

**LA TROBE UNIVERSITY**

**ACADEMIC BOARD**

Minutes of the four hundred and forty-second meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Bundoora Campus on Wednesday 11 August 2010 at 9.30am.

**Present:** Professor Malcolm Rimmer (Chair), Professor Simon Crowe (Deputy Chair), Professor Carol Adams, Professor Tom Angelo, Ms Lee Ann Basser, Professor Judith Brett, Professor Tim Brown, Professor Jianfu Chen, Professor Lin Crase, Dr Megan Davidson, Professor Ainslie Dewe, Ms Roxan Fabiano, Professor Gerald Farrell, Dr Kerry Ferguson, Professor Tanya Fitzgerald, Dr Kerry Fitzmaurice, Ms Margarita Frederico, Dr Elspeth Frew, Professor Noel Gough, Ms Cham Thuy Ha, Dr Jim Hammerton, Dr Christine Hawkins, Dr Trevor Hogan, Professor Nick Hoogenraad, Dr Andrew Hughes, Dr Peter Hughes, Dr Julie Jackson, Dr Elizabeth Johnson, Professor Paul Johnson (Vice-Chancellor), Dr Terri Joiner, Professor Jae Kim, Professor Marilyn Lake, Professor Lorraine Ling, Ms Sarah Malek, Dr Geoffrey Mayer, Dr James McArdle, Professor Brian McGaw, Professor Tim Murray, Mr Venkat Narayan, Dr Wan Ng, Professor Susan Paxton, Professor John Rosenberg, Dr Jennifer Sheed, Mr Andrew Skewes, Professor Annette Street, Professor Hal Swerissen, Professor Richard Tay, Dr Glyn Thomas, Dr Pamela Wallace, Dr Caroline Walta, Dr Julie White and Professor Evan Willis.

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

**In Attendance:** Mr Dean Best, Professor Christine Bigby, Professor Jim Cameron, Mr Bruce Carboon, Professor Phoebe Chen, Dr Muyesser Durur, Professor Sandy Gifford, Ms Marian Obenchain, Professor Susan Paxton, Professor Mike Ryan and Professor Leann Tilley.

**PART A – PROCEDURAL MATTERS**

	<b>ACTION</b>
<p><b>(i) Apologies</b></p> <p>Apologies were received from Dr Meeuwis Boelen, Dr Andrew Brookes, Professor Jianfu Chen, Ms Kirsty Duncan, Professor Geoffrey Durden, Dr Linsey Howie, Dr Tony Jarvis, Ms Liz Lavender, Dr Katherine Legge, Dr Jenni Oates, Ms Kathleen Pleasants, Professor Belinda Probert, Dr John Russell, Dr Kay Souter, Professor David Spencer, Mr Rob Stephenson, Dr John Tebbutt and Dr Brian Usher.</p>	
<p><b>(ii) Approval of Agenda</b></p> <p>The Board resolved to approve the Agenda, as circulated.</p>	
<p><b>(iii) Outstanding Matters</b></p> <p>The Board received and noted report AB10/104.</p>	

**(iv) Matters Approved on Behalf of Academic Board**

The Board received report AB10/105 and noted the following matters which had been approved on its behalf since the last meeting:

- (a) Award of higher degrees and conferring of awards *in absentia*, as detailed in Attachment A to AB10/105.
- (b) A proposal from the Faculty of Health Sciences to establish The Dentsply Bachelor of Oral Health Science Award, as detailed in Attachment B to AB10/105.
- (c) A proposal from the Faculty of Health Sciences to establish The Dentsply Bachelor of Health Sciences (Dentistry)/Master of Dentistry Award, as detailed in Attachment C to AB10/105.
- (d) A proposal from the Faculty of Science, Technology and Engineering to amend the BW Esler Services Pty Ltd Prize, as detailed in Attachment D to AB10/105.
- (e) A proposal from the Faculty of Science, Technology and Engineering to establish the SEMS Ambassador Scholarships in Engineering and Mathematical Sciences, as detailed in Attachment E to AB10/105.

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

The Board received and noted circulated paper AB10/106, the Report of the Vice-Chancellor, which can be located at the following link:

<https://intranet.latrobe.edu.au/academicboard/assets/downloads/Papers-2010/August/106-VC'sReportAugust2010.pdf>. The Vice-Chancellor spoke to the report.

It was noted that La Trobe University's 'Ideas & Society Program' would feature Greens' leader, Senator Bob Brown, as its speaker today at Union Hall.

The Vice-Chancellor reported that a member had provided him with a written query regarding what the risks to the University were if the coalition won the election and advised that the principal differences would be in the area of pricing, with the coalition likely to deregulate domestic fees and competition with TAFEs increasing.

It was noted that there was a sense of change fatigue at the University which was becoming increasingly difficult to manage. In particular, administrative areas were unstable while awaiting the outcomes of various functional reviews. The Vice-Chancellor advised that Ian Smith, Manager, Administrative Change Program, has met with all Heads of Schools to discuss the impacts to them of the change program. It was noted that there would be various staff and student surveys which would potentially provide some insight into the completed functional reviews and services offered at the University. Due to the fundamental shift in higher education becoming more competitive, it was likely that more change would be required.

## **PART B – MATTERS FOR APPROVAL**

### **442.1 Confirmation of Minutes**

The minutes of the meeting held on 9 June 2010 [AB10/102(M)] were confirmed.

<b>442.2 Items for Approval not requiring discussion</b>	
<b>442.2.1 Award of Degrees and Diplomas</b>	
The Board received report ABI0/107 and <b>resolved</b> to endorse the award of higher degrees and conferring of awards <i>in absentia</i> , as detailed therein.	AEGTO/ RGSO
<b>442.2.2 Establishment of Prizes</b>	
The Board <b>resolved</b> to establish formally the following Prize:	Dir.O&P
(a) Health Sciences: The Delta Sigma Delta Award, as detailed in report ABI0/108.	Ms D Lynn Ms K Allitt
<b>442.2.3 Membership of Committees</b>	
(a) <i>Greek Archives Project Committee</i>	
The Board <b>resolved</b> to endorse the amendments to the reporting requirements and composition of the Greek Archives Project Committee, as detailed in ABI0/109.	EO(GAPC)
(b) <i>Committee on Outside Studies Programs</i>	
The Board received report ABI0/110 and <b>resolved</b> to endorse:	Sec.COSP
<ul style="list-style-type: none"> <li>the Chair of the Central Committee on Outside Studies Programs no longer be the Deputy Vice-Chancellor;</li> <li>the Deputy Vice-Chancellor (Research) be appointed Chair of the Central Committee on Outside Studies Programs; and</li> <li>that the HRM, Section 8.2 be amended accordingly.</li> </ul>	
<b>442.2.4 Testamur for Graduates of VET Courses</b>	
The Board received report ABI0/111 and <b>resolved</b> to endorse the template for VET testamurs. It was noted that the actual testamurs would be produced on parchment in A3 size, exactly like the higher education testamurs.	Dir.AS
<b>442.3 Standing Committees of Academic Board</b>	
<b>442.3.1 Report of Greek Archives Project Committee: 26 May 2010</b>	
The Board received and noted report ABI0/112 and <b>resolved</b> to endorse that "Stage 1 –Listing" as detailed in Attachment A, commence as soon as possible, contingent on funding of \$21,000 being provided by the University.	EO(GAPC)
<b>442.3.2 Report of Regional Committee: 9 June 2010</b>	
The Board received report ABI0/113 and noted that the Regional Committee had considered the following items at their most recent meeting:	
<ul style="list-style-type: none"> <li>The proposed realignment of the Committee was not approved by the Planning and Resources Committee. Issues raised would be addressed in upcoming Regional Committee meetings.</li> <li>The regional loading funds would be allocated to faculties as agreed and that the process would be transparent.</li> <li>The terms of reference for the Review of Regional Advisory Boards were agreed. A consultant would be engaged to undertake the Review</li> <li>Preparatory work for the next regional community report would be outsourced.</li> </ul>	

### 442.3.3 Report of Research and Graduate Studies Committee: 30 July 2010

The Board received report AB10/114 and noted that the Research and Graduate Studies Committee had considered the following items at their most recent meeting:

- (a) Status of the 2<sup>nd</sup> SRE Staff Survey.
- (b) DPI Response on University Progress regarding Animal Usage.
- (c) Future Research Leaders Program.
- (d) Cost Drivers in Budgets.
- (e) Milestones, Reporting and Confirmation of Candidature Procedures.
- (f) Supervision of Research Students Procedures.
- (g) Review Panel for Centre for Dialogue.
- (h) Annual Reports:
  - Institute for Social and Environmental Sustainability Annual Report.
  - Institute for Social Participation Annual Report 2009.
  - LIMS Annual Report 2009.
  - Research Centre for Linguistic Typology (RCLT) Annual Report.
  - Olga Tennison Autism Research Centre Annual Report.
- (i) Review of Research Centre for Linguistic Typology.
- (j) Reports of Sub-Committees and Working Parties:
  - Human Ethics Committee: 7 June 2010
  - Genetic Manipulation Supervisory Committee: 19 May 2010
  - Higher Degrees Committee (Research): 3 March 2010 & 5 May 2010
- (k) Membership of Sub-Committees and Working Parties

The Board **resolved** to:

- (a) receive and note the Key Issues of Research and Graduate Studies Committee from the meeting held on Friday 30 July, as detailed in Attachment A to AB10/114;
- (b) receive and note the response of the Department of Primary Industry to the University Report on Animal Usage, as detailed in Attachment B to AB10/114;
- (c) endorse the Higher Degrees by Research Milestones, Reporting and Confirmation of Candidature procedures, as detailed in Attachment C to AB10/114;
- (d) endorse the Supervision of Research Students procedures, as detailed in Attachment D to AB10/114;
- (e) receive and note the Annual Report of the Institute for Social and Environmental Sustainability, as detailed in Attachment E to AB10/114;
- (f) receive and note the Annual Report of the Institute for Social Participation, as given in Attachment F to AB10/114;
- (g) receive and note the Annual Report of the La Trobe Institute for Molecular Science (LIMS), as given in Attachment G to AB10/114;
- (h) receive and note the Annual Report of the Research Centre for Linguistic Typology (RCLT), as given in Attachment H to AB10/114;
- (i) receive and note the Annual Report of the Olga Tennison Autism Research Centre, as given in Attachment I to AB10/114;
- (j) receive IN CONFIDENCE and note the Findings of RGSC on the review of the RCLT, as detailed in tabled confidential Attachment J to AB10/114; and

Dir.Res./  
PVC(GA)/  
L Gioffre

- (k) endorse the Recommendations of RGSC on the review of the RCLT, as detailed in tabled confidential Attachment J to AB10/114, **subject to** an amendment to F7 as detailed below. It was noted that Recommendations 4, 5 and 7 will also require consideration by Planning and Resources Committee, and that the RGSC also recommends that these Recommendations be in CONFIDENCE to the Academic Board and PRC.

Dir.Res./  
DVC(R)

It was requested that sentence 4 of F7 be amended as follows:  
“Such a result for an FOR which includes this research centre is disappointing.”

The Board commended Professor Randy La Polla for his outstanding work during his time as Director of RCLT.

#### **442.3.4 Report of Curriculum Teaching and Learning Committee: out-of-session approvals**

The Board received report AB10/115.

(a) *Course closures*

The Board **resolved** to endorse the following course closures in the Faculty of Science, Technology and Engineering:

- Master of Software Engineering
- Bachelor of Software Engineering
- Master of Mobile and Pervasive Computing (Computer Networks)
- Master of Computer Networks

EO(CTLC)

(b) *Course Revision*

The Board **resolved** to endorse the proposal from the Faculty of Health Sciences to:

- amend the nomenclature of the HMCCHS Master of Counselling and Human Services to the HMCOUN Master of Counselling; and
- revise the HGCHS Graduate Diploma in Counselling and Human Services by nesting it within the award of HGCOUN Graduate Diploma in Counselling.

EO(CTLC)

(c) *Articulation Agreements and Tables*

The Board noted that the following Articulation Agreements and Tables were approved out-of-session:

- Overseas Articulation Agreement LTU/Gateway International School PVT (Sri Lanka).
- Overseas Articulation Agreement LTU/NIIT (India).

#### **442.4 Other Matters**

##### **442.4.1 Conditions of Candidature for Higher Degrees by Research: Policy and Procedures**

The Board received AB10/116 and noted the revised ‘Conditions of Candidature for Higher Degrees by Research’ policy and procedures. It was also noted that, as agreed at the June meeting, the policy would be referred to Council for their endorsement.

## PART C – MATTERS FOR INFORMATION

### 442.5 Items for Information

#### 442.5.1 Adjunct Appointments

The Board received report AB10/117 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

- (a) Adjunct Professor: Dr Kathryn Auty, School of Law, Faculty of Law and Management (appointment – three years).
- (b) Adjunct Associate Professor: Dr Michael Coote, Department of Clinical Vision Sciences, Faculty of Health (appointment – three years).
- (c) Adjunct Professor: Professor Jamilah Ariffin, School of Social Work and Social Policy, Faculty of Health Sciences.
- (d) Adjunct Associate Professor: Mr Ross Armstrong, School of Human Biosciences, Faculty of Health Sciences (appointment – three years).
- (e) Adjunct Senior Lecturer: Dr David Grayden, School of Psychological Science, Faculty of Science, Technology and Engineering (re-appointment – one year).

Dr J Carr

#### 442.5.2 Report of Academic Promotions Committee: August 2010

The Board received the Report of the Academic Promotions Committee: August 2010 and noted that the persons named therein had been promoted, as detailed in report AB10/118.

#### 442.5.3 Senior Academic Appointments

The Board received report AB10/119 and noted that the following senior academic appointments had recently been made:

- Professor Carol Adams, Pro Vice-Chancellor (Sustainability).
- Dr Johnson Agbinya, Associate Professor in Remote Sensing Systems.
- Dr Muhammad (Jahangir) Ali, Associate Professor in Accounting.
- Professor Karen Dodd, Deputy Dean, Health Sciences.
- Professor Leigh Drake, Dean, Faculty of Law and Management.
- Professor Jane Farmer, Associate Dean Regional and Head, La Trobe Rural Health School.
- Professor David Finlay, Chair, Human Ethics Committee.
- Professor Paul Fisher, Associate Dean (Research), Faculty of Science, Technology and Engineering.
- Dr George Liu, Associate Professor and Director, China Health Program.
- Dr Adam Schembri, Associate Professor and Director, National Institute for Deaf Studies.
- Dr Timothy Spithill, Professor and Chair in Animal Science.
- Dr Kathleen Ryan, Associate Professor, Nursing and Midwifery.

#### 442.5.4 La Trobe Refugee Research Centre: Annual Report 2009

The Board received and noted report AB10/120, the 2009 Annual Report of the La Trobe Refugee Research Centre.

#### 442.5.5 Minutes of the Faculty Boards

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

- (a) Education: 20 May 2010 [FOE-FB10-003M]
- (b) Science, Technology and Engineering: 31 March 2010 [AB10/121]
- (c) Science, Technology and Engineering: 6 May 2010 [AB10/122]

### PART D – DISCUSSION

#### 442.6 How will the new Workload Management System affect academic quality?

##### Discussion Panel:

- (a) Professor Tanya Fitzgerald, Academic Director, Education - Bundoorra
- (b) Dr Jack Reynolds, Philosophy Program
- (c) Dr Megan Davidson, Associate Dean, Allied Health
- (d) Professor Nick Hoogenraad, Head, School of Molecular Sciences

Professor Fitzgerald discussed the Workload Management System (WMS) in her role as Head of School and made the following points:

- WMS is not designed to ensure quality, it is a management tool.
- Academic quality is not mentioned at all in the draft report although excellence is.
- A system needs to be in place to assist in allocating resources to ensure excellence in teaching and learning and research.
- Increasing time for a task may not increase quality.
- WMS will provide quality information for Heads of Schools to assist in their decision-making about allocation of time.
- Relies on understanding changes in the nature of academic work.
- Challenges that the WMS does not address include: quality of support; staff/student ratios; and increasing casualisation of the workforce.

Dr Reynolds spoke about the WMS in his role as Secretary, NTEU, and as an academic. He advised that the NTEU were supportive of the WMS in terms of equity. There appears to be an emphasis on diversification of staff - more research focused and more teaching focused. The WMS could be good for academic quality if it allows staff to play to their strengths. The model encourages quality publications rather than quantity of publications. Dr Reynolds questioned the emphasis on ERA rankings as a measure of time in the research allocation, especially when in the Humanities and Social Sciences the ERA rankings remain highly controversial.

Dr Davidson spoke of her experiences as Head of School in the Faculty of Health Sciences where a Workload Management System had already been implemented, and made the following points:

- Staff able to negotiate with the Head of School allocations of time.
- It feeds into the PEDS system.
- Useful tool for managers.
- Information provided by the database allows managers to think about available resources and how they should be allocated.
- Achieving greater equity of workloads across staff is a benefit.
- Who is teaching what is clear with the database.
- It's a quality tool that provides useful information for managers.
- Some challenges with the Health Sciences' implementation included:
  - Staff anxiety;
  - Allocation of hours – does not include everything.

- Another time demand on staff.
- Can reduce flexibility for managers as high workloads are made explicit.
- Standardisation of terminology across disciplines.

Dr Davidson advised that the Health Sciences experience with the WMS had not been without issues and stressed that appropriate administrative resources were required when implementing a similar system.

Professor Hoogenraad spoke about the WMS as a Head of School and made the following points:

- It is essential for a successful organisation to be able to deliver.
- Equalising workloads is a positive.
- WMS is another administrative procedure to ensure managers do what they should already be doing.
- There are dangers based on the 1645 hour time limit – no academic staff members work these hours.
- Small units will be most affected.
- Best researchers are often the best teachers.

**Discussion:**

Professor Willis suggested that the WMS may result in staff being less likely to take on additional work that is not counted.

Professor Swerissen advised that a bureaucratic or inflexible approach would create issues. The WMS is designed to help managers manage and is not a solution to all problems. It is a useful tool for managers and Deans that provides transparent data and useful information regarding units and the Faculty as a whole.

Dr Johnson suggested that the WMS doesn't take 'leadership' into account. Panel members agreed that the WMS is just an administrative tool that should assist in managing resources.

It was queried whether the WMS would assist in increasing the University's research capacity. The Deputy Vice-Chancellor (Research) stated that Deans would need to sign off on research hours.

Professor McGaw advised that the School of Mathematical Sciences trialed the WMS and an area of concern was that there appeared to be no time left for research. He queried whether it was best practice for the University's best researchers to be maxed out before they even get to their research. The Faculty of Science, Technology and Engineering would be reducing the number of low enrolment subjects.

Mr Narayan suggested that the WMS provided transparency and equity only for lower level staff, when there should be transparency across the entire hierarchy. He also noted that the one hour of marking per student suggested by the WMS appeared to be at odds with the Design for Learning project.

The Deputy Vice-Chancellor (International and Future Students) advised that the WMS is an administrative tool and the role of the academic could not be quantified in a 35-hour week. The WMS should assist in ensuring academics have a reasonable workload and monitor what work is being undertaken by staff.

The meeting closed at 11.00am.



**442.7 Next Meeting**

9.30am  
Wednesday 8 September 2010  
Council Chamber  
John Scott Meeting House  
Bundoora Campus

Chair: \_\_\_\_\_

Date: \_\_\_\_\_