



ACADEMIC BOARD

Minutes of the four hundred and sixty-third meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 13 March 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 Karen Dodd, Dr Kerry Ferguson, Professor Tanya Fitzgerald, Dr Kerry Fitzmaurice, Dr Greg Heath (*via videoconference*), Professor Russell Hoye, Dr Julie Jackson, Dr Tony Jarvis, Mr Earl Jobling (*via videoconference*), Dr Elizabeth Johnson, Dr Mary Kennedy-Jones, Dr Stephen Kent, Dr Anthony Kerr, Dr Liz Lavender, Dr Katherine Legge, Professor Lorraine Ling, Professor Jane Long, Dr Claire Macken, Professor Chris Mackie, Dr Sue Martin, Dr Carol McKinstry, Professor Brian McGaw, Professor Meg Morris, Dr Sue O'Keefe, Ms Katia Overmars, Dr Chris Pakes, Professor Jennifer Peasley, Dr Anita Raspovic, Dr Alison Ravenscroft, Mr Matthew Riddle, Dr Brian Smith, Mrs Joy Spark (*via videoconference*), Dr Guinever Threlkeld, Dr Caroline Walta and Dr Kim Williams.

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

In Attendance: Professor Don Harding, Professor Diane Kirkby, Ms Natalie MacDonald, Professor Norie Neumark, Professor Susan Paxton, Professor Emma Whitelaw and Professor Peter Wilson.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Attendance/Apologies</p> <p>Apologies were received from the Vice-Chancellor, Professor Allan Borowski, Dr Damon Cartledge, Professor Leigh Drake, Mr Neil Fetting, Ms Margarita Frederico, Professor Noel Gough, Professor Paul Mather, Dr Bill McGuinness, Dr Marion Milton, Ms Diana Nagel, Ms Mary-Anne Noone, Professor Keith Nugent, Dr Warren Paul, Ms Kathleen Pleasants, Professor Joanna Poyago-Theotoky, Professor Margaret Robertson, Professor John Rosenberg, Dr Kath Ryan, Mr Andrew Skewes, Dr Damian Spencer, Professor Hal Swerissen, Dr Gwenda Tavan, and Dr Suzanne Zyngier.</p>	
<p>(ii) Approval of Agenda</p> <p>The Board resolved to approve the Agenda, as circulated.</p>	
<p>(iii) Outstanding Matters</p> <p>The Board received and noted report AB13/26.</p>	

(iv) Matters Approved on Behalf of Academic Board

The Board received report AB13/27 and noted the following matters which had been approved on its behalf since the last meeting:

- (a) Conferring of Awards *in absentia*, as detailed in Attachment A to AB13/27.
- (b) D M Myers Medals – 2012 Academic Year, as detailed in Attachment B to AB13/27.
- (c) Establishment of Prizes:
 - (i) Office of the Pro Vice-Chancellor (Equity and Student Services): The Iris Manton Scholarships, as detailed in Attachment C to AB13/27.
 - (ii) Faculty of Health Sciences: The Alfred Group – Janet Sloane Rehabilitation Grant, as detailed in Attachment D to AB13/27.
- (d) Significant Course Revision:
A proposal from the Faculty of Business, Economics and Law for significant revision to the Bachelor of International Business and the Bachelor of International Business (Honours), as detailed in Attachment E to AB13/27.

(v) Report of the Vice-Chancellor

The Board received and noted paper AB13/28, 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/2/28-VCReport-March2013.pdf>. The *Acting* Vice-Chancellor spoke to the report.

PART B – MATTERS FOR APPROVAL

463.1 Confirmation of Minutes

The minutes of the meeting held on 13 February 2013 [AB13/24(M)] were confirmed.

463.2 Items for Approval not requiring discussion

463.2.1 Award of Degrees and Diplomas

The Board received report AB13/29 and **resolved** to approve the award of degrees and diplomas, conferring of awards *in absentia* and award of higher degrees, as detailed therein.

AEGTO/
RGSO

463.2.2 Establishment of Prizes

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

- (a) Health Sciences: Patterson Medical Splinting Prize (name change from Surgical Synergies Prize), as detailed in report AB13/30.
- (b) Education: Soroptimist International of Shepparton Inc Regional Education Award, as detailed in report AB13/31.

MgrUE
T Noone
Dir.O&P
A&A

463.3 Standing Committees of Academic Board

463.3.1 Report of Education Committee: 26 February 2013

The Board received report AB13/32 and noted that the Education Committee had considered the following items at a meeting held on 26 February 2013:

- (a) Chair's report.
- (b) Students with Disabilities Working Party.
- (c) Matters approved out-of-session.
- (d) Register of resolutions.
- (e) Membership Report.
- (f) Course Review Policy, Procedures and Guidelines.
- (g) Proposal to establish a Working Party on Publication and Access to Student Feedback.
- (h) Report of the Programs Committee held on 14 February 2013.
- (i) Report of the Learning Spaces and Technologies Committee held on 19 November 2012.
- (j) Progress Report on Development of Business Intelligence Report for Analysis of Student Survey Data.
- (k) Future Ready – Teaching and Learning Plan.
- (l) Report on the Radical Learning Project.
- (m) Memo on Credit Points and Student Workload Policy Exemption.

During the discussion regarding the revised *Course Lifecycle – Course Review Procedures*, it was suggested that the accreditation cycle for professional courses should be synchronised with internal reviews.

The Board **resolved** to approve:

- (a) The following course revisions, as detailed in Attachment One to AB13/32:
 - Faculty of Health Sciences
 - Master of Clinical Therapy HMCLFT, with revised implementation of Semester 2, 2013.
 - Master of Physiotherapy Practice HMPTP, HMPTPB.
 - Faculty of Education
 - Bachelor of Outreach and Community Education, including a name change to the Bachelor of Teaching (Outreach and Community Education).
- (b) The revised *Course Lifecycle – Course Review Procedures*, as detailed in Attachment Two to AB13/32, and noted the planned implementation of a pilot for centralised course reviews in 2013.

EO(EC)/
DirAS/
DirO&P

EO(EC)/
EO(Policy)

463.3.2 Report of Research and Graduate Studies Committee: 21 February 2013

The Board received report AB13/33 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 21 February 2013:

- (a) Research Plan revision.
- (b) Research Focus Areas and Disciplinary Research Program update.
- (c) Faculty Research Operational Plans.
- (d) Disestablishment of Centres.
- (e) Reports of Sub-Committees and Working Parties:
 - Genetic Manipulation Supervisory Committee:
 - Report outlining the need to revise the Genetic Manipulation

- Supervisory Committee (GMSC) application forms and letters.
- Higher Degrees Committee (Research):
 - Minutes of Meeting – 5 September 2012.

The Board **resolved** to approve:

- the change in Category F composition of the Research and Graduate Studies Committee, as detailed in Attachment A to AB13/33.
- to establish the Professor Anthony Smith Travel Award, as detailed in Attachment B to AB13/33.

EO(RGSC)
MgrUE/
T Noone/
A&A

463.4 Other Matters

463.4.1 Academic Promotions Procedures

The Board received report AB13/34 and **resolved** to approve:

1. the inclusion of additional guidelines in the Academic Promotions Procedures, as detailed in Appendix 1 to AB13/34; and
2. a minor clarification that normally some assessors from outside the University should be nominated for all applications.

EO(APC)

463.4.2 Emeritus Professor Nomination: Rhonda Nay

The Board received report AB13/35 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 Rhonda Nay.

EO(AB)/
EO(Council)/
P&C

PART C – MATTERS FOR INFORMATION

463.5 Items for Information

463.5.1 Adjunct Appointments

The Board received report AB13/36 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

- (a) Adjunct Associate Professor: John Rasa, School of Public Health and Human Biosciences, Faculty of Health Sciences (appointment – 3 years).
- (b) Adjunct Associate Professor: Dr Ewen Michael, Department of Marketing, Tourism and Hospitality, La Trobe Business School, Faculty of Business, Economics and Law (appointment – 3 years).
- (c) Professorial Fellow: Professor Dennis Altman, Office of the Vice-Chancellor (appointment – 3 years).

P&C

463.5.2 Report of Academic Promotions Committee: March 2013

The Board received the Report of the Academic Promotions Committee: March 2013 and noted that the persons named therein had been promoted, as detailed in report AB13/37.

EO(APC)

463.5.3 Senior Academic Appointments

The Board received report AB13/38 and noted that the following senior academic appointment had recently been made:

P&C

- Professor Russell Hoyer, Director, La Trobe Sport.

463.5.4 Minutes of the Faculty Boards

(a) Humanities and Social Sciences: 1 August 2012, as detailed in AB13/39.

PART D – DISCUSSION

463.6 Future Ready: priorities within the DVC Academic Portfolio

Professor Jane Long, Deputy Vice-Chancellor (Academic) provided an overview of her aspirations for the Deputy Vice-Chancellor (Academic) portfolio.

Professor Long's presentation can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abcmeeting013/DiscussionItems/2/DVCA-FutureReady-DVCAPortfolioPriorities2013.pdf>.

Discussion:

- In response to a query regarding future plans for the CTLC, it was noted that the Centre's staffing had been depleted over the previous year and it was intended to bring it back up to a level to properly support Future Ready. CTLC's shape and activities were being considered by the Deputy Vice-Chancellor (Academic), including input from an external expert, and a new Executive Director, Learning and Teaching, would be recruited in the near future. Some of the Centre's activities reoriented to maximise support to the faculties.
- It was noted by a member that the LMS could be difficult to use. The Deputy Vice-Chancellor (Academic) advised that both she and the Vice-President (Administration) were ensuring that all relevant parties were consulted as and when difficulties with the LMS came to light. Online technologies presented some ongoing challenges requiring collaborative solutions.
- In response to a query regarding the Teaching Scholars' career path and whether publishing in teaching and learning journals would be required, Professor Long advised that the scholarship of teaching and learning had been underdone and needed to be supported. The Teaching Scholars career path would not be the default for non-research active staff.
- The Deputy Vice-Chancellor (Academic) suggested that there were issues regarding low enrolment courses at La Trobe as elsewhere, although this was already being addressed in policy. Continuing work was required to consider our suite of offerings, in the context of student demand.
- There had been much work at La Trobe regarding student satisfaction and retention, but there was more to be done. Professor Long was keen to see the work of AARU continue, and to use the revamped CTLC for additional capacity for evaluations which could be used to target support for staff in the continuous improvement of teaching.
- It was noted that there should be better use of metrics for improving teaching and learning areas and setting targets (eg indigenous data regarding success rates provided in the Equity Performance Data table in the Report of the Vice-Chancellor). The Deputy Vice-Chancellor (Academic) agreed that there was some scope for additional targets to be set at faculty level, but that some data sets had a more institutional focus.

The meeting closed at 10.40am.

463.7 Next Meeting

9.30am
Wednesday 8 May 2013
Council Chamber
John Scott Meeting House
Melbourne Campus

Chair: _____

Date: _____