



## ACADEMIC BOARD

Minutes of the four hundred and eighty-second meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 9 September 2015 at 9.30am.

**Present:** Professor Christine Bigby (*Acting Chair*), Professor Paula Baron, Dr John Bevacqua, Professor Andrew Brennan, Dr Susanne Davies, Ms Margarita Frederico, Dr Elspeth Frew, Dr Anthony Gendall, Dr Darren Henry, Dr David Hoxley, Ms Jasmine Ingram, Dr Catherine Lang, Professor Betty Leask, Dr Bernice Mathisen (*via videoconference*), Dr Bill McGuinness, Dr Carol McKinstry (*via videoconference*), Professor Meg Morris, Mrs Susan Nalder, Dr Deborah Neal, Professor Keith Nugent (*Acting Vice-Chancellor*), Dr Jodi Oakman, Dr Chris Pakes, Professor Robert Pike, Dr Luke Pendergast, Dr Alison Ravenscroft, Ms Gemma Saccasan, Ms Fiona Salisbury (*vice Ms Jennifer Peasley*), Dr Christopher Scanlon, Professor Brian Smith, Dr Martin Steinbauer, Mr Robert Stephenson (*via videoconference*), Dr Guinever Threlkeld and Dr Lawrie Zion.

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

**In Attendance:** Mr Matt Brett, Dr Richard Frampton, Professor Helen Lee, Ms Natalie MacDonald, Mr Leon Morris and Mr Evan Nathanson.

### PART A – PROCEDURAL MATTERS

	<b>ACTION</b>
<p><b>(i) Apologies &amp; Membership</b></p> <p>Apologies were received from Dr Lisa Amir, Professor Philip Broadbridge, Dr Buly Cardek, Professor Simon Crowe, Professor John Dewar, Professor Amalia Di Iorio, Professor Jane Farmer, Dr Deborah Gleeson, Dr Peter Green, Professor Andy Hill, Professor Jane Long, Professor Sue Martin, Professor Tony McGrew, Ms Jennifer Peasley, Dr Julie Rudner, Ms Jillian Scanlon, Dr Pamela Snow, Dr Gwenda Tavan and Dr Peter Vitartas.</p>	
<p><b>(ii) Approval of Agenda</b></p> <p>The Board <b>resolved</b> to <b>approve</b> the Agenda, as circulated.</p>	
<p><b>(iii) Outstanding Matters</b></p> <p>The Board received and noted report AB15/72.</p>	
<p><b>(iv) Matters Approved on Behalf of Academic Board</b></p> <p>The Board received, noted and ratified report AB15/73, a summary of matters which had been approved by the Chair or Deputy Chair on behalf of the Board:</p> <p>(a) Establishment of Prizes</p> <p>(i) Department of Languages and Linguistics, CASSC: Roy Boland Prize, as detailed in Attachment A to AB15/73.</p> <p>(ii) Department of Languages and Linguistics, CASSC: Miguel Valiente Prize, as detailed in Attachment B to AB15/73.</p>	

- (b) Coursework Committee: 20 August 2015, as detailed in Attachment C to AB15/73.
- Proposals from the College of Arts, Social Sciences and Commerce to:
    - revise the Master of Professional Accounting.
    - introduce the Postgraduate Enabling Program.

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

The Board received and noted paper AB15/74, the Report of the Vice-Chancellor, which can be located at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2015/Paper/6/74-VCSReport-September2015.pdf>

The *Acting* Vice-Chancellor spoke to the report and reported the following additional items:

- Science in Australia Gender Equity (SAGE) Initiative: the Australian Academy of Science is overseeing the Australian pilot of the Athena SWAN Charter (a UK initiative).
- Negotiations completed with regard to a relationship with the Foundation for Alcohol Research and Education (FARE), which has resulted in a new University Centre being established – the Centre for Alcohol Policy Research – which will be based at the Franklin Street Campus.
- Dr Cristina Valdiosera, Department of Archaeology and History, already mentioned in the report for co-authoring papers that were published in *Science* and *Nature*, has received more publicity regarding further publication of these study findings in the leading scientific journal *Proceedings of the National Academy of Sciences*.

**PART B – MATTERS FOR APPROVAL**

**482.1 Confirmation of Minutes**

The minutes of the meeting held on 12 August 2015 [AB15/70(M)] were confirmed.

**482.2 Items for Approval not requiring discussion**

**482.2.1 Award of Degrees and Diplomas**

The Board received report AB15/75 and **resolved to approve** the award of degrees and diplomas, conferring of awards *in absentia* and award of higher degrees as detailed therein.

AEGTO  
RO

**482.2.2 Proposed Meeting Dates 2016**

The Board received report AB15/76 and **resolved to approve** the meeting dates for 2016, as detailed below:

EO(AB)

10 February  
9 March

10 August  
14 September

11 May  
8 June

12 October  
9 November

The Board also noted that meetings would be held at 9.30am in the Council Chamber of John Scott Meeting House, Melbourne Campus

### 482.3 Standing Committees of Academic Board

#### 482.3.1 Report of Academic Quality Committee: 19 August 2015

The Board received report AB15/77 and noted that the Academic Quality Committee had considered the following items at a meeting held on 9 September 2015:

- (a) Annual Reviews from Academic Board Sub-Committees.
- (b) Triennial Self-Review Surveys of Standing Committees of Academic Board.
- (c) Interim Replacement of Member on OSP.
- (d) Course Advisory Committees.

EO(AQC)

#### 482.3.2 Report of the Coursework Committee: 20 August 2015

The Board received report AB15/78 and noted that the Coursework Committee had considered the following items at a meeting held on 20 August 2015:

- Chair's Report.
- Matters Arising from the Minutes.
- Course Submissions from the Colleges of ASSC and SHE

The Board **resolved to approve** the following course submissions, as detailed in Attachment One to AB15/78:

(a) *New Course*

College of Arts, Social Sciences and Commerce

- Bachelor of Criminology.
- Bachelor of Criminology (Honours).
- Bachelor of Criminology/Bachelor of Laws.

(b) *Course Revisions*

College of Arts, Social Sciences and Commerce

- Bachelor of Physical and Outdoor Education EBPOEB.
- Bachelor of Outdoor Recreation Education EBOREB.
- Bachelor of Outdoor Education (Extended) EBOEXB.
- Bachelor of Outdoor Education EBOEB.

College of Science, Health and Engineering

- Bachelor of Science (Wildlife and Conservation Biology) SBSWCB, SBSWBW.
- Bachelor of Science SBS.
- Bachelor of Biological Science SBBIS.
- Bachelor of Science and Society SBSSO.
- Bachelor of Biological Sciences (Advanced Science) SBBIO.
- Bachelor of Health Science/Master of Dietetic Practice HZHSDP.
- Bachelor of Applied Science/Master of Dietetic Practice HZNDP.

(c) *Course Closures*

College of Science, Health and Engineering

- Bachelor of Health Science/Master of Paramedic Practice HZPPHB, HZPPHM, HZPPHW, HZPPHP.
- Master of Clinical Prosthetics and Orthotics (Honours) HMPHO.

EO(CC)  
GenMgrs  
DD SAdm

### 482.3.3 Report of the Education Committee: 26 August 2015

The Board received report AB15/79 and noted that the Education Committee had considered the following items at a meeting held on 26 August 2015:

- (a) Chair's Report.
- (b) Revisions to the La Trobe Essentials Procedure.
- (c) Proposal to move from multiple instances of AIM to single shell.
- (d) College Reports on the Implementation of Graduate Capabilities for Undergraduate Students Policy and Procedures.
- (e) Outcome of the Beyond Graduate Survey.
- (f) 2014 Report of the University Appeals Committee.

The Board **resolved to approve**:

- the revisions to the La Trobe University Essentials Procedure, as detailed in Attachment One to AB15/79.
- the proposed change to move the multiple instances of the Academic Integrity Module to a single shell, as detailed in Attachment Two to AB15/79.

EO(Policy)  
EO(EC)

EO(EC)

The Board also **received** and **noted** the 2014 Report of the University Appeals Committee, as detailed in Attachment Three to AB15/79.

### 482.3.4 Report of the Research and Graduate Studies Committee: 21 August 2015

The Board received report AB15/80 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 21 August 2015:

- (a) Office of the Gene Technology Regulator cooperative Review Report.
- (b) Sub-Committee Reports:
  - Animal Ethics Committee: minutes of meetings held on 14 May 2015 and 11 June 2015.
  - University Human Ethics Committee: minutes of meetings held on 13 April 2015 and 15 June 2015.
  - Genetic Manipulation Supervisory Committee: minutes of meeting held on 27 May 2015.
  - Board of Graduate Research: minutes of meetings held on 17 June 2015 and 15 July 2015.
- (c) Research Data Management Working Group Report.
- (d) Research Centres and Institutes Annual Reports:
  - Centre for Public Sector Governance Accountability and Performance.
  - ARCSHS Annual Report for 2014.
  - AIPCA Annual Report for 2014.

The Board **resolved to approve** the following changes to courses within the College of Science, Health and Engineering:

- Amendments to the Master of Applied Science (Research) (HMASR), as detailed in Attachments A1 and A2 to AB15/80.
- Closure of the Master of Applied Science Coursework (Research) (HMASCR), as detailed in Attachments A1 and A3 to AB15/80.

EO(RGSC)  
GenMgr  
DD SAdm

- New course structure for Professional Doctorates in the College of Science, Health and Engineering, as detailed in Attachments A4 and A5.
- Closure of the Doctor of Nursing (Thai), as detailed in Attachment A6 to AB15/80.

It was noted that the changes to courses had been endorsed at the College of Science, Health and Engineering Coursework Committee on 15 July 2015 and Academic Committee on 4 August 2015.

The Board **resolved to approve** the following new and revised policy and procedures within the Graduate Research Examinations Suite:

- the revised Graduate Research Examinations Policy, as detailed in Attachment B2 to AB15/80.
- the revised Graduate Research Examinations Procedures, as detailed in Attachment B3 to AB15/80.
- the new Graduate Research Nomination and Appointment of Examiners Procedures, as detailed in Attachment B4 to AB15/80.
- the new Graduate Research Thesis Requirements, Submission and Retention Procedures, as detailed in Attachment B5 to AB15/80.
- the revised Schedule for presentation of theses in Higher Degrees by Research, as detailed in Attachment B6 to AB15/80.

It was noted that the policy will apply to all candidates who enrol after 9 September 2015. Candidates enrolled before 9 September 2015 will be subject to the provisions in this policy and associated procedures from 4 January 2016.

There was much discussion regarding the Graduate Research Examinations Policy Suite and it was agreed that the following be noted:

- Clarification and further guidance requested regarding thesis by publication. It was noted that there are huge disciplinary differences and how contributions are assessed could become a difficult judgement call for academics/supervisors.
- The acronyms throughout the documentation make it difficult to read/follow. It was suggested that these could be spelled out in every instance.

EO(Policy)  
EO(RGSC)

## PART C – MATTERS FOR INFORMATION

### 482.4 Matters for Information

#### 482.4.1 Adjunct Appointments

The Board received report AB15/81 and noted that the Vice-Chancellor and Senior Deputy Vice-Chancellor had recently approved the following adjunct appointments:

- a) Adjunct Associate Professor: Dr Timothy Bach, Exercise Science, La Trobe Rural Health School, College of SHE (re-appointment – 3 years).
- b) Adjunct Associate Professor: Professor Lui Guoxiang, China Health Program, School of Psychology and Public Health, College of SHE (re-appointment – 3 years)
- c) Adjunct Professor: Professor Karim Khan, School of Allied Health, College of SHE (appointment – 3 years).

HR

- d) Adjunct Professor: Susan Jane O'Neill, La Trobe Rural Health School, College of SHE (appointment – 3 years).
- e) Adjunct Associate Professor: Dr Michael Halloran, School of Psychology and Public Health, College of SHE (re-appointment – 3 years).
- f) Adjunct Professor: Professor Sid Morris, Department of Mathematics and Statistics, School of Engineering and Mathematical Sciences, College of SHE (re-appointment – 3 years).
- g) Adjunct Professor: Mr Dennis Mitchell, Office of the Pro Vice-Chancellor (Regional) (appointment – 3 years).
- h) Adjunct Professor: Mr Rudolph Kirby, Office of the Pro Vice-Chancellor (Regional) (appointment – 3 years).

## PART D – DISCUSSION

### 482.5 Disability and Higher Education

#### Panel:

- Professor Christine Bigby, Director, Living with a Disability Research Centre & Deputy Chair, Academic Board
- Mr Matt Brett, Senior Manager, Higher Education Policy
- Professor Betty Leask, Pro Vice-Chancellor (Learning and Teaching)

Professor Bigby introduced the Panel, set the scene and provided some background information regarding issues involved with disability and higher education. A presentation can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2015/Useful%20resources/6/CB-DisabilitySceneSetting.pdf>.

Mr Brett provided a broad overview of key issues relating to disability and higher education. A presentation can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2015/Useful%20resources/6/MB-Disability-ABDiscussion.pdf>.

Professor Leask provided information in an institutional context. A presentation can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2015/Useful%20resources/6/MB-Disability-ABDiscussion.pdf>.

#### Discussion:

- Dealing with students with mental health issues could be challenging, time consuming and stressful for staff and it was queried whether there could be better education provided to staff in how to deal with students with mental health issues and behavioural problems.
- It was noted that categorising students could be an issue and that the University needed to be more creative in how staff and students are supported. In the first instance, staff could discuss issues and seek support from their colleagues, Head of School and LTLT.
- The Vice-President (Administration) advised that much work has been done regarding how best to deal with students with behavioural problems and that the Executive Director, Student Services and Administration and the

Senior Manager Wellbeing were currently reviewing this issue and how to better provide support for both staff and students.

- The Senior Manager, Higher Education Policy advised that there were plans to run a survey regarding this sector-wide issue.
- Counselling regularly run workshops which can be very useful.
- While workshops are good for staff, students also need to be engaged so that they understand issues of diversity, particularly with regard to group work.
- It was suggested that more resources were required to assist students with mental health issues and other disabilities.
- Disclosure was seen to be an issue. There are good provisions in place for special consideration, but if students choose not to disclose their disability, there is sometimes little that can be done to assist.
- The University sets fair guidelines and rules and staff should refer students to counselling and other services if they require it.
- The University should work on creating a more accepting environment.
- A lot more could be done regarding inclusiveness and student life. It can be isolating outside of the classroom.

The meeting closed at 10.55am.

#### **482.6 Next Meeting**

9.30am  
Wednesday 14 October 2015  
Council Chamber  
John Scott Meeting House  
Melbourne Campus

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

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