



ACADEMIC BOARD

Minutes of the four hundred and sixty-fourth meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 8 May 2013 at 9.30am.

Present: Professor Simon Crowe (Chair), Professor Christine Bigby (Deputy Chair), Professor Paula Baron, Dr Pauleen Bennett (*via videoconference*), Professor Allan Borowski, Professor Andrew Brennan, Mr Bruce Carboon, Dr Peter Cartwright, Mr Rick Churchill (*via videoconference*), Professor Michael Clarke, Professor John Dewar (Vice-Chancellor), Professor Leigh Drake, Dr Kerry Ferguson, Mr Neil Fetting, Professor Paul Fisher, Professor Tanya Fitzgerald, Dr Kerry Fitzmaurice, Dr Greg Heath (*via videoconference*), Professor Nick Hoogenraad, Dr Julie Jackson, Mr Earl Jobling (*via videoconference*), Dr Elizabeth Johnson, Dr Mary Kennedy-Jones, Dr Stephen Kent, Dr Liz Lavender, Dr Katherine Legge (*via videoconference*), Professor Lorraine Ling, Professor Jane Long, Dr Claire Macken, Professor Chris Mackie, Dr Sue Martin, Dr Carol McKinstry, Professor Brian McGaw, Dr Bill McGuinness, Professor Meg Morris, Ms Diana Nagel, Professor Keith Nugent, Dr Sue O'Keefe, Ms Katia Overmars, Ms Jennifer Peasley, Ms Kathleen Pleasants (*via videoconference*), Professor Joanna Poyago-Theotoky, Dr Anita Raspovic, Dr Jack Reynolds, Professor John Rosenberg, Dr Kath Ryan, Dr Christopher Scanlon, Dr Brian Smith, Dr Damian Spencer, Dr Guinever Threlkeld, Mr Peter Vitartas, Dr Caroline Walta, Mr Chris Wheeler, Dr Kim Williams and Dr Suzanne Zyngier.

Secretariat: Ms Angela Cowburn, Senior Executive Officer, Governance Services.

In Attendance: Ms Ngaere Blair, Dr Ric Canale, Professor Lin Crase, Ms Ruth Delagas, Professor Helen Lee, Ms Natalie MacDonald, Professor Mike Ryan and Ms Joanna Watts.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Attendance/Apologies</p> <p>Apologies were received from the Professor Philip Broadbridge, Professor Karen Dodd, Dr Tony Jarvis, Professor Tim Murray, Ms Mary-Anne Noone, Dr Chris Pakes, Dr Warren Paul, Mr Andrew Skewes and Mrs Joy Sparks.</p> <p>The Chair welcomed Chris Wheeler, the newly elected student member.</p>	
<p>(ii) Approval of Agenda</p> <p>The Board resolved to approve the Agenda, as circulated.</p>	
<p>(iii) Outstanding Matters</p> <p>The Board received and noted report AB13/26.</p>	

(iv) Matters Approved on Behalf of Academic Board

The Board received report AB13/43 and noted the following matters which had been approved on its behalf since the last meeting:

- (a) Award of Degrees and Diplomas, Award of Higher Degrees, Conferring of Awards *in absentia* and Re-Present Awards for Endorsement, as detailed in Attachment A to AB13/43.
- (b) Establishment of Prizes:
 - (i) Faculty of Business, Economics and Law: Brown Baldwin Accountants Prize, as detailed in Attachment B to AB13/43.
 - (ii) Faculty of Health Sciences: The International Society for Prosthetics and Orthotics (ISPO) Second Year Prize, as detailed in Attachment C to AB13/43.
 - (iii) Faculty of Health Sciences: The International Society for Prosthetics and Orthotics (ISPO) Final Year Prize, as detailed in Attachment D to AB13/43.
 - (iv) Faculty of Health Sciences: Australian Orthopaedic Association Prize, as detailed in Attachment E to AB13/43.
 - (v) Faculty of Health Sciences: Robert Gardner Memorial Prize, as detailed in Attachment F to AB13/43.

(v) Report of the Vice-Chancellor

The Board received and noted paper AB13/44, the Report of the Vice-Chancellor, which can be located at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abcmeeting013/MP/3/44-VCsReport-MAY2013.pdf>. The Vice-Chancellor spoke to the report.

Other issues highlighted were:

- Universities Australia advertising campaign had been updated in response to the Higher Education Savings announcement.
- A number of distinguished professors that had retired from the Faculty of Humanities and Social Sciences were being honoured with the conferral of the title Emeritus Professor (*see item 464.4.2*).
- *QS World University Rankings by Subject* - Faculty of Humanities and Social Sciences did extremely well. It was suggested that the University should find out why the Faculty were so successful and attempt to transfer this strategy to other areas in the future.

PART B – MATTERS FOR APPROVAL

464.1 Confirmation of Minutes

The minutes of the meeting held on 13 March 2013 [AB13/40(M)] were confirmed.

464.2 Items for Approval not requiring discussion

464.2.1 Award of Degrees and Diplomas

The Board received report AB13/45 and **resolved** to approve the award of

AEGTO/

degrees and diplomas, conferring of awards *in absentia* and award of higher degrees, as detailed therein.

RGSO

464.2.2 Establishment of Prizes

The Board **resolved** to establish, amend or cancel the following Prizes:

- (a) Education: Australian Council for Educational Leaders (ACEL) Victoria Prize, as detailed in report AB13/46.
- (b) Health Sciences: VPGH Speech Pathology Prize, as detailed in report AB13/47.
- (c) Health Sciences: Kay Spencer Memorial Award [*amendment*], as detailed in report AB13/48.
- (d) Health Sciences: RCNA High Achiever Award [*cancellation*], as detailed in report AB13/49.
- (e) Health Sciences: Aidacare – Student of the Year Award [*amendment*] & Department of Occupational Therapy Award for Excellence – Graduate Certificate in Occupational Health Safety and Ergonomics Prize [*withdrawal*], as detailed in report AB13/50.
- (f) Health Sciences: The Academic Achievement Award in Final Year Paramedic Practice & The Professional Excellence Award in Paramedic Practice, as detailed in report AB13/51.
- (g) Health Sciences: Trevor Peake Memorial Rotary Award in Physiotherapy, as detailed in report AB13/52.
- (h) Humanities and Social Sciences: Historical Archaeology in Australia Academic Achievement Award & Indigenous Archaeology in Victoria Academic Achievement Award, as detailed in report AB13/53.
- (i) Citation changes relating to La Trobe University prizes and scholarships, as detailed in report AB13/54.

MgrUE
T Noone
Dir.O&P
A&A

464.2.3 Committee Membership

(a) *Review of the Faculty of Science, Technology and Engineering*

The Board **resolved** to approve the nomination of Professor Tanya Fitzgerald (Internal Senior Academic nominated by Academic Board) to the Review of the Faculty of Science, Technology and Engineering Panel.

EO/
PIPU

464.3 Standing Committees of Academic Board

464.3.1 Report of Academic Quality Committee: 20 March 2013

The Board received report AB13/55 and noted that the Academic Quality Committee had considered the following items at a meeting held on 20 March 2013:

- (a) Cluster 10 Policies – Qualifications Program.
- (b) Academic Progress Audit.
- (c) Cluster 13 – Academic Promotion Policy and Procedures and Review Response.
- (d) Annual Reports of the Academic Board Standing Committees:
 - Education Committee.
 - Programs Committee.
 - Learning Spaces and Technologies Committee.
- (e) Revisions to Faculty Review Policy, Procedures and Terms of Reference.
- (f) 2013 Business Schedule.

- (g) Proposal to establish a Working Party on Publication and Access to Student Feedback.
- (h) TEQSA and the AQF.

The Board **resolved** to approve the revisions to the Faculty Review Policy, the Faculty Review Procedure and Panel Committee's Terms of Reference for Review, as detailed in Annex One to AB13/55.

EO(AQC)/
EO(Policy)

The Board also noted the publication – *TEQSA and the Australian Qualifications Framework: Questions and Answers*, as detailed in Annex Two to AB13/55.

464.3.2 Report of Education Committee: 27 March 2013

The Board received report AB13/56 and noted that the Education Committee had considered the following items at a meeting held on 27 March 2013:

- (a) Chair's report.
- (b) Business Intelligence Strategy and Existing LTU Systems.
- (c) Course Advisory Committees Policy and Procedures.
- (d) Report of the Programs Committee held on 14 March 2013.
- (e) Report from the Access and Achievement Research Unit.
- (f) Higher Education Standards Panel – Call for Comment.
- (g) Australian Graduate Survey – Adoption of Optional Scales.
- (h) The La Trobe Essentials.
- (i) University Experience Survey Outcome.

The Board **resolved** to approve:

- (a) The *Course Advisory Committees Policy and Course Advisory Committees Procedures*, as detailed in Annex One to AB13/56. It was noted that the method of appointing the student and graduate member had not been decided.

EO(EC)/
EO(Policy)

- (b) The following course proposals, as detailed in Annex Two to AB13/56:

Course Revisions:

Faculty of Business, Economics and Law

- Postgraduate Diploma in Marketing, including a name change to the Graduate Diploma in Marketing.

Faculty of Health Sciences

- Bachelor of Nursing [HBNPRW, AW] [RBN, ME] [HBNM, MI] [HBNUP, SH].
- Bachelor of Nursing/Bachelor of Midwifery [HZNM, ME].
- Master of Midwifery [HMM, ME].
- Master of Sports Physiotherapy/Master of Musculoskeletal Physiotherapy [HZSPMP, ME].

Course Closures:

Faculty of Business, Economics and Law

- Graduate Diploma in Business Studies, effective from Semester 1, 2014.
- Graduate Diploma in Hospitality Management, effective from Semester 1, 2014.
- Graduate Diploma in Econometrics, effective from Semester 1, 2014.

Faculty of Education

- Graduate Certificate in Outdoor and Environmental Education, effective from 31 December 2013.

New Courses:

Faculty of Health Sciences

EO(EC)/
DirAS/
DirO&P

- Bachelor of Exercise Science and Master of Exercise Physiology.
- Bachelor of Public Health Promotion.

464.3.3 Report of Research and Graduate Studies Committee: 15 March 2013

The Board received report AB13/57 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 15 March 2013:

EO(RGSC)

- (a) Update on the revision of the Research Plan.
- (b) Update on the Research Focus Areas and Disciplinary Research Program.
- (c) Presentation delivered by Mr Ric Fletcher and Ms Joanna Watts from the Alumni and Advancement Unit on 'Establishing an effective approach to Alumni and Advancement.
- (d) A paper prepared by the Planning and Institutional Performance Unit which provided national comparative data for selected research and research training measures and summarized La Trobe University's rank nationally and within the Innovative Research Universities (IRU) Group.
- (e) Reports of Sub-Committees and Working Parties:
 - University Human Ethics Committee:
 - Minutes of meeting held 11 February 2013.
 - Higher Degrees Committee (Research):
 - Minutes of meetings held on 7 December 2012 and 6 February 2013.
 - Genetic Manipulation Supervisory Committee:
 - Minutes of meeting held 13 February 2013.

464.3.4 Report of Research and Graduate Studies Committee: 19 April 2013

The Board received report AB13/58 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 19 April 2013:

- (a) Update on the Research Focus Areas, the Disciplinary Research Program, Food Precinct concept, Northern Bio-Science Precinct and the IRU Forum.
- (b) Reports on Research Income by Faculty prepared by Finance as well as the Funding Application summary prepared by Research Services.
- (c) Reports of Sub-Committees and Working Parties:
 - Animal Ethics Committee:
 - Minutes of meetings held in December 2012, January and March 2013.
 - Annual Report of the Animal Ethics Committee for 2012.
 - University Human Ethics Committee:
 - Annual Report of the University Human Ethics Committee for 2012.
 - Higher Degrees Committee (Research):
 - Minutes of meeting held 6 March 2013.
 - Genetic Manipulation Supervisory Committee:
 - Annual Report of the Genetic Manipulation Supervisory Committee for 2012.

The Board **resolved** to approve:

- the revised Research Plan, as detailed in Attachment A to AB13/58.

EO(RGSC)/
EO(Policy)

- the revised Terms of Reference for the Genetic Manipulation Supervisory Committee, as detailed in Attachment B to AB13/58.
- the revised Genetically Modified Organisms Procedures, as detailed in Attachment C to AB13/58.

464.4 Other Matters

464.4.1 Honorary Degree and Alumni Awards Policy and Procedure

The Board received report AB13/59, a proposal from the Alumni and Advancement Unit to establish Honorary Degree and Alumni Awards Policy and Procedure, and **resolved** to approve:

- the Honorary Degree Policy, as detailed in Attachment 1 to AB13/59.
- the Honorary Degree Procedure, as detailed in Attachment 2 to AB13/59, **subject to** the revision of the wording prescribing who the nominators can be (2. Nomination process for Honorary Degree - page 2 of 4).
- the Alumni Awards Policy, as detailed in Attachment 3 to AB13/59.
- the Alumni Awards Procedure, as detailed in Attachment 4 to AB13/59.

DirA&A/
EO(Policy)/
EO(ERC)

464.4.2 Emeritus Professor Nominations

(a) Professor Hal Swerissen

The Board received report AB13/60 and **resolved** to approve the proposal from the Faculty of Health Sciences, as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor on Professor Hal Swerrissen.

EO(AB)/
EO(Council)/
P&C

(b) Faculty of Humanities and Social Sciences

The Board received report AB13/61 and **resolved** to approve the proposal from the Faculty of Humanities and Social Sciences, as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor on the following:

EO(AB)/
EO(Council)/
P&C

- Professor Dennis Altman.
- Professor Judith Brett.
- Professor Richard Broome.
- Professor Joseph Camilleri.
- Professor David Frankel.
- Professor Robert Manne.

464.4.3 2012 Annual Report of the Central Committee on Outside Studies Programs

The Board received report AB13/62 and **resolved** to accept and endorse the Annual Report for 2012 of the Central Committee on Outside Studies Programs.

EO(COSP)

PART C – MATTERS FOR INFORMATION

464.5 Items for Information

464.5.1 Adjunct Appointments

The Board received report AB13/63 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

P&C

- (a) Adjunct Professor: Ross Lake, La Trobe Art Institute, Faculty of Humanities and Social Sciences (appointment – 3 years).
- (b) Adjunct Professor: Dr Michael Westerman, Department of Genetics, Faculty of Science, Technology and Engineering (appointment – 3 years).
- (c) Adjunct Professor: James Cameron, La Trobe Institute for Molecular Science (appointment – 3 years).
- (d) Adjunct Professor: Hanny Calache, Dentistry and Oral Health, Faculty of Health Sciences (re-appointment – 3 years).
- (e) Adjunct Professor: Dr Wendy MacDonald, Centre for Ergonomics and Human Factors, Faculty of Health Sciences (appointment – 3 years).
- (f) Vice-Chancellor's Fellow: Dr Elizabeth Finkel, Office of the Vice-Chancellor (appointment – 3 years).

464.5.2 Report of Academic Promotions Committee: March 2013

The Board received the Report of the Academic Promotions Committee: March 2013 and noted that the persons named therein had been promoted, as detailed in report AB13/64.

EO(APC)

464.5.3 Report of Academic Promotions Committee: April 2013

The Board received the Report of the Academic Promotions Committee: April 2013 and noted that the persons named therein had been promoted, as detailed in report AB13/65.

EO(APC)

464.5.4 Senior Academic Appointments

This report was removed at the request of the Executive Dean, Faculty of Science, Technology and Engineering.

P&C

464.5.5 Minutes of the Faculty Boards

- (a) Business, Economics and Law: 1 March 2013, as detailed in FBEL/FB13/1M.
- (b) Education: 13 December 2012, as detailed in FOE-FB12-019M.
- (c) Health Sciences: 5 March 2013, as detailed in AB13/67.

464.5.6 Faculty of Humanities and Social Sciences: Report of Faculty Board Meetings during 2012

The Board received and noted AB13/68, the Faculty of Humanities and Social Sciences Report of Faculty Board Meetings during 2012.

PART D – DISCUSSION

464.6 Research Ready

Professor Keith Nugent, Deputy Vice-Chancellor (Research) provided an overview of the strengths, weaknesses, opportunities and threats for the Research portfolio and strategy. Professor Nugent's presentation can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abcmeeting013/DiscussionItems/3>

[/ABPresentation-May2013-Research%20Ready.pdf](#).

Discussion:

- It was suggested that scholarships were a key element if the University wanted to increase HDR student numbers. The Deputy Vice-Chancellor (Research) agreed but advised that in the current budgetary climate he was unsure how to fund them.
- It was noted that the Research Focus Areas should assist in supporting Early Career Researchers. The University should ensure that staff have opportunities for career development and recognise the need for mentoring in the grant application process.
- It was suggested that staff be encouraged to take risks and be innovative in their research.
- It was noted that there were not enough structures in place to support staff attempting to establish CoEs (which take a great deal of time and effort). The Deputy Vice-Chancellor (Research) suggested that the recently established RFA Advisory Boards should be able to assist in this regard with close contact and partnerships with Industry. It was also noted that other universities offer 'seed' funding for support of formation of good bids for Centre's for Excellence.
- In response to a suggestion that analysis should be undertaken into who La Trobe's HDR students are and what needs they have, the Deputy Vice-Chancellor (Research) agreed that they should be better supported.
- It was suggested that it was hard to plan for ARC grants when there often is no advance warning. The Deputy Vice-Chancellor (Research) agreed and suggested that good relationships/partnerships often assist with an understanding of where opportunities might arise

The meeting closed at 10.35am.

443.7 Next Meeting

9.30am
Wednesday 12 June 2013
Council Chamber
John Scott Meeting House
Melbourne Campus

Chair: _____

Date: _____