



## ACADEMIC BOARD

Minutes of the four hundred and ninety-fourth meeting of the Academic Board held in the Library Seminar Room 1.34, Level 1, Library, La Trobe University, Melbourne Campus on Wednesday 8 March 2017 at 9.30am.

**Present:** Professor Christine Bigby (Chair), Professor Paula Baron (Deputy Chair), Ms Nishtha Aggarwal, Dr Julie Andrews, Dr Josie Barbaro, Dr Ishaq Bhatti, Dr Irene Blackberry (*via videoconference*), Dr Narelle Brack, Professor Phil Broadbridge, Dr Edgar Burns, Dr Jacob Chandler, Professor Michael Clarke, Dr Susanne Davies, Professor John Dewar (Vice-Chancellor), Professor Amalia Di Iorio, Professor Leigh Drake, Professor Grant Drummond, Professor Been-Lirn Duh, Dr Jason Dutton, Dr Warwick Frost, Dr Anthony Gendall, Dr Deborah Gleeson, Dr Emma Henderson, Dr Darren Henry, Mr Simon Huggard (*vice* Ms Jennifer Peasley), Professor Catherine Itsiopoulos, Professor Stephen Kent, Dr Prem Kurup, Professor Betty Leask, Dr Sheila McCormack, Professor Sue Martin, Professor Paul Mather, Mrs Susan Nalder (*via videoconference*), Professor Mary Anne Noone, Professor Keith Nugent (*via videoconference*), Dr Jodi Oakman, Mr Matthew Oates, Professor Chris Pakes, Dr Greg Powell, Professor Joanna Poyago-Theotoky, Dr Miranda Rose, Mr Jeremy Seward (*via videoconference*), Professor Brian Smith, Mr Kelly Smith, Professor Richard Speed (*via videoconference*), Dr Evelien Spelten (*via videoconference*), Dr Damian Spencer, Dr Keir Strickland, Professor Gillian Sullivan Mort, Dr Colleen Thomas, Mr Tony Truong, Dr Suzane Vassallo, Dr Terrie Waddell, Dr Mary Whiteside and Mr Avrom Wolf.

**Secretariat:** Angela Cowburn, Senior Executive Officer, Governance and Policy Services.

**In Attendance:** Dr MaryAnne Aitken, Dr Adam Bird, Professor Nick Bisley, Mr Matt Brett, Dr Richard Frampton, Dr Andrew Harvey, Professor Andy Hill, Professor Katie Holmes, Dr Greg Jamieson, Professor Nicki Lee, Professor Birgit Loch, Professor Chris Mackie, Mr Leon Morris, Professor Meg Morris, Professor Mark Rose, Dr Chris Scanlon and Professor Magnus Tideman.

### PART A – PROCEDURAL MATTERS

	<b>ACTION</b>
<p>(i) <b>Apologies &amp; Membership</b></p> <p>Apologies were received from Professor Tanya Fitzgerald, Dr Daniel Grant, Dr Peter Green, Professor Russell Hoyer, Professor Catherine Itsiopoulos, Professor Patrick Keyzer, Dr Carol McKinstry, Ms Jennifer Peasley, Professor Robert Pike, Dr Luke Prendergast, Professor Pamela Snow, Mr Robert Stephenson, Dr Gwenda Tavan, Dr Guinever Threlkeld, Professor Anne Wallace and Professor Eleanor Wertheim.</p>	
<p>(ii) <b>Approval of Agenda</b></p> <p>The Board <b>resolved</b> to <b>approve</b> the Agenda, as circulated.</p>	
<p>(iii) <b>Outstanding Matters</b></p> <p>The Board received and noted report AB17/16.</p>	

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

The Board received, noted and ratified report AB17/17, a summary of matters which had been approved by the Chair or Deputy Chair on behalf of the Board since the last meeting:

**(a) Coursework Committee**

A proposed course revision from the College of Arts, Social Sciences and Humanities, and endorsed and referred by the Coursework Committee, to include a Screen Studies major to the Bachelor of Arts that had been omitted from the original paperwork presented to Academic Board in September and a further iteration in October, as detailed in Attachment A to AB17/17.

**(b) Admissions Committee**

A proposal, as referred and endorsed by the Admissions Committee, from La Trobe International for a valid and reliable measure of students' academic language skills, which will be developed by La Trobe Melbourne, to be used for admission to the 2017 Foreign Trade University (Hanoi) intake, as detailed in Attachment B to AB17/17. The expected standards will be equivalent to other entrance tests used by the University. It was further noted that La Trobe International should seek an external expert to confirm that the test developed by La Trobe Melbourne is a valid and reliable measure of students' academic language skills and the standards are equivalent to other entrance tests that the University uses.

**(c) Honorary Degree: Judith Cue-Ahmat (DLitt), as detailed in Attachment C to AB17/17.**

**(v) Report of the Chair**

The Chair did not provide a verbal update to this meeting.

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

The Board received and noted circulated paper AB17/18, the Report of the Vice-Chancellor, which can be located at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2017/Paper/2/18-VCsReport-March2017.pdf>.

The Vice-Chancellor also provided a brief verbal update on the following issues:

- A number of events being held today to celebrate La Trobe's 50<sup>th</sup> Birthday, including:
  - Staff and student lunch on the Simpson Lawn.
  - Hyllus Maris Memorial Lecture.
- Big thank you to the staff who organised the La Trobe Lawn Lunch held on Sunday 5 March.
- A brief update regarding the Universities Australia Conference which was held in Canberra from 3 to 5 March 2017.
- Flagged that there will need to be a future discussion at the Board regarding the QILT results.

**Discussion:**

- Dr Greg Powell raised issues, on behalf of the School of Education staff, regarding teaching conditions (heat and poor teaching spaces) which are having a negative impact on the experience of students. The Vice-Chancellor agreed to take this issue on notice, asking Dr Powell to provide further detail off-line. It was also noted that the University has been concentrating much capital funding on refurbishing teaching space at the University and that this is a work in progress.
- Dr Warwick Frost raised an issue of the negative impact on the student experience that is created as a result of the low level of ATAR scores, declining retention rates and increased student numbers and the lack of engagement of academic staff with course design. The Vice-Chancellor agreed that with the current expectation that Universities teach 40% of the population, there are also challenges to be faced regarding the greater diversity and aptitude of the student cohort.
- Mr Matthew Oates raised an issue regarding the Timetable Rebuild Project noting that it had created great anxiety amongst staff and much student dissatisfaction. The Executive Director, Student Services and Administration responded by advising that it had been a challenge this year to rebuild the timetable and further education and communication was required around this project.

**PART B – MATTERS FOR APPROVAL**

**494.1 Confirmation of Minutes**

The minutes of the meeting held on 8 February 2016 [AB17/14(M)] were confirmed.

**494.2 Items for Approval not requiring discussion**

**494.2.1 Award of Degrees and Diplomas**

The Board received circulated report AB17/19 and **resolved to approve** the conferring of awards *in absentia* and award of higher degrees, as detailed therein.

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**494.2.2 Establishment of Prizes**

The Board **resolved to approve** the discontinuation/amendment of the following Prizes:

- College of Science, Health and Engineering: First Year Prize in Zoology and McGraw Hill Prize (*discontinuation*), as detailed in AB17/20.
- College of Science, Health and Engineering: Nancy Millis PhD Excellence Award for College of Science, Health and Engineering students (*amendment*), as detailed in AB17/21.
- College of Science, Health and Engineering: W Danthararyana Prize (*amendment*), as detailed in AB17/22.

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- (d) College of Science, Health and Engineering: Warringal Conservation Society Prize (*amendment*), as detailed in AB17/23.
- (e) College of Science, Health and Engineering: Second Year Botany Book Prize (*amendment*), as detailed in AB17/24.
- (f) College of Science, Health and Engineering: A.B. Wardrop Book Prize (*amendment*), as detailed in AB17/25.
- (g) College of Science, Health and Engineering: A.B. Wardrop Honours Prize (*amendment*), as detailed in AB17/26.
- (h) College of Science, Health and Engineering: Second Year Prize in Zoology (*amendment*), as detailed in AB17/27.
- (i) College of Science, Health and Engineering: Third Year Prize in Zoology (*amendment*), as detailed in AB17/28.
- (j) College of Science, Health and Engineering: Ian Thornton Prize (*amendment*), as detailed in AB17/29.

#### 494.3 Standing Committees of Academic Board

##### 494.3.1 Report of Education Committee: 15 February 2017

The Board received report AB17/30 and noted that the Education Committee had considered the following items at a meeting held on 15 February 2017:

- (a) Chair's Report.
- (b) Report on Matters Raised by the BSU.
- (c) Update on Review of Graduate Capabilities Policy and Learning Framework.
- (d) Student Barometer Results for 2015.
- (e) Resolution Register – Outstanding 2016 Matters.
- (f) Membership Report
- (g) New Policies and Procedures – Commencing Student Transition Experience Policy.
- (h) Revisions to the Teaching and Learning Spaces Policy.
- (i) Subject Rules Policy and Procedure.
- (j) 2016 Annual Review of the Education Committee.
- (k) Annual Business Schedule.
- (l) Membership Feedback on AGS and BGS Reports.

The Board **resolved to approve** the revised Teaching and Learning Spaces Policy and Procedure, as detailed in Attachment One to AB17/30.

EO(EC)  
PolicyAdv

The Board also noted that the Education Committee had co-opted the College Teaching Chairs – Professor Birgit Loch, CSHE and Dr Chris Scanlon, CASSC – to the Committee.

##### 494.3.2 Report of Coursework Committee: 23 February 2017

The Board received report AB17/31 and noted that the Education Committee had considered the following items at a meeting held on 15 February 2017:

- (a) Chair's Report.
- (b) Matters Approved Out of Sessions
- (c) Matters Arising from the Minutes.
- (d) Report of Circular Resolution.
- (e) Course Submissions from the College of ASSC and SHE.
- (f) Academic Course Reviews for Agriculture and Occupational Therapy.
- (g) Correspondence from the College of SHE

The Board **resolved to approve:**

(i) the following course submissions, as detailed in Attachment 1 to AB17/31:

(a) *Course Revisions*

College of Arts, Social Sciences and Commerce

- Bachelor of Arts HUSBAW, RBA
- Bachelor of Business LBB, ECBBW, RBB, RBBM, LMBBP, LBBC, LBBCW, LBBCB, LBBCM, LBBCS
- Bachelor of Education (Primary) EBEDP, EBEDPB, EDEPM; and the Bachelor of Education (Secondary) EEEDS, EBEDSB, EDEDSM

College of Science, Health and Engineering

- Bachelor of Science and Master of Teaching SZSTS
- Bachelor of Science SBSB
- Bachelor of Arts/Bachelor of Science SZAS

(b) *Course Closures*

College of Science, Health and Engineering

- Bachelor of Science in Environment Management and Ecology (Honours) SHEME
- Bachelor of Accounting/Bachelor of Information Technology SZCITB
- Bachelor of Computer Science/Bachelor of Accounting SZCSC

(ii) the recommendations contained in the Report of the Academic Review and the Action Plan and reaccreditation of the following courses for a period of three years, with conditions, as detailed in Attachment Two to AB17/31:

- Bachelor of Agriculture and Technology SBATE
- Bachelor of Agricultural Sciences SBAC, SBAGW
- Bachelor of Agricultural Sciences with Honours SHARS
- Bachelor of Science (Agricultural Major)
- Bachelor of Animal and Veterinary Biosciences SBAVB, SBAVBW; and Bachelor of Animal and Veterinary Biosciences with Honours SHAV

(iii) the recommendation from the College of Science, Health and Engineering to defer the Academic Course Review for the Bachelor of Science (SBS, SBSB, STBSW) scheduled this year until the internal review of the course is completed, as detailed in Attachment Three to AB17/31.

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DD SAdmin  
APVC(CW)

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Gen Mgr

The Chair, Coursework Committee, also noted her thanks to Ms Robyn Sinclair, Executive Officer to the Coursework Committee, who would be leaving the University in April.

#### **494.3.3 Report of Research and Graduate Studies Committee: 24 February 2017**

The Board received report AB17/32 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 24 February 2017:

- (a) Research Performance Report.
- (b) ERA and Engagement and Impact Assessment (EIA)
- (c) Ethics and Integrity Unit Review
- (d) Research Code of Conduct
- (e) Research Centres
- (f) UN Sanctions
- (g) Industry PhD Update
- (h) Sub-Committee Reports
  - (i) Animal Ethics Committee: 8 September and 13 October 2016
  - (ii) Board of Graduate Research: 26 October, 17 November, 7 December 2016 and 14 February 2017

The Board **resolved to approve**:

- (i) the formal closure of the Doctor of Nursing by coursework, as detailed in Attachment A to AB17/32
- (ii) the proposal to rectify the duration of the Doctor of Public Health from three to four years on the Commonwealth CRICOS register, as detailed in Attachment B to AB17/32.
- (iii) the new Graduate Research Course Accreditation Policy and Procedure, as detailed in Attachment C to AB17/33, **subject to** some minor amendments:
  - change research course to graduate research course throughout the document.
  - additional definitions.
  - addition of course review approval pathway (ie Board of Graduate Studies, Research and Graduate Studies Committee, Academic Board).

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#### 494.4 Other Matters

##### 494.4.1 I&O Presentation: Infrastructure Projects Completed in 2016

The Senior Manager Project Delivery, I&O Projects Office, spoke to a presentation providing a snapshot of infrastructure projects completed in 2016. This presentation can be accessed at the following link:  
<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2017/Useful%20resources/2/InfrastructureProjectsPresentation-Feb2017.pdf>.

##### 494.4.2 Coursework Scholarships Strategy and Governance Structure

The Board received and noted AB17/33, the Coursework Scholarships Strategy and Governance Structure.

The Board **resolved to approve** the Scholarships Governance Model, outlined in Annex 2 to AB17/33, and in so doing resolved to delegate its powers under S2.1(f) of the Academic Board Statute 2009 related to determining the conditions for competition for, and the awarding of, any fellowship, scholarship or prize offered to coursework students while retaining the right to veto any new scholarships or changes to an existing scholarship otherwise approved by the Scholarships Sub-Committee, to the Scholarships Sub-Committee – a sub-committee of the Course Portfolio and Scholarships Committee, in turn a sub-committee of the Senior Executive Group.

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DVCA  
Chair, SS-C

The Board further noted the:

- Coursework Scholarships Strategy, as detailed in Annex 1 of AB17/33, as approved by the Senior Executive Group at a meeting on 15 December 2016.
- revised Scholarships Sub-Committee terms of reference, as detailed in Annex 3 of AB17/33.

##### 494.4.3 Proposed Changes to Academic Board

The Board received and noted AB17/34, a paper outlining proposed changes to Academic Board, noting this is the follow up to a paper that the Board endorsed in November 2016.

The Board **resolved to approve**, for referral to Council, the proposed changes to Academic Board, as detailed in AB17/34 and the listed attachments:

1. The revised Academic Board membership and quorum, as detailed in Attachment A, **subject to** amendment of the quorum to 25%.
2. The revised membership and terms of reference of the Academic Quality Committee, as detailed in Attachment B.
3. The revised membership and terms of reference of the Admissions Committee, as detailed in Attachment C.
4. The revised membership and terms of reference of the Coursework Committee, as detailed in Attachment D.
5. The revised membership and terms of reference of the Education Committee, as detailed in Attachment E.
6. The revised membership and terms of reference of the Research and Graduate Studies Committee, as detailed in Attachment F.
7. The creation of an Academic Board Executive Committee, as detailed in Attachment G.
8. The centralisation of the election process.

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Chair  
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It was noted that given the disparities in size it may be the case that the College of Science, Health and Engineering would be more highly represented on Academic Board than the College of Arts, Social Sciences and Commerce. It was further noted that the power of cooperation could be used to redress any major inequities in representation that arose.

#### **494.4.4 Award of Honorary Degrees**

The Board **resolved to approve** the award of honorary degrees, as referred by the Vice-Chancellor, to the following:

- (a) Professor Jenny Seberry: DSc, as detailed in Attachment A to AB17/35.
- (b) Ms Elizabeth Proust AO: DLitt, as detailed in Attachment B to AB17/35.
- (c) Dr Patricia Edgar AO: DLitt, as detailed in Attachment C to AB17/35.
- (d) Ms Bronwyn Curtis OBE: DLitt, as detailed in Attachment D to AB17/35.
- (e) Ms Cornelia Lenneberg: DLitt, as detailed in Attachment E to AB17/35.

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#### **494.4.5 Academic Board Self Assessment 2016**

The Board received and noted the results of the Academic Board Self Assessment Survey 2016, as detailed in AB17/36.

### **PART C – MATTERS FOR INFORMATION**

#### **494.5 Matters for Information**

##### **494.5.1 Report of the Academic Promotions Committee: February 2017**

The Board received the Report of the Academic Promotions Committee: February 2017 and noted that the persons named therein had been promoted, as detailed in report AB17/37.

EO(APC)

**PART D – DISCUSSION**

**494.6 Do hurdles facilitate quality or stand in its way?**

Due to a lack of time, the discussion item was deferred to a future meeting of Academic Board.

The meeting closed at 11.00am.

**494.7 Next Meeting**

9.30am  
Wednesday 8 May 2017  
Library Seminar Room 1.34  
Level 1  
Library  
Melbourne Campus

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

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