



ACADEMIC BOARD

Minutes of the four hundred and eightieth meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 10 June 2015 at 9.30am.

Present: Professor Simon Crowe (Chair), Professor Christine Bigby (Deputy Chair), Professor Andrew Brennan, Professor Philip Broadbridge, Dr Buly Cardek, Professor John Dewar (Vice-Chancellor), Professor Leigh Drake, Professor Tanya Fitzgerald, Dr Kerry Fitzmaurice, Ms Margarita Frederico, Dr Elspeth Frew, Dr Anthony Gendall, Dr Deborah Gleeson, Dr Peter Green, Dr Darren Henry, Professor Andy Hill, Ms Jasmine Ingram, Dr Catherine Itsiopoulos, Dr Julie Jackson, Dr Catherine Lang, Professor Betty Leask, Professor Jane Long, Professor Sue Martin, Professor Anthony McGrew, Dr Bill McGuinness, Dr Nicola McNeil, Dr Deborah Neal, Professor Keith Nugent, Dr Chris Pakes, Ms Jennifer Peasley, Professor Robert Pike, Professor Wenny Rahayu, Dr Julie Rudner (*via videoconference*), Ms Gemma Saccasan, Ms Jillian Scanlon (*via videoconference*), Dr Christopher Scanlon, Professor Graham Schaffer, Professor Brian Smith, Dr Martin Steinbauer, Dr Gwenda Tavan, Dr Chris Van Der Poel, Dr Peter Vitartas, Professor Eleanor Wertheim and Dr Lawrie Zion.

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

In Attendance: Dr MaryAnne Aitken, Professor Paula Baron, Professor Nick Bisley, Mr Matt Brett, Dr Julieanne East, Mr Mark Engel, Dr Richard Frampton, Ms Natalie MacDonald, Mr Leon Morris, Professor Mary Anne Noone and Professor Susan Paxton.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Apologies & Membership</p> <p>The Board acknowledged that this was the Pro Vice-Chancellor (Educational Partnerships and Quality), Dr Julie Jackson's, final Academic Board meeting prior to leave and retirement. Julie has worked at La Trobe since 1991, starting as a Lecturer in Economics at the Albury-Wodonga Campus. Some of the highlights of Julie's career at La Trobe include being appointed Head of the Albury-Wodonga Campus in 2006 and to her first Pro Vice-Chancellor role (PVC (Quality Enhancement)) in 2002. Academic Board has relied upon Julie's expertise in many areas and worked closely with her, particularly in her executive leadership role of the quality portfolio through the 2004 and 2009 AUQA audits of La Trobe University. Julie was also member of the technical advisory group for the development of the new Australian Qualifications Framework (AQF) which ensured that we were the first University in Australian to be compliant. Over the years she has been a vital member of a number of the Academic Board Policy Committees and is currently Chair of the Coursework (previously Programs) Committee – leading the development of new and more rigorous processes for the course lifecycle, including course approvals, reviews, revisions, suspension and closure. Julie was integral in the establishment of the Academic Quality Committee, who monitor the University's compliance with academic policy – which was created in response to one of the recommendations from the last AUQA audit. Julie and the Board's previous Chair, Professor Malcolm Rimmer,</p>	

lead the development of the La Trobe University Policy Framework and the establishment of the policy library. The Board to acknowledged the many and invaluable contributions Julie has made to the University and as a long standing member of the Board and will miss her wise counsel, guidance and advice.

Apologies were received from Dr Lisa Amir, Ms Lee Ann Basser, Mr James Canty, Professor Michael Clarke, Professor Sheila Crewther, Dr Eva Dakich, Dr Jennifer Laing, Professor Paul Mather, Dr Bernice Mathisen, Dr Carol McKinstry, Professor Meg Morris, Dr Byron Perrin, Dr Luke Prendergast, Mr Robert Stephenson, Professor Gillian Sullivan Mort, Mr Daniel Wright and Dr Suzanne Young.

(ii) Approval of Agenda

The Board **resolved to approve** the Agenda, as circulated.

(iii) Outstanding Matters

The Board received and noted report AB15/42.

(iv) Matters Approved on Behalf of Academic Board

The Board received, noted and ratified report AB15/43, a summary of matters which had been approved by the Chair or Deputy Chair on behalf of the Board:

(a) Conferring of awards *in absentia*, as detailed in Attachment A to AB15/43.

(v) Report of the Vice-Chancellor

The Board received and noted paper AB15/44, the Report of the Vice-Chancellor, which can be located at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2015/Paper/4/44-VCsReport-June2015.pdf>.

The Vice-Chancellor spoke to the report and reported the following additional items:

1. *Federal Budget* – there is an awareness in the sector that it is highly likely there will be a number of legislative measures to cut funding if the Higher Education and Research Reform Bill is defeated again.
2. *Research Issues*:
 - Media attention regarding research and industry engagement.
 - Cooperative Research Centres (CRC) programme retained.
 - Block Grant metrics still to be decided.
 - The Deputy Vice-Chancellor (Research) to brief the Board on research issues, including emerging priorities and Industry Growth Centre initiative.

DVCR
EO

PART B – MATTERS FOR APPROVAL

480.1 Confirmation of Minutes

The minutes of the meeting held on 13 May 2015 [AB15/40(M)] were confirmed.

480.2 Items for Approval not requiring discussion

480.2.1 Award of Degrees and Diplomas

The Board received report AB15/45 and **resolved to approve** the conferring of awards *in absentia* and award of higher degrees, as detailed therein.

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480.2.2 Committee Membership

(a) Hallmark Program Board of Studies

The Board noted the following nominees to the Hallmark Program Board of Studies, a sub-committee of the Education Committee:

- Category F (professorial nominee of the Chair of Academic Board): Professor Wenny Rahayu (College of SHE) and Professor Helen Lee (College of ASSC).

EO(HPBS)

480.2.3 Establishment of Prizes

The Board **resolved to approve** the withdrawal of the following prize:

- (a) College of Science, Health and Engineering: Patricia Cosh Award, as detailed in report AB15/46.

MgrUE
T Noone
A&A
GenMgr

480.3 Standing Committees of Academic Board

480.3.1 Report of Academic Quality Committee: 13 May 2015

The Board received report AB15/47 and noted that the Academic Quality Committee had considered the following items at a meeting held on 13 May 2015:

- Report of the Chair.
- Recognition of Student Organisations Policy.
- Research Data Retention and Disposal Procedure.
- Academic Progress Monitoring and Intervention Policy and Procedures.
- Subject Minimum Online Presence Policy and Procedures.
- Academic Quality Committee: revised terms of reference.
- Delays in response by Policy Owners to Policy Review Requests.

The Board **resolved to approve** the revised composition/membership and terms of reference of the Academic Quality Committee, as detailed in Attachment A to AB15/47.

EO(AQC)

480.3.2 Report of Admissions Committee: 22 May 2015

The Board received report AB15/48 and noted that the Admissions Committee had considered the following items at a meeting held on 22 May 2015:

- Deputy Chair of the Admissions Committee.
- Bendigo-Kangan TAFE articulation for the Bachelor of Mechatronics and Robotics.
- Mid-Year Admissions Update.
- Update on Admissions Initiatives.

- (e) Advanced Standing, Articulation and Credit Transfer Policy and Procedure.

EO(AC)
EO(Policy)

The Board **resolved to approve** the proposed revisions to:

- the Advanced Standing, Articulation and Credit Transfer Policy, as detailed in Attachment A to AB15/48.
- the Articulation Procedures, as detailed in Attachment B to AB15/48.

480.3.3 Report of Education Committee: 27 May 2015

The Board received report AB15/49 and noted that the Education Committee had considered the following items at a meeting held on 27 May 2015:

- (a) Chair's Report
- (b) Academic Integrity Policy, Procedure and Guidelines.
- (c) Revisions to the Different Instances of a Subject Policy and Procedures.
- (d) Revisions to the Student Complaints Management Policy and Procedures and the Bullying Between Students Policy.
- (e) Revisions to the Hurdle Procedures – Additional (Supplementary) Assessment.
- (f) Student Learning Experiences and Student Feedback on Teaching and Subjects.
- (g) Matters referred from the Coursework Committee.

The Board **resolved to approve**:

EO(EC)
EO(Policy)

- the revisions to the Academic Integrity Policy, as detailed in Attachment One to AB15/49.
- the revisions to the Academic Integrity – Procedures and Responsibilities, as detailed in Attachment One to AB15/49.
- the revisions to the Academic Integrity – Guidelines or Handling Academic Misconduct, as detailed in Attachment One to AB15/49, **subject to** a minor rewording of Section 2 – Dealing with suspected academic misconduct in examinations.
- the revisions to the Academic Integrity – Schedule of Responses and Penalties for Academic Misconduct, as detailed in Attachment One to AB15/49.
- The revisions to the Hurdle Procedures – Additional (Supplementary) Assessment, as detailed in Attachment Two to AB15/49

The Board also noted the revisions to the following administrative policy and procedures, which would be referred to the Planning and Resources Committee for endorsement:

- Bullying Between Students Policy, as detailed in Attachment Three to AB15/49.
- Student Complaints Management Policy, as detailed in Attachment Three to AB15/49.
- Student Complaints Management Procedures, as detailed in Attachment Three to AB15/49.

The Board noted and endorsed the Education Committee's acknowledgements of the unflagging and invaluable contributions of the Pro Vice-Chancellor (Educational Partnerships and Quality), Dr Julie Jackson, to all aspects of the University's governance and quality assurance processes.

480.4 Other Matters

480.4.1 Digital Learning Strategy 2015-2017: Digital Future

Professor Betty Leask, Pro Vice-Chancellor (Teaching and Learning), spoke to a presentation about the Digital Learning Strategy 2015-2017, which can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2015/Useful%20resources/4/DLSBriefing-AcademicBoardJune.pdf>.

It was noted that allocations for the additional workload involved in this project had been built into the new Academic Workload System.

480.4.2 Engineering Review Action Plan

The Board received and noted report AB15/50, the Engineering Discipline Review Terms of Reference, Panel Review Recommendation Report and Action Plan.

PVC(CSHE)
GM(CSHE)

480.4.3 Undergraduate Handbook Inaccuracy for the Bachelor of Mechatronic and Robotic Engineering (Hons)

The Board received and noted AB15/51, a report on an inaccuracy in the Undergraduate Handbook on the accreditation of the Bachelor of Mechatronic and Robotic Engineering (Hons) and the steps taken to remedy the error.

SDVC

PART C – MATTERS FOR INFORMATION

480.5 Matters for Information

480.5.1 Adjunct Appointments

The Board received report AB15/52 and noted that the Vice-Chancellor and Senior Deputy Vice-Chancellor had recently approved the following adjunct appointments:

- a) Adjunct Associate Professor: Beverley Phillips, La Trobe Rural Health School, College of SHE (re-appointment – 1 year).
- b) Adjunct Associate Professor: Dr Hilary Johnson, Living with Disability Research Centre, College of SHE (re-appointment – 3 years).
- c) Adjunct Associate Professor: Dr Robin Adair, Department of Animal, Plant and Soil Sciences, School of Life Sciences, College of SHE (re-appointment – 3 years).
- d) Adjunct Associate Professor: Ms Genevieve Juj, Academic Research Network with Melbourne Health, College of SHE (appointment – 2 years).
- e) Adjunct Professor: Dr Ellie Fossey, Living with Disability Research Centre (re-appointment – 3 years).
- f) Adjunct Professor: Ms Sheila O’Sullivan, Media and Communication, School of Humanities and Social Sciences, College of ASSC (re-appointment – 3 years).

HR

- g) Adjunct Professor: Professor Pietro Cerone, Department of Mathematics and Statistics, College of SHE (re-appointment – 3 years).
- h) Adjunct Professor: Professor John Farrar, Law School, College of ASSC (appointment – 3 years).

480.5.2 Report of the Academic Promotions Committee: May 2015

The Board received the Report of the Academic Promotions Committee: May 2015 and noted that the persons named therein had been promoted, as detailed in report AB15/53.

EO(APC)

PART D – DISCUSSION

480.6 Debate: The notion of “the professoriate” is an anathema in the modern University.

Moderator: Professor Andrew Brennan, Pro Vice-Chancellor (Research).

For:

- 1. Professor Paula Baron
- 2. Professor Nick Bisley

Against:

- 1. Professor Simon Crowe
- 2. Professor Tanya Fitzgerald

The meeting closed at 10.55am.

480.7 Next Meeting

9.30am
Wednesday 12 August 2015
Council Chamber
John Scott Meeting House
Melbourne Campus

Chair: _____

Date: _____