

LA TROBE UNIVERSITY

ACADEMIC BOARD

Minutes of the four hundred and fifty-fifth meeting of the Academic Board held in the Seminar Hall, old Institute for Advanced Studies, La Trobe University, Melbourne Campus on Wednesday 14 March 2012 at 9.30am.

Present: Professor Simon Crowe (Chair), Professor Christine Bigby (Deputy Chair), Professor Carol Adams, Professor Tom Angelo, Professor Paula Baron, Dr Pauleen Bennett, Dr Ishaq Bhatti, Professor Alan Borowski, Professor Andrew Brennan, Professor Judith Brett, Professor Tim Brown, Mr Bruce Carboon, Dr Damon Cartledge, Mr Rick Churchill, Professor Michael Clarke, Professor Paul Collier, Professor John Dewar (Vice-Chancellor), Professor Ainslie Dewe, Professor Leigh Drake, Professor Jane Farmer, Dr Kerry Ferguson, Mr Neil Fetting, Professor Tanya Fitzgerald, Dr Kerry Fitzmaurice, Ms Margarita Frederico, Mr Anthony Hayes, Professor Nick Hoogenraad, Dr Peter Hughes, Dr Julie Jackson, Mr Earl Jobling, Dr Elizabeth Johnson, Dr Mary Kennedy-Jones, Dr Stephen Kent, Dr Anthony Kerr, Dr Katherine Legge, Professor Lorraine Ling, Dr Norva Yeuk-Sze Lo, Professor Chris Mackie, Dr Sue Martin, Professor Brian McGaw, Ms Mary-Anne Noone, Dr Sue O'Keefe, Dr Chris Pakes, Ms Jayasree Pillai, Dr Anita Raspovic, Professor Margaret Roberston, Dr Kath Ryan, Dr Brian Smith, Dr Kay Souter, Mrs Joy Spark, Professor David Spencer, Professor Hal Swerissen, Dr Gwenda Tavan, Dr Terrie Waddell, Professor Evan Willis and Dr Suzanne Zyngier.

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

In Attendance: Professor Jim Cameron, Dr Ric Canale, Professor Phoebe Chen, Professor Brian Davey, Mr Conor King, Professor Marilyn Lake, Professor Susan Paxton, Professor Phillip Steele, Professor Peta Tait and Professor Peter Wilson.

PART A – PROCEDURAL MATTERS

| | ACTION |
|---|---------------|
| <p>(i) Attendance/Apologies</p> <p>The Board welcomed the incoming Chair, Professor Simon Crowe, and Deputy Chair, Professor Christine Bigby.</p> <p>Apologies were received from Professor Philip Broadbridge, Dr Andrew Brookes, Dr Peter Cartwright, Professor Lin Crase, Dr Mark Harris, Dr Liz Lavender, Dr Carol McKinstry, Professor Bill McGuinness, Professor Tim Murray, Ms Kathleen Pleasants and Professor John Rosenberg.</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 AB12/34.</p> | |

(iv) Matters Approved on Behalf of Academic Board

The Board received report AB12/35 and noted the following matters which had been approved on its behalf since the last meeting:

- (a) Award of degrees and Diplomas, as detailed in Attachment A to AB12/35.
- (b) Faculty of Health Sciences proposal to revise the Surgical Synergies Splinting Prize, as detailed in Attachment B to AB12/35.
- (c) Faculty of Health Sciences proposal to establish the Holsworth Paramedicine Bursary, as detailed in Attachment C to AB12/35.

(v) Report of the Vice-Chancellor

The Board received and noted paper AB12/36, 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/2/36-VC%27sReportMarch2012.pdf>. The Vice-Chancellor spoke to the report.

The Vice-Chancellor also reported that he had attended the Universities Australia conference in the previous week and it was noted that the UA Executive has decided to lobby the government regarding the following four key issues:

- Indexation.
- Capital component of base funding.
- Flagship programs.
- Deregulation of funding.

PART B – MATTERS FOR APPROVAL

455.1 Confirmation of Minutes

The minutes of the meeting held on 8 February 2012 [AB12/32(M)] were confirmed.

455.2 Items for Approval not requiring discussion

455.2.1 Award of Degrees and Diplomas

The Board received report AB12/37 and **resolved** to endorse the award of degrees and diplomas, conferring of awards *in absentia* and award of higher degrees, as detailed therein.

AEGTO/
RGSO

455.2.2 Award of D M Myers Medals - 2011

The Board received report AB12/38 and **resolved** to endorse the award of D M Myers Medals for 2011, as recommended by the Faculties, as follows:

Dir.O&P/
AEGTO

- Business, Economics and Law Joseph Vecci
- Education Stephanie Anna Di Palma
- Health Sciences Audrey Rose Day
- Humanities and Social Sciences Anastasia Rose Clendinnen
- Science, Technology and Engineering Christopher Eric Boyd

455.2.3 Alumni Prize

The Board received report AB12/39 and **resolved** to endorse the award of the Alumni Prize for 2011, as recommended by the Faculties, as follows:

- Health Sciences Megan Jean Campbell
- Science, Technology and Engineering Lucinda Eve

Dir.O&P/
AEGTO

455.2.4 Establishment of Prizes

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

- (a) Health Sciences: Uniting Aged Care Strath-Haven Prize for Aged Care, as detailed in report AB12/40.
- (b) Health Sciences: The Orthoptic Association of Australia Inc Prize for Second Year Orthoptics and The Orthoptic Association of Australia Inc Prize for Third Year Orthoptics [*cancellation*], as detailed in report AB12/41.
- (c) Health Sciences: EH Armstrong Prize for Services to Lower Limb Amputees [*cancellation*], as detailed in report AB12/42.
- (d) Health Sciences: Health Information Management Association of Australia (Victorian Branch) Prize [*amendment*], as detailed in report AB12/43.
- (e) Health Sciences: Goulburn Valley Health – High Academic Achievement Prize, as detailed in report AB12/44.
- (f) Business, Economics and Law: Melbourne Heart Football Club Third Year Sport Management Prize, as detailed in report AB12/45.
- (g) Business, Economics and Law: WHK Prize, as detailed in report AB12/46.

MgrUE
T Noone
Dir.O&P
A&A

455.2.5 Committee Membership

(a) *Academic Quality Committee*

The Board resolved to endorse the nomination of Professor Paul Collier as a Category D (Academic Board nominee with expertise in research training) member to the Academic Quality Committee.

EO(AQC)

455.3 Standing Committees of Academic Board

455.3.1 Report of Academic Quality Committee: 16 February 2012

The Board received report AB12/47 and noted that the Academic Quality Committee had considered the following items at a meeting held on 16 February 2012:

- (a) Report of the Chair.
- (b) Cluster 5 policies for Review:
 - Admissions Policy.
 - Admissions Procedures – Application and Selection Process.
 - Admissions – Special Entry and Access Procedure.
 - Admissions – Transfer – Procedure.
 - English Language Entry Requirements Policy.
 - English Language Entry Requirements Procedure.
- (c) 2011 Annual Reports from Standing Committees of the Academic Board.
- (d) Outcome of AQC Membership Self-Evaluation.
- (e) Revised Meeting Dates for 2012.

454.3.2 Report of Education Committee: 22 February 2012

The Board received report AB12/48 and noted that the Education Committee had considered the following items at a meeting held on 22 February 2012:

- (a) Change to membership and composition.
- (b) Credit Points and Student Workload Procedures – Transition to Standard 15 Credit Point Subjects.
- (c) Leave of Absence (Intermission) Policy and Procedures.
- (d) Revisions to the Course Lifecycle – New Coursework Procedures.
- (e) Subject Learning Guide Template.
- (f) Revisions to Articulation Procedures and Guidelines.
- (g) Report of the Programs Committee held on 9 February 2012.
- (h) Report of the Learning Spaces and Technologies Committee held on 19 November 2011.
- (i) First Year Experience Plan.
- (j) Update on Student Feedback and Reporting.
- (k) 2011 Student Survey Responses – AUSSE Report and Australian Graduate Survey Report 2011.
- (l) Report on the LTU Early Warning System.
- (m) Dashboard Indicators.
- (n) Student Retention Report.
- (o) Update on the Development of CIMS.
- (p) Teaching and Learning Plan.
- (q) Review of Assessment Policy and Procedures.
- (r) Exemption from the Credit Granted under the Advanced Standing Procedures.

The Board **resolved**:

- (a) to **approve** the Special Consideration Policy and Procedures, as detailed in Attachment One to AB12/48, **subject to** the approval of a business case by the Planning and Resources Committee. EO(EC)/
EO(Policy)
- (b) to **approve** the Credit Points and Student Workload Procedures – Transition to Standard 15 Credit Point Subjects, as detailed in Attachment Two to AB12/48. EO(EC)/
EO(Policy)
- (c) to **approve** the Leave of Absence (Intermission) Policy and Procedures, as detailed in Attachment Three to AB12/48. EO(EC)/
EO(Policy)
- (d) to **approve** the following course revision:
 - Faculty of Health Sciences:
 - HMESHD Master of Ergonomics, Safety and Health to create new exit point: Graduate Diploma in Ergonomics, Safety and Health, as detailed in Attachment Four to AB12/48. EO(EC)/
DirAS/
DirO&P
- (e) to **adopt** the First Year Experience Plan, as detailed in Attachment Five to AB12/48. EO(EC)
- (f) to **ratify** the Education Committee’s decision to grant an exemption to the maximum credit granted for a Bachelor degree for two Bachelor Institute students with prejudice to future advanced standing applications, as detailed in Attachment Six to AB12/48. EO(EC)
- (g) to **approve** the change of composition of the Education Committee to include the Director, PIPU, as detailed in Attachment Seven to AB12/48. EO(EC)

**455.3.3 Report of Research and Graduate Studies Committee:
November 2011 and February 2012**

The Board received report AB12/49 and noted that the Research and Graduate Studies Committee had considered the following items at meetings held on 25 November 2011 and 17 February 2012:

- (a) La Trobe Research Training Scheme Submission.
- (b) Faculty Research Operational Plans.
- (c) AgriBio current status.
- (d) Murray-Darling Freshwater Research Centre - future.
- (e) Workload Management System – alignment with Faculty Research Operational Plans.
- (f) Research compliance of departing staff.
- (g) University Analysis of Research Quality (UARQ).
- (h) E-Research Committee.
- (i) Model for Committees' Self-Review.
- (j) RGSC 2012 meetings.
- (k) Secretariat – Governance support.
- (l) Research media strategy.
- (m) Director, Institute for Human Security.
- (n) Faculty Research Operational Plans 2012.
- (o) ERA update.
- (p) Competitive Grant Applications 2012.
- (q) Murray Darling Freshwater Research Centre Update.
- (r) Revisions to OSP Procedures.
- (s) HERDC update.

The Board **resolved**:

- (a) to **endorse** the proposal for the e-Research Committee to be reconstituted as a sub-committee of the Research and Graduate Studies Committee with the Chair becoming an ex-officio member of the Committee.
- (b) to **approve** an amendment to the Research and Graduate Studies Committee terms of reference and composition, as detailed in Attachment A to AB12/49.

EO(RGSC)/
EO(e-RC)

455.4 Other Matters

455.4.1 Outside Studies Program – review of procedures

The Board received report AB12/50 and **resolved** to approve the revised Outside Studies Program for Academic Staff – Procedures, **subject to** an amendment to:

- 7. Qualifying Service – clarify that research only staff cannot earn OSP credits and that OSP should be proportional to the teaching and research components of employment.

J Carr/
DVC(R)/
EO(Policy)

It was also suggested that immediate past Chairs should become co-opted members of the new Outside Studies Programs Committees for their expertise.

J Carr

**455.4.2 HR Policies and Procedures Review – Emeritus
Professor/Scholar Appointments Procedures**

The Board received report AB12/51 and **resolved** to approve the Emeritus Professor/Scholar Appointments Procedures.

EDP&C/
EO(Policy)

PART C – MATTERS FOR INFORMATION

455.5 Items for Information

455.5.1 Adjunct Appointments

The Board received report AB12/52 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

P&C

- (a) Adjunct Professor: Professor Annette Street, Palliative Care Unit, School of Public Health & Human Biosciences (appointment – 3 years).
- (b) Adjunct Associate Professor: Mr Richard Rose, Social Work and Social Policy (appointment – 3 years).
- (c) Adjunct Associate Professor: Dr Ken Harvey, Public Health (appointment – 3 years).
- (d) Adjunct Professor: Professor Belinda Probert, Faculty of Humanities and Social Sciences (appointment – 3 years).
- (e) Adjunct Professor: Professor Tharam Singh Dillon, Department of Computer Science & Computer Engineering (appointment – 3 years).
- (f) Adjunct Professor: Professor John Wiltshire, English (appointment – 3 years).

455.5.2 Report of Academic Promotions Committee: March 2012

The Board received the Report of the Academic Promotions Committee: March 2012 and noted that the persons named therein had been promoted, as detailed in report AB12/53.

EO(APC)

455.5.3 Senior Academic Appointments

The Board received report AB12/54 and noted that the following senior academic appointments had recently been made:

P&C

- Ms Patricia Fall, Charles La Trobe Professorial Fellow in Geography.
- Dr Russell Hoye, Associate Dean (Research).
- Professor Annette Street, Head, Research Education and Development Unit.
- Dr Peter Cartwright, Associate Dean (International and Development).
- Mr Paul Collier, Head, La Trobe Business School.
- Professor Susan McDonald, Head, Department of Midwifery.

455.5.4 Minutes of the Faculty Boards

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

- (a) Health Sciences: 21 February 2012 (AB12/55).

PART D – DISCUSSION

455.6 Making Best Use of the Review of Base Funding

The Chair introduced Mr Conor King, Executive Director, Innovative Research Universities, who spoke about making the best use of the Review of Base Funding.

The following background information was provided:

- The Higher Education Base funding Review: Final Report, October 2011, as detailed in AB12/56.
- Renewing University Base Funding: The Priority Issues, as detailed in AB12/57.
- Supporting Student Demand: A Single Student Change, as detailed in AB12/58.

Discussion:

In response to a query regarding the capping of postgraduate Commonwealth Supported Places while undergraduate Commonwealth Supported Places expand, it was noted that some universities are choosing to utilise undergraduate funding for postgraduate places. It is up to each individual University to make the best use of any additional government funding in the current demand driven system.

It was noted that universities don't currently seem to be attempting to increase their low cost EFTSL in response to the changing system.

The effectiveness of the subsidy for maths and science was queried. The Board noted that data was showing that there hadn't been a large increase. It was suggested that the amount charged is not a huge issue when students decide which course they undertake.

It was suggested that certain cluster areas were underfunded. Funding is provided to universities to do what they want with. All areas, except education, are receiving higher funding.

The meeting closed at 10.35am.

455.7 Next Meeting

9.30am
Wednesday 9 May 2012
Council Chamber
John Scott Meeting House
Melbourne Campus

Chair: _____

Date: _____