

LA TROBE UNIVERSITY

ACADEMIC BOARD

Minutes of the four hundred and twenty-seventh meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Bundoora Campus on Wednesday, 8 October 2008 at 9.30am

PRESENT: Professor M Rimmer (Chair), Professor T Angelo, Ms L A Bassar, Dr S Beeton, Professor A Brennan, Professor Judith Brett, Dr A Brookes, Professor T Brown, Professor J Chen, Dr L Crase, Dr M Davidson, Professor D De Vaus, Professor A Dewe, Dr K Ferguson, Professor D Finlay, Dr K Fitzmaurice, Professor N Gough, Professor C Handley, Professor R Harbridge, Professor N Hoogenraad, Dr L Howie, Dr J Jackson, Dr B James, Mr G Jamieson, Dr T Jarvis, Professor P Johnson (Vice-Chancellor), Dr D Kirkby, Professor Marilyn Lake, Ms L Lavender, Dr J McArdle, Dr G Mayer, Professor P Murphy, Dr J Oates, Dr S O'Keefe, Professor R W Parish, Professor S Paxton, Professor V Prain, Dr G Prince, Professor B Probert, Professor M Robertson, Professor M Sandeman, Dr J Sita, Dr K Souter, Professor D Spencer, Dr P Stacey, Professor H Swerissen, Dr J Thomson, Professor L Tilley, Dr D Wilkinson, Professor E Willis and Dr L Yates

SECRETARIAT: Ms A Cowburn

IN ATTENDANCE: Professor A Borowski, Professor R Brownlee, Professor L Cahill, Mr B Carboon, Mr D Ensor, Ms (Sally) Dongping Huang, Professor R La Polla, Dr E Martens and Professor A Perry

PART A: PROCEDURAL MATTERS

(i) Apologies and Attendance

Apologies were received from Professor Simon Crowe, Professor Geoff Durden, Mr Kent Farrell, Mr Peter Foreman, Ms Margarita Frederico, Ms Heather King, Dr Anna Kokavec, Dr Katherine Legge, Professor Lorraine Ling, Ms Virginia Mansel Lees, Ms Katherine Nix, Mr John Penwill, Ms Joanne Rayner, Mr Paul Richardson, Dr Doug Rogers, Ms Frances Sheean, Dr Jennifer Sheed and Dr Brian Usher.

(ii) Approval of Agenda and ordering of Agenda Items

The Board resolved to approve the Agenda, as circulated, with the inclusion of the following additional item:

4.2 Report from Chair, Research and Graduate Studies Committee: National Centre for Hellenic Studies and Research - Review (tabled confidential report AB08/118).

(iii) Outstanding Matters

The Board received and noted report AB08/106.

(iv) Matters approved on behalf of Academic Board

The Board received report AB08/107 and noted that no matters had been approved on its behalf since its last meeting.

(v) Report of the Vice-Chancellor

The Board received and noted tabled paper AB08/108, 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) Curriculum, Learning and Teaching
 - Curriculum Review
 - Review of Academic Promotions Policy and Procedure
- (b) Research and Research Training
 - Innovation Review
 - Research Support Review
 - Research Planning
 - Australian Academic of Social Sciences Fellowship
- (c) Finance and Resource Planning
 - Development of the 2009 Budget
 - Finance and Planning Functional Review
- (d) Infrastructure and Operations
 - Information Communication Technology
 - Residential Services
 - Estates
- (e) International Operations
 - Semester 1, 2009 international recruitment
 - IDP Survey of International Students at Australian Universities
- (f) People and Culture (Human Resources)
 - Review of Human Resources Division
 - EBA negotiations
- (g) Marketing and Future Students
- (h) Major Funding Proposals
- (i) Launch of La Trobe University Foundation

The Board noted that the Deputy Vice-Chancellor (Research) had tabled an addendum to the Report of the Vice-Chancellor – “*Comments on the Cutler Review*”, which can be accessed at the following link: <http://www.latrobe.edu.au/academicboard/assets/downloads/vc-reports/Cutler%20Review%20coments.pdf>

PART B: MATTERS FOR APPROVAL

427.1 CONFIRMATION OF THE MINUTES

The minutes of the meeting held on 10 September 2008 [AB08/104(M)] were confirmed.

427.2 ITEMS APPROVED WITHOUT DISCUSSION

427.2.1 Award of Degrees and Diplomas

The Board received tabled report AB08/109 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

427.2.2 Establishment of prizes

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

Fac. Reg.
Ms D Lynn
Ms K Allitt

- (a) Faculty of Science, Technology and Engineering: Kevin de Vries Pharmaceutical Care Award [*amendment*], as detailed in report AB08/110.

427.2.3 Membership of Committees

- (a) *Professional Library Promotion Committee*

HR Mgr,
Bendigo

The Board **resolved** to approve the membership of the Professional Library Promotion Committee, as detailed in report AB08/111.

427.2.4 Adjunct Appointments

The Board received report AB08/112 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

Snr Appts
Officer, HR

- (a) Adjunct Professor: Dr Harry Aveling, School of Social Sciences (initial appointment – from 1 January 2009).
- (b) Adjunct Professor: Dr Richard Kirsner, Department of Electronic Engineering (initial appointment – 1 September 2008 to 1 September 2011).
- (c) Adjunct Associate Professor: Dr Pamela Davis, School of Human Communication Sciences (re-appointment – 12 months).

427.2.5 Report of the Academic Promotions Committee

The Board received confidential tabled report AB08/113 and **resolved** to endorse that the persons named therein be promoted to Level B or C, as detailed in the report, with effect from 1 January 2009.

HR Mgr,
Bendigo

427.3 STANDING COMMITTEES OF ACADEMIC BOARD

427.3.1 Report of the Selection and Enrolment Committee: 19 June 2008

The Board received report AB08/114.

(a) *Schools Access La Trobe Scheme*

The Board received and noted a report by the SALT Working Party entitled “*SALT Review 2008*”, as detailed in an attachment to report AB08/114.

(b) *Use of the GAT in Middle-Band Selection*

The Board noted that the Selection and Enrolment Committee had resolved that, as a broad strategy, the use of the GAT in middle-band should be administered according to current middle-band methodology, and in such a way that applicants could not be disadvantaged. The Committee also resolved that in cases where applicants had more than 1 GAT score, the highest score would be the one taken into consideration.

427.3.2 Report of Academic Committee: 23 September 2008

The Board received report AB08/115.

(a) *Proposal to change the name of the Graduate Diploma in Development Studies*

The Board **resolved** to endorse a proposal from the Faculty of Humanities and Social Sciences to change the name of the Graduate Diploma in Development Studies to the Graduate Diploma in International Development.

Fac. Reg.

(b) *Proposal to change the name of the Bachelor of Health Sciences/Bachelor of Development Studies*

The Board **resolved** to endorse a proposal from the Faculty of Health Sciences to change the name of the Bachelor of Health Sciences/Bachelor of Development Studies to the Bachelor of Health Sciences/Bachelor of International Development.

Fac. Reg.

(c) *Proposal to amend the undergraduate degrees offered by the School of Business and to offer new undergraduate degrees*

The Board **resolved** to endorse a proposal from the Faculty of Law and Management to introduce the following new undergraduate degrees, as detailed in Attachment A to report AB08/115:

Fac. Reg.

- Bachelor of Business (Human Resource Management) (BBus(HR)).
- Bachelor of Business (Marketing) (BBus(MK)).

<p>The Board also resolved to endorse a proposal from the Faculty of Law and Management to amend the undergraduate degrees offered by the School of Business as follows, and as detailed in Attachment A to report AB08/115:</p> <ul style="list-style-type: none"> • The degree title Bachelor of Commerce replaced by the title Bachelor of Accounting, and related double degrees renamed to include the title Bachelor of Accounting. • Three additional compulsory units added to the existing seven unit core of the Bachelor of Business creating a ten unit core. • Major specialisations in the Bachelor of Business and Bachelor of Accounting to be defined as seven units taken after first year, including at least four level three units. • The introduction of sub-majors into the Bachelor of Business and Bachelor of Accounting degrees. These would be defined as four units taken after first year, including at least two level three units. • The degree requirements of the Bachelor of Business amended to require students to complete either one seven unit major or two four unit sub-majors. • The creation of new majors in Financial Planning, Management Information Systems, Macroeconomics, and Sustainable Resource Management. • Amendment to the existing major concentrations in the Bachelor of Business. These would also all be made available in the Bachelor of Accounting. • The establishment of 16 new sub-majors: Forensic Accounting; Public Sector Accounting and Management; Microeconomics; Macroeconomics; Environmental and Resource Economics; Development; International Trade and Finance; Business Models and Forecasting; Industrial Economics and Competition Policy; Financial Planning; Corporate Finance; Financial Services; Management; Marketing; Human Resource Management; Business Law; Sustainable Resource Management; and Economics. • Amendment of the unit requirements in the Bachelor of Economics and units offered in the Bachelor of Finance. • Addition of two elective units (FIN3EPP and FIN3FSA) in the Bachelor of Finance offerings. • Re-naming or changing year level of units to facilitate degree changes. • Creation of new units to facilitate degree changes. • Technical changes to the Bachelor of International Business and all double degrees occasioned by the changes in other proposals. • Creation of new units to facilitate the offering of new majors and sub-majors. 	<p>Fac. Reg.</p>
<p>(d) <i>Proposal to offer the Graduate Diploma in Business Administration through the Australian Campus Network</i></p> <p>The Board resolved to endorse a proposal from the Faculty of Law and Management to offer the Graduate Diploma in Business Administration through the Australian Campus Network, as detailed in Attachment B to report AB08/115.</p>	<p>Fac. Reg.</p>
<p>(e) <i>Articulation agreement tables</i></p> <p>The Board resolved to endorse the following articulation agreement tables:</p> <ul style="list-style-type: none"> ○ Wodonga Institute of TAFE/Faculty of Science, Technology and Engineering: any 2 year certificate level science related course/Bachelor of Science in Environmental Management & Ecology ○ Riverina Institute of TAFE/Faculty of Science, Technology and Engineering: any 2 year certificate level science related course/Bachelor of Science in Environmental Management & Ecology ○ Bendigo Regional Institute of TAFE/Faculty of Law and Management: Diploma of Hospitality Management/Bachelor of Business (Tourism and Hospitality) ○ Riverina Institute of TAFE/Faculty of Health Sciences: Certificate IV in Nursing/Bachelor of Nursing Division 2 Conversion 	<p>Fac. Reg./ Campus Dir.</p>
<p>(f) <i>VET Courses policy</i></p> <p>The Board resolved to endorse, for referral to Council, the new VET Courses policy, as detailed in Attachment C to report AB08/115.</p>	<p>EO(AB)</p>

(g) *Qualifications policy and procedures*

The Board **resolved** to endorse, for referral to Council, the new Qualifications policy, as detailed in Attachment D to report AB08/115.

EO(AB)

(h) *Academic Misconduct policy and guidelines*

The Board noted that the La Trobe University Academic Misconduct policy and guidelines had been reformatted into the University approved format.

(i) *La Trobe University Conceded Passes policy and procedures*

The Board noted that the La Trobe University Conceded Passes policy and procedures had been reformatted into the University approved format.

427.4 OTHER MATTERS

427.4.1 Review of Academic Promotions Processes

The Board received and noted report AB08/116, a discussion paper regarding the review of academic promotions processes. The Deputy Vice-Chancellor (Academic) spoke to the report.

It was noted that Faculties and Schools would be able to define clearly what they required from their staff to meet their objectives. The current promotions process was a rigid framework which provided uniformity. The proposal would maintain uniform standards but allow variations in weightings.

The Deputy Vice-Chancellor (Academic) advised that a paper reviewing performance management schemes for academics had been circulated to the Deans that suggested linking performance management and promotions.

It was queried whether there would be an appeals process in place for unsuccessful applicants. The Deputy Vice-Chancellor (Academic) advised that it was important to give clear feedback to applicants about what was necessary to meet promotions requirements.

It was suggested that PEDS supervisors and Heads of Departments be fully and regularly briefed about the University promotions processes.

The Board **resolved** to endorse the adoption of the Promotions Matrix, as detailed in the addendum to report AB08/116, in principle, to be followed by further consultation and drafting of a revised Policy on Academic Promotion for the first available meeting of Academic Board.

DVC(A)

The Board supported the principle of a continuous, centralised process for managing Academic Promotions at La Trobe, and **resolved** to endorse that there be wide consultation about the proposed process and development of refined processes to be incorporated in the new Promotions Policy.

DVC(A)

427.4.2 Report from Chair, Research and Graduate Studies Committee: National Centre for Hellenic Studies and Research - Review

The Board received and noted tabled confidential report AB08/118, a report from the Chair, Research and Graduate Studies Committee regarding the Review of the National Centre for Hellenic Studies and Research. The Deputy Vice-Chancellor (Research) spoke to the report.

The Board noted the receipt of the Report of the Review Committee commissioned by the University's Research and Graduate Studies Committee in relation to the National Centre for Hellenic Studies and Research (NCHSR) (also known as Ethniko Kentro Ellinikon kai Erevnas (EKEME)) dated 30 September 2008.

The Board **resolved** to endorse that consideration of the Report and its recommendations be through the processes set in place by Council at its meeting on 6 October 2008.

DVC(R)

The Board accepted the advice that members of Academic Board could view the Report and Recommendations of the Research and Graduate Studies Committee by contacting the Office of the Deputy Vice-Chancellor (Research) and give written comments to the Deputy Vice-Chancellor (Research) by 14 October 2008.

PART C: MATTERS FOR INFORMATION

427.5 ITEMS FOR INFORMATION

427.5.1 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: 4 June 2008 | LHUSS/FB2008/43M |
| (b) Law and Management: 6 August 2008 | FLM/FB08/04M |
| (c) Science, Technology and Engineering: 29 May 2008 | LST/FB/08/3M |

PART D: DISCUSSION

427.6 Are our undergraduate “success rates” good enough, and what should be done about them?

The Chair introduced the discussion panel:

- Dr Peter Stacey, Chair, Selection and Enrolment Committee
- Dr Liz Johnson, Associate Dean (Academic), Faculty of Science, Technology and Engineering
- Dr Kay Souter, Associate Dean (Academic), Faculty of Humanities and Social Sciences
- Professor David Spencer, Associate Dean (Academic), Faculty of Law and Management

Dr Peter Stacey

The Board received and noted report AB08/117, data comparing first semester first year performance with admission basis and ENTER Band.

Dr Stacey advised that the first of the spreadsheets related to students who commenced a course at the beginning of 2008. The other spreadsheets related to success rates based on entry category or basis of admission, the ENTER rate and the ENTER band.

Dr Kay Souter

Dr Souter advised that, according to the data, success is generally related to ENTER scores. It was noted that ENTER scores could be affected by many things and some interesting items that the data provided included:

- Regional students with low ENTER scores were more successful.
- Students who enter via other pathways (ie mature aged etc) had good results.
- Subjects/courses with high ENTER scores didn't always have correlating good results.
- Degrees with large cohorts (ie Bachelor of Arts, Bachelor of Science) that did not always have strong collegial ties were less successful. In courses where there was a strong sense of mission and passion and a good cohort experience there was generally a higher success rate.

Dr Souter suggested that success rates could be increased by building on cohort experience and intellectual passion and more collaborative common areas for learning and socialising between cohorts were required.

Dr Liz Johnson

Dr Johnson reviewed the data for the Faculty of Science, Technology and Engineering and noted that poor preparation was an issue in the Faculty.

It was noted that students studying at regional campuses, mature aged students and small cohorts were more successful.

Dr Johnson advised that the Faculty had been running a pilot academic support program which had made a real difference to pass rates and suggested that these types of pilots required some real resourcing from the Centre.

Professor David Spencer

Professor Spencer spoke to a presentation, which can be accessed at the following link:

<http://www.latrobe.edu.au/academicboard/assets/downloads/discussions-08/Discussion%20Slides-October%202008.pdf>

Professor Spencer had researched a subject that was used in 5 different degree courses across the Faculty of Law and Management. The results were varied. It was noted that the lowest ENTER score listed gave the highest pass rate and the two poorest pass rates were from TAFE pathways.

The following suggestions for improvement were provided to lift student success rates at La Trobe: coherent curriculum; staff development; incentives for excellence; effective delivery; collegiality; better transition; student engagement; high ENTER scores; teaching spaces; LAS/ESL resourcing; CTLC resourcing; value adding incentives.

The discussion was opened to Board members. Questions included:

How does missing lectures affect success rates? It was noted that there were many reasons for students missing lectures. The Pro Vice-Chancellor (Curriculum and Academic Planning) suggested that more research was required into why students at La Trobe miss lectures.

Could the Panel provide some suggestions about how the student experience could be improved in large cohorts? A multi-pronged approach was suggested including improved collaborative learning spaces being provided and building a collegial approach into the cohort. It was noted that no one solution would fit all and that student engagement by schools/faculties was important for a positive cohort experience.

The University Librarian advised that additional learning spaces were planned for the library. It was suggested that the rest of the University should think about how to provide additional collaborative social spaces and learning spaces rather than relying on the library.

Had there been any effect from the repeal of the VSU legislation? Members noted that student associations were still lobbying the government about the impact the VSU had had on student life.

It was noted that it was important to engage students, to make them feel connected and visible. The Maths Department had introduced a common room this year which had been very successful. It was also noted that the staff practice in maths and statistics was to email later year students if they weren't attending classes.

Members agreed that work outside of University was a significant factor in success rates and noted that 80% of students were working 10 hours or more per week.

The meeting closed at 11.10am.

NEXT MEETING: 9.30am
Wednesday 19 November 2008
Council Chamber
John Scott Meeting House
Bundoora Campus

CONFIRMED BY CHAIR _____

DATE _____