



ACADEMIC BOARD

Minutes of the four hundred and ninety-seventh meeting of the Academic Board held in The Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 9 August 2017 at 9.30am.

Present: Professor Christine Bigby (Chair), Professor Paula Baron (Deputy Chair), Ms Nishtha Aggarwal, Professor Tony Baker, Dr Josie Barbaro, Dr Ishaq Bhatti, Dr Narelle Brack, Professor Philip Broadbridge, Dr Jacob Chandler, Professor Michael Clarke, Dr Susanne Davies, Professor John Dewar (Vice-Chancellor), Professor Leigh Drake, Professor Grant Drummond, Dr Warwick Frost, Dr Anthony Gendall, Dr Deborah Gleeson, Dr Daniel Grant, Dr Peter Green, Dr Darren Henry, Professor Stephen Kent, Professor Kerr-Lee Krause, Dr Prem Kurup, Professor Betty Leask, Professor Nicolette Lee, Ms Virginia Mansel Lees, Professor Sue Martin, Dr Sheila McCormack, Professor Anthony McGrew, Dr Robyn Murphy, Mrs Susan Nalder, Dr Deborah Neal, Professor Mary Anne Noone, Professor Keith Nugent, Mr Matthew Oates, Professor Chris Pakes, Ms Jennifer Peasley, Dr Greg Powell, Dr Luke Prendergast, Professor Brian Smith, Professor Richard Speed, Dr Evelien Spelten, Dr Damian Spencer, Dr Keir Strickland, Professor Gillian Sullivan Mort, Dr Guinever Threlkeld, Dr Suzane Vassallo, Professor Eleanor Wertheim, Professor Lawrie Zion.

Secretariat: Susan Rees-Osborne, Executive Officer, Governance and Policy Services.

In Attendance: Dr MaryAnne Aitken, Professor Nick Bisley, Professor Kay Crossley, Mr Mark Engel, Dr Andrew Harvey, Professor Andy Hill, Professor Birgit Loch, Ms Natalie MacDonald, Mr Leon Morris, Professor Meg Morris, Professor Mark Rose.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Apologies & Membership</p> <p>Apologies were received from Dr Julie Andrews, Professor Lyn Bosetti, Dr Irene Blackberry, Professor Simon Crowe, Professor Leigh Drake, Dr Jason Dutton, Professor Tanya Fitzgerald, Dr Richard Frampton, Professor Jane Hamilton, Dr Emma Henderson, Professor Patrick Keyzer, Professor Helen Lee, Professor Paul Mather, Professor Lisa McKenna, Dr Jodi Oakman, Professor Robert Pike.</p>	
<p>(ii) Approval of Agenda</p> <p>The Board resolved to approve the Agenda, as circulated. The Board agreed to unstar Item 4.2 Emeritus Professor Glynda Kinsella.</p>	
<p>(iii) Outstanding Matters</p> <p>The Board received and noted report AB17/74.</p>	
<p>(iv) Matters Approved on Behalf of Academic Board</p>	

The Board received, noted and ratified report AB17/75, 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
- (i) A proposal from the College of Arts, Social Sciences and Commerce, as referred by the Coursework Committee from meetings held on 18 May and 8 June 2017, to revise the following Education courses:
- Master of Teaching (Secondary)
 - Master of Teaching (Primary)
 - Bachelor of Technology Education
 - Bachelor of Education (Secondary)
 - Bachelor of Education (Primary)
 - Bachelor of Early Childhood and Primary Education
- *NB: this was originally approved out-of-session by the Chair, Academic Board, on 15 June 2017. This version of the proposal, which removes the admission requirement 'a literacy and numeracy test on entry', was subsequently approved on 29 June 2017. (Attachment A)
- (ii) A proposal from the College of Science, Health and Engineering, as referred by the Coursework Committee from a meeting held on 8 June 2017 to introduce the Bachelor of Paramedic Practice with Honours. (Attachment B)
- (iii) A report of the Coursework Committee from its 71st meeting held 8 June, referring the following course proposals (Attachment C):

Course Revisions

College of Arts, Social Sciences and Commerce

- Bachelor of Business LBB; ECBBW, RBB, RBBM, LMBBP)
- Bachelor of Business/Master of Management (LZBMM)
- Nested: Diploma in Business (LDB, LDBW, LDBB, LDBM, LDBS)
- Bachelor of Business (Accounting & Finance) – Melbourne (LBBAF)
- Bachelor of Business (Agribusiness) – LBBAB (AW, BU, BE, MI, SH)
- Bachelor of Business (Human resource Management) – Melbourne (LBBHR)
- Bachelor of Business (Marketing) – Melbourne (LBBMK)
- Bachelor of Business (Sport Management) – Melbourne, Albury-Wodonga (LBBS, LBBSW)
- Bachelor of Business (Sport Development and Management) Bendigo (LBBSB)
- Bachelor of Business (Tourism and Hospitality) - Melbourne (LBPTH)
- Bachelor of Business (Event Management) – Melbourne (LBBEM)
- Bachelor of Business (Event Management/Marketing) – Melbourne, Bendigo (LBBEMT, LBBEMB)
- Bachelor of Accounting – Melbourne (LBC)
- Bachelor of Finance – Melbourne (LBF)
- Bachelor of International Business – Melbourne (LBIB)

- Business School Major Structures: Accounting, Economics, Financial Management, Management, Marketing, International Business, Human Resource Management, Event Management
- Business School Commerce Major Structures: Accounting, Economics, Financial Management, Management, Marketing.

Course Closures

College of Science, Health and Engineering

- Bachelor of Engineering (Complementary) (RBEX)
 - Graduate Certificate in Computing (RCC)
 - Graduate Certificate in Environmental Health (RCEH)
 - Graduate Diploma in Advanced Computing (RGAC)
 - Bachelor of Civil Technology (SBCTE)
 - Diploma in Computing (SDCSSY)
 - Graduate Diploma in Environmental Management (SGEM)
 - Bachelor of Biotechnology and Cell Biology with Honours (SHBCB)
 - Bachelor of Chemical Science (Honours) (SHCSC)
 - Bachelor of Computer Systems Engineering (Honours) (SHCSE)
 - Bachelor of Computer Sciences in Games Technology with Honours (SHCSGT)
 - Bachelor of Software Engineering with Honours (SHSE)
 - Bachelor of Viticultural Science (Honours) (SHVS)
 - Master of Information Technology (Intelligent Systems and Internet Computing) (SMISIC)
 - Bachelor of Science and Society (SBSSO, SBSSOB, SBSSOW)
- (iv) Proposals from the College of Arts, Social Sciences and Commerce and the College of Science, Health and Engineering, as referred by the Coursework Committee from meetings held on 13 and 21 July (Attachment D):

New Course Proposals

College of Arts, Social Sciences and Commerce

- Associate Degree of Applied Business (LAAB)
- Bachelor of Applied Business/Diploma of Applied Business/Associate Degree of Applied Business (LBAB)
- Bachelor of Applied Business (Marketing)/Diploma of Applied Business/Associate Degree of Applied Business (LBABK)
- Bachelor of Applied Business (Management)/Diploma of Applied Business/Associate Degree of Applied Business (LBABM)

College of Science, Health and Engineering

- Diploma of Community Studies (HDCS) (Alt Exit Only)

Course Revisions

College of Arts, Social Sciences and Commerce

- Diploma in Applied Business (LDAB)
- Diploma in Business (LDB, LDBS, LDBW, LDBB, LDBM)
- Business School Major Structures – Sydney: Accounting, Financial Management, Management, Marketing, Human Resource Management, International Business

- Bachelor of Business/Bachelor of Arts (LZBAW, LZBAB, LZBAM, LZBAP)
- Bachelor of Accounting – Sydney (LBCSY)
- Bachelor of International Business – Sydney (LBIBSY)
- Bachelor of Commerce/Bachelor of Laws – Melbourne (LZCOML)
- Bachelor of Commerce/Bachelor of Arts – Melbourne (LZCOMA)
- Bachelor of Commerce/Bachelor of International Relations – Melbourne (LZCIR)
- Master of Management (Corporate Governance and Risk)
- Bachelor of Business = Sydney (LMBBSY)
Bachelor of Arts and Bachelor of Arts/Bachelor of Health Sciences (ABA, RBA, HUSBAM, HUSBAM, BEBAP, AZAHS)
- Bachelor of Arts – Crime Justice and Legal Studies Major

College of Science, Health and Engineering

- Bachelor of Human Nutrition (HBHN)
- Bachelor of Food and Nutrition (HBFN)
- Bachelor of Information Technology (Professional) (SBITP, SBITL)
- Master of Clinical Neuropsychology (SMCNP)
- Master of Clinical Psychology (SMCP)
- Master of Chemical Sciences (SMCHS)
- Master of Art Therapy (HMART)
- Bachelor of Science (Wildlife and Conservation Biology) (SBSWCB)
- Diploma of Food and Nutrition (HBFN)
- Bachelor of Health Sciences (HBHS, HBHSB)

Course Closures

College of Arts, Social Sciences and Commerce

- Master of Information Technology Management (LTITM)

College of Science, Health and Engineering

- Bachelor of Nursing (BEBNES)
- Graduate Diploma in Deaf Studies (Language) (HGDSL B)
- Graduate Diploma in Deaf Studies (Teaching) (HG DST)
- Master of Arts (HMAC)
- Bachelor of Public Health Promotion (HBPHPB)
- Bachelor of Social Work (Complementary) (HBSWBX)
- Nursing Bridging Course (HNBCB)
- Bachelor of Nursing Science (RBNS)
- Bachelor of Social Work (HSBSWM)
- Bachelor of Nursing (Post Registration) (RBNP)
- Bachelor of Nursing Science (HSBNSW)
- Graduate Certificate in Public and Community Health (RCPCH)
- Graduate Diploma in Environmental Health (RGEH)
- Graduate Diploma in Health Management (RGHM)
- Graduate Diploma in Public and Community Health (RGPCH)
- Bachelor of Information Technology with Honours (RHC)
- Master of Sign Language (Interpreting) (HSMLI)

Course Suspension

College of Science, Health and Engineering

- Master of Public Health and Master of International Development (HZHPHID)
- (v) Course revision proposals from the College of Arts, Social Sciences and Commerce and the College of Science, Health and Engineering, as referred by the Coursework Committee from meetings held on 13 and 21 July (Attachment E):

Course Revisions

College of Science, Health and Engineering

- Bachelor of Science (SBS, SBSB, STBSW)
- Bachelor of Biological Sciences (SBBIS, SBBISW, SZSS) – Commencing Students

College of Arts, Social Sciences and Commerce

- Bachelor of Arts – Gender, Sexuality and Diversity Studies
- Bachelor of Arts – Philosophy Major
- Bachelor of Arts – Art History new Minor

- (b) Emeritus Professor Nomination: Peter Dowling (Attachment F)

(v) Report of the Chair

The Chair provided a brief verbal update on the following items:

- (a) Welcome to Professor Kerri-Lee Krause, Deputy Vice-Chancellor (Academic), attending her first meeting of the La Trobe University Academic Board;
- (b) The consultation period for staff in relation to the new Strategic Plan has been extended. The revised draft will be submitted to Council on 14 August, then be released for consultation. The draft will be considered by the Board on 13 September, with the final draft submitted to Council in October;
- (c) A substantial number of course proposals were considered during the winter break. A note of appreciation was extended to the members of the Coursework Committee, its Chair Professor Mary Anne Noone, Deputy Chair Professor Nicolette Lee, Executive Officer Ms Clarissa Vinen and College staff for their work to complete this process in a short period of time;
- (d) The Disability Action Plan is in the process of renewal. All staff are encouraged to consider the Plan and provide any feedback to Ms Claire Nihill at C.Nihill@latrobe.edu.au

(vi) Report of the Vice-Chancellor

The Board received and noted circulated paper AB17/76, the Report of the Vice-Chancellor, which can be located at the following link, together with the slides from the Respect. Now. Always. survey results:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2017/default.aspx?InstancelD=5>

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

- (a) Open Days – the Vice-Chancellor thanked all staff for their hard work and contributions to the Open Days that have been held recently, and the three still to come;

- (b) Higher Education Sector update – LTU representatives appeared at one of two public hearings in relation to the Senate Inquiry into the Higher Education Support Legislation Amendment Bill 2017. The University emphasised the impact the proposed cuts would have on operations and on education in the regions. While many submissions, including that of LTU, noted the positive elements of the package, overall the sector is opposed to its implementation. Some branches of the media are predicting the Senate will not pass the package in its current form;
- (c) TEQSA re-registration – the process of re-registration that commenced in April 2016 was recently finalised, with LTU securing re-registration as a higher education provider until 28 September 2023. Breaches in compliance were identified and addressed, while areas of concern highlighted included teaching and learning quality, and third party teaching arrangements. Professor Dewar thanked the staff involved in the preparation of documents and facilitation of the process;
- (d) Respect. Now. Always. - survey results were released on 1 August, with some media creating league tables and identifying La Trobe as having the highest rates in Victoria for ‘sexual harassment on campus’. Analysis of the results shows much of the harassment occurring on public transport while travelling to and from the campus. Much work is being undertaken to promote positive, respectful relationships and safety on campus and while an action plan is being developed to identify where more can be done, staff are encouraged to promote the support services available, including the Speak Up service.

PART B – MATTERS FOR APPROVAL

497.1 Confirmation of Minutes

The minutes of the meeting held on 14 June 2017 [AB17/72(M)] were confirmed.

497.2 Items for Approval not requiring discussion

497.2.1 Award of Degrees and Diplomas

The Board received circulated report AB17/77 and **resolved** to **approve** the conferring of awards *in absentia*, the rescission and conferral of awards and award of higher degrees, as detailed therein.

AEGTO
GRS

497.3 Standing Committees of Academic Board

497.3.1 Report of Admissions Committee: 1 June 2017

The Board received report AB17/78, and **noted** that the Admissions Committee had considered the following items at its meeting held on 1 June 2017:

- (a) Transparency in Admissions
- (b) Interim arrangements for English Language Proficiency under agreement with Foreign Trade University (Hanoi)
- (c) English Language entry requirements procedure: Schedule 2
- (d) Comparative Performance on Selected Equity Metrics Report

(e) Success vs ATAR

The Board **resolved to approve** the four amendments to the English Language Entry Requirements Procedure: Schedule 2:

- Bendigo Kangan – Cert IV English for Academic Purposes to reflect the new scores as EAP2;
- NMIT changed to Melbourne Polytechnic;
- Sunraysia Institute of TAFE – Cert IV in English;
- Additional English Language exemptions – SSPF – Framework in July 2016.

EO(AC)
Policy Adv
PVC(I)

497.3.1.2 Success vs ATAR – presentation

Professor Philip Broadbridge delivered a presentation entitled ATAR and Success Rates, AB17/79. Some points highlighted were:

- The ATAR is not a reliable predictor of success;
- To improve retention and success rates the University should focus on online enrolments, low ATAR students, and part-time, distance and mature age students.

The Board **noted** the Success vs ATAR presentation.

497.3.2 Reports of Coursework Committee

497.3.2.1 Coursework Committee 8 June 2017

The Board received report AB17/80 and **noted** that the recommendations proposed by Coursework Committee, as detailed in Attachments A, B and C to paper AB17/75, were approved out of session by the Chair, Academic Board.

EO(CC)

The Chair, Coursework Committee, reiterated the expression of thanks of the Chair, Academic Board, to those staff who worked to facilitate the out of session course proposals recently.

497.3.2.2 Coursework Committee 13 & 21 July 2017

The Board received report AB17/81 and:

- **noted** that the recommendations proposed by Coursework Committee, as detailed in Attachments D and E to paper AB17/75, were approved out of session by the Chair, Academic Board;
- **resolved to approve** the revised *Course Lifecycle – Course Revision Procedure* that was approved by Coursework Committee out of session on 31 July 2017;
- **declined** to approve the proposal from the La Trobe Business School for a variation to the Academic Course Review Procedure, instead requesting further clarification of what the variation is and what the review will entail, and inviting the Coursework Committee to resubmit the proposal to a future meeting;
- **noted** the comments of two colleagues from the School of Business regarding a perceived lack of consultation about revisions to degrees and delivery of some degrees in

EO(CC)
Policy Adv

EO(CC)
Head,LTBS

	<p>partnership with a third party provider. Members were advised that third party arrangement proposals had all progressed through the required procedures for approval and as such had been the subject of careful scrutiny at both School and College level and the University Coursework Committee prior to sign off by the Chair;</p> <ul style="list-style-type: none"> • resolved to invite the Deputy Vice-Chancellor (Academic) to provide a brief report to the Board commenting on the implementation of the third party agreement relating to the Bachelor of Applied Business and an overview of this partnership. 	<p>DVCA</p>
<p>497.3.3</p>	<p>Report of Education Committee: 19 July 2017</p>	
	<p>The Board received paper AB17/82 and resolved to approve the:</p> <ul style="list-style-type: none"> • revised Academic Progress Review Policy; and • Appeals Policy. 	<p>EO(EC) Policy Adv.</p>
<p>497.3.4</p>	<p>Report of Research and Graduate Studies Committee: 16 June 2017</p>	
	<p>The Board received report AB17/83 and resolved to approve:</p> <ul style="list-style-type: none"> • the establishment of a Centre in Data Analytics and Cognition in the La Trobe Business School; • the establishment of a Centre for the Study of Extracellular Vesicles in the School of Molecular Sciences; and • the revocation of the “Access to Restricted Materials Acquired by the Library for Research Procedure”. 	<p>EO(RGSC) Policy Adv.</p>
<p>497.4 Other Matters</p>		
	<p>497.4.1 Emeritus Professor Nomination: Peter Dowling</p> <p>The Board noted that the proposal from the Head of the La Trobe Business School, as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor on Professor Peter Dowling, as detailed in AB17/84, was approved out of session, as detailed in Attachment F to paper A17/75.</p>	<p>EO OVC</p>
	<p>497.4.2 Emeritus Professor Nomination: Glynda Kinsella</p> <p>The Board resolved to approve the proposal from the Head of School of Psychology and Public Health, as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor on Professor Glynda Kinsella, as detailed in AB17/85.</p>	<p>EO OVC</p>
<p>PART C – MATTERS FOR INFORMATION</p>		
<p>497.5 Matters for Information</p>		
	<p>497.5.1 Report of the Academic Promotions Committee: June 2017</p> <p>The Board received the Report of the Academic Promotions Committee: June 2017 and noted that the persons named therein had been promoted, as detailed in report AB17/86.</p>	<p>EO(APC)</p>

PART D – DISCUSSION

497.6 Teaching and Learning and the Student Experience

The DVCA provided a brief report on the key operating principles informing the task of priority-setting in the academic portfolio. She reported that she was in the process of meeting with Heads of School, Heads of Department, as well as staff and students across campuses to learn more about key issues and priorities and to hear about examples of good practice in learning and teaching. The DVCA noted that the new strategic plan would shape priorities in the academic portfolio.

DVCA

The DVCA noted three key operating principles that will guide her portfolio's work with the university community in delivering the strategic plan priorities of enhancing the quality of the student experience and success.

1. **Focus:** the DVCA will work with staff to prioritise key areas of focus for improving the quality of learning and teaching and the student experience, starting with a focus on assessment and feedback.
2. **Evidence-based and data driven approaches to quality improvement and enhancement:** priority will be placed on developing bespoke, fit-for-purpose reports and data to guide staff in annual course monitoring and review
3. **The 'fellow-traveller' principle:** to enhance quality of learning and teaching, a 'fellow traveller' approach is conducive to identifying and sharing areas of good practice along with collegial support for staff in improving and enhancing their curriculum design and teaching.

The DVCA will engage in regular discussions with the Academic Board to support the implementation of the new strategic plan.

The meeting closed at 11.00am.

497.7 Next Meeting

9.30am
Wednesday 13 September 2017
Chamber
John Scott Meeting House
Melbourne Campus

Chair: _____

Date: _____