

**LA TROBE UNIVERSITY**

**ACADEMIC BOARD**

Minutes of the four hundred and sixty-first meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 14 November 2012 at 9.30am.

**Present:** Professor Simon Crowe (Chair), Professor Christine Bigby (Deputy Chair), Ms Kerry Amery, Dr Pauleen Bennett, Dr Andrew Brookes, Professor Philip Broadbridge, Mr Bruce Carboon, Dr Damon Cartledge, Dr Peter Cartwright, Professor Michael Clarke, Professor John Dewar (Vice-Chancellor), Professor Karen Dodd, Professor Leigh Drake, Dr Kerry Ferguson, Mr Neil Fettling, Dr Kerry Fitzmaurice, Mr Peter Foreman, Ms Margarita Frederico, Professor Nick Hoogenraad, Professor Russell Hoye, Dr Tony Jarvis, Mr Earl Jobling, Dr Elizabeth Johnson, Dr Mary Kennedy-Jones, Dr Stephen Kent, Dr Anthony Kerr, Dr Liz Lavender, Professor Lorraine Ling, Dr Sue Martin, Professor Brian McGaw, Dr Bill McGuinness, Professor Meg Morris, Professor Tim Murray, Ms Mary-Anne Noone, Dr Sue O'Keefe, Dr Chris Pakes, Professor Joanna Poyago-Theotoky, Professor John Rosenberg, Dr Kath Ryan, Dr Brian Smith, Mrs Joy Spark, Professor Richard Speed, Dr Damian Spencer, Professor Hal Swerissen, Dr Terrie Waddell and Dr Suzanne Zyngier.

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

**In Attendance:** Mr Simon Barnes, Professor David Bradley, Professor Jim Cameron, Dr Ric Canale, Professor Brian Davey, Mr Paul Farley, Mr Leon Lyell, Ms Natalie MacDonald, Professor Mike Ryan and Professor Peta Tait.

**PART A – PROCEDURAL MATTERS**

**(i) Attendance/Apologies**

Apologies were received from Professor Paula Baron, Dr Ishaq Bhatti, Professor Allan Borowski, Professor Andrew Brennan, Professor Tim Brown, Professor Lin Crase, Professor Jane Farmer, Professor Noel Gough, Dr Greg Heath, Dr Katherine Legge, Dr Carol McKinstry, Dr Marion Milton, Dr Warren Paul, Ms Kathleen Pleasants and Dr Anita Raspovic.

**(ii) Approval of Agenda**

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

**(iii) Outstanding Matters**

The Board received and noted report AB12/151.

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

The Board received report AB12/152 and noted the following matter which had been approved on its behalf since the last meeting:

**ACTION**

- (a) Significant Course Revision:  
A proposal from the Faculty of Faculty of Science, Technology and Engineering for significant revision to the following courses, as detailed in Attachment A to AB12/152:
- Master of Nanotechnology.
  - Bachelor of Science (Honours)/Master of Nanotechnology.
  - Bachelor of Nanotechnology/Bachelor of Science.
- (b) Award of Degrees and Diplomas, as detailed in Attachment B to AB12/152.

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

The Board received and noted paper AB12/153, 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/8/153-VCsReport-November2012.pdf>. The Vice-Chancellor spoke to the report.

Other issues highlighted were:

- *Vale* Professor Anthony Smith. Condolences to his partner Professor Dennis Altman.
- *Vale* Dr Subhakanta Behera, Indian Consul General. Condolences to his family.
- There had been some media interest in a mass grave discovered on the Bundoora Campus near Plenty Road. It is probable that returned WW1 servicemen, former patients of Mont Park and tuberculosis sufferers may be buried in the unmarked graves.
- An update on the Faculty of Humanities and Social Sciences staff reduction process which had been concluded.

**PART B – MATTERS FOR APPROVAL**

**461.1 Confirmation of Minutes**

The minutes of the meeting held on 10 October 2012 [AB12/149(M)] were confirmed.

**461.2 Items for Approval not requiring discussion**

**461.2.1 Award of Degrees and Diplomas**

The Board received report AB12/154 and **resolved** to endorse the conferring of awards *in absentia* and award of higher degrees and, as detailed therein.

AEGTO/  
RGSO

**461.2.2 Establishment of Prizes**

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

- (a) Health Sciences: The AV Inglewood and District Ambulance Auxiliary Scholarship, as detailed in report AB12/155.
- (b) Health Sciences: Ottobock Clinical Excellence Award Prize [*revision*], as detailed in report AB12/156.
- (c) Health Sciences: Department of Occupational Therapy Award for Excellence – First Year (*formerly School of Occupational Therapy Award for Excellence – First Year*), as detailed in report AB12/157.

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Dir.O&P  
A&A

- (d) Health Sciences: Department of Occupational Therapy Award for Excellence – Second Year (*formerly School of Occupational Therapy Award for Excellence – Second Year*), as detailed in report AB12/158.
- (e) Health Sciences: Department of Occupational Therapy Award for Excellence – Third Year (*formerly School of Occupational Therapy Award for Excellence – Third Year*), as detailed in report AB12/159.
- (f) Health Sciences: Department of Occupational Therapy Honours Prize (*formerly School of Occupational Therapy Honours Prize*), as detailed in AB12/160.
- (g) Health Sciences: Department of Occupational Therapy Award for Excellence – Graduate Certificate in Occupational Health, Safety and Ergonomics Prize (*formerly School of Occupational Therapy Award for Excellence – Graduate Certificate in Occupational Health, Safety and Ergonomics Prize*), as detailed in report AB12/161.
- (h) Health Sciences: Department of Occupational Therapy Award for Excellence – Master of Occupational Therapy Practice First Year Prize (*formerly School of Occupational Therapy Award for Excellence – Master of Occupational Therapy Practice First Year Prize*), as detailed in AB12/162.
- (i) Health Sciences: Department of Occupational Therapy Award for Excellence – Master of Occupational Health Prize (*formerly School of Occupational Therapy Award for Excellence – Master of Occupational Health Prize*), as detailed in AB12/163.
- (j) Health Sciences: Occupational Therapy Australia, Victoria Division, New Graduat Award for Clinical Fieldwork Excellence (*formerly OT Australia, Victoria Division, New Graduat Award for Clinical Excellence*), as detailed in AB12/164.

### 461.3 Standing Committees of Academic Board

#### 461.3.1 Report of Research and Graduate Studies Committee: 19 October 2012

The Board received report AB12/165 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 19 October 2012:

- (a) Battelle Consultancy.
- (b) ARC, NHMRC update.
- (c) Strategic Plan Update.
- (d) Amendments to Confirmation of Candidature Policy & Procedures.
- (e) Defense Trade Controls Bill.
- (f) Strategic Review of Health & Medical Research in Australia.
- (g) Mission Based Compact revisions.
- (h) Reports of Sub-Committees and Working Parties:
  - Higher Degrees Committee Research:
    - Minutes of Meeting – 3 October 2012
    - Changes to Guidelines for the Examination of Theses for Higher Degrees by Research.
    - Maximum HDR Research.
  - University Human Ethics Committee:
    - Minutes of Meeting – 8 October 2012.
    - NHMRC Proposed Revisions to the National Statement on Ethical Conduct in Human Research 2007.
  - Animal Ethics Committee:
    - Minutes of Meeting – 9 August 2012.

- Minutes of Meeting – 13 September 2012.
- Genetic Manipulation Supervisory Committee:
  - Chair appointment 2013-2014 of Dr Warwick Grant.
  - Member appointments of the following:
    - Category C: Dr Anthony Gendall.
    - Category D: Dr Nick Murphy.
    - Category G: Dr Ian Swift.
    - Category J: Mr Zisis Poulos.

The Board **resolved** to endorse:

- the revised Conditions of Candidature for Higher Degrees by Research Policy, as detailed in Attachment 1 to AB12/165.
- the revised Conditions of Candidature for Higher Degrees by Research Procedures, as detailed in Attachment 2 to AB12/165.
- the revised Higher Degrees by Research Milestones , Reporting and Confirmation of Candidature Policy, as detailed in Attachment 3 to AB12/165.
- the revised Higher Degrees by Research Milestones Reporting and Confirmation of Candidature Procedure, as detailed in Attachment 4 to AB12/165.

EO(RGSC)/  
EO(Policy)

#### **461.3.2 Report of Education Committee: 24 October 2012**

The Board received report AB12/166 and noted that the Education Committee had considered the following items at a meeting held on 24 October 2012:

- (a) Chair's Report.
- (b) Flexible Learning and the Courses and Subject with Low Enrolments Policy and Procedures.
- (c) Policy Exemption for Law Course Completions.
- (d) Service Teaching Policy and Procedures.
- (e) Revisions to Student Feedback Policy and Procedures.
- (f) Revisions to Major and Minors in Bachelor Degrees Policy and Procedures; Australian Qualifications Transition Policy and Procedures; and Masters by Coursework Policy and Procedures.
- (g) Timetabling Policy and Procedures.
- (h) Orientation Framework.
- (i) Reports of the Programs, Learning Spaces and Technologies and Student Experience Committees.

The Board noted the contributions of Professor David Spencer to the Academic Board through his participation on the Education Committee and his substantive work as Associate Dean (Academic), Faculty of Business, Economics and Law.

The Board **resolved** to approve:

- (a) The course completion exemptions for the "grandfathered" Law students who meet the following requirements, as detailed in Attachment One to AB12/166:
  - Must have completed all the learning requirements prescribed for their course, including satisfactory completion of all core subjects and fulfilment of any major requirements and, normally, attainment of a minimum of 90 credit points at third-year level.
  - Must have met all the relevant requirements for professional accreditation, which in all cases includes completing at least 360 credit points in Law.

EO(EC)

- The shortfall for a student completing any standalone Law course or any combined degree that includes the Bachelor of Laws must not exceed the maximum shortfall for that course, as set out in the table.

Course Code	Course Name	Total credit points required (pre-2012)	Maximum credit point shortfall
LVL	Bachelor of Laws	480	20
LVLG	Bachelor of Laws	375	15
LWLC	Bachelor of Laws/Bachelor of Accounting	645	45
LWLA	Bachelor of Laws/Bachelor of Arts	645	45
LWLB	Bachelor of Laws/Bachelor of Business	645	45
LWLE	Bachelor of Laws/Bachelor of Economics	645	45
LWLF	Bachelor of Laws/Bachelor of Finance	645	45
LWLIR	Bachelor of Laws/Bachelor of International Relations	645	45
LWLM	Bachelor of Laws/Bachelor of Media Studies	655	55
LWLBS	Bachelor of Laws/Bachelor of Psychological Science	645	45
LWLS	Bachelor of Laws/Bachelor of Science	630	30

(b) The following course proposals, as detailed in Attachment Two to AB12/166:

1. Significant course revisions:

Faculty of Health Sciences:

- Bachelor of Nutrition (Honours)

Faculty of Science, Technology and Engineering:

- Graduate Diploma in Computer Science, including a change in name to the Graduate Diploma in Information Technology
- Master of Computer Science
- SMICT Master of Information and Communication Technology.
- Master of information Technology.
- Postgraduate Diploma in Computer Science, including a name change to Graduate Diploma in Computer Science.

2. Major Course revisions:

Faculty of Health Sciences:

- Master of Nursing (including change of specialisation name from Neonatal Intensive Care to Neonatal Care).
- Bachelor of Health Sciences and Master of Clinical Prosthetics and Orthotics – HZHPO (BU)
- Bachelor of Health Sciences and Master of Dietetic Practice – HZHSDP (BU)
- Bachelor of Health Sciences and Master of Health Information Management – HZHIM (BU)
- Bachelor of Health Sciences and Master of Occupational Therapy Practice – HZHSOT (BU), HZHSOB (BE), HZHSOM (MI), HZHSOS (SH), HZHSOW (AW)
- Bachelor of Health Sciences and Master of Orthoptics – HZHORT (BU)
- Bachelor of Health Sciences and Master of Paramedic Practice – HZPPHB (BU), HZHPPHM (MI), HZPPHS (SH), HZPPHW (AW)
- Bachelor of Health Sciences and Master of Physiotherapy Practice – HZHSP (BU), HZHSPB (BE), HZHSPS (SH), HZHPPM (MI), HZHSPW (AW)
- Bachelor of Health Sciences and Master of Podiatric Practice –

EO(EC)/  
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- HZHPD (BU), HZHPDB (BE) HZHPDM (MI), HZHPDS (SH), HZHPDW (AW)
- Bachelor of Health Sciences and Master of Speech Pathology – HZHSSP (BU), HZHSSB (BE), HZHSSM (MI), HZHSSS (SH), HZHSSW (AW)
3. Course Closures:
- Faculty of Health Sciences:
- Master of Gestalt Therapy (HMG,ME), effective from 31 December 2012
  - Graduate Certificate in Quality Improvement for Primary Care Services (HCQIPC,ME), effective from Semester 2, 2012.
  - Master of Health Sciences Public Health Practice (HMHSPH, ME), effective from Semester 2, 2012.
  - Graduate Certificate in Aged Care Services Management (HCASM, ME), effective from 31 December 2012.
  - Master of Couple and Relationship Counselling (HMRC, BR), effective from 31 December 2012.
- Faculty of Science, Technology and Engineering:
- Graduate Certificate in Microelectronics, effective from 1 July 2012.
  - Postgraduate Diploma in Microelectronics, effective from 1 July 2012.
  - Master of Business Administration/Master of Electronic Engineering, effective from 1 July 2012.
  - Master of Business Administration/Master of Telecommunication, effective from 1 July 2012.
- Faculty of Business, Economics and Law:
- Bachelor of Business [Sports Management] (Honours), effective from Semester 1, 2013.
  - Bachelor of International Business (Honours), effective from Semester 1, 2013.
  - Bachelor of Business [Tourism and Hospitality] on the Bendigo Campus, effective from Semester 1, 2013.
- (c) The Orientation Framework, including Orientation Week Procedures; Chair of Responsibilities for Orientation Week; and Faculty and Course Information Sessions, as detailed in Attachment Three to AB12/166. EO(EC)/EO(Policy)
- (d) The revisions to the Australian Qualifications Framework Transition Policy and Procedures, as detailed in Attachment Four to AB12/166. EO(EC)/EO(Policy)
- (e) The revisions to the Master by Coursework Policy and Procedures, as detailed in Attachment Four to AB12/166. EO(EC)/EO(Policy)
- (f) A pilot project of an on-line Student Feedback tool for a summer semester, as detailed in Attachment Five to AB12/166. EO(EC)/ED(PIPU)
- (g) The Service Teaching Policy and Procedures, as detailed in Attachment Six to AB12/166. EO(EC)/EO(Policy)
- 461.3.3 Report of External Relations Committee: out-of-session**
- The Board received report AB12/167, an out-of-session report of the External Relations Committee, a sub-committee of Council.
- The Board **resolved** to approve:
- the nomination of Professor Frank Milne for the honorary doctorate, Degree DSc *honoris causa*. EO(ERC)

The Board **resolved** to endorse, for referral to Council:

- the nomination of Professor Marian Pitts for the title Emeritus Professor.
- the nomination of Dr Phil Suter for the title Emeritus Scholar.

EO(ERC)

#### 461.4 Other Matters

##### 461.4.1 Faculty Boards Constitution

The Board received report AB12/168 and noted that Section 5 of the Faculties Statute 2010 provides that each Faculty shall have a Faculty Board constituted by the Academic Board.

The Board **resolved** to approve the constitution of the following Faculty Boards:

- Faculty of Business, Economics and Law, as detailed in Attachment A to AB12/168, **subject to** revision by the end of 2013.
- Faculty of Education, as detailed in Attachment B to AB12/168.
- Faculty of Health Sciences, as detailed in Attachment C to AB12/168.
- Faculty of Humanities and Social Sciences, as detailed in Attachment D to AB12/168, **subject to** some minor typos and omissions being amended.
- Faculty of Science, Technology and Engineering, as detailed in Attachment E to AB12/68.

ED/  
DirO&P/  
GC

##### 461.4.2 Proposed New Policy: Student Organisation President Leave of Absence and Special Consideration

The Board received report AB12/169 and **resolved** to endorse, for referral to Council:

- the Student Organisation President Leave of Absence and Special Consideration Policy, as detailed in Attachment 1 to AB12/169; and
- the proposal that the President of a Recognised Student Organisation who is on leave of absence be designated as a student under paragraph (b) of the definition of student in section 3 of the La Trobe University Act 2009.

EO(Policy)/  
GenCounsel/  
DirAS

##### 461.4.3 Academic Board Regulations: Amendment

The Board received report AB12/170 and **resolved** to approve the amendments to the Academic Board Regulations, as detailed in Attachment A to AB12/170.

GenCounsel/  
EO(AB)

##### 461.4.4 La Trobe University Strategic Plan

The Vice-Chancellor spoke to circulated report AB12/171, the final draft of 'Future Ready: La Trobe University Strategic Plan 2013-2017'.

It was noted that the following actions had been taken since the previous Academic Board meeting:

- Circulated for further comment by staff.
- Reviewed by Council.
- 20 submissions received.
- Proposed research areas had been added – thanks to Professor Mike Ryan for taking the lead in this process.
- Values statement added.
- Gaps in metric targets added.

It was also noted that the document had become too lengthy and would be reduced in size and that Council had requested a 'plan on a page' – a one page executive summary.

The Vice-Chancellor thanked Academic Board members for their input.

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

### **461.5 Items for Information**

#### **461.5.1 Adjunct Appointments**

The Board received report AB12/172 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

- (a) Adjunct Professor: Stanley Capp, School of Public Health and Human Biosciences, Faculty of Health Sciences (appointment – 3 years).
- (b) Adjunct Associate Professor: Dr David Hirst, Music, Centre for Creative Arts (appointment – 3 years).
- (c) Adjunct Professor: Professor Samar Aoun, Palliative Care Unit, Faculty of Health Sciences (appointment – 3 years).

P&C

#### **461.5.2 Report of Academic Promotions Committee: November 2012**

The Board received the Report of the Academic Promotions Committee: November 2012 and noted that the person named therein had been promoted, as detailed in report AB12/173.

EO(APC)

#### **461.5.3 Senior Academic Appointments**

The Board received report AB12/174 and noted that the following senior academic appointment had recently been made:

- Professor Alberto Gomes, Director, Centre for Dialogue.

P&C

#### **461.5.4 Minutes of the Faculty Boards**

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

- (a) Business, Economics and Law: 14 August 2012 (FBEL/FB12/09M).
- (b) Business, Economics and Law: 18 September 2012 (FBEL/FB12/10M)
- (c) Health Sciences: 30 October 2012 (AB12/175)
- (d) Science, Technology and Engineering: 7 June 2012 (AB12/176)
- (e) Science, Technology and Engineering: 18 July 2012 (AB12/177)
- (f) Science, Technology and Engineering: 2 August 2012 (AB12/178)
- (g) Science, Technology and Engineering: 6 September 2012 (AB12/179)

#### **461.5.5 Minutes of the Library Committee: 22 October 2012**

The Board received and noted LIB12/31(M), the minutes of the Library Committee from a meeting held on 22 October 2012.



## PART D – DISCUSSION

### 461.6 The Campus of the Future

The Chair introduced the Panel:

- (a) Mr Simon Barnes, Senior Manager, Client & Business Services, Facilities Management.
- (b) Mr Paul Farley, Executive Director, Infrastructure and Operations.

Mr Barnes spoke to a presentation on the Transport Strategy – ‘La Trobe University Transport for Market Growth’ – which can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2012/Discussion%20Items/8/TransportStrategy-AcademicBoard-14112012.pdf>.

**Discussion:**

The choice of Reservoir Station as the main focus of the transport strategy was queried. Suggestions including bus services along the Western Ring Road from the western suburbs or using Heidelberg Station as a hub were made. It was noted that the South Morang line was being focused on as a start and that the road works on the Western Ring Road were a huge issue and once these were completed it would be reviewed.

Mr Farley spoke to a presentation regarding Infrastructure and Operations Projects which can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2012/Discussion%20Items/8/landOProjects-141112.pdf>.

**Discussion:**

In response to a query regarding whether the library in Bendigo was being considered by I&O as part of the project plan, it was noted that an EIF bid had been made for renovation and restoration of the Bendigo library.

It was noted that the buses on Science Drive were a hazard and it was agreed that at some point in the future it was hoped that buses would be removed from there.

In response to a query regarding whether there were any major infrastructure plans for the Mildura and Shepparton campus, it was noted that the current Master Capital Development Plan was attempting to get to grips with the works required mainly at the Bundoora Campus.

The following suggestions were made:

- The creation of more connections into Mont Park.
- An Open Day for staff and students to see the inside of the new buildings (ie LIMS, AgriBio).

The meeting closed at 10.45am.

### 461.7 Next Meeting

9.30am  
Wednesday 13 February 2013  
Council Chamber  
John Scott Meeting House

Melbourne Campus

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

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