



ACADEMIC BOARD

Minutes of the four hundred and seventy-second meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 14 May 2014 at 9.30am.

Present: Professor Simon Crowe (Chair), Professor Christine Bigby (Deputy Chair), Dr Pauleen Bennett (*via videoconference*), Professor Andrew Brennan, Mr Bruce Carboon, Dr Fiona Carroll, Dr Naveen Chilamkurti, Professor Michael Clarke, Dr Mary Debrett, Professor Karen Dodd, Dr Brican Erbas, Dr Kerry Fitzmaurice, Ms Margarita Frederico, Dr Kaye Harris, Mr Earl Jobling (*via videoconference*), Dr Mary Kennedy-Jones, Dr Stephen Kent, Dr Katherine Legge, Professor Lorraine Ling, Professor Jane Long (*Acting Vice-Chancellor*), Professor Chris Mackie, Professor Brian McGaw, Dr Michalis Michael, Professor Meg Morris, Dr Jillian Murray, Mrs Susan Nalder, Dr Deborah Neal, Professor Keith Nugent, Ms Jennifer Peasley, Professor Joanna Poyago-Theotoky, Professor Wenny Rahayu, Mr Ben Reeson, Dr Kath Ryan, Professor Richard Speed, Dr Donna Starks, Ms Rose Steele, Mr Robert Stephenson (*via videoconference*), Dr Jan Strugnell, Dr Guiniver Threkheld (*via videoconference*), Dr Peter Vitartis, Dr Suzanne Young, Dr Lawrie Zion and Dr Suzanne Zyngier.

Secretariat: Ms Robyn Sinclair, Senior Executive Officer, Governance Services.

In Attendance: Mr Andrew Eddy (Deputy Chancellor), Dr Richard Frampton, Ms Robyn Harris [*for item (v)*], Dr Andrew Harvey, Professor Diane Kirkby, Professor Graham Lamb, Professor Betty Leask, Professor Helen Lee, Professor Sandy Leggat, Professor Jayne Lucke, Ms Natalie MacDonald, Professor Andrew Scott and Professor Peta Tait.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Apologies & Membership</p> <p>Apologies were received from Professor John Dewar (Vice-Chancellor), Ms Lee Ann Basser, Professor Allan Borowski, Dr Melody Carter, Dr Peter Cartwright, Dr Peter Cox, Ms Helen Dean, Professor Leigh Drake, Professor Tanya Fitzgerald, Professor Russell Hoyer, Dr Catherine Itsiopoulos, Dr Julie Jackson, Dr Elizabeth Johnson, Professor Patrick Keyzer, Dr Susan Lawler, Dr Bill McGuinness, Professor Noel Meyers, Dr Chris Pakes, Ms Karina Quinn, Professor John Rosenberg, Dr Chris Scanlon and Dr Damian Spencer.</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 AB14/54.</p>	
<p>(iv) Matters Approved on Behalf of Academic Board</p> <p>The Board received and noted report AB14/55, a summary of matters which had</p>	

been approved by the Chair or Deputy Chair on behalf of the Board:

- (a) Award of Degrees and Diplomas, Higher Degrees and Conferring of Awards *in absentia*, as detailed in Attachment A to AB14/55.
- (b) Establishment of Prizes
 - (i) Shepparton Campus: Elizabeth Lavender Access Scholarship, as detailed in Attachment B to AB14/55
 - (ii) Faculty of Health Sciences: The Emily Krstina Santic Achievement Prize, as detailed in Attachment C to AB14/55
 - (iii) Mildura Campus: Ken Carr Social Inclusion Memorial Bursary, as detailed in Attachment D to AB14/55
 - (iv) Faculty of Education: Kluwell Publications Educational Bursaries, as detailed in Attachment E to AB14/55
 - (v) Faculty of Education: Kluwell Publications Educational Scholarships, as detailed in Attachment F to AB14/55
 - (vi) Faculty of Science, Technology and Engineering: Peter Rawlinson Award in Zoology (variation), as detailed in Attachment G to AB14/55
 - (vii) Faculty of Science, Technology and Engineering: W. Danthanarayana Prize in Zoology (variation), as detailed in Attachment H to AB14/55
 - (viii) Faculty of Science, Technology and Engineering: The Royal Agricultural Society of Victoria Penultimate and/or final year Agri/Science, as detailed in Attachment I to AB14/55
 - (ix) Faculty of Science, Technology and Engineering: Professor Robert Magee Memorial Prize in Environmental Chemistry, as detailed in Attachment J to AB14/55
- (c) Course Proposals
 - (i) A proposal from the Faculty Science, Technology and Engineering for a change of name to the following, , as detailed in Attachment K to AB14/55:
 - Bachelor of Science (Applications in Society) to Bachelor of Science and Society
 - Bachelor of Bioscience to Bachelor of Biological Sciences
 - (ii) Proposals from the Faculties of Business, Economics and Law and Health Sciences to deliver online courses in partnership with Academic Partnerships International:
 - Master of Business Administration – course revision
 - Master of Nursing Science, Graduate Diploma in Nursing and Graduate Certificate in Nursing – new course

(v) Report of the Vice-Chancellor

The Board received and noted paper AB14/56, the Report of the Vice-Chancellor, which can be located at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abcMeeting2014/Papers/3/56-VCReportMay2014.pdf>.

At the commencement of her report the Acting Vice-Chancellor, Professor Jane Long, on behalf of the University, conveyed an unconditional apology to any academic staff that may have been inadvertently identified in the recent publication and circulation of Student Feedback data. The Board was advised this had arisen due to human error and that the offending report was immediately withdrawn, a new report published and personal apologies issued to aggrieved

parties. The Board was advised that a series of actions are in train to mitigate any similar actions occurring in future, however, it was important that the collection and publication student feedback of subjects, including qualitative feedback, was collected and enacted upon.

Professor Long concluded her discussion of Student Feedback of Subjects by noting that the publication and wider availability of quantitative data derived from it, has been an external regulatory requirement since 2009, first by the Learning and Teaching Performance Fund, then by TEQSA, and most recently, by the government's *My University* initiative and that it was University policy that issues emerging from qualitative data be made available to relevant parties.

Ms Robyn Harris, Director of PIPU, provided the Board with an account on the follow up action undertaken by her unit.

Professor Long provided the Board with a presentation on key aspects of the 2014 Federal budget for higher education, including:

- decreased regulation of the sector from 2016 in relation to fee setting and increased competition through the expansion of CSP to all providers at the sub-bachelor levels;
- a 20% reduction in the government share of the cost of CSP effective from January 2016;
- increased university autonomy in setting fees;
- decrease in the annual income threshold for HELP repayment to \$50,630;
- the establishment of Quality Indicators for Learning and Teaching, which will integrate core components of the University Experience Survey, Graduate Outcomes Survey and Employer Satisfaction Survey;
- ongoing funding for the Future Fellowships Scheme to support early career researchers; and
- efficiency dividend applied to Australian Research Council and increased funds allocated to the Medical Research Future Fund.

Report on Funding Future Ready

The Deputy Vice-Chancellor (Future Ready) Professor Brian McGaw spoke to the Funding Future Ready Report AB14/57 and highlighted the following matters:

- recent activity has concentrated on synthesising the work being undertaken by the different project groups;
- the recent student forum had identified the following issues under the Funding Future Ready program: library hours, research supervision, regional impacts, blended and online learning and the academic calendar;
- the following constitute the next steps:
 - May 19th –Council will consider details of the College and Support Services draft structures and the final change proposals;
 - May 21st - Vice-Chancellor will provide a video presentation on the Funding Future Ready financials;
 - May 22nd Senior Staff Forum;
 - May 23rd All Staff Forum.

Discussion on the Vice-Chancellor's Report:

- (a) The issue of the publication of qualitative feedback to the university

- community extended beyond the redacting of names and required further systemic changes to the Student Feedback policy and procedures;
- (b) it was important to capture the qualitative data as well as the quantitative data on subjects to ensure that improvements can be implemented and the current policy and procedures will be reviewed to ensure that no staff member can be identified in future; and
 - (c) the use of qualitative data requires sophisticated analysis and that the presenting of raw data should be deferred until the University has the resources to present this in a suitable way.

The Board **resolved** to invite the Vice-Chancellor to:

- ensure that all staff who co-ordinated, lectured or tutored in a subject in 2013 are informed that confidential, anonymous and unverified comments about them by students have been released to over 600 La Trobe University staff.

The Board considered an amendment to the following motion:

- That the Vice-Chancellor be invited to acknowledge that redacting actual names of academics is not sufficient to hide the identity of the person about whom the comments are made.

Neither the motion nor the amendment was put and the following procedural motion was carried. The Board **resolved** to defer debate on the foreshadowed motions, pending a complete and comprehensive report to the June meeting of the Academic Board.

PART B – MATTERS FOR APPROVAL

472.1 Confirmation of Minutes

The minutes of the meeting held on 12 March 2014 [AB14/52(M)] were confirmed.

472.2 Items for Approval not requiring discussion

472.2.1 Award of Degrees and Diplomas

The Board received report AB14/58 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

472.3 Standing Committees of Academic Board

472.3.1 Report of Academic Quality Committee: 17 March 2014

The Board received report AB14/59 and noted that the Academic Quality Committee had considered the following items at a meeting held on 17 March 2014:

EO(AQC)

- (a) Annual Reports of the Academic Board Standing Committees:
 - Education Committee
 - Research and Graduate Studies Committee
 - E-Research Committee
- (b) Faculty of Health Sciences Faculty Review 18 Month Monitoring Report, as detailed in Attachment A to AB14/59.

472.3.2 Report of Admissions Committee: 28 March 2014

The Board received report AB14/60 and noted its contents. The Board **resolved** to defer this item to the June meeting.

EO(AB)

472.3.3 Report of Education Committee: 26 March 2014

The Board received report AB14/61 and noted that the Education Committee had considered the following items at a meeting held on 26 March 2014:

- (a) Chair's Report.
- (b) Report from the Student Submission of Assessment Working Group;
- (c) Report from the Access and Achievement Research Unit;
- (d) e-Textbooks and Learning Resources Working Party Report;
- (e) Academic Quality Committee and the role of Policy Committee in Monitoring Policy Compliance; and
- (f) Standing Report from the Working Group on Learning Technologies.

The Board **resolved** to **approve**:

- (i) the revisions to the Graduate Capabilities for Undergraduate Students Policy and Procedures, as detailed in Attachment One to AB14/61.

EO(EC)
EO Policy

The Board also noted the success of La Trobe University staff in receiving two of the 2014 National Centre for Student Equity in Higher Education Research Grants:

- (i) "University access and achievement of people from out-of-home backgrounds" (Dr Andrew Harvey, Director, AARU)
- (ii) "Are low SES students disadvantaged in the university application process?" (Dr Buly Cardak, Faculty of Business, Economics and Law).

472.3.4 Report of the Programs Committee: 17 April 2014

The Board received report AB14/62 and noted that the Programs Committee had considered the following items at a meeting held on 20 February 2014:

- (a) Chair's Report.
- (b) Matters arising from the minutes.
- (c) Course submissions from the Faculties of Business, Economics and Law, Education, Science, Technology and Engineering, Health Sciences and Humanities and Social Sciences.

The Board **resolved** to **approve**:

- (a) **New Courses**
 - Faculty of Business, Economics and Law
 - Graduate Certificate in Management (Public Sector)
 - Faculty of Education
 - Master of Teaching (Primary) and Master of Teaching (Secondary)
 - Faculty of Science, Technology and Engineering
 - Bachelor of Psychology (Honours)
- (b) **Course Revisions**
 - Faculty of Business, Economics and Law
 - Master of Business Administration (Advanced), Graduate Diploma in Business Management and Graduate Certificate in Business Management.

Faculty of Health Sciences

- Bachelor of Human Nutrition

Faculty of Humanities and Social Sciences

- ABAR Bachelor of Archaeology
- ABURE Bachelor of Urban, Rural and Environmental Planning
- AGCPD Graduate Certificate in Community Planning and Development, ACCPD Graduate Diploma in Community Planning and Development, AMCPD Master of Community Planning and Development and AMSPMD, Master of Spatial Planning, Management and Design
- AHCA Bachelor of Creative Arts (Honours) and ABCA Bachelor of Creative Arts

(c) **Course Closures**

Faculty of Health Sciences

- Graduate Certificate in Family Therapy in Psychiatry HCFTP
- Graduate Certificate in Occupational Health and Safety HCOHDE
- Graduate Certificate in Systemic Supervision, Consultation and Training HCSSCT
- Bachelor of Health Information Management Honours HHHIM
- Master of Counselling and Human Services HMCHS
- Master of Ergonomics, Safety and Health HMESH
- Master of Ergonomics, Safety and Health Honours HMES, HMHESD
- Master of Health Information Management Honours HMHHIM
- Master of Occupational Health Honours HMHOHD Master of Occupational Health HMOCHD, HMOHDE [Course Closure]
- Master of Psychology (Counselling Psychology) HMPCP
- Postgraduate Diploma in Occupational Health and Safety HPOHDE Bachelor of Health Sciences and Master of Health Information Management (Honours) HZHIIH
- Bachelor of Health Sciences and Master of Health Information Management HZHIIH
- Bachelor of Health Information Management/Bachelor of Health Sciences HZHIHS
- Bachelor of Health Sciences and Master of Physiotherapy Practice HZHSPM (ML)
- Bachelor of Health Sciences and Master of Physiotherapy Practice (Honours) HZHHPM (ML)
- Bachelor of Occupational Therapy/Bachelor of Ergonomics, Safety and Health HWOTBE
- Bachelor of Occupational Therapy (Hons)/Bachelor of Ergonomics HWOTHE
- Bachelor of Physiotherapy/Bachelor of Ergonomics HZPHE
- Bachelor of Social Work RBSW [Course Closure]
- Bachelor of Social Work (Advanced Standing) HBSWAS (ME), RBSWBE (BE), HBSWAW (AW)
- Bachelor of Social Work (Hons)/Bachelor of Human Services HWHSHB
- Bachelor of Education HBEL
- Graduate Certificate in Deaf Studies HCDS
- Graduate Diploma in Deaf Studies (Interpreting) HGDSI
- Graduate Diploma in Deaf Studies (Language) HGDSL
- Graduate Diploma in Deaf Studies (LOTE) HGDSO

- Graduate Certificate in Occupational Health and Safety HCOHDE
- Master of Occupational Health with Hons HMHOHD
- Master of Occupational Health HMOCHD (DE)

Faculty of Science, Technology and Engineering

- Bachelor of Environmental Science (Honours) SHES, effective from Semester 2, 2014
- SBMSM Bachelor of Medical Science, effective from semester 2, 2014
- SBPM Bachelor of Pharmacy, effective from semester 2, 2014
- SHARSW Bachelor of Agricultural Sciences with Honours, effective from semester 2, 2014
- SHCNE Bachelor of Computer Network Engineering (Honours), effective from semester 2, 2014
- SHCSCN Bachelor of Computer Systems Engineering [Computer Networks] (Honours), effective from semester 2, 2014
- SHCSSE Bachelor of Computer Systems Engineering [Software Engineering] (Honours), effective from semester 2, 2014
- SHCT Bachelor of Computer Technology (Honours), effective from semester 2, 2014
- SHNE Bachelor of Network Engineering (Honours), effective from semester 2, 2014
- SZPSHO Bachelor of Psychological Science and Master of Occupational Therapy (Honours), effective from semester 2, 2014

Faculty of Business, Economics and Law

- LBBTM Bachelor of Business (Tourism Management) effective from semester 1, 2015
- LBBTMM Bachelor of Business (Tourism Management/Marketing) effective from semester 1, 2015
- *LBBFS Bachelor of Business (Financial Services)* effective from semester 1, 2015.2015

- (d) the Report and Action Plan of the Academic Review of Postgraduate Law Courses, as detailed in Attachment 2 to AB14/62.

The Board also noted that the Faculty of Science, Technology and Engineering has appointed Dr Giuseppe Posterino as its representative on the Programs Committee during Dr Vilma Stanisich's leave

472.4 Matters for Information

472.4.1 Adjunct Appointments

The Board received report AB14/63 and noted that the Vice-Chancellor had recently made the following adjunct appointments:

- (a) Adjunct Professor: Professor Sarah Pink, Spanish Program, Languages, Histories and Cultures, Faculty of Humanities and Social Sciences (appointment – 1 year).
- (b) Adjunct Professor: Professor Paul Bartlett Jnr, La Trobe Law School, Faculty of Business, Economics and Law (re-appointment – 3 years).
- (c) Adjunct Associate Professor: Gregory Kenneth, Faculty of Education (re-appointment – 3 years).
- (d) Adjunct Professor: Mr Antony Walker, Department of Journalism and Strategic Communication, Faculty of Humanities and Social Sciences

- (appointment – 3 years).
- (e) Adjunct Professor: Professor Margot Prior, Psychological Science, Faculty of Science, Technology and Engineering (re-appointment – 3 years).
 - (f) Adjunct Professor: Dr James Breheny, School of Public Health and Human Biosciences, Faculty of Health Sciences (appointment – 3 years).
 - (g) Adjunct Professor: Dr Peter Brukner OAM, School of Allied Health, Faculty of Health Sciences (appointment – 3 years).
 - (h) Adjunct Associate Professor: Dr Andrea Kattula, School of Public Health and Human Biosciences, Faculty of Health Sciences (appointment – 3 years).
 - (i) Adjunct Associate Professor: Trevor Carr, School of Public Health and Human Biosciences, Faculty of Health Sciences (appointment – 3 years).
 - (j) Adjunct Associate Professor: Professor Alan David Green, Social Work and Social Policy, School of Allied Health, Faculty of Health Sciences (re-appointment – 3 years).
 - (k) Adjunct Associate Professor: Torbjorn Falkmer, Occupational Therapy, School of Allied Health, Faculty of Health Sciences (re-appointment – 3 years).
 - (l) Adjunct Professor: Dr Anna Roberts, School of Economics, Faculty of Business, Economics and Law (re-appointment – 3 years).
 - (m) Adjunct Professor: Professor J Ibrahim, ACEBAC/AIPCA/Nursing and Midwifery, Faculty of Health Sciences (re-appointment – 3 years).
 - (n) Adjunct Associate Professor: Dr Brian Usher, Department of Physics, Faculty of Science, Technology and Engineering (re-appointment – 3 years).
 - (o) Adjunct Professor: Professor Alison Perry, Human Communication Sciences, Faculty of Health Sciences (re-appointment – 3 years).
 - (p) Adjunct Associate Professor: Dr Michael Murray, ACEBAC/AIPCA/Nursing and Midwifery, Faculty of Health Sciences (re-appointment – 3 years).
 - (q) Adjunct Associate Professor: Dr Laksman Doddamani, La Trobe Rural Health School, Faculty of Health Sciences (appointment – 3 years).
 - (r) Adjunct Associate Professor: Dr Jane Tracy, Faculty of Health Sciences (appointment – 3 years).
 - (s) Adjunct Associate Professor: Dr Nikolaos Kazantzis, School of Psychological Science (appointment – 3 years).

P&C

472.4.2 Report of the Academic Promotions Committee: March 2014

The Board received the Report of the Academic Promotions Committee: March 2014 and noted that the persons named therein had been promoted, as detailed in report AB14/64.

EO(APC)

472.4.3 Report of the Academic Promotions Committee: April 2014

The Board received the Report of the Academic Promotions Committee: March 2014 and noted that the persons named therein had been promoted, as detailed in report AB14/65.

EO(APC)

472.4.4 Senior Academic Appointments

The Board received report AB14/66, and noted that the following senior academic appointment had recently been made:

- Dr Lea Baumgartner, Science Director.

P&C

472.4.5 Minutes of the Library Committee: 7 April 2014

The Board received and noted AB14/67, the minutes from the Library Committee meeting held on 7 April 2014.

EO(LC)

472.4.6 Report of the Faculty Board 2013: Faculty of Humanities and Social Sciences

The Board received and noted AB14/68, the Report of the Faculty Board of Humanities and Social Sciences for 2013.

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472.4.7 Minutes of the Faculty Boards

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

- (a) Science, Technology and Engineering: 4 December 2013, as detailed in AB14/69
- (b) Science, Technology and Engineering: 6 February 2014, as detailed in AB14/70.

PART D – DISCUSSION

472.5 Navigating the Ethical Challenges of Contract Research

Professor Simon Crowe, Chair, Academic Board introduced the discussion panel:

- (a) Professor Keith Nugent, Deputy Vice-Chancellor and Vice President (Research)
- (b) Professor Jayne Lucke, Director, Australian Research Centre in Sex, Health and Society
- (c) Professor Andrew Scott, Director, Ludwig Institute for Cancer Research

Professor Keith Nugent provided a brief overview of the ethical challenges that had arisen around one of the University's proposed partnerships. The challenges could be managed by developing a range of principles that would protect the integrity of the research. These principles could be extended to all collaborative activities with industry.

He spoke to a presentation which can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abcMeeting2014/UsefulResources/3/Academic%20Board%20-%20KN.pdf>.

Professor Jayne Lucke discussed ethical issues in contract research using the "CUPID" study which was funded from an ARC Linkage Grant and involved investigators from the University of Queensland and the University of Newcastle with cash and in-kind support from Family Planning NSW and Bayer Australia. It was noted that the development of a Collaborative Research Agreement which clarified the roles and responsibilities, access to and use of data, dissemination

of information, funding acknowledgement and disclosure of interests was a fundamental step in managing the ethical challenges posed by contract research.

Professor Lucke's presentation can be accessed at the following link:
<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abcMeeting2014/UsefulResources/3/Jayne%20Lucke%20Academic%20Board%2014%20May%202014.pdf>

Professor Scott presented his research on the development of a novel antibody to EGFR (mAb806) to illustrate how the ethical issues could be addressed in medical contract research. His presentation covered matters of conflict of interest, intellectual property, creation of new entities, clinical trials and publication of results. Ensuring robust governance and policy frameworks were crucial in managing contract research.

Professor Scott's presentation can be accessed at the following link:
<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abcMeeting2014/UsefulResources/3/Navigating%20Ethical%20Issues%20of%20Contract%20Research%20-%20Scott.pdf>

Discussion:

- There was some discussion regarding the university's guidelines about managing contracts with government and industry in relation to protecting the capacity to publish results and intellectual property.
- In relation to a query whether there were clear IP guidelines around HDR students who change supervisors, it was noted that the University's position is consistent with other universities.
- The establishment of spin-off companies was discussed and it was noted that the requirements to establish a company vary from country to country, but that this was a strategy to ensure that matters of overheads, patents and IP could be managed.

The meeting closed at 11.20 am.

472.7 Next Meeting

9.30am
Wednesday 11 June 2014
Council Chamber
John Scott Meeting House
Melbourne Campus

Chair: _____

Date: _____