

LA TROBE UNIVERSITY
ACADEMIC BOARD

Minutes of the four hundred and sixth meeting of the Academic Board held in the Davidson Room, Glenn College, La Trobe University, Bundoora Campus on Wednesday 22 March 2006 at 9.30am

PRESENT: Professor R W Parish (Chair), Professor C Adams, Dr S Beeton, Ms E Brown, Professor M Chanock, Professor H Clarke, Dr L Crase, Professor S Crowe, Professor D de Vaus, Professor K Dodd, Mr M Fak, Professor E Gow, Professor C Handley, Professor R Harbridge, Dr L Howie, Dr J Jackson, Ms A Kelly, Ms L Lang, Ms L Lavender, Professor G Leder, Professor L Ling, Dr A McClelland, Dr G Murphy, Dr J Oates, Mr A Pagliaro, Professor S Paxton, Mr J Penwill, Ms J Porter, Mr K Reed, Professor M Rimmer, Professor I Robinson, Dr J Russell, Dr M Ryan, Dr M Sandeman, Ms F Sheean, Mr M Shivdasani, Dr K Souter, Dr D Stockley, Professor B Stoddart (Vice-Chancellor), Mr D Stuchbery, Professor H Swerissen, Dr L Thwaites, Dr D Tillett, Mr G Villalta, Dr A Vongalis-Macrow, Professor R Wales, Professor G Walker, Professor R Walker and Dr H Westerbeek.

SECRETARIAT: Ms A Cowburn

IN ATTENDANCE: Professor R Brownlee, Professor L Cahill, Mr B Carboon, Mr T Collits, Mr R Cook, Dr K Ferguson, Professor D Kirkpatrick, Ms B Knowles, Professor R La Polla, Dr E Martens, Professor P Murphy, Professor A Perry, Professor D Phillips and Professor P Tait.

PART A: PROCEDURAL MATTERS

(i) Apologies and Attendance

Apologies were received for Dr R Croome, Professor D Finlay, Professor A Frost, Mr R Goddard, Mr J Griffiths, Professor M Lake, Ms V Mansell Lees, Dr P Martin, Dr G Mayer, Professor V Prain, Mr P Richardson, Professor P Sullivan, Professor H Swerissen and Ms G Verrinder.

(ii) Approval of Agenda and ordering of Agenda Items

The Board resolved to approve the Agenda, as circulated.

The Board received the following tabled papers:

- AB06/34 *Attachment B*, Report of Selection Committee: Chair of Outdoor Education and Environment
- AB06/34 *Attachment C*, Report of the Committee for Emeritus Professors and Scholars
- AB06/36 Award of Degrees and Diplomas

(iii) Outstanding Matters

The Board received and noted report AB06/33.

(iv) Matters approved on behalf of Academic Board

The Board received report AB06/34 and noted the following matters which had been approved on its behalf since its last meeting:

- (a) Award of degrees and diplomas, as detailed in Attachment A to report AB06/34;
- (b) Report of Selection Committee:
 - (i) Chair of Outdoor Education and Environment, as detailed in confidential tabled Attachment B to report AB06/34;
- (c) Report of the Committee for Emeritus Professors and Scholars, as detailed in confidential tabled Attachment C to report AB06/34;

- (d) Award of D M Myers Medals:
 - (i) Faculty of Education: Brenda Gail Hornsby;
 - (ii) Faculty of Health Sciences: Ms Alana Hewitt;
- (e) Establishment of prizes:
 - (i) Faculty of Science, Technology and Engineering: Scholarships for International Students who enrol into Honours in Computer Science and Computer Engineering, as detailed in Attachment D to report AB06/34.

(v) Report of the Vice-Chancellor

The Vice-Chancellor reported on a number of matters of current interest, as detailed in report AB06/35.

- (a) The following had agreed to join the Board of Management of the Institute of Advanced Study and would carry out their first duties in relation to selecting the next cohort of scholars:
 - Professor Peter Dyson;
 - Professor Gerry Farrell;
 - Professor Lorraine Ling;
 - Professor Robert Manne;
 - Professor Malcolm Rimmer;
 - Director, Institute for Advanced Study; and
 - Vice-Chancellor
- (b) There had been extensive lobbying undertaken on behalf of the University's case for the establishment of a new rural and regional medical school.
- (c) EU Centre contracts had been received by La Trobe on behalf of the IRUA network. Due process was being undertaken which would enable the formal establishment of the Centre headquarters at La Trobe. The establishment of the Centre should assist the University significantly in its interaction with European institutions and funding agencies in the areas of research and teaching and learning.
- (d) The Pro Vice-Chancellor (Academic) was reviewing a proposal for a common first year. It was noted that discussion in Faculties would be followed by extensive discussion at Academic Board regarding the issue.
- (e) Deans and Associate Deans (Research) had been asked to identify possible candidates for nomination as Federation Fellows in areas of identified research focus.
- (f) The following adjunct appointments had been made:
 - Professor Penny Hawe: School of Public Health (three year appointment);
 - Associate Professor Graeme Hart: Adjunct Associate Professor, School of Public Health (three year appointment);
 - Dr Jennifer McIntosh: Adjunct Associate Professor, School of Public Health (three year appointment);
 - Dr Hanny Calache: Adjunct Professor, School of Human Biosciences (three year appointment);
 - Dr John Mason: Adjunct Professor, School of Life Sciences (three year appointment);
 - Dr Peter Box: Adjunct Professor, School of Business, Albury-Wodonga Campus (three year appointment); and
 - Dr Michael Hains: Adjunct Professor, School of Law (three year appointment).
- (g) On the unanimous recommendation of the Honorary Degrees Committee, the Council Executive Committee had resolved to award the degree of Doctor of Science (*honoris causa*) to the Chancellor, Emeritus Professor Nancy F Millis AC MBE, in recognition of her outstanding contributions to both science and La Trobe University. The degree would be formally conferred at an official function held on Thursday 27 April 2006 to mark Professor Millis' fourteen years of distinguished service to the University as Chancellor.
- (h) Professor Denis Altman was appointed as Acting Head of the School of Social Sciences for the period 1 July – 31 December 2006.

- (i) The nomenclature for the position of University Secretary had been amended to Vice-Principal (Resources and Administration) in order to more accurately reflect the duties and responsibilities of that role.
- (j) Dr John Hirst had been appointed to succeed Dr Lotte Mulligan as Deputy Ombudsman. Dr Mulligan had recently stepped down from this position after eleven years of distinguished service to the University community in the role.
- (k) There had been discussion of the Research Quality Framework at the AVCC meeting held last week, with the AVCC hoping for a delay in its introduction.
- (l) The Chair of Academic Board had commenced a consultation process with faculties to discuss how Academic Board meetings could be improved.
- (m) The Pro Vice-Chancellor (Albury-Wodonga Campus) queried whether there would be a full consultation process regarding the selection of a new Vice-Chancellor. The Vice-Chancellor advised that the selection process for a new Vice-Chancellor was still under discussion by Council.
- (n) Mr Reed requested that the following issues be reviewed by management/Academic Board:
 - the general lack of air-conditioning on campus and the impact this has on the working conditions of staff during the Summer months;
 - the importance of supporting research: staff that receive substantial ARC grants could be better supported by their Faculty;
 - the ratio of general staff to academic staff – could these resources be better deployed to support academic staff more directly?;
 - academic staff who hold the position of “Associate Professor” should be able to use this as their title.

The Vice-Chancellor responded with the following comments:

- the issue of air-conditioning is being reviewed by the Vice-Principal (Resources and Administration) with emissions and costs being the main concerns;
- ARC grants currently cover 48% of costs, with the cost to the University being the remaining 52%. The University would be attempting to reduce the workloads of staff members who receive grants;
- the University was more concerned with the issue of increased compliance activity by staff rather than ratios;
- currently reviewing the origin of the University practice of utilising titles.

PART B: MATTERS FOR APPROVAL

406.1 CONFIRMATION OF THE MINUTES

The minutes of the meeting held on 15 February 2006 [AB06/31(M)] were confirmed.

406.2 ITEMS APPROVED WITHOUT DISCUSSION

406.2.1 Award of Degrees and Diplomas

The Board received tabled report AB06/36 and **resolved** to recommend to Council the award of degrees and diplomas as detailed therein.

EO(AB)

406.2.2 Establishment of prizes

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

- (a) Bendigo Campus: Penfold Public Health Research Prize, as detailed in report AB06/37.

Fac. Reg.
Ms S Went
Ms A Forden

406.2.3 Membership of Committees

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| <p>(a) <i>Composition of Selection Committee: Associate Professor of Mental Health (Bendigo)</i>
The Board resolved to appoint membership to the Selection Committee: Associate Professor of Mental Health (Bendigo), as detailed in report AB06/38.</p> | <p>Dr J Carr</p> |
| <p>(b) <i>Composition of Selection Committee: Professor/Associate Professor of Health Services Management</i>
The Board resolved to withdraw this item as it the composition listed was no longer correct. It was agreed that an amended composition could be approved by the Chair out-of-session.</p> | <p>Dr J Carr/
Chair</p> |
| <p>(c) <i>Standing Committee of Level D Academics</i>
The Board resolved to appoint membership to the Standing Committee of Level D Academics, as detailed in report AB06/40.</p> | <p>Dr J Carr</p> |
| <p>(d) <i>Committee on Outside Studies Programs</i>
The Board resolved to appoint membership to the Committee on Outside Studies Programs, as detailed in report AB06/41.</p> | <p>Dr J Carr</p> |

406.2.4 Award of 2005 D M Myers Medals

The Board received report AB06/42 and **resolved** to award 2005 D M Myers Medals to:

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| <p>(a) Humanities and Social Sciences:</p> | <p>Mr John Dickson &
Mr Matthew Skinner</p> | <p>Fac. Reg./
Ms C Hind</p> |
| <p>(b) Law and Management:</p> | <p>Mr Carlos Andres Acosta Porras</p> | |

406.3 STANDING COMMITTEES OF ACADEMIC BOARD

406.3.1 Report of Committee for External Programs: 22 February 2006

The Board received report AB06/43.

(a) *Semester One Enrolments*

The Board noted that University international student commencements had increased by a minimum of 15% compared with semester one 2005. The Pro Vice-Chancellor advised that commencements had since increased to 28% and these results marked a return to the rates of growth of 2002 to 2004 after what appeared to be a short term correction in 2005. It was also reported that there had been a 75% increase in commencements for postgraduate coursework, which was well and above other Victorian universities. The biggest growth had come from India, followed by the Middle East and Vietnam in percentage terms. The growth essentially was from the Faculty of Law and Management and the Faculty of Education. Education recruitment was well established in Canada and the University was now exploring recruitment in law from Canada.

It was noted that across the sector as a whole commencements have increased by between 5%-10%. Postgraduate coursework enrolments had risen across the sector and undergraduate enrolments had shown between zero and 3% growth across the sector. At La Trobe for 2006 undergraduate commencements had remained static, taught postgraduate commencements were up and research commencements were down.

The Board also noted that international research enrolments should increase once the University was back on the AusAid register next year. Being excluded from this pool of potential applicants has had a significant negative impact on international research numbers.

Enrolments in Foundation Studies and Diploma Programs now stood at 140 and the Language Centre enrolments which generally followed the University pattern were tracking well. It was noted that the recent introduction of discounted fees for South American students, to match prices charged by other local providers, had increased enrolments for the Centre. Eastern Europe as a new market was also to be revisited.

(b) *International Student Fee Levels 2007+*

The Board noted that a Working Party comprising representatives from the Faculties, Finance, Academic Services and IPO had been reviewing fee levels for 2007 onwards. While no decision had been made, it was likely that the University would shift to an annual indexing of fees and that allowance would be made for a GSF component within the international student fee. The results of the Australian Benchmarking Exercise had just been released and the IPO was analysing the results to gauge performance with respect to the sector. The benchmarking exercise was extremely useful and the IPO participated every year; nevertheless, international offices in different universities were structured in many different ways and had a range of roles and responsibilities and it was often difficult to make direct comparisons.

Mr Reed suggested that the fee could be increased slightly to include the cost of a computer and textbooks. The Pro Vice-Chancellor (International) agreed that the University needed to enhance the value of what was provided to international students as part of their package.

Professor Paxton suggested that research students had different requirements and their fees could also be structured differently.

(c) *International Network of Universities*

The Board noted that the Vice-Chancellor of La Trobe University would act as INU President for 2006 following the retirement of Professor Michael Osborne. It was also noted that INU had moved to a new membership model in 2006 and to date 10 of the original 13 INU members had agreed to take out full membership.

(d) *LTI Program in Indonesia*

The Board noted that that LTI had signed an agreement with Bina Bangsa School in Jakarta and the Academic Colleges Group from New Zealand to offer the Foundation Studies and Diploma programs in Jakarta in the first instance. Given the severe travel restrictions pertaining to Indonesia, it was hoped that this local profiling of La Trobe would help to compensate for our inability to travel to the country and act as a pathway for Indonesian students to come to La Trobe.

(e) *Agreements of Exchange and Co-operation*

The Board noted that Agreements of Exchange and Cooperation had recently been established formally with the following institutions:

- University of Zimbabwe, Zimbabwe: agreement of co-operation
- Ateneo De Manilia University, Philippines: agreement for academic exchange and co-operation
- Daegu Health College, Korea: memorandum of understanding
- Aristotle University of Thessaloniki, Greece: renewal of the agreement for academic co-operation
- Prince of Songkla University, Thailand: memorandum of understanding
- Daegu Health College, Korea: agreement
- Xuzhou Normal University, PRC: international coursework agreement
- Chungnam Office of Education, Korea: memorandum of understanding
- Peking University Health Science Centre, PRC: agreement of co-operation
- Universidad Torcuato Di Tella, Buenos Aires, Argentina: agreement
- FHS Kufsteintiro University of Applied Sciences, Austria: agreement for academic exchange and co-operation

The Board also noted that the Committee for External Programs had resolved to endorse four proforma applications for international student exchange agreements with the following:

- Ateneo De Manilia University, Philippines;
- Universidade Estadual de Campinas, Brazil;
- Universidad de Montevideo, Uruguay; and
- Universidad de Especialidades Espiritu Santo (UEES), Ecuador.

(f) *New City Campus – progress report*

The Board noted that the Committee for External Programs had received a progress report regarding the new City Campus from the Executive Director, Professor Graetz, who had informed them that part of his role involved the promotion of the campus plans to both staff and the community.

It was also noted that the new City Campus on La Trobe Street would replace the Franklin Street campus and going to be the third largest campus for La Trobe, after Bundoora and Bendigo. It would provide a mixture of undergraduate, postgraduate and executive programs, as well as a language centre function. Support services, including a student centre, RGSO and IPO representation and a Learning Resource Centre would be located within the building. Professor Graetz had advised that he would be talking directly to Faculties, LTI and business units to keep them updated on progress with the Argus Building development and to remind them of the need to incorporate the new City Campus into their planning processes.

The Vice-Chancellor reported that new scholarships to support postgraduate research students would include international students. The University should also be attempting to attract sponsored students with a split scholarship approach. The Pro Vice-Chancellor (International) advised that this was one of the reasons it was so important for the University to be on the AusAid register.

Dr Russell queried the impact on the structure of courses by international students wanting to study in Australia to gain residency. The Pro Vice-Chancellor (International) advised that the structure of courses could be dependent on market desires and that there was a DIMA points bonus towards residency for international students studying at regional campuses. It was agreed that the University should review how more international students could be attracted to the regional campuses while keeping in mind that additional support and community services would be required.

Professor Tait queried how much responsibility staff should take on when supervising international students. The Vice-Chancellor advised that staff should always take supervision of students seriously and should notify the International Programs Office when students were not fulfilling their requirements. The Pro Vice-Chancellor (International) advised that there were staff in the International Programs Office to assist both staff and students regarding any matters to do with international students and external programs.

406.3.2 Report of Academic Committee: 28 February 2006

The Board received report AB06/44.

(a) *Proposal to amend the Bachelor of Business and Bachelor of Marketing courses offered at the Bendigo campus*

The Board **resolved** to approve a proposal from the Faculty of Law and Management to amend the Bachelor of Business and Bachelor of Marketing courses offered at the Bendigo campus, as detailed in Attachment A to report AB06/44.

Fac. Reg.

Professor Robinson requested that the Board note that there was currently an agreement in place between the Faculty of Law and Management and the Faculty of Science, Technology and Engineering for the Faculty of Science, Technology and Engineering to teach the statistics units in these courses.

(b) *Proposal to amend the Bachelor of Science*

The Board **resolved** to approve a proposal from the Faculty of Science, Technology and Engineering to amend the Bachelor of Science, as detailed in Attachment B to report AB06/44.

Fac. Reg.

- (c) *Proposal to offer the Graduate Certificate in Business Administration at the premises of the Australian Medical Association*

The Board **resolved** to approve a proposal from the Faculty of Law and Management to offer the Graduate Certificate in Business Administration at the premises of the Australian Medical Association, as detailed in Attachment C to report AB06/44.

Fac. Reg.

- (d) *Proposal to introduce a Master of International Tourism Management*

The Board **resolved** to endorse, for referral to Council, a proposal from the Faculty of Law and Management to introduce a Master of International Tourism Management (MIntTourMgt), as detailed in Attachment D to report AB06/44.

EO(AB)

- (e) *Special and supplementary examinations/assessment and conceded passes*

The Board noted that Academic Committee had agreed to provide a discussion paper to the Faculties with a request for comments to be returned by the end of April, for discussion at the May meeting of the Committee. A revised policy document would then be provided to Academic Board.

- (f) *Cross-faculty enrolments; service teaching at regional campuses; and cross-campus/multi-campus teaching*

The Board noted that Academic Committee had agreed that the issues of cross-faculty enrolments; service teaching at regional campuses; and cross-campus/multi-campus teaching would be discussed in the future by a Working Party.

406.3.3 Report of Research and Graduate Studies Committee: 24 February 2006

The Board received report AB06/45.

- (a) *Appointment of Professor E Wiegold as Pro Vice-Chancellor (Research)*

The Board noted that Professor Wiegold would take up his appointment as Pro Vice-Chancellor (Research) in the last week of March 2006.

- (b) *Australian Research Council, Discovery Applications for 2007 Funding*

The Board noted that there had been an increase in the number of Discovery applications, in particular from the Faculty of Science, Technology and Engineering and the Faculty of Law and Management.

- (c) *Research Quality Framework*

The Board noted that little further news had been received from DEST regarding the development and implementation of the Research Quality Framework following the appointment of a new Minister. As a result of the delays with the release of a preferred model, it was likely that the timeline for implementation would also be postponed.

406.4 OTHER MATTERS

406.4.1 Professorial Reports

- (a) *Professor Tim Murray (Archaeology)*

The Board received and noted, for referral to Council, a professorial report submitted by Professor Tim Murray (Archaeology), as detailed in report AB06/46.

EO(Sec)

406.4.2 Revised Constitution of the Australian Centre for Evidence Based Care

The Board **resolved** to approve the revised Constitution of the Australian Centre for Evidence Based Care, as detailed in report AB06/47.

Fac. Reg.

406.4.3 2005 Annual Reports of Heads of Residential Colleges (Bundoora)

(a) Glenn College

The Board received and noted the 2005 Annual Report of Glenn College, as detailed in report AB06/48.

(b) Menzies College

The Board received and noted the 2005 Annual Report of Menzies College, as detailed in report AB06/49.

PART C: MATTERS FOR INFORMATION

406.5 ITEMS FOR INFORMATION

406.5.1 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: 7 December 2005 | LHUSS/FB2005/144M |
| (b) Law and Management: 6 December 2005 | FLM/FB05/07M |
| (c) Law and Management: 7 February 2006 | FLM/FB06/01M |
| (d) Science, Technology and Engineering: 1 December 2005 | LST/FB/05/8M |

The meeting closed at 10.35am.

**NEXT MEETING: 9.30am
Wednesday 10 May 2006
John Scott Meeting House
Bundoora Campus**

CONFIRMED BY CHAIR _____ **DATE** _____