



ACADEMIC BOARD

Minutes of the five hundred and seventeenth meeting of the Academic Board held in the Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 12 February 2020 at 9.30am.

- Present:** Professor Christine Bigby (Chair), Professor Brian Abbey, Dr Hossam Aboel Naga, Dr Sarah Anderson, Mr Daniel Arca, Ms Vibi Bangaar, Professor Jordana Bayer, Dr Paulina Billett, Professor Nick Bisley, Professor Irene Blackberry, Ms Elizabeth Branigan, Ms Stephanie Briese, Professor Lisa Brophy, Professor Shaun Collin, Dr Megan Cook, Ms Elizabeth Capp, Professor John Dewar, Professor Amalia Di Iorio, Professor Susan Dodds, Professor Grant Drummond, Dr Kirsty Duncanson, Dr Kelly Farrell, Dr Megan Fisher, Dr Tracy Fortune, Professor Ashley Franks, Professor Warwick Frost, Dr Anthony Gendall, Professor Richard Gray, Dr Emma Henderson, Professor Suzanne Hodgkin, Dr Conor Hogan, Ms Andrea Holman, Professor Katie Holmes, Dr Phillip Hughes, Professor Helen Irving, Dr Lachlan James, Mr Greg Jamieson, Professor Fiona Kelly, Dr Wade Kelly, Professor Stephen Kent, Professor Emmanuel Kuntsche, Dr Jennifer Laing, Dr Lauren Lawson, Dr John Lesku, Professor George Liu, Professor Birgit Loch, Professor Christopher Mackie, Ms Wendy Martinec, Dr Clare McCausland, Professor Lisa McKenna, Dr Sarah Midford, Professor Timothy Minchin, Professor Robyn Murphy, Dr Deborah Neal, Dr Hien Nguyen, Professor Matthew Nicholson, Dr Jodi Oakman, Professor Jennifer Oates, Dr Esin Ozdil, Professor Brian Smith, Ms Penny Smith, Professor Richard Speed, Professor Tonya Stebbins, Dr Rwth Stuckey, Professor Vijaya Sundararajan, Dr Guinever Threlkeld, Ms Tricia Van Der-Kuyp, Professor Jessica Vanderlelie, Dr Matthew Varley, Dr Suzane Vassallo, Dr Prakash Veeraraghavan, Professor Chris Pakes, Professor Paul Pigram, Professor Robert Pike, Professor Luke Prendergast, Professor Wenny Rahayu, Professor Amanda Richdale, Ms Annabelle Romano, Ms Fiona Salisbury, Professor James Walker, Dr Laura Whitburn, Dr David Wilson, Professor Michael Woods, Ms Andrea Young, Professor Suzanne Young, and Professor Lawrie Zion.
- Secretariat:** Ms Sonia Nelson, Senior Executive Officer, Governance and Policy Services.
- In Attendance:** Dr Emmaline Bexley, Ms Amanda Carr, Mr Alistair Duncan, Dr Richard Frampton, Ms Robyn Harris, Ms Natalie McDonald, Mr Leon Morris, Mr Mark Smith, Ms Fiona Reed, and Ms Anna Maria Schurmann.
- Acknowledgement of Country:** The Chair acknowledged and paid respects to the traditional custodians of the land upon which the La Trobe Campuses are situated: Dja Wurrung (Bendigo), Wurundjeri (Bundoora), Boon Wurrung and Wurundjeri (City Campus), Latji (Mildura), Yorta and Bangerang (Shepparton), and Dhudhuroa and Waywuru (Wondonga).

PART A – PROCEDURAL MATTERS

517.1 Welcome and Apologies

The Chair welcomed members to the five hundred and seventeenth meeting of the Academic Board.

ACTION

Apologies were received from:

Dr Miriam Bankovsky, Professor Joanna Barbousas, Dr Pauleen Bennett, Professor Nick Bond, Professor Kay Crossley, Professor David Edvardsson, Mr Paul Farley, Professor Andy Herries, Professor Zahirul Hoque, Ms Anne Jedzini, Professor Amanda Kenny, Dr Shanshan Kou, Dr Marc Kvensakul, Professor Virginia Lewis, Professor James Maxwell, Professor Dennis McDermott, Professor Nicola McNeil, Professor Suzanne O'Keefe, Dr Ross O'Shea, Professor Angela Taft, Mr Brody Tanner, Dr Paul Ramage, Dr Sonia Reisenhofer, Professor Nora Shields, Professor Pamela Snow, Professor Gillian Sullivan Mort, Professor Marija Tabain, Dr Terrie Waddell, Ms Andrea Waling, Professor Bernadette Walker-Gibbs, Professor Yvonne Wells, .

517.2 Approval of the Agenda

Item 7 was starred for discussion.

The Board **resolved** to **approve** the agenda, as circulated (AB20/01(A)).

517.3 Matters Approved out of Session

The Board **resolved** to **receive, note** and **ratify** the matters approved out of session on behalf of the Academic Board:

- a. Coursework Proposals, as referred by the Coursework Committee, as detailed in Attachments A-E
- b. Graduate Research Examination Procedures, as detailed in Attachment F
- c. Additional Meeting – Academic Board – 8 April 2020
- d. Academic Board Co-opted Membership, as detailed in Attachment G
- e. Award of Degrees, Diplomas and Certificates, Conferral of Awards in absentia and Award of Higher Degrees, as detailed in Attachment H.

517.4 Report of the Chair

The Chair, Professor Christine Bigby:

- Welcomed new Academic Board members
- Welcomed the incoming Deputy Chair, Professor James Walker
- Congratulated the Vice-Chancellor on his recent Australia Day Honours Award and similarly acknowledged the Awards made to Professor Clare Wright and Emeritus Professor Richard Broome.
- Outlined the process for the internal review of Academic Board, noting a draft self-assessment report will be provided to the April 2020 meeting of Academic Board for feedback and discussion.
- Noted that since establishment of the Academic Board Executive Committee, due to an oversight, only items approved out of session by the Committee have been brought for noting to Academic Board meetings, and the Chair has included other items of significance in her verbal report. The Chair advised that in the future, a report from any meetings of the Academic Board Executive Committee would be included on the Academic Board agenda and papers. This will ensure that items not approved have visibility to Academic Board.

517.5 5.1 Report of the Vice-Chancellor

The Vice-Chancellor, Professor John Dewar, expressed his appreciation for the efforts of staff in early January in response to the bushfires, in particular Professors Dodds and Pike who acted as Vice-Chancellor during this time and the staff at Infrastructure and Operations who, in response to a request from the State Government, made student accommodation at Wodonga available for emergency services personnel.

The University's response to the coronavirus outbreak was detailed, noting this is potentially very serious for the University sector. The Vice-Chancellor highlighted the importance of the need to continue to be a respectful, inclusive and non-discriminatory institution.

5.2 Strategic Plan Refresh

The Board **resolved** to **endorse** the Strategic Plan Refresh.

The Vice-Chancellor, Professor John Dewar, noted that the Strategic Plan has undergone a refresh to ensure responsiveness to current events, including:

- The end of the demand driven system
- Significant progress on the University City of the Future initiative
- The establishment of the Clever Learning project
- Research 2030
- The introduction of performance based funding.

The most significant changes are to the Key Performance Indicators (KPIs), in particular how the student experience is measured.

The Deputy Vice-Chancellor (Research and Industry Engagement) indicated Research 2030 will be brought to the 11 March 2020 meeting of Academic Board. Research 2030 outlines the consultation process about the mechanisms the University will use to continue to improve research performance.

In response to a suggestion, the Vice-Chancellor indicated it was possible to increase references to culture change in the Strategy. The Vice-Chancellor noted the inclusion of the phrase 'climate clever', adding that what this entails is yet to be determined.

The Vice-Chancellor confirmed that no substantive items had been removed from the Strategy.

PART B – MATTERS FOR APPROVAL

517.6 Confirmation of the Minutes of the Previous Meeting

Academic Board **confirmed** the minutes of the 516th meeting held on 13 November 2019 were a true and accurate record (AB19/101(M)).

517.7 Award of Degrees and Diplomas

The Board received paper AB20/04 and **resolved** to **approve** the award of degrees and diplomas as detailed in AB20/04, subject to amendments to rectify errors.

AEGTO
GRS

The Dean of Graduate Studies moved an amendment to the motion 'to approve the award *and rescissions* of degrees and diplomas as detailed in the circulated papers' to withdraw the request for rescission of the award of Bachelor of Arts (Honours) to Ashley Renee Butler because it was inaccurate. The Board approved the amended motion.

A query was also raised about the accuracy of the students listed as graduating with Graduate Certificates in Occupational Health, Safety and Ergonomics and the Master of Ergonomics Safety and Health, as two of the students graduated in December. It was agreed the accuracy of the list would be reviewed and any necessary amendments made and approved out of sessions.

It was suggested that one way to reduce errors would be to for course coordinators to conduct a final check of the list of graduating students.

Action 517.6

The Board requested that the Executive Director, Student Services and Administration provide a report outlining how the errors arose and revisions to processes which were made to avoid future errors.

Secretary's note: The students in question were not included in the paper for this item (AB20/04) but were listed in the Out of Session approvals by Academic Board Executive Committee (AB20/02) as their awards were approved by Academic Board Executive Committee for graduations in December. The students' eligibility to graduate was confirmed by the Executive Director, Student Services and Administration. Accordingly, there were no errors identified with the proposed graduands in paper AB20/04.

517.8 Standing Committees of Academic Board

517.8.1 Report of the Academic Quality Committee: 4 November 2019

The Board received report AB20/05 and **noted** that the Academic Quality Committee had considered the following items at a meeting on 4 November 2019:

- a. Report of the Chair
- b. Standards (TEQSA) Alignment Update
- c. Policy Compliance Reports
- d. School and Divisional Reviews-Update
- e. Third Party Teaching Arrangement Annual Reports.

The Acting Chair of Academic Quality Committee, Dr Jodi Oakman advised that the Committee had identified a number of issues through the annual reviews of third-party providers. The Committee also discussed the compliance report for the Course and Subject Co-ordinators Policy and associated Procedures, noting that revision of these policy documents will need to accurately reflect the roles involved.

EO(AQC)

517.8.2 Report of Admissions Committee: 7 November 2019

The Board received report AB20/06 and **noted** that the Admissions Committee had considered the following items at the meeting held on 7 November 2019:

- a. Articulation Tables from the College of Science, Health and Engineering
- b. Articulation Tables from the College of Arts, Social Science and Commerce
- c. Admissions Task Force
- d. Admissions Committee Terms of Reference
- e. Work Plan/Schedule of Business for 2020
- f. Pathways 2019: Recruitment and Performance Outcomes Report
- g. La Trobe Comparative Performance on Selected Equity Measures Report
- h. Admissions Summary 2019
- i. Transparency in Admissions
- j. English Language Entry Requirements Policy.

The Chair of Admissions Committee, Professor Suzanne Young, drew members' attention to the Pathways 2019: Recruitment and Performance Outcomes Report and the La Trobe Comparative Performance on Selected Equity Measures Report. Members were advised that the Committee has requested additional information to provide clarity and understanding to the data.

EO(AC)

The commendation from TEQSA for the University's admissions transparency was highlighted.

517.8.3 Report of the Education Committee: 20 November 2019

The Board received report AB20/07 and **noted** that the Education Committee had considered the following items at the meeting held on 20 November 2019:

EO(EC)

- a. Academic Integrity Module and Wominjeka La Trobe
- b. English Language Support – November Update
- c. Draft Student Equity and Diversity Plan (2020-2022)
- d. Revised Course and Subject Management Procedure – New Course and Subject Proposals and, Revised Course and Subject Management Procedure – Revisions, Suspensions and Closures
- e. Annual Course Monitoring Project Update
- f. HZHCSB HZHCSB Bachelor of Applied Science and Master of Speech Pathology – Policy Waiver Approval.

The Acting Chair of the Education Committee for the November 2019 meeting, Professor Jessica Vanderlelie, provided an update on the draft Student Equity and Diversity Plan (2020-2022) advising that the Senior Executive Group had requested revisions and will reconsider the Plan following those revisions.

Education Committee considered revisions to Course and Subject Management Procedures to align the procedures with current practice. Implementation of the course management system will result in further changes to the procedures and accordingly, consolidated revisions will be brought to Academic Board at a later time. It was confirmed that the current procedures continue to apply.

The Academic Integrity Module and Wominjeka La Trobe modules were also discussed by the Committee and the mandatory nature of the modules was reinforced. Work will be undertaken on an Academic Integrity Strategy to address the complexity of academic misconduct matters.

517.8.4 Report of the Coursework Committee: 12 December 2019

The Board received report AB20/08 and noted that the Coursework Committee had considered the following items at the meeting held on 12 December 2019:

EO(CC)
GenMgrs
ED SSA
APVC(CW)

- Course revisions from the College of Arts, Social Sciences and Commerce
- Course closure from the College of Arts, Social Sciences and Commerce.

The Board resolved to approve:

- a. Course revision proposals from the College of Arts, Social Sciences and Commerce, as detailed in Attachment A to AB20/08:
 - Bachelor of Educational Studies (EBEST, EBESTB, EBESTM, EBESTP)
 - Bachelor of Creative Arts (Honours) (AHCA, AH CAB)
- b. Course Closure proposal from the College of Arts, Social Sciences and Commerce, as detailed in Attachment A to AB20/08:
 - Master of Management (Corporate, Governance and Risk) (LMCGR).

The Chair of Coursework Committee, Mr Greg Jamieson, spoke to the report and outlined the proposed course revisions.

Members queried whether the Bachelor of Contemporary Arts (Honours) thesis grade was reported in a single subject. The question was taken 'on notice' and will be resolved offline by the Chair of Coursework Committee.

The Chair of Coursework Committee highlighted the course proposals considered by Academic Board Executive Committee at its 20 December 2019 meeting (see paper AB20/02). Members were advised that the proposal to offer a Bendigo instance of the Master of Communication and Information Technology had not been approved as there were concerns regarding the compliance of the course. Revisions to the proposal are on the agenda for consideration by the next meeting of the Coursework Committee to be held on 12 February 2020.

The Vice-Chancellor, Professor John Dewar sought clarification of the reasons why the Academic Board Executive committee had decided not to approve the proposal to offer a Bendigo instance of the Master of Communication and Information Technology given it had been endorsed by Coursework Committee and also sought to understand why the non-approval had not been reported to the Board in paper AB20/02.

The Acting Chair of Academic Board Executive Committee, Professor Suzanne Young, noted that the Committee, comprising Professor Katie Holmes and Mr Greg Jamieson, had met on 20 December 2020. Professor Rob Pike had been in attendance and presented the case for the proposal.

The discussion had centred around the non-compliance of the course in its present form, noting that the Academic Board Executive was being asked to approve a non-compliant course. Conditional endorsement was given by Coursework Committee which had requested that the College of Science, Health and Engineering submits, for endorsement at the February meeting of the Coursework Committee, a Course Revision Proposal for both instances (Parent course and Bendigo instance) of the Master of Information and Communications Technology with the revised course duration of 195 credit points to comply with regulatory requirements, as defined by the Office of Quality and Standards.

On the basis that the course was non-compliant, Academic Board Executive Committee declined to give its approval to the proposal in its current form. It had offered to hold an Academic Board Executive Committee meeting out of session to approve the course revisions in the first week of January upon University opening. Professor Pike noted the offer of out of sessions approval in early January had not been taken up because of the University shutdown and the pre-existing leave staff commitments of staff .

Professor Nick Bisley suggested that the University's appetite for risk and compliance was central to this matter, which at present is low in respect of academic compliance with TESQA requirements. Vice Chancellor, Professor John Dewar suggested that the university is sometimes over-compliant resulting in less flexibility.

The Chair of Academic Board noted an important issue of transparency had come to light, and as noted in her report, only items approved out of session by Academic Board Executive Committee were reported to Academic Board. Action to ensure all items considered by the committee are reported to Academic Board have been put in place as a result of this.

517.8.5 Report of the Board of Graduate Research: 30 January 2020

The Board received report AB20/09, **noted** the Report of the Board of Graduate Research from the meeting held on 30 January 2020 and **approved** the following items:

EO(BGR)

- a. Course closures
 - Master of Adult Education RMAER
 - Master of Agricultural Science SMASR
 - Master of Applied Science RMASR
 - Master of Applied Science HMASCR
 - Master of Arts AMAZR
 - Master of Arts EDMAR
 - Master of Arts LMAR
 - Master of Arts RMAR
 - Master of Arts HMAR
 - Master of Economics LMER
 - Master of Education EDMER
 - Master of Education HMER
 - Master of Ergonomics HMERR
 - Master of Health Science RMHSR
 - Master of Occupational Therapy HMOTR
 - Master of Outdoor Education and Environment EMOER
 - Master of Planning AMPRB
 - Doctor of Philosophy EDPHD
 - Doctor of Philosophy EPHDO
 - Doctor of Philosophy RDPH
 - Doctor of Philosophy RPHDV
 - Doctor of Philosophy ADPH
 - Doctor of Philosophy HDPH
 - Doctor of Philosophy SDPH
 - Doctor of Clinical Neuropsychology SDCNP
 - Doctor of Clinical Psychology SDCP
 - Doctor of Counselling Psychology HDPCR
 - Doctor of Education EDEDV
 - Doctor of Education EDEDY
 - Doctor of Health Psychology SDHP Course Revision
- b. Course Revision
 - Doctor of Social Work (HDSW)

The Chair of the Board of Graduate Research, Professor Chris Pakes, spoke to the report noting that the course closures arise from the pathways project which consolidated the University's higher degree by research offerings.

The course revision proposal for the Doctor of Social Work seeks to align the course with the recently approved Graduate Research Admission Policy academic entry requirements for professional doctorates.

517.9 Climate Change Position Statement

The Board **received** paper AB20/10 and **endorsed** the revised Climate Change Position Statement.

The Co-leader of the Climate Network and Director of the Centre for Study of the Inland, Professor Katie Holmes, provided an outline of the history of the Climate

Change Position Statement. Feedback from the University community and Academic Board at its October 2019 meeting has been considered and the Climate Change Position Statement revised.

Members queried the inclusion of a statement relating to divestment from fossil fuel enterprises and were advised that it was considered separate to the Position Statement.

516.10 Presentation and Open Discussion: Clever Learning

The Acting Pro Vice-Chancellor (Educational Transformation), Dr Liz Branigan, spoke to a PowerPoint presentation outlining Clever Learning. Clever Learning brings together a number of projects responding to the changing higher education context. The initiative seeks to

- integrate and focus the University's strategies to deliver sustainable, navigable operating models
- deliver an enhanced student experience
- streamline, simplify and remove barriers to innovation, and
- widen the University's offerings and explore new models.

Clever Learning is the banner for a set of wide ranging and strategic educational renewal activities in three broad categories comprising five workstreams:

- Course management reform
- Course offer:
 - Course portfolio and architecture
 - Online and StudyFlex
 - Short courses and micro credentials
- Digital experience platform

The elements are in different stages of development. Members were provided with an outline, progress update and broad timeline for each element.

In relation to the course management system, members discussed the impact of the multiple systems currently in place, processing freezes and lengthy approval timelines.

It was confirmed that not all courses will be required to be provided online; the workstream seeks to create platforms and approaches to facilitate offering courses online.

PART C – MATTERS FOR INFORMATION

517.11 Next Meeting

The next meeting of Academic Board will be held at 9.30am on Wednesday 11 March 2020 in the Chamber, John Scott Meeting House, Melbourne Campus.

The meeting closed at 11.00am.