjunct Professor: Professor Ross Day, School of Psychological Science (re-appointment).
 - (h) Adjunct Associate Professor: Rick Stoffels, MDFRC (re-appointment – to 30/06/2012).
 - (i) Adjunct Associate Professor: Dr Julia Shelley, ARCSHS, Health Research, Faculty of Health Sciences (re-appointment – one year).
 - (j) Adjunct Associate Professor: Dr Sylvia Gong, Department of Electronic Engineering, School of Science, Technology and Engineering (appointment – three years).

446.5.3 Report of Academic Promotions Committee: February 2011

The Board received the Report of the Academic Promotions Committee: February 2011 and noted that the persons named therein had been promoted, as detailed in report AB11/16.

446.5.4 Establishment of Faculty of Health Sciences Schools and Departments

The Board received and noted report AB11/17, regarding the establishment of the Faculty of Health Sciences' new schools and departments.

In response to a query regarding whether there was a deliberate policy shift away from academic units to geographically based units and what the Vice-Chancellor's position was regarding replicating academic disciplines within and between faculties, taking into consideration inherent tensions, loss of critical mass, waste of resources and loss of quality, especially in the regional campuses, the Vice-Chancellor advised that an alignment process had commenced at the University in 2005 as a result of recommendations from the 2004 AUQA Audit. The University should further consider how to provide the best educational opportunities for staff and students at a multi-campus institution.

446.5.5 Minutes of the Faculty Boards

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

- (a) Law and Management: 27 July 2010 [FLM/FB10/03M]
- (b) Law and Management: 23 November 2010 [FLM/FB10/06M]
- (c) Science, Technology and Engineering: 5 August 2010 [AB11/18]
- (d) Science, Technology and Engineering: 10 September 2010 [AB11/19]
- (e) Science, Technology and Engineering: 7 October 2010 [AB11/20]

PART D – DISCUSSION

446.6 Academic Integrity Model

Julianne East, Academic Language and Learning, Curriculum, Teaching and Learning Centre, and Mark Reedman, Design for Learning Project Manager, provided an overview of the Academic Integrity Module and its implementation.

Discussion:

It was noted that the Academic Integrity Module was mandatory for all first year students and that they were required to be successful in 8 out of 10 topics to pass the module. In response to members' suggestions that the requirement should be 100%, the Deputy Vice-Chancellor advised that this was one of a suite of modules being introduced for students and that it would be reviewed once it had been implemented. It was suggested that the module would also be useful for all commencing and international students. It was also noted that there were no consequences for students if they did not complete the module.

446.7 The Australian Qualifications Framework

Dr Julie Jackson, Pro Vice-Chancellor (Educational Partnerships & Quality), presented an update regarding the Australian Qualifications Framework, which can be accessed at the following link:

<https://intranet.latrobe.edu.au/academicboard/assets/downloads/discussions-2011/Feb-JJ-AQFPresentationFeb2011.pdf>

446.8 ERA Results

Professor Tim Brown, Deputy Vice-Chancellor (Research), reported on the recently announced *Excellence in Research for Australia* initiatives' evaluation results (http://www.arc.gov.au/era/outcomes_2010.htm).

The presentation can be accessed at the following link:

<https://intranet.latrobe.edu.au/academicboard/assets/downloads/discussions-2011/FEB-TB-ERAPresentationFeb2011.pdf>

The Deputy Vice-Chancellor (Research) advised that there would be a fuller presentation to the Board in the future, along with a commitment to update the University's Research Plan.

The meeting closed at 11.15am.

446.9 Next Meeting

9.30am
Wednesday 9 March 2011
Council Chamber
John Scott Meeting House
Bundoora Campus

Chair: _____

Date: _____