



ACADEMIC BOARD

Minutes of the four hundred and sixty-ninth meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 13 November 2013 at 9.30am.

- Present:** Professor Simon Crowe (Chair), Professor Christine Bigby (Deputy Chair), Dr Pauleen Bennett (*via videoconference*), Professor Andrew Brennan, Professor Philip Broadbridge, Mr Bruce Carboon, Professor Michael Clarke, Professor John Dewar (Vice-Chancellor), Professor Leigh Drake, Dr Kerry Fitzmaurice, Professor Noel Gough, Dr Catherine Itsiopoulos, Dr Tony Jarvis, Mr Earl Jobling (*via videoconference*), Dr Elizabeth Johnson, Dr Mary Kennedy-Jones, Dr Liz Lavender, Professor Sandra Leggat, Professor Lorraine Ling, Professor Jane Long, Dr Claire Macken, Dr Sue Martin, Professor Brian McGaw, Dr Bill McGuinness, Dr Carol McKinstry (*via videoconference*), Dr Deborah Neal, Professor Keith Nugent, Dr Sue O’Keefe, Dr Chris Pakes, Ms Jennifer Peasley, Dr Jack Reynolds, Mr Matthew Riddle, Dr Kath Ryan, Dr Christopher Scanlon, Dr Brian Smith, Ms Joy Spark (*via videoconference*), Mr Robert Stephenson (*via videoconference*), Dr Gwenda Tavan, Dr Guinever Threlkeld (*via videoconference*), Dr Peter Vitartas, Dr Terrie Waddell, Mr Chris Wheeler and Dr Kim Williams.
- Secretariat:** Ms Angela Cowburn, Senior Executive Officer, Governance Services.
- In Attendance:** Professor Nick Bisley, Mr Matt Brett, Ms Natalie MacDonald, Emeritus Professor Hal Swerissen and Dr Alan Watkinson.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Apologies & Membership</p> <p>The Chair thanked the student and elected staff members whose terms of office conclude at the end of 2013 for their valued contributions.</p> <p>The Board also noted that this would be Dr Liz Lavender’s final meeting and thanked her for her varied and great contributions over the many years she had been a Board member.</p> <p>Dr Alan Watkinson, Director, Alumni and Advancement thanked the Board members who had supported the Golden Lanyard Campaign this year. 413 staff had so far donated making La Trobe University number one in Australia for University workplace giving.</p> <p>Apologies were received from Professor Paul Baron, Professor Allan Borowski, Dr Peter Cartwright, Professor Karen Dodd, Professor Paul Fisher, Ms Margarita Frederico, Professor Nick Hoogenraad, Dr Julie Jackson, Professor Diane Kirkby, Professor Meg Morris, Ms Diana Nagel, Ms Mary Anne Noone, Dr Warren Paul, Ms Kathleen Pleasants, Professor Joanna Poyago-Theotoky, Dr Anita Raspovic,</p>	

Professor John Rosenberg and Dr Suzanne Zyngier.

(ii) Approval of Agenda

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

(iii) Outstanding Matters

The Board received and noted report AB13/141.

(iv) Matters Approved on Behalf of Academic Board

The Board received and noted report AB13/142, 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 AB13/142.
- (b) Establishment of Prizes:
 - (i) Faculty of Health Sciences: The Sonya Santic Memorial Prize, as detailed in Attachment B to AB13/142.
- (c) Programs Committee: Course Closure
 - A proposal from the Faculty of Business, Economics and Law to close an undergraduate course listed in VTAC – Bachelor of Business (Leadership and Management) (LBBLM), as detailed in Attachment C to AB13/142.

(v) Report of the Vice-Chancellor

The Board received and noted paper AB13/143, the Report of the Vice-Chancellor, which can be located at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abcmeeting013/MP/8/143-VCsReport-November2013.pdf>. The Vice-Chancellor spoke to the report.

Other issues highlighted were:

- (a) Victorian State Government International Education Awards. La Trobe won two categories of a possible nine Provider Awards:
 - Excellence in International Education – student experience; and
 - Excellence in Innovation in International Education (China Health Program).
- (b) An article in The Australian's Higher Education supplement today reporting Roberta Holmes' donation of \$3.2 million over 5 years to La Trobe.
- (c) La Trobe successful in the ARC Discovery and Future Fellow Rounds:
 - Seven Future Fellowships awarded with LTU rated 9th nationally – congratulations to all fellowship recipients, the Deputy Vice-Chancellor (Research) and the Research Services Division.
 - 10 Discovery Grants awarded– a 25% increase on last year.
 - Two Discovery Early Career Researcher Awards (DECRA's).
- (d) New partnership with the National Gallery of Victoria: sponsors and Learning Partner of the *Melbourne Now* exhibition with La Trobe to deliver an accredited Summer School Program. Entry to the exhibition is free and staff, students and alumni will have discounted fees during the running of the exhibition (22 November to 23 March).
- (e) Typhoon Haiyan: pleased to advise that three La Trobe students in the Philippines are safe. Sad news that three students from Flinders University died. Also received advice that five La Trobe students in Vietnam are currently not in danger.

PART B – MATTERS FOR APPROVAL

469.1 Confirmation of Minutes

The minutes of the meeting held on 9 October 2013 [AB13/139(M)] were confirmed.

469.2 Items for Approval not requiring discussion

469.2.1 Award of Degrees and Diplomas

The Board received report AB13/144 and **resolved to approve** the conferring of awards *in absentia* and award of higher degrees, as detailed therein.

AEGTO
RGSO

469.2.2 Establishment of Prizes

The Board **resolved to approve** the establishment of the following Prizes:

- (a) Faculty of Business, Economics and Law: Orica Indigenous Undergraduate Scholarship, as detailed in report AB13/145.
- (b) Bendigo Campus/La Trobe Art Institute: Year 12 Visual Arts Student Prize, as detailed in report AB13/146.

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Dir.O&P
A&A

469.2.3 Faculty of Humanities and Social Sciences: Department Name Change

The Board noted that the new name for the Department of Languages, Histories and Cultures was recorded incorrectly in the August 2013 minutes (*min ref* 466.2.4) and endorsed the amendment from Department of Languages, History and Cultures to Department of Languages, *Histories* and Cultures.

Dir.O&P

469.3 Standing Committees of Academic Board

469.3.1 Report of Programs Committee: 10 October 2013

The Board received report AB13/147 and noted that the Programs Committee had considered the following items at a meeting held on 10 October 2013:

- (a) Acting Chairs' Report.
- (b) Matters arising from the Minutes.
- (c) Course submissions from the Faculties of Business, Economics and Law and Science, Technology and Engineering.
- (d) Compliance Report on Credit Points and Student Workload – Transition to 15 Credit Points Procedures.
- (e) Report on Course Approvals YTD 2013.

The Board **resolved to approve** the following course proposals:

(a) *New Courses:*

Faculty of Science, Technology and Engineering

- Bachelor of Agriculture and Technology, to be delivered by NMIT.

(b) *Course Revisions:*

Faculty of Science, Technology and Engineering

- Bachelor of Civil Engineering (Honours)/Bachelor of Business.
- Bachelor of Biomedical Science, to be delivered by PSB Academy,

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Singapore.

- Bachelor of Science – majors in Pharmaceutical Science and Molecular Biology, to be delivered by PSB Academy, Singapore.
- Bachelor of Science (Applications in Society).
- Bachelor of Information Technology (Honours).
- Bachelor of Information Technology, to be offered by Chisholm Institute.

(c) *Course Suspension:*

Faculty of Business, Economics and Law

- Graduate Certificate in Financial Planning, from 1 January 2014 to 1 January 2015.

469.3.2 Report of Academic Quality Committee: 16 October 2013

The Board received report AB13/148 and noted that the Academic Quality Committee had considered the following items at a meeting held on 16 October 2013:

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- (a) Cluster 20 Pathways: Review of the Advanced Standing, Articulation and Credit Transfer Policy and Enabling Courses Policy.
- (b) Cluster 21 VET – the following policies and procedures related to VET were reviewed:
 - VET Courses Policy.
 - VET Continuous Improvement Procedure.
 - VET Continuous Improvement Strategy.
 - VET Moderation and Validation of Assessment Procedures.
 - VET Code of Practice.
- (c) Cluster 22 Subjects:
 - Review of the Single Subjects Policy and Procedure.
 - Review of the Subject Rules Policy and Procedure.
 - Review of the ASCED Classification of Subject Disciplines Policy, Procedures and Guidelines.
- (d) Meeting dates for 2014.
- (e) Update on NMIT arrangements.

469.3.3 Report of Research and Graduate Studies Committee: 18 October 2013

The Board received report AB13/149 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 18 October 2013:

- (a) Graduate Research School Implementation.
- (b) Space Planning Impact on HDRs and ECRs.
- (c) E-Research Strategy.
- (d) Annual Reports from Centres and Institutes:
 - Centre for Public Sector Governance, Accountability and Performance (GPSGAP).
 - Australian Institute for Primary Care and Ageing (AIPCA).
 - Centre for Dialogue.
 - Thesis Eleven Centre for Critical Theory.
 - Olga Tennison Autism Research Centre 2012.
 - Olga Tennison Autism Research Centre 2012-2013.
 - Centre for Technology Infusion.
 - Institute for Latin American Studies.

- (e) Reports of Sub-Committees:
- Higher Degrees Committee: minutes of meetings held on 3 July and 7 August 2013.
 - eResearch Committee: minutes of meeting held on 8 October 2013.
 - University Human Ethics Committee: minutes of meeting held on 12 August 2013.
 - Animal Ethics Committee: minutes of meetings held on 11 July and 8 August 2013.
 - Genetic Manipulation Supervisory Committee: minutes of meeting held on 14 August 2013.

The Board **resolved to approve:**

- (a) the revised Research Integrity Policy, as detailed in Attachment A to AB13/149.
- (b) the amended Constitution for the La Trobe Institute for Molecular Science, as detailed in Attachment B to AB13/149.
- (c) the proposal from the Higher Degrees Committee (Research) to close two Health Psychology professional doctorates, as detailed in Attachment C to AB13/149.

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EO(Policy)
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The Board also **noted** the following the Centre for Dialogue Annual Report, as detailed in Attachment D to AB13/149, provided in accordance with the annual reporting requirements in Section 5 of the Research Centres and Institutes Procedure.

469.3.4 Report of Education Committee: 23 October 2013

The Board received report AB13/150 and noted that the Education Committee had considered the following items at a meeting held on 23 October 2013:

- (a) Acting Chair's Report.
- (b) Exemption from the procedures, Graduate Capabilities for Undergraduate Students.
- (c) Charter of Student Rights and Responsibilities.
- (d) Assessment Policies and Procedures.
- (e) Policy Implementation and Compliance Report on Masters by Coursework Policy and Procedures.
- (f) Revisions to the Graduate Capabilities for Undergraduate Students Policy and Procedures.
- (g) Report of the Student Experience Committee meeting held on 8 October 2013.
- (h) Report of the Submission of the Student Assessment Working Group.
- (i) Presentation on the 2013 International Student Barometer.
- (j) Report of the 2012 Academic Misconduct Working Group.

The Board **resolved to approve** the suite of assessment policies, procedures and guidelines, as detailed in Attachment One to AB13/150, consisting of:

- Assessment Policy.
- Assessment Procedures.
- VET Assessment Policy.
- Student Assessment Workload Guidelines.
- Moderation and Integrity of Assessment Policy.
- Moderation and Integrity of Assessment Procedures.
- Moderation and Integrity of Assessment Guidelines.
- Marks Adjustment Guidelines.

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EO(Policy)

- Different Instances of a Subject Policy.
- Different Instances of a Subject – Procedure.
- Assessment Policies Implementation Procedure.

The Board also **resolved to endorse**, for referral to Council, the Charter of Student Rights and Responsibilities, as detailed in Attachment Two to AB13/150.

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EO(Policy)
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EO(EC)
EO(SEC)

The Board **resolved to approve** the interim appointment of the Director of Student Enrichment, Ms Ngaere Blair, to Chair of the Student Experience Committee in light of the departure of the Pro Vice-Chancellor (Equity and Student Services) from the University.

469.4 Other Matters

469.4.1 Emeritus Professor Nominations

(a) *Professor Anne Mitchell*

The Board received report AB13/151 and **resolved to approve** the proposal from the Faculty of Health Sciences, as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor on Professor Anne Mitchell.

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EO(Council)
P&C

469.4.2 Academic Promotions Procedure Amendments

The Board received report AB13/152 and noted that the Academic Promotions Committee had proposed some amendments to the Academic Promotions Procedure to explain/clarify aspects of the pre-submission and application process.

The Board **resolved to approve** the proposed amendments to the Academic Promotions Procedure, as detailed in the attachment to AB13/152.

EO(Policy)
EO(APC)

469.4.3 Academic Board Self Assessment Survey

The Board received report AB13/153 and **resolved to approve** that the annual Academic Board Self Assessment Survey be held every two years commencing with 2013 as the first gap year.

EO(AB)

PART C – MATTERS FOR INFORMATION

469.5 Items for Information

469.5.1 Adjunct Appointments

The Board received report AB13/154 and noted that the Vice-Chancellor had recently made the following adjunct appointment:

- (a) Adjunct Professor: Mr Ahmed Fahour, La Trobe Business School, Faculty of Business, Economics and Law (appointment – 3 years).

P&C

469.5.2 Report of Academic Promotions Committee: October 2013

The Board received the Report of the Academic Promotions Committee: October 2013 and noted that the persons named therein had been promoted, as detailed in report AB13/155.

EO(APC)

469.5.3 Senior Academic Appointments Report: October 2013

The Board received report AB13/156 and noted that the following senior academic appointments had recently been made:

- Professor Noel Meyers, Head, School of Education, Outdoor and Environmental Studies/Professor of Education, Outdoor and Environmental Studies.
- Associate Professor Maarten Van den Buuse, Professor Neuroscience.
- Associate Professor Jack Reynolds, Associate Dean Research.

P&C

469.5.4 Library Committee Minutes: 28 October 2013

The Board received and noted the minutes from a Library Committee meeting held on 28 October 2013 (LIB13/33M).

PART D – DISCUSSION

469.6 State of the Nation: Vice-Chancellor's address

Professor Simon Crowe, Chair, Academic Board introduced Professor John Dewar, Vice-Chancellor, who spoke to a presentation focusing on the external environment. The presentation *Academic Board – Year in Review* can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abcmeeting013/DiscussionItems/8/StateoftheNation-VCSAddress.pdf>

Discussion:

- The Vice-Chancellor advised that a series of Town Hall meetings would be held in the coming weeks to advise staff about further developments regarding the Funding Future Ready program.
- In response to comments regarding the Prime Minister's directive to reduce bureaucracy, it was noted that a number of funding requests had stalled in the wake of the change of government and it was queried if and when bureaucratic red tape would be cut. The Deputy Vice-Chancellor (Academic) also reported that advice had been received that the Minister for Finance would be reviewing all Office of Teaching and Learning Grants before approval was granted.
- It was noted that there had been rumours of possible amalgamations or mergers occurring in other states. In response to a query regarding how likely this was, the Vice-Chancellor advised that there were no compelling reasons for this to occur and no evidence that scale helps.
- It was queried whether as a result of the Demand Driven System Review fee deregulation could occur. The Vice-Chancellor advised that some level of fee deregulation was likely and acknowledged that this would not be a good thing for La Trobe University.
- It was noted that Victoria performs better with regard to participation rates and attracting international students than other states in Australia. The Vice-Chancellor reported that participation is not uniform across the state and affluence driven largely by the Eastern and South Eastern areas of Melbourne. Further, the State Government is starting to realise that education is one of Victoria's biggest export industries with Melbourne seen as an attractive destination for students.

The meeting closed at 10.30am.

469.7 Next Meeting

9.30am
Wednesday 12 February 2014
Council Chamber
John Scott Meeting House
Melbourne Campus

Chair: _____

Date: _____