

**LA TROBE UNIVERSITY**

**ACADEMIC BOARD**

Minutes of the four hundred and fifty-ninth meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 12 September 2012 at 9.30am.

**Present:** Professor Simon Crowe (Chair), Professor Christine Bigby (Deputy Chair), Professor Carol Adams, Dr Pauleen Bennett, Professor Alan Borowski, Professor Philip Broadbridge, Professor Tim Brown, Mr Bruce Carboon, Dr Damon Cartledge, Dr Peter Cartwright, Professor Michael Clarke, Professor Lin Crase, Professor John Dewar (Vice-Chancellor), Mr Neil Fetting, Professor Paul Fisher, Dr Kerry Fitzmaurice, Ms Margarita Frederico, Professor Noel Gough, Dr Greg Heath, Dr Julie Jackson, Dr Elizabeth Johnson, Dr Mary Kennedy-Jones, Dr Stephen Kent, Dr Anthony Kerr, Dr Liz Lavender, Dr Katherine Legge, Dr Carol McKinstry, Professor Brian McGaw, Dr Marion Milton, Ms Mary-Anne Noone, Dr Sue O'Keefe, Dr Chris Pakes, Mr Geoff Payne, Dr Anita Raspovic, Dr Kath Ryan, Dr Brian Smith, Mrs Joy Spark, Professor Richard Speed, Dr Damian Spencer, Dr Gwenda Tavan and Professor Evan Willis.

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

**In Attendance:** Dr Denise Bush, Dr Ric Canale, Dr Julianne East, Mr Glenn Hill, Professor Mike Ryan, Professor Phillip Steele, Professor Peta Tait.

**PART A – PROCEDURAL MATTERS**

	<b>ACTION</b>
<p><b>(i) Attendance/Apologies</b></p> <p>Apologies were received from Professor Paula Baron, Dr Ishaq Bhatti, Professor Leigh Drake, Dr Kerry Ferguson, Professor Tanya Fitzgerald, Dr Mark Harris, Professor Nick Hoogenraad, Dr Tony Jarvis, Mr Earl Jobling, Professor Lorraine Ling, Dr Sue Martin, Dr Bill McGuinness, Dr Warren Paul, Ms Kathleen Pleasants, Professor Joanna Poyago-Theotoky, Professor John Rosenberg, Professor David Spencer and Professor Hal Swerissen.</p>	
<p><b>(ii) Approval of Agenda</b></p> <p>The Board <b>resolved</b> to approve the Agenda, as circulated.</p>	
<p><b>(iii) Outstanding Matters</b></p> <p>The Board received and noted report AB12/119.</p>	
<p><b>(iv) Matters Approved on Behalf of Academic Board</b></p> <p>The Board noted that there were no matters to report.</p>	

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

The Board received and noted paper AB12/120, the Report of the Vice-Chancellor, which can be located at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2012/Document%20Library/6/120-VCsReport-September2012.pdf>. The Vice-Chancellor spoke to the report.

Other issues highlighted were:

- *Senior Appointments*: the selection process for the Dean, Faculty of Health Sciences, continues.
- *Strategic Plan*: the launch is scheduled for the end of November. A specific consultation session will be held for the professoriate. Feedback regarding the Strategic Plan can be provided via email ([strategic-plan@latrobe.edu.au](mailto:strategic-plan@latrobe.edu.au)) or the online open discussion on Yammer.
- *Rankings*: LTU had fallen in the QS rankings. An Institutional Ranking Improvement Strategy Working Group had been convened by Professor Tim Brown.
- *Faculty of Humanities and Social Sciences*: The Vice-Chancellor emphasised the importance of providing staff in HUSS with certainty as quickly as possible about their futures in the faculty, and of starting the process of redesigning the BA to restore its appeal to prospective students.

**PART B – MATTERS FOR APPROVAL**

**459.1 Confirmation of Minutes**

The minutes of the meeting held on 8 August 2012 [AB12/117(M)] were confirmed.

**459.2 Items for Approval not requiring discussion**

**459.2.1 Award of Degrees and Diplomas**

The Board received report AB12/121 and **resolved** to endorse the conferring of awards *in absentia* and award of higher degrees and, as detailed therein.

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**459.2.2 Establishment of Prizes**

The Board **resolved** to amend the following Prize:

- (a) Science, Technology and Engineering: The Peter Rawlinson Award, as detailed in report AB12/122.

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**459.2.3 Honorary Visiting Professor**

The Board **resolved** to approve the provision of the title of Honorary Visiting Professor to Professor Magnus Gosta Tideman.

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#### 459.2.4 Academic Board: proposed meeting dates 2013

The Board received report AB12/123 and **resolved** to approve the following Academic Board meeting dates for 2013:

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13 February	14 August
13 March	11 September
8 May	9 October
12 June	13 November

It was noted that all meetings would commence at 9.30am and be held in the Council Chamber of the John Scott Meeting House, Melbourne Campus.

### 459.3 Standing Committees of Academic Board

#### 459.3.1 Report of Research and Graduate Studies Committee: 17 August 2012

The Board received report AB12/124 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 17 August 2012:

- (a) Strategic Plan (World Ready: La Trobe in 2017) – next steps.
- (b) Linkage Grants – feedback from ADRs.
- (c) Industrial Transformation Research Hubs.
- (d) PhD Education – Faculty response.
- (e) Reports of Sub-Committees and Working Parties:
  - Higher Degrees Committee Research, Minutes of Meetings (2 May & 6 June 2012).
  - Higher Degrees Committee Research – La Trobe response to Commonwealth Scholarships Guidelines.
  - University Human Ethics Committee, membership nomination of Lay Woman.
  - Animal Ethics Committee, Minutes of Meetings (12 July 2012).
  - eResearch Committee, 31 July 2012.
- (f) Dissemination of Research Findings.
- (g) La Trobe Library Year in Review 2011.

The Board also noted the ARC Linkage Status Report, provided to the Planning and Resources Committee on 22 August 2012, as detailed in Attachment A to AB12/124.

#### 459.3.2 Report of Academic Quality Committee: 15 August 2012

The Board received report AB12/125 and noted that the Academic Quality Committee had considered the following items at a meeting held on 15 August 2012:

- (a) Report of the Chair.
- (b) Revised Faculty Review Policy, Procedures and Terms of Reference.
- (c) Policies previously within the remit of La Trobe International College.
- (d) Cluster 8 policies for Review and Initial Report: Different Instances of a Subject Policy, Procedure and Guidelines.
- (e) Interim Report of the Education Committee.
- (f) Academic Board Standing Committees Annual Report.
- (g) Quality Assurance and the Faculty of Humanities and Social Sciences.

**459.3.3 Report of Education Committee: August 2012**

The Board received report AB12/126 and noted that the Education Committee had considered the following items at a virtual meeting held from 24 to 31 August 2012:

- (a) Management of Underage Students Policy, Procedures and Guidelines.
- (b) Revisions to the Academic Misconduct Statute.
- (c) Student Workload Policy, Procedure and Guidelines.
- (d) August Program Committee Report.

The Board **resolved** to approve:

- (a) The Management of Underage Students Policy, Procedures and Guidelines, as detailed in Attachment One to AB12/126.
- (b) Major Course Revisions, as detailed in Attachment Two to AB12/126:

Faculty of Health Sciences

- Bachelor of Health Sciences HBHSB HBHS, Bachelor of Arts and Bachelor of Health Sciences AZAHS, Bachelor of Health Sciences and Bachelor of International Development HZHSID, Bachelor of Health Sciences and Bachelor of Business HZHSB: to change the nomenclature of the exiting major for the courses listed in the submission from 'Human Anatomy and Physiology' to 'Human Physiology and Anatomy'.

Faculty of Business, Economics and Law

- LMPA Master of Professional Accounting and any nested award contained therein.
- LMAFM Master of Accounting and Financial Management, and any nested awards contained therein, including Graduate Certificate in Business and Graduate Diploma in Business.
- LMFA Master of Financial Analysis.
- LMFAF Master of Financial Analysis (Investments).
- LYFAPA Master of Financial Analysis- Master of Professional Accounting.
- LYFAIM Master of Financial Analysis- Master of International Business.
- LYFABA Master of Financial Analysis-Master of Business Administration.
- LYFAIB Master of Financial Analysis- Master of Islamic Banking and Finance.
- LMIBF Master of Islamic Banking and Finance and the nested awards contained therein.
- Master of Financial Analysis (Financial Risk Management) and the Graduate Certificate in Financial Risk Management, and any nested awards contained therein.
- Master of Financial Analysis (Financial Planning) and the Graduate Certificate in Financial Planning, and any nested awards contained therein.
- Master of Business Information Management and Systems, the Graduate Diploma in Information Systems Management and the Graduate Certificate in Information Systems Management, and any nested awards contained therein.
- Master of International Business, and any nested awards contained therein.
- Master of Marketing Management, and any nested awards contained therein.
- Diploma in Business (Albury-Wodonga) (LDBW).
- Diploma in Business (Bendigo) (LDBB).

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- Diploma in Business (Mildura) (LDBM).
- Diploma in Business (Shepparton) (LDBS).
- Bachelor of Business (Melbourne) (LBB).
- Bachelor of Business (Albury-Wodonga) (ECBBW).
- Bachelor of Business (Bendigo) (RBB).
- Bachelor of Business (Mildura) (RBBM).
- Bachelor of Business Honours (LHB).
- Bachelor of Business Honours (Bendigo) (RHB).
- Bachelor of Accounting (LBC).
- Bachelor of Accounting Honours (Melbourne) (LHC).
- Bachelor of Accounting Honours (Bendigo) (RHB).
- Bachelor of Business (Accounting) (Melbourne) (LBBC).
- Bachelor of Business (Accounting) (Honours) (Melbourne) (LHBA).
- Bachelor of Business (Accounting) (Albury-Wodonga) (LBBCW).
- Bachelor of Business (Accounting) (Bendigo) (LBBCB).
- Bachelor of Business (Accounting) (Mildura) (LBBCM).
- Bachelor of Business (Accounting) (Shepparton) (LBBCS).
- Bachelor of Business (Accounting and Finance) (LBBAF).
- Bachelor of Finance (LBF).
- Bachelor of Finance Honours (LHF).
- Bachelor of Business (Financial Services) (LBBFS).
- Bachelor of Business (Human Resources Management) (LBBHR).
- Bachelor of Business (Human Resources Management) (Honours) (LHBHR).
- Bachelor of Business (Leadership and Management) (LBBLM).
- Bachelor of Business (Sport Management) (Melbourne) (LBBS).
- Bachelor of Business (Marketing) (LBBMK).
- Bachelor of Business (Marketing) (Honours) (LHBMK).
- Bachelor of Business (Tourism and Hospitality) (Melbourne) (LBBTH).
- Bachelor of Business (Tourism Management) (LBBTM).
- Bachelor of Business (Event Management) (LBBEM).
- Bachelor of Business (Event Management/Marketing) (LBBEMT/RBBEMT).
- Bachelor of Business (Event Management/Tourism Management) (LBBETM).
- Bachelor of Business (Tourism Management/Marketing) (LBBTMM).

Faculty of Humanities and Social Sciences

- Master of Global Communications, including a change to course name, Master of Digital Communication, to take effect from 2014.

(c) Course Closures, as detailed in Attachment Two to AB12/126:

Faculty of Health Sciences

- RSHW Bachelor of Social Work (Hons), effective from 1 January 2014.
- HZSHB Bachelor of Social Work (Hons) and Bachelor of Human Services, effective immediately.
- HZSH Bachelor of Social Work (Hons) and Bachelor of Human Services, effective from 1 January 2013.
- HSHSWW Bachelor of Social Work (Hons), effective from January 2014.
- HSHSW Bachelor of Social Work (Hons), effective from January 2014.
- HHSP Bachelor of Speech Pathology (Hons), effective from January 2014.
- HHPO Bachelor of Prosthetics and Orthotics (Hons), effective immediately.

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- HHPHB Bachelor of Physiotherapy (Hons), effective immediately.
- HBPD Bachelor of Podiatry, effective immediately.
- HHOOS Bachelor of Orthotics and Ophthalmic Science, effective immediately.
- HHOT Bachelor of Occupational Therapy (Hons), effective from January 2014.
- HBSWAS Bachelor of Social Work (Advanced Standing), effective from January 2014.
- HHPD Bachelor of Podiatry (Hons), effective immediately.
- HBPO Bachelor of Prosthetics and Orthotics (Hons), effective immediately.

Faculty of Business, Economics and Law

- Graduate Certificate in Finance, effective from Semester 1 2013.
- Graduate Diploma in Finance, effective from Semester 1 2013.
- LMFAI Master in Financial Analysis (Islamic Banking), effective from Semester 1, 2013.
- LMFAR Master of Financial Analysis (Research Methods), effective from Semester 1 2013.
- LCCOR Graduate Certificate in Corporate Responsibility, effective from Semester 1 2013.
- LGF Graduate Diploma in Corporate Responsibility, effective from Semester 1 2013.
- LMCOR Master of Corporate Responsibility, effective from Semester 1 2013.
- LMISMC Master of Information Systems Management, effective from Semester 1 2014.
- LHMIB Master of International Business, effective from Semester 1 2014.
- LHMMM Master of Marketing Management with Honours, effective from Semester 1 2014.
- LMT Master of Tourism, effective from Semester 1 2013.
- LHMT Master of Tourism with Honours, effective from Semester 1 2013.

#### 459.4 Other Matters

##### 459.4.1 Report of External Relations Committee: 3 August 2012

The Board received report AB12/127, the report of the External Relations Committee, a sub-committee of Council, from a meeting held on 3 August 2012. It was noted that all recommendations for honorary degrees must be submitted to Academic Board for approval in accordance with Section 4 of the *Degrees, Diplomas and other Awards Statute*.

The Board **resolved** to approve the nominations for the conferral of degrees *honoris causa* to:

- Dr Robert (Bob) James Brown.
- Professor Hao Ping.

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##### 459.4.2 Library Professional Staff Promotions Policy

The Board received report AB12/128, a proposal from the Professional Library Promotions Committee to revise the Library Professional Staff Promotions policy, procedures and evidence matrix.

The Board **resolved** to approve:

- the revised Library Professional Staff Promotions Policy and Library Professional Staff Promotions Procedures, as detailed in AB12/128; and
- adoption of the Library Professional Promotions Evidence Matrix, as detailed in AB12/128, noting that this was an evolving document that would not need to be referred back to Academic Board for approval each time evidence examples were changed.

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#### **459.4.3 ALTC Academic Integrity Standards Project**

The Board received report AB12/129, a briefing paper on the progress of the Australian Learning and Teaching Council (ALTC) funded *Academic Integrity Standards Project* (AISP).

Dr Julianne East, Lecturer, Academic Language and Learning Unit, spoke to a presentation which can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2012/Discussion%20Items/6/AISP%20La%20Trobe.pdf>.

In response to a query regarding what action was taken when students fail the Academic Integrity Module, it was noted that a fail is recorded on their transcript, but that students can progress without passing the module. If the student fails the module more than once this would trigger an academic progress intervention.

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

#### **459.5 Items for Information**

##### **459.5.1 Adjunct Appointments**

The Board received report AB12/130 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

- (a) Adjunct Associate Professor: Dr Susan Maree Cotton, Human Communication Services, Faculty of Health Sciences (appointment – 3 years).
- (b) Adjunct Associate Professor: Dr Eva Holmberg, Human Communication Services, Faculty of Health Sciences (appointment – 3 years).
- (c) Adjunct Associate Professor: Ms Robyn Smith, Allied Health, Faculty of Health Sciences (appointment – 2 years).
- (d) Adjunct Lecturer: Mr David Price, Allied Health, Faculty of Health Sciences (appointment – 2 years).
- (e) Adjunct Lecturer: Mrs Anita Spring, Allied Health, Faculty of Health Sciences (appointment – 2 years).
- (f) Adjunct Lecturer: Mrs Kathryn Gould, Allied Health, Faculty of Health Sciences (appointment – 2 years).
- (g) Adjunct Lecturer: Ms Sarah Wotherspoon, Allied Health, Faculty of Health Sciences (appointment – 2 years).
- (h) Adjunct Lecturer: Ms Emma Beer, Allied Health, Faculty of Health Sciences (appointment – 2 years).
- (i) Adjunct Senior Lecturer: Ms Melinda Charlesworth, Allied Health, Faculty of Health Sciences (appointment – 2 years).

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- (j) Adjunct Lecturer: Ms Melissa Silk, Allied Health, Faculty of Health Sciences (appointment – 2 years).
- (k) Adjunct Lecturer: Ms Diana Antoniazzi, Allied Health, Faculty of Health Sciences (appointment – 2 years).
- (l) Adjunct Senior Lecturer: Ms Sally Harris, Allied Health, Faculty of Health Sciences (appointment – 2 years).
- (m) Adjunct Associate Professor: Dr Antigone Kouris, Department of Dietetics and Human Nutrition, Faculty of Health Sciences (appointment – 3 years).
- (n) Adjunct Lecturer: Ms Carol Parker, Allied Health, Faculty of Health Sciences (appointment – 2 years).

**459.5.2 Report of Academic Promotions Committee: September 2012**

The Board received the Report of the Academic Promotions Committee: September 2012 and noted that the persons named therein had been promoted, as detailed in report AB12/131.

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**PART D – DISCUSSION**

**459.6 Articulations and Access: La Trobe open for business.**

The Chair introduced the Discussion Panel:

- (a) Dr Julie Jackson, Pro Vice-Chancellor (Educational Partnerships and Quality)
- (b) Mr Glenn Hill, Lecturer, Faculty of Business, Economics and Law
- (c) Ms Denise Bush, College Director, La Trobe Melbourne.

Dr Jackson spoke to a presentation which provided an overview of the University's domestic educational partnerships and can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2012/Discussion%20Items/6/JJ-DomesticEducationalPartnerships.pdf>.

Mr Hill spoke about the Faculty of Business, Economics and Law experience and, in particular, the Chisholm TAFE arrangements and the enabling opportunities provided to students who would otherwise be unable to study.

Ms Bush spoke about the La Trobe Melbourne experience which has shown a growth in the number of Diplomas, the pathways being offered and the number of Diploma students. Their main purpose was a strong growth in pathway students.

**Discussion:**

In response to a query regarding whether there was any indication on where the sector may be heading with regard to open online courses and consortia, in particular with regard to TEQSA, it was noted that TEQSA should be satisfied as long as appropriate learning outcomes were evident and that the University could provide them with a proper audit/documentation trail.

In general students who achieve levels of competency at TAFE are successful when they move onto higher education.



Research was currently being done into how many La Trobe Melbourne Diploma students then enrol in La Trobe University courses.

The University's articulation policies and procedures were 2 way, with referral processes going both ways.

It was suggested that these enabling opportunities could possibly be extended by working with various charity organisations.

The meeting closed at 10.55am.

**459.7 Next Meeting**

9.30am  
Wednesday 10 October 2012  
Council Chamber  
John Scott Meeting House  
Melbourne Campus

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

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