



Minutes of the five hundred and eighth meeting of the Academic Board held in the Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 14 November 2018 at 9.30am.

- Present:** Professor Paula Baron (Acting Chair), Dr Sarah Anderson, Dr Julie Andrews, Dr Katherine Ashman (*via video conference*), Dr Josie Barbaro, Dr Pauleen Bennet, Dr Ishaq Bhatti, Professor Irene Blackberry (*via video conference*), Dr Narelle Brack, Mr Kevin Brianton, Professor Philip Broadbridge, Professor Lisa Brophy, Dr Edgar Burns (*via video conference*), Ms Elizabeth Capp, Dr Buly Cardak, Dr Jake Chandler, Professor Mike Clarke, Dr Elly Djouma, Mr Alistair Duncan, Dr Jason Dutton, Professor David Edvardsson, Dr Nicole El-Haber, Professor Simon Evans, Dr Tracy Fortune, Dr Warwick Frost, Dr Anthony Gendall, Professor Richard Gray, Dr Peter Green, Professor Jane Hamilton, Ms Robyn Harris, Dr Andrew Harvey, Dr Emma Henderson, Professor Andrew Hill, Mr Brad Hodge (*via video conference*), Professor Katie Holmes, Professor Rachel Huxley, Professor Catherine Itsiopoulos, Mr Greg Jamieson, Dr Jennifer Jones (*via video conference*), Dr Sejal Kendal, Professor Stephen Kent, Mr Mohsin Khawaja, Ms Spomenka Krizmanic, Professor Emmanuel Kuntsche, Dr Prem Kurup, Professor Helen Lee, Professor Nicki Lee, Professor Birgit Loch, Dr Kate Mai, Ms Virginia Mansell-Lees (*via video conference*), Professor Susan Martin, Dr Dona Martin (*via video conference*), Dr Clare McCausland, Professor Meg Morris, Dr Robyn Murphy, Ms Susan Nalder (*via video conference*), Professor Mary Anne Noone, Professor Keith Nugent, Dr Jodi Oakman, Professor Jennifer Oates, Professor Chris Pakes, Dr Alison Parkes, Ms Jennifer Peasley, Professor Simon Pervan, Mr Simon Phillips (*vice* Mr Kelly Smith), Professor Joanna Poyago-Theotoky, Dr Luke Prendergast, Professor Miranda Rose, Dr Evelien Spelten, Dr Rwth Stuckey, Professor Vijaya Sundararajan, Dr Gwenda Tavan, Dr Guinever Threlkeld (*via video conference*), Professor Jessica Vanderlelie, Dr Terrie Waddell, Professor James Walker, Professor Anne Wallace, Professor Yvonne Wells, Dr David Wilson, Ms Andrea Young, Professor Suzanne Young.
- Secretariat:** Ms Susan Rees-Osborne, Senior Executive Officer, Governance and Policy Services.
- In Attendance:** Ms Natalie MacDonald, Dr Richard Frampton, Ms Robyn Harris, Mr Leon Morris, Mr Paul Ramage, Ms Fiona Reed, Mr Mark Smith, Dr Emmaline Bexley.
- Welcome to Country** Dr Julie Andrews delivered an 'Acknowledgement of Country' in which she acknowledged the Wurundjeri as the traditional owners of the land upon which the Melbourne Campus is located and paid her respects to elders past and present. Dr Andrews also acknowledged the traditional owners of the lands upon which the various regional campuses are located and paid respect to the elders past and present of those lands. Dr Andrews spoke of the LTU Indigenous Employment Strategy developed a decade ago and emphasised the importance of employment in the higher education sector, for Aboriginal and Torres Strait Islander people. Dr Andrews noted it would be good to see more indigenous academic staff members as well as professional staff.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Apologies & Membership Apologies were received from Christine Bigby, John Dewar, Kerri-Lee Krause, Nick Bisley, Lawrie Zion, Christopher Fisher, Kate Bridgman, Tania Romano, Colleen Thomas, Richard Speed, Lisa McKenna, Joanna Barbousas, Suzane Vassallo, Matthias Ernst, Pamela Snow, Robert Pike, Suzanne O'Keefe, Nellie Green, Amalia Di Iorio, Chris Mackie,</p>	

Patrick Keyzer, Mahsood Shah, Wenny Rahayu, Paul Watters, Helen Irving, Margarita Frederico, Sarah Cox, Byron Perrin, Grant Drummond, David Wishart.

(ii) Approval of Agenda

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

(iii) Outstanding Matters

The Board received and **noted** the Outstanding Matters report AB18/97.

(iv) Matters approved on Behalf of Academic Board

The Board received and **noted** the Matters Approved on behalf of the Board AB18/98.

(v) Report of the Chair

The Acting Chair provided a verbal report, updating the Board on the following:

- The Academic Board biannual self-assessment survey is being distributed today. All members are encouraged to complete the brief survey on the operations of the Board, by 30 November.
- The Chair attended the annual Chairs of Academic Boards and Senates conference in Adelaide last month. Topics of interest included a TEQSA update, presentations on contract cheating, tensions between assuring quality and delivering change, academic freedom, and the keynote address by Kerri-Lee Krause was The Future of Higher Education: Governance and Quality Issues.
- TEQSA – there is a renewed focus on the operations of academic boards and senates. A recent TEQSA audit of one university returned a ‘conditional’ result due to the poor policies and processes of that university’s board. Comments made at the recent Conference of Chairs of Academic Boards and Senates, by Emeritus Professor Hilary Winchester emphasised the importance of academic governance, that is, the role of Academic Board – in universities. Noting the tripartite governance structure of Council, Academic Board and the Executive, Professor Winchester said it was vital that the roles of each body are clearly delineated and their interdependencies understood. In particular, she observed that: ‘TEQSA noted in a recent report that the most common source (81%) of adverse decisions on applications for (re) registration as a higher education provider relate to failure in corporate and academic governance structures and processes, reflecting an inability to grasp the mysteries of the governance trinity’.
- Elections for the student positions on Academic Board are currently underway. Some positions have been filled without need for an election, while other positions received more nominations than positions and elections have been held. Final results will be known shortly.
- Ms Elizabeth Capp, the incoming Head of Campus, Shepparton commenced at the University this week. Professor Baron extended a warm welcome to Ms Capp to the Academic Board.
- The following members of the Board were farewelled and thanked for their valuable contributions to the work of the Board and the broader University community:
 - Ms Susan Nalder, Head of Campus, Shepparton.
 - Professor Philip Broadbridge, member of the Board since 2009 and Chair of Admissions Committee since its inception in 2013.
 - Professor Mary Anne Noone, valued member of the Board and Chair of Coursework Committee for 2017 and 2018.
 - Professor Keith Nugent, Deputy Vice-Chancellor (Research), under whose leadership the University has seen strong growth in competitive grants

research income, a significant rise in world rankings and the creation of new ground-breaking research partnerships.

- Ms Jennifer Peasley, University Librarian and Board member.
- Student members Mohsin Khawaja, Sasha Almeida, Tharaa El Achkar, Alexandra Lloyd Leighton, Luke Hall, Natasha Romas, Michael Iroeche, Yasmeen Khurshid, Jess Grant, and Samantha Barlow.

(v) Report of the Vice-Chancellor

The Board received and **noted** circulated paper AB18/99, the Report of the Vice-Chancellor, which can be located at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2018/default.aspx?InstanceID=8>

The Deputy Vice-Chancellor (Research) spoke to the report on behalf of the Vice-Chancellor and provided a brief update on the following additional items:

- An enquiry into academic freedom of speech, led by former High Court Chief Justice Robert French;
- The recently announced funding package for regional universities research support programs is of significant concern to La Trobe. It's estimated that the University will suffer a loss of approximately \$300,000 to its \$12m research support package.

PART B – MATTERS FOR APPROVAL

508.1 Confirmation of Minutes

The minutes of the meeting held on 10 October 2018 [AB18/95(M)] were **confirmed** as a true and accurate record.

508.2 Matters Arising from the Minutes

508.2.1 Course and Subject Management Policy Suite – Communication and Implementation Plan (*minute 505.3.5 refers*)

The Academic Board received paper AB18/100 and noted the Communication and Implementation Plan for the new Course and Subject Management Policy Suite.

508.2.2 La Trobe University Staff Student Ratio (*minute 507 (v) refers*)

The Academic Board received paper AB18/101 and noted the report on Staff: Student ratios reported in the 2019 Good Universities Guide. The Executive Director Planning & Governance Mr Paul Ramage advised that while the entry in the Guide was based on a coding error that has since been rectified, further analysis is required to understand the University's comparatively high ratio, and a further report will be submitted to the Board early in 2019.

508.2.3 Support regarding English Language Requirements (*minute 505.3.1 refers*)

The Academic Board received paper AB18/102 and noted the report on the support available to meet English language requirements.

508.2.4 Reflections on the Role of the Admissions Committee (*minute 505.3.1 refers*)

The Chair Admissions Committee, Professor Philip Broadbridge, spoke to paper AB18/103, reflecting on the essential work of the Admissions Committee, particularly in an environment where direct admissions and alternative pathways are growing in importance alongside traditional VCE and ATAR admissions instruments.

508.3 Items for Approval

508.3.1 Award of Degrees and Diplomas

Academic Board received circulated report AB18/104 and **resolved to approve** the award of degrees and diplomas and higher degrees, as detailed therein.

AEGTO
GRS

508.3.2 Emeritus Professor Nominations

508.3.2.1 Professor Graham Lamb

The Academic Board received paper AB18/105 and resolved to **approve** the proposal from the College of Science Health and Engineering as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor upon Professor Graham Lamb.

508.3.2.2 Professor Edith Bavin

The Academic Board received paper AB18/106 and resolved to **approve** the proposal from the College of Science Health and Engineering as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor upon Professor Edith Bavin.

508.3.2.3 Professor Keith Nugent

The Academic Board received paper AB18/114 and resolved to **approve** the proposal from the College of Science Health and Engineering as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor upon Professor Keith Nugent.

508.3.3 Academic Promotions Policy

The Deputy Vice-Chancellor (Research) spoke to report AB18/107.

The Academic Board resolved to:

- **approve** the revised Academic Promotions Policy;
- **note** that the policy will take effect from 1 January 2019;
- **note** that the Policy Owner will be changed from the Executive Director (Human Resources) to the Deputy Vice-Chancellor (Academic); and
- **note** that the Academic Board will be listed as the approval body for this Policy.

508.4 Standing Committees of Academic Board

508.4.1 Report of Admissions Committee: 1 November 2018

The Board received report AB18/108 and noted that the Admissions Committee had considered the following items at a meeting held on 1 November 2018:

- (a) Articulation Tables from the College of Arts Social Sciences and Commerce;
- (b) Articulation Tables from the College of Science Health and Engineering.

The Academic Board **noted** the report of the Admissions Committee.

EO (AC)

508.4.2 Report of Coursework Committee: 18 October 2018

EO(CC)

The Board received report AB18/109 and noted that the Coursework Committee had considered the following items at a meeting held on 18 October 2018:

- Course submissions from the College of Science, Health and Engineering
- Course submissions from the College of Arts, Social Sciences and Commerce

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

a) Course Revisions (*Attachment A*)

College of Science, Health and Engineering

- Bachelor of Human Nutrition (HBHN)
- Bachelor of Applied Information Technology (SBAIO), Associate Degree of Applied Information Technology (SAAIO), Diploma of Applied Information Technology (SDAIO)
- Exit Only, Graduate Certificate in Nursing (Perioperative Practices) (HCNPP), Graduate Diploma in Nursing (Perioperative Practices) (HGNPP), Graduate Certificate in Nursing (Acute/Critical Care) (HCNACC), Graduate Diploma in Nursing (Acute/Critical Care) (HGNACC)
- Master of Data Science (SMDS) (continuing students)

The following revision was endorsed out of session by the Chair of Coursework Committee on 24 October 2018:

- Bachelor of Community Services (HBCSV)

The following revision was endorsed out of session via circular resolution to the Coursework Committee members on 29 October 2018:

- Bachelor of Healthcare (HBHCW, HBHCP, HBHCM, HBHCK, HBHCB)

b) Course Closures (*Attachment B*)

College of Science, Health and Engineering

- Master of Cybersecurity (Computer Science) Online (SMCYCO), Master of Cybersecurity (Law) Online (SMCYLO)

c) New Courses (*Attachment C*)

College of Arts, Social Sciences and Commerce

- Bachelor of Commerce/Bachelor of Psychological Science (LZCP)

This new course proposal was endorsed in principle at the 19 July 2018 meeting of the Coursework Committee pending endorsement of a Policy Waiver. The Policy Waiver was received and endorsed by the Education Committee on 17 October 2018.

Noting that the Coursework Committee meetings are finishing up for the year, Chair of the Committee Professor Mary Anne Noone thanked her fellow committee members for their work throughout 2018 and extended a warm welcome to incoming Chair Mr Greg Jamieson. Professor Noone thanked the committee secretariats Ms Clarissa Vinen and Ms Samantha Ashton for their support.

The Acting Chair of Academic Board Professor Paula Baron thanked Professor Noone for her contribution to the work of the Board in chairing the Coursework Committee in 2017 and 2018.

508.4.3 Report of Education Committee: 17 October 2018

The Board received report AB18/110 and noted that the Education Committee had considered the following items at a meeting held on 17 October 2018:

EO(EC)

- Coursework content notices
- Teaching Quality Task Force – Interim Report June 2018
- Update on the Conduct and Behaviours Working Group
- Update to the VET Fees, Charges, Tuition Assurance and Refunds Policy
- Request for waivers of the Credit Points and Course Structure Policy
- Request for a waiver of the Double, Combined, Dual and Joint Qualifications Policy for the Bachelor of Commerce/Bachelor Psychological Science (LZCP)
- International Student Barometer (ISB) Survey Outcomes.

The Academic Board resolved to **approve**:

- Update to the VET Fees, Charges, Tuition Assurance and Refunds Policy
- A policy waiver request to the Double, Combined, Dual and Joint Qualifications Policy for the Bachelor of Commerce/Bachelor of Psychological Science (LZCP)
- An amendment to the Terms of Reference to add the Ex Officio position of Pro Vice Chancellor (Student Success) to the membership.

508.4.4 Report of Research & Graduate Studies Committee: 25 October 2018

The Board received report AB18/111 and noted that the Education Committee had considered the following items at a meeting held on 25 October 2018:

EO(RGSC)

- Research Performance Report
- Research Centres update
- Academic Promotions Policy update
- Proposal to Establish the Biomedical and Environmental Sensor Technology (BEST) Research Centre
- Ethics Discussion
- Board of Graduate Research Update
- Animal Ethics Committee
- University Human Ethics Committee
- Research Centre Annual Reports update

The Academic Board resolved to **approve** the establishment of the Biomedical and Environmental Sensor Technology (BEST) Research Centre.

508.4.5 Standing Committees Membership

508.4.5.1 Admissions Committee	The Academic Board received paper AB18/112 and resolved to approve the nomination of Professor Suzanne Young to the Admissions Committee under the following membership category, commencing 1 January 2019: A Nominee of the Academic Board (Chair).	EO(AC)
508.4.5.2 Coursework Committee	The Academic Board received paper AB18/113 and resolved to approve the nomination of Mr Greg Jamieson to the Coursework Committee under the following membership category, commencing 1 February 2019: A Nominee of the Academic Board (Chair).	EO(CC)

PART C – MATTERS FOR INFORMATION

508.5 Matters for Information

508.5.1 University City of the Future

The Vice-President (Development) Ms Natalie MacDonald delivered a powerpoint presentation (AB18/115) outlining the University's 10 to 15 year strategic development plan for the Bundoora campus. Ms MacDonald has been working closely with the Vice-Chancellor and the State Government to drive development and articulate the University's role in the northern region. The campus is an integral component of the State Government's vision for the precinct in Melbourne's north known as the La Trobe National Employment and Innovation Cluster and will feature a Health and Wellbeing Hub, a Research and Innovation Precinct, residential areas, a commercial and cultural centre, the eco-corridor, the sports park and educational facilities for 40,000 students.

Additionally, the recently announced proposed Suburban Rail Loop includes an underground train station on the Bundoora campus.

The University is aiming to achieve a 6 star energy rating across the whole campus; the only campus in the country to have this rating. Management is also working on achieving a nett zero emissions target by 2029, a year ahead of the rest of the sector.

The Acting Chair thanked Ms MacDonald for her presentation.

508.6 Next Meeting

9.30am
Wednesday 13 February 2019
Chamber
John Scott Meeting House
Melbourne Campus

In closing, the Acting Chair expressed thanks to all members for their contributions throughout the year, and on behalf of the Board, thanked the Functions team, the secretariat and ICT for their support throughout 2018.

The meeting closed at 11.00am.