

LA TROBE UNIVERSITY

ACADEMIC BOARD

Minutes of the four hundred and thirty-third meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Bundoora Campus on Wednesday 12 August 2009 at 9.30am

PRESENT: Professor M Rimmer (Chair), Professor C Adams, Professor K Ahmed, Professor T Angelo, Professor A Brennan, Professor J Brett, Professor P Broadbridge, Professor T Brown, Mr B Carboon, Professor J Chen, Dr L Crase, Professor S Crowe, Professor A Dewe, Professor G Durden, Mr K Farrell, Dr K Ferguson, Professor D Finlay, Dr K Fitzmaurice, Ms M Frederico, Professor N Gough, Professor C Handley, Professor N Hoogenraad, Professor Z Hoque, Ms D Huang, Mr G Jamieson, Dr T Jarvis, Dr E Johnson, Dr T Joiner, Professor D Kirkby, Ms L Lavender, Dr K Legge, Professor L Ling, Dr J McArdle, Dr E Michael, Dr W Ng, Dr H Nicholas, Dr J Oates, Dr S O'Keefe, Mr C Palmer, Professor R Parish, Professor S Paxton, Professor B Probert, Dr M Ryan, Dr J Sita, Dr K Souter, Professor A Street, Professor H Swerissen, Dr G Thomas, Dr J Thompson and Professor L Tilley.

SECRETARIAT: Ms R di Corpo

IN ATTENDANCE: Professor A Duncan, Dr J Hammerton, Professor J Kim, Professor P Tait, Professor Y Wells

PART A: PROCEDURAL MATTERS

(i) Apologies and Attendance

Apologies were received from the Vice-Chancellor, Ms L A Basser, Dr A Brookes, Dr G Byrne, Ms A Cowburn, Dr M Davidson, Mr D Ensor, Professor G Farrell, Professor T Fitzgerald, Professor R Harbridge, Dr L Howie, Dr J Jackson, Professor M Lake, Professor S Leggat, Ms J Martin, Ms K Nix, Ms M Obenchain, Professor V Prain, Professor G Prince, Professor M Robertson, Dr D Rogers, Dr J Sheed, Professor D Spencer, Professor H Westerbeek, Dr D Wilkinson.

(ii) Approval of Agenda and ordering of Agenda Items

The Board **resolved** to approve the Agenda, with the following amendments:

- un-starring of item (v) Vice-Chancellor's Report;
- addition of verbal report from the Deputy Vice-Chancellor and Deputy Vice-Chancellor (Research) regarding the recent LTU Strategy Workshops, under Part A item (v);
- withdrawal of Attachments RGS/09/110, RGS/09/111, RGS/09/112, RGS/09/113 to AB09/86;
- starring of item RGS/09/144.5.8 to AB09/86 Report on Animal Usage at La Trobe University, and item RGS/09/117 to AB09/86 Review of the Institute of Advanced Studies.

(iii) Outstanding Matters

The Board received and noted report AB09/80. The chair confirmed resolution of two items:

- Item 429(v) of Minutes 11 February 2009: Advice regarding how the 2009 Learning and Teaching Performance Fund allocations would be spent, as detailed in Attachment A to AB09/80.
- Item 432.4.2 of Minutes 10 June 2009: Research Contracts, Consultancies, Collaborations and Joint Ventures Policy and the Personal Outside Work Policy were deferred and have been returned to Academic Board, as detailed in Paper AB09/86 Report of the Research Graduate Studies Committee.

(iv) **Matters approved on behalf of Academic Board**

The Board received report AB09/81 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 AB09/81.
- (b) Report of the Honorary Awards Committee, as detailed in Attachment B to AB09/81, for referral to Council.
- (c) Amendment to the following Faculty of Health Sciences Prizes, as detailed in Attachment C to AB09/81:
 - Proposal to amend the Lifestyle and Rehabilitation – Student of the Year Awards
 - Proposal to amend the AAOT Victoria Inc New Graduands Award for Clinical Excellence
 - Proposal to amend the Speech Pathology Australia Student Award – GEM
 - Proposal to amend the Speech Pathology Australia Student Award – Undergraduate.
- (d) Course proposals, as detailed in (a) - (f) of Attachment D to AB09/81 as follows:
 - Faculty of Education: Bachelor of Educational Studies: course revision proposal from the existing one year to a three year course
 - Faculty of Education: Bachelor of Educational Studies: course closure of the one year course, now replaced by a three year course
 - Faculty of Humanities and Social Sciences: Master of International Relations – a new INU Global Citizenship stream
 - Faculty of Education: Graduate Certificate in Higher Education Curriculum, Teaching and Learning: course revision to change the course name from ‘Graduate Certificate in Higher Education’
 - Graduate Certificate in Child and Family Practice and Graduate Diploma in Child and Family Practice Leadership: a new course to commencing August 2009
 - La Trobe International: approval and accreditation of the Non-Award Exchange-In Program.

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

The Board received and noted circulated paper AB09/82, the Report of the Vice-Chancellor, which can be located via the following link: <http://www.latrobe.edu.au/academicboard/vc-reports.html>. The report included information regarding the following matters:

1. Valedictions
2. Academic Achievements
3. Higher Education Sector
 - 3.1 Mission-based Compacts for Universities
 - 3.2 Regional Provision of Higher Education
4. Regional Campus Visits
5. Major Project Bids

On behalf of the Vice-Chancellor, speaking on the valedictions the chair acknowledged the significant contributions to the University of the three senior members of the Faculty of Science, Technology and Engineering.

LTU Strategy Workshops

The Deputy Vice Chancellor and Deputy Vice-Chancellor (Research) provided a brief verbal report on the two La Trobe University Strategy Workshops recently held at the Bundoora campus. As part of the Strategic Plan Review – the University’s response to the Bradley Report and emerging Government policy on expansion of higher education in a student driven market, these initial workshops were to:

- a) Day 1: address propositions regarding La Trobe’s capacity to significantly increase its student numbers, both undergraduate and postgraduate - and in particular, capacity to increase enrolments from the government’s target groups of low SES and regional and rural students; and
- b) Day 2: extend the University’s ambitious, but welcome, propositions of the La Trobe University Research Plan 2009 – 2012, with longer term views on appropriate structures and processes to optimally position the University. The Deputy Vice-Chancellor (Research) suggested the PowerPoint slides be accessible to Board members; these can be located via the following link: <http://www.latrobe.edu.au/academicboard/assets/downloads/Papers-09/August/StratPlanWorkshopAug6.pdf>

DVC(R)

The constructive discussions from the workshops will inform the Paper being prepared by the Vice-Chancellor which will feed into a wider (internal) consultation about revising the University's Strategic Plan for the next five years.

PART B: MATTERS FOR APPROVAL

433.1 CONFIRMATION OF THE MINUTES

The minutes of the meeting held on 10 June 2009 [AB09/78(M)] were confirmed.

433.2 ITEMS APPROVED WITHOUT DISCUSSION

433.2.1 Award of Degrees

The Board received report AB09/83 and **resolved** to endorse the award of degrees as determined by the Higher Degrees Committee (Research).

AEGTO/
RGSO

433.2.2 Adjunct Appointments

The Board received report AB09/84 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

Snr Appts
Officer, HR

- (a) Adjunct Professor: Professor David Crewther, School of Psychological Science (re-appointment – three years).
- (b) Adjunct Professor: Professor Alex Wearing, School of Psychological Science (re-appointment – three years).
- (c) Adjunct Professor: Professor Lawrence Moloney, School of Public Health (initial appointment – three years).
- (d) Adjunct Professor: Dr Peter Box, Faculty of Law and Management (re-appointment – three years).
- (e) Adjunct Professor: Professor Peter Loney, Public Sector Governance and Accountability Research Centre (re-appointment – three years).
- (f) Adjunct Professor: Professor John Le Marshall, Faculty of Science, Technology and Engineering (re-appointment – three years).
- (g) Adjunct Associate Professor: Associate Professor Dr Helen Edwards, Division of Allied Health, Faculty of Health Sciences (initial appointment – three years).
- (h) Adjunct Associate Professor: Associate Professor Geoff Stuart, Faculty of Science, Technology and Engineering (initial appointment – three years).
- (i) Adjunct Associate Professor: Associate Professor Roger Croome, Faculty of Science, Technology and Engineering (initial appointment – three years).
- (j) Adjunct Associate Professor: Associate Professor Dr Peter Howard, Faculty of Health Sciences (appointment extended to three years).
- (k) Adjunct Associate Professor: Associate Professor Sharon Donovan, Faculty of Health Sciences (re-appointment – three years).
- (l) Adjunct Associate Professor: Associate Professor Dr Owen Evans, Faculty of Health Sciences (initial appointment – three years).
- (m) Adjunct Professor: Dr Seb Marcuccio, Faculty of Science, Technology and Engineering (re-appointment – three years).
- (n) Adjunct Professor: Dr John Mason, Faculty of Science, Technology and Engineering (re-appointment – three years).
- (o) Adjunct Professor: Professor Wu, Faculty of Health Sciences (re-appointment - three years).
- (p) Adjunct Associate Professor: Dr Liu, Faculty of Health Sciences (re-appointment – three years).
- (q) Adjunct Senior Lecturer: Dr Hao, Faculty of Health Sciences (re-appointment – one year).

433.3 STANDING COMMITTEES OF ACADEMIC BOARD

433.3.1 Report of Library Committee: 24 July 2009

The Board received report AB09/85. Professor Ainslie Dewe, University Librarian, spoke to the report referring to significant areas of activity including the Bundoora Library building refurbishment and related digital infrastructure projects. Specifically highlighted was the Health Sciences Evaluation at item 152.7 of the Library Minutes - the 1st Year Information Literacy Program Evaluation, as detailed in Appendix A to AB09/85 (LIB09/21).

Library/Ms
Salisbury

The Board noted the successful evaluation process of the pre-experience survey and assessment quiz, with a full report expected by end 2009. The Library will be presenting a more detailed report of the Evaluation to the Curriculum, Teaching and Learning Committee in the near future.

433.3.2 Report of Research and Graduate Studies Committee: 31 July 2009

The Board received report AB09/86.

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|---|----------------------|
| <p>(a) <i>La Trobe University Excellence in Research Awards</i>
The Board resolved to endorse the La Trobe University Excellence in Research Awards as presented in Attachment RGS/09/99 to AB09/86.</p> | <p>Dir. Research</p> |
| <p>(b) <i>Research Contracts, Grants, Consultancies, Collaborations and Joint Ventures Policy</i>
The Board resolved to endorse, for referral to Council, the Research Contracts, Grants, Consultancies, Collaborations and Joint Ventures Policy as presented in Attachment RGS/09/100 to AB09/86.</p> | <p>EO(AB)</p> |
| <p>(c) <i>Research Contracts, Grants, Consultancies, Collaborations and Joint Ventures Procedures</i>
The Board resolved to endorse the Research Contracts, Grants, Consultancies, Collaborations and Joint Ventures Procedures as presented in Attachment RGS/09/101 to AB09/86.</p> | <p>Dir. Research</p> |
| <p>(d) <i>Personal Outside Work Policy</i>
The Board resolved to endorse, for referral to Council, the Personal Outside Work Policy as presented in Attachment RGS/09/102 to AB09/86.</p> | <p>EO(AB)</p> |
| <p>(e) <i>Personal Outside Work Procedures</i>
The Board resolved to endorse the Personal Outside Work Procedures as presented in Attachment RGS/09/103 to AB09/86.</p> | <p>Dir. Research</p> |
| <p>(f) <i>Human Ethics Procedures</i>
The Board resolved to endorse the Human Ethics Procedures as presented in Attachment RGS/09/104 to AB09/86.</p> | <p>Dir. Research</p> |
| <p>(g) <i>Animal Ethics Procedures</i>
The Board resolved to endorse the Animal Ethics Procedures as presented in Attachment RGS/09/105 to AB09/86.</p> | <p>Dir. Research</p> |
| <p>(h) <i>Genetically Modified Organisms Procedures</i>
The Board resolved to endorse the Genetically Modified Organisms Procedures as presented in Attachment RGS/09/106 to AB09/86.</p> | <p>Dir. Research</p> |
| <p>(i) <i>Draft Electronic Survey Software Procedures and Surveys Policy and Procedures</i>
The Board noted the withdrawal of Attachments RGS/09/110, RST/09/111, RGS/09/112 and RGS/09/113 to AB09/86 - the draft Electronic Survey Software Procedures and Surveys Policy and Procedures, to be presented to Academic Board for consideration at a future date.</p> | <p>Dir. Research</p> |

- (j) *Report on Animal Usage at La Trobe University*
The Deputy Vice-Chancellor (Research) informed the Board of the completion at the end of July of the Independent Review of Animal Usage at La Trobe University and described the background, including the reasons for the Review. The Board noted that the Vice-Chancellor, on behalf of the University, has accepted all recommendations of the Review subject to staff consultation, consistent with our enterprise agreement obligations.
- (k) *The Review of the Institute of Advanced Studies (“IAS Review”)*
The Board **resolved** to endorse the recommendations of the Review. It also endorsed the recommendation of the RGSC that the Strategic Advisory Committee of the IAS be set up as a Sub-Committee of RGSC, the Terms and Conditions to be as recommended by the Review Panel.

Dir. Research

433.3.3 Report of Curriculum, Teaching and Learning Committee: 22 July 2009

The Board received report AB09/87.

- (i) *Revision of the Learning and Spaces Technologies Committee Terms of Reference*

Professor Ainslie Dewe spoke to this item highlighting some of the links between learning spaces and learning technologies in the context of the committee’s wider brief incorporating teaching and learning spaces.

The Board **resolved** to endorse the proposed amendments to the Learning Spaces and Technologies Terms of Reference, as detailed in Attachment B to AB09/87.

EO(AP)

- (ii) *Matters Arising from Minutes of the Curriculum, Teaching and Learning Committee 29.04.09 – Item 3.7: FOI Access to Examination Papers and Marking Guides*

The Board received Attachment B to AB09/87 - a Memorandum from the Director, Academic Services with the subject heading: Matters Arising from Minutes of the Curriculum, Teaching and Learning (CTL) Committee 29.04.09 – Item 3.7: FOI Access to Examination Papers and Marking Guides, and **resolved** to endorse the recommendations as follows:

Dir. AS/
EO(AP)/
VC

That the CTL Committee request that the Vice-Chancellor inform the author of the Monash Paper that La Trobe University would be prepared to support a collective representation from the Victorian Vice-Chancellors’ Committee to the Victorian Attorney-General. The purpose of the representation would be to lobby for:

- (a) A revision of the definition of ‘document’ in the Victorian Freedom of Information Act 1982, consistent with the definition of document in section 4(1) of the Commonwealth Freedom of Information Act 1982; and/or
- (b) Incorporation of a specific exemption for ‘documents the disclosure of which could reasonably be expected to prejudice the effectiveness or audits by an agency’ as provided for in Clause 16(a)(i) to Schedule 1 of the New South Wales Freedom of Information Act 1989.

Given that the issue originated at University of Melbourne and was taken up by Monash University, it would be appropriate for those two universities to draft a common response on behalf of the Victorian universities, which La Trobe University would support.

- (iii) *Student Admissions, Retention and Success Committee: endorsement of the extension of the pilot Schools Access La Trobe (SALT) Scheme*

The Board received Attachment C to AB09/87 and **resolved** to endorse the recommendations concerned with the Schools Access La Trobe (SALT) Scheme, as follows:

- that the SALT pilot is extended for a further (third) year;
- that the Bundoora campus catchment is defined, for the purposes of the SALT scheme, as including the local government areas of Banyule, Boroondara, Brimbank, Darebin, Hume, Melton, Moreland, Nillumbik, Whittlesea and Yarra.

Dir. FS

(iv) *Recommendations of the Curriculum, Teaching and Learning Committee for the approval of course proposals*

The Board **resolved** to endorse the following course proposals:

EO(AP)

- a) Proposal from the Faculty of Humanities and Social Sciences for a new course to commence in 2010: Master of International Development and Master of International Development with Honours, as detailed in Attachment D to AB09/87.
- b) Proposal from the Faculty of Health Sciences to amend the postgraduate degree model of 2009 in the Master of Nursing, as detailed in Attachment E to AB09/87.
- c) Proposal from the Faculty of Health Sciences for a distance/online offer of the existing Master of Health Administration, as detailed in Attachment F to AB09/87.
- d) Proposal from the Faculty of Health Sciences for an integrated set of five distance-mode courses: Master of Ergonomics, Safety and Health (M.ESH) by coursework; Master of Ergonomics, Safety and Health (M.ESH) by coursework with Honours; Master of Occupational Health (M.OH) by coursework (distance mode); Master of Occupational Health (M.OH) by coursework (distance mode) with Honours; Graduate Certificate in Occupational Health, Safety and Ergonomics (GCOHSE) (distance mode), as detailed in Attachment G to AB09/87.
- e) Proposal from the Faculty of Health Sciences to close the following double-degree courses: Bachelor of Health Sciences/Bachelor of International Relations; Bachelor of Health Sciences/Bachelor of Media Studies; Bachelor of Health Sciences/Bachelor of Commerce (Accounting), as detailed in Attachment H to AB09/87.
- f) Proposal from the Faculty of Science, Technology and Engineering to modify the course structure of the Postgraduate Diploma of Psychology, as detailed in Attachment I to AB09/87.
- g) Proposal from the Faculty of Science, Technology and Engineering to amend the course structure and nomenclature of the Master of Agricultural Science and Agribusiness, to become Master of Agricultural Science and Management, as detailed in Attachment J to AB09/87.
- h) Proposal from the Faculty of Law and Management for program changes to the Bachelor of Business (Marketing); Bachelor of Business (Sport and Leisure Management); Bachelor of Business (Tourism and Hospitality); Bachelor of Business (Tourism Management); Master of Business Information Management and Systems and Master of Information Systems Management, as detailed in Attachment K to AB09/87.
- i) Proposal from the Faculty of Law and Management for the creation of new minors for inclusion on the Bachelor of Business and Bachelor of Accounting, as detailed in Attachment L to AB09/87.
- j) Proposal from the Faculty of Law and Management for changes to the Marketing Major and Minor in the Bachelor of Business and Bachelor of Accounting, as detailed in Attachment M to AB09/87.

(v) *Items for Information*

The Board noted that the following matters had been provided for information:

- Introduction of new subjects in the Faculties of Law and Management and Science, Technology and Engineering;
- LUPA representation on the Programs Committee and Student Admissions, Retention and Success Committee composition of membership;
- Minutes of Meeting of the Programs Committee 11 June and 7 July 2009, and of the Student, Admissions, Retention and Success Committee 3 June 2009;

- Updates on the progress of the Design for Learning Project, by the Deputy Vice-Chancellor and Pro Vice-Chancellor (Curriculum and Academic Planning).

433.4 OTHER MATTERS

433.4.1 Vice-Chancellor's Report of Senior Academic Appointments

The Board received and noted report AB09/88, advice regarding the following senior academic appointments made by the Vice-Chancellor:

- Dr Paul Mather, Professor of Accounting, Faculty of Law and Management
- Mr William McGuiness, Director, Nursing Research (LTU/The Alfred) and Head, Clinical School of Nursing, The Alfred.

433.4.2 Faculty of Law and Management: New Honours Scholarships Policies for Approval by Academic Board

The Board **resolved** to endorse the Faculty of Law and Management's proposal for new scholarship policies for Undergraduate with Honours programs and Masters with Honours programs, as detailed in report AB09/89.

Dean, FLM

433.4.3 Faculty of Science, Technology and Engineering proposal to increase the value of Computer Science and Computer Engineering Prizes

The Board **resolved** to endorse the increase in value of each prize listed below, as detailed in report AB09/90:

Dean, FSTE

- 3rd year Prize for Bachelor of Computer Systems Engineering
- 3rd year Prize in Computer Science
- Honours prize in Computer Science
- Master of Information Technology Prize
- Master of Computer Science
- T S Dillon Prize for Excellence

PART C: MATTERS FOR INFORMATION

433.5 ITEMS FOR INFORMATION

433.5.1 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: 1 April 2009 | LHUSS/FB2009/68(M) |
| (b) Humanities and Social Sciences: 6 May 2009 | LHUSS/FB2009/81(M) |
| (c) Law and Management: 5 May 2009 | FLM/FB09/03M |
| (d) Science, Technology and Engineering: 5 March 2009 | LST/FB/09/1(M) |
| (e) Science, Technology and Engineering: 2 April 2009 | LST/FB/09/2(M) |
| (f) Science, Technology and Engineering: 7 May 2009 | LST/FB/09/3(M) |

433.5.2 La Trobe University Library Annual Report 2008

The Board received and noted a circulated copy of the La Trobe University Library Annual Report 2008.

433.5.3 AUQA Update

The Board received and noted AB09/91, a memorandum from the Pro Vice-Chancellor (Quality Enhancement) updating members on the activities of the AUQA audit visit taking place at the University from 21-24 September 2009, including an attachment about Open Sessions that would be taking place.

Further information about the audit including the portfolio and relevant timelines may be found on the website www.latrobe.edu.au/quality.

The meeting closed at 10.15am

NEXT MEETING: **9.30am**
 Wednesday 9 September 2009
 Council Chamber
 John Scott Meeting House
 Bundoora Campus

CONFIRMED BY CHAIR _____ **DATE** _____