



## ACADEMIC BOARD

Minutes of the four hundred and eighty-ninth meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 10 August 2016 at 9.30am.

**Present:** Professor Christine Bigby (Chair), Professor Paula Baron (Deputy Chair), Dr Lisa Amir (*via videoconference*), Ms Emily Bariola, Professor Philip Broadbridge, Dr Naveen Chilamkurti, Dr Kerry Fitzmaurice, Ms Margarita Frederico, Dr Elspeth Frew, Mr Marcus Gheller, Professor Andy Hill, Dr David Hoxley, Professor Patrick Keyzer, Professor Betty Leask, Professor Jane Long, Professor Roger Lumley, Professor Sue Martin, Dr Bill McGuinness, Mrs Susan Nalder, Dr Deborah Neal, Dr Jodi Oakman, Dr Sue O'Keefe, Professor Chris Pakes, Ms Jennifer Peasley, Professor Robert Pike, Dr Greg Powell, Dr Luke Prendergast, Professor Wenny Rahayu, Mr Brent Richie (*via videoconference*), Professor Graham Schaffer, Professor Brian Smith, Mr Kelly Smith, Mr Robert Stephenson, Dr Gwenda Tavan, Dr Guinever Threlkeld, Dr Chris Van der Poel and Dr Peter Vitartas.

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

**In Attendance:** Dr MaryAnne Aitken, Professor Nick Bisley, Mr Matt Brett, Professor Leeanne Carey, Professor Kay Crossley, Professor Paul Fisher, Ms Robyn Harris, Professor Katie Holmes, Professor Teresa Iacono (*via videoconference*), Professor Nikki Lee, Ms Natalie MacDonald, Mr Leon Morris, Professor Meg Morris, Professor Susan Paxton and Professor Mark Rose.

### PART A – PROCEDURAL MATTERS

	ACTION
<p><b>(i) Apologies &amp; Membership</b></p> <p>The Chair welcomed Professor Nikki Lee, Executive Director, Educational Partnerships and Quality. The Chair also noted that this was the final Academic Board meeting for Professor Graham Schaffer, the inaugural Pro Vice-Chancellor of the College of Science, Health and Engineering, and thanked him for his contributions during his time at La Trobe.</p> <p>Apologies were received from the Vice-Chancellor, Professor Lynn Bosetti, Dr Buly Cardak, Professor Michael Clarke, Professor Amalia Di Iorio, Professor Tanya Fitzgerald, Dr Daniel Grant, Dr Peter Green, Professor Russell Hoye, Professor Catherine Itsiopoulos, Dr Jennifer Laing, Dr Catherine Lang, Dr Bernice Mathisen, Professor Tony McGrew, Dr Carol McKinstry, Professor Keith Nugent, Dr Bruce Pridham, Dr Miranda Rose, Dr Julie Rudner, Dr Chris Scanlon, Dr Pamela Snow, Dr Martin Steinbauer, Dr Suzanne Young and Professor Lawrie Zion.</p>	
<p><b>(ii) Approval of Agenda</b></p> <p>The Board <b>resolved to approve</b> the Agenda, as circulated.</p>	

**(iii) Outstanding Matters**

The Board received and noted report AB16/63.

**(iv) Matters Approved on Behalf of Academic Board**

The Board received, noted and ratified report AB16/64, a summary of matters which had been approved by the Chair or Deputy Chair on behalf of the Board:

- (a) Establishment of Prizes
- (i) La Trobe University Albury-Wodonga Campus: The John Richards Yarrowonga and District Undergraduate Scholarships, as detailed in Attachment A to AB16/64.
  - (ii) College of Science, Health and Engineering: Pro Vice-Chancellor's Commendation Award, as detailed in Attachment B to AB16/64.
  - (iii) Alumni and Advancement Office: La Trobe University Orphan (Relative) Visa Scholarship, as detailed in Attachment C to AB16/64.
  - (iv) College of Science, Health and Engineering: Women in Data Science Scholarship, as detailed in Attachment D to AB16/64.
  - (v) College of Science, Health and Engineering: Women in IT Scholarship, as detailed in Attachment E to AB16/64.
  - (vi) College of Science, Health and Engineering: Women in Engineering Scholarship, as detailed in Attachment F to AB16/64.
- (b) Report of Coursework Committee: 16 June 2016, as detailed in Attachment G to AB16/64:
- a) *Course Revisions*  
College of Arts, Social Sciences and Commerce
- Bachelor of Business LBB, LBBC, LBBEM, LBBHR, LBBMK, LBBS, LBBTH
  - Bachelor of Finance LBF
  - Bachelor of International Business LBIB
  - Bachelor of Commerce LBCOM
  - Bachelor of Business RBBMO
  - Master of Laws LML
  - Bachelor of Business ECBBW, RBB, RBBM, LMBBP
  - Bachelor of Politics, Philosophy and Economics BPPE
  - Master of Management (Human Resource Management) LMMHR, LMMHRO
- College of Science, Health and Engineering
- Bachelor of Science SBS
  - Bachelor of Community Services HBCS and nested award Associate Degree in Community Services
  - Bachelor of Human Services and Master of Social Work HZSK, HZSKW, HZSKB, HZSKM
  - Bachelor of Science (Wildlife and Conservation Biology) SBSWCB
  - Bachelor of Science (Wildlife and Conservation Biology) with Honours SBSWCB
- b) *Course Closures*  
College of Science, Health and Engineering
- Bachelor of Electronic Engineering (Honours) SHELE
  - Bachelor of Electronic Technology SBET
  - Bachelor of Mechatronic and Robotic Engineering (Honours) SMHRE
  - Bachelor of Computer Systems Engineering SHCSY

- Bachelor of Computer Science (Hons)/Bachelor of Electronic Engineering (Hons) SZCSEE
  - Bachelor of Civil Engineering/Bachelor of Business SZCEBB
  - Bachelor of Civil Engineering/Bachelor of Science SZCESB
  - Graduate Certificate in Occupational Therapy HCOCT
  - Graduate Certificate in Occupational Therapy Paediatrics HCPOCT
  - Master of Advanced Occupational Therapy Distance HMAOTD
  - Master of Advanced Occupational Therapy HMAOT
  - Master of Paediatric Practice HMPODB
  - Master of Statistical Science SMST
- c) *New Courses*
- College of Arts, Social Sciences and Commerce
- Bachelor of Business (Agribusiness)
- College of Science, Health and Engineering
- Master of Cybersecurity (Computer Science) SMCYC, Graduate Diploma in Cybersecurity (Computer Science) SCCYC
  - Master of Cybersecurity (Business Operation) SMCYB
  - Master of Cybersecurity (Law) SMCYL
  - Graduate Diploma in Cybersecurity SSCY
  - Graduate Certificate in Cybersecurity SGCY
- (c) Report of Coursework Committee: 16 June 2016 (Part 2), as detailed in Attachment H to AB16/64:
- a) *Course Revisions*
- College of Science, Health and Engineering
- Bachelor of Oral Health Sciences HBOHSB
- b) *New Courses*
- College of Arts, Social Sciences and Commerce
- Bachelor of Early Childhood and Primary Education
  - Bachelor of Education (Primary), Bachelor of Education (Secondary)
  - Bachelor of Educational Studies
  - Master of Teaching (Primary, Master of Teaching (Secondary)
  - Bachelor of Technology Education

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

The Board received and noted circulated paper AB16/65, the Report of the Vice-Chancellor, which can be located at the following link: <https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2016/Paper/5/65-VCsReport-August2016.pdf>. The *Acting* Vice-Chancellor spoke to the report and reported the following additional items:

- *Federal Election*: it was noted that the Coalition had lost three Senate seats and Labor had gained one.
- *Higher Education Reform*: the Government appears to be moving forward with their consultation paper, *Driving Innovation, Fairness and Excellence in Australian Higher Education*. The La Trobe submission can be accessed on the University's website: [http://www.latrobe.edu.au/\\_data/assets/pdf\\_file/0010/738316/Driving-Innovation-Fairness-and-Excellence-in-Australian-Higher-Education.pdf](http://www.latrobe.edu.au/_data/assets/pdf_file/0010/738316/Driving-Innovation-Fairness-and-Excellence-in-Australian-Higher-Education.pdf).

**Discussion:**

In response to a query regarding whether there were plans in place to cushion the effects of likely funding cuts, it was noted that the latest cycle of budget planning is currently underway and this is being done with assumptions made about future funding. It was also noted that this has been an uncertain situation for the last 2-3 years and continues to be so.

**PART B – MATTERS FOR APPROVAL**

**489.1 Confirmation of Minutes**

The minutes of the meeting held on 8 June 2016 [AB16/61(M)] were confirmed.

**489.2 Items for Approval not requiring discussion**

**489.2.1 Award of Degrees and Diplomas**

The Board received circulated report AB16/66 and **resolved to approve** the conferring of awards *in absentia* and award of higher degrees as detailed therein.

AEGTO  
GRS

**489.2.2 Establishment of Prizes**

The Board **resolved to approve** the establishment of the following scholarship:  
(a) College of Science, Health and Engineering: The McGrath Foundation/La Trobe University Masters Scholarships, as detailed in report AB16/67.

MgrUE  
T Noone  
AAO  
GenMgrs

**489.3 Standing Committees of Academic Board**

**489.3.1 Report of Admissions Committee: 23 June 2016**

The Board **received and noted** AB16/68, the report of the Admissions Committee from a meeting held on 23 June 2016. The following items were considered:

- (a) Articulation Tables.
- (b) Certificate IV Courses
- (c) The role of the Admissions Committee.
- (d) English Language Entry Requirements.
- (e) Expansion of the Aspire Admissions Program to Mature Age Students: Application and Offer Process.

EO(AC)

The Board also **noted** that the following Articulation Tables were approved by the Admissions Committee:

**College of Science, Health and Engineering:**

*La Trobe Melbourne*

- Diploma of Information Technology/Bachelor of Information Technology and Bachelor of Business Information Systems
- Diploma of Health Sciences/Bachelor of Nursing (pre-registration)
- Diploma of Engineering/Bachelor of Engineering (Honours)

- Diploma of Engineering/Bachelor of Science  
*Goulburn Ovens Institute*
  - Diploma of Community Services/Bachelor of Human Services and Master of Social Work  
*Institute of Health and Nursing Australia*
  - Diploma of Nursing (Enrolled-Division 2 Nursing)/Bachelor of Nursing (Enrolled Nurse) and Bachelor of Nursing (pre-registration)  
*Bendigo Kangan Institute*
  - Diploma of Information Technology Networking/Bachelor of Information Technology
  - Certificate IV in Computer Systems Technology/Bachelor of Information Technology  
*Box Hill Institute*
  - Diploma of Nursing (Enrolled-Division 2 Nursing)/Bachelor of Nursing (Enrolled Nurse) and Bachelor of Nursing (pre-registration)  
*Sunraysia Institute of TAFE*
  - Diploma of Information Technology Networking/Bachelor of Information Technology
- College of Arts, Social Sciences and Commerce**
- Bendigo Kangan Institute*
- Certificate IV in Leadership Management/Bachelor of Business/Bachelor of Business (Accounting)
  - Diploma of Leadership and Management/Bachelor of Business/Bachelor of Business (Accounting) – Bendigo Campus
  - Diploma of Leadership and Management/Bachelor of Business/Bachelor of Business (Accounting) – Melbourne Campus
  - Advanced Diploma of Leadership and Management/Bachelor of Business/Bachelor of Business (Accounting) – Melbourne Campus
- Goulburn Ovens Institute*
- Diploma of Accounting/Bachelor of Business/Bachelor of Business (Accounting)
- Melbourne Polytechnic*
- Diploma of Human Resource Management/Bachelor of Business/Bachelor of Business (Accounting)
  - Diploma of Marketing/Bachelor of Business/Bachelor of Business (Accounting)
  - Advanced Diploma of Marketing/Bachelor of Business/Bachelor of Business (Accounting)
  - Diploma of International Business/Bachelor of Business/Bachelor of Business (Accounting)
  - Diploma of Accounting/Bachelor of Business/Bachelor of Business (Accounting)
  - Diploma of Business/Bachelor of Business/Bachelor of Business (Accounting)
- Sunraysia Institute of TAFE*
- Advanced Diploma of Hospitality/Bachelor of Business/Bachelor of Business (Accounting)

- Advanced Diploma of Leadership and Management/Bachelor of Business/Bachelor of Business (Accounting)
- Diploma of Leadership and Management/Bachelor of Business/Bachelor of Business (Accounting)
- Diploma of Financial Planning/Bachelor of Business/Bachelor of Business (Accounting)

#### **489.3.2 Report of Coursework Committee: 16 June 2016**

The Board **received** and **noted** AB16/69, the report of the Coursework Committee from a meeting held on 16 June 2016. The following items were considered:

- (a) Chair's Report.
- (b) Matters Arising from the Minutes.
- (c) Course Submissions from the Colleges of ASSC and SHE.
- (d) Update on Coursework Committee Action Plan 2016.

The Board **resolved to approve**:

- (i) the Course Review Reports and Action Plans, as detailed in Attachment One to AB16/69, for the:
  - Mathematics Major; Statistics Major; and Mathematics and Statistics Major; and
  - Physics Major in Bachelor of Science (SBS), Bachelor of Nanotechnology/Bachelor of Science (SZNS), Bachelor of Science (Honours)/Master of Nanotechnology (SZHSN), Master of Science in Physical Sciences (PSMSC) and Master of Nanotechnology.
- (ii) the introduction of the new double degree Bachelor of Commerce/Bachelor of Health Science, as detailed in Attachment Two to AB16/69.

EO(CC)  
GenMgrs  
DD SAdmin  
APVC(CW)

#### **489.3.3 Report of Coursework Committee: 21 July 2016**

The Board **received** and **noted** AB16/70, the report of the Coursework Committee from a meeting held on 21 July 2016. The following items were considered:

- (a) Chair's Report.
- (b) Matters Arising from the Minutes.
- (c) Course Submissions from the Colleges of ASSC and SHE.
- (d) Revisions to the Qualifications Issuance Policy and Procedure.
- (e) Revisions the Course Lifecycle – External Accreditation Procedures.
- (f) Update on Review of the Course Lifecycle policy suite.

The Board **resolved to approve** the following course submissions, as detailed in Attachment 1 to AB16/70:

(a) *Course Revisions*

College of Arts, Social Sciences and Commerce

- Bachelor of Early Childhood and Primary Education
- Bachelor of Education (Primary), Bachelor of Education (Secondary)
- Master of Teaching (Primary), Master of Teaching (Secondary)
- Bachelor of Technology Education
- Bachelor of Business LMBBSY
- Master of Communication (Journalism Innovation) AMCJI
- Master of Communication (Public Relations) AMCPR

College of Science, Health and Engineering

EO(CC)  
GenMgrs  
DD SAdmin  
APVC(CW)

- Bachelor of Science/Bachelor of Science SZSS
- Bachelor of Health Sciences HBHS, Bachelor of Health Sciences/Bachelor of Business HZHSB, Bachelor of Health Sciences/Bachelor of International Development HZHSID
- Master of Mental Health Nursing HMMN
- Master of Mental Health HMMH
- Graduate Diploma in Information Technology SGIT
- Bachelor of Health Nutrition HBHN
- Bachelor of Science SBS

(b) *Course Closures*

College of Science, Health and Engineering

- Graduate Certificate in Web Technology RCWT
- Graduate Diploma in Web Technology RGWT

(c) *New Courses*

College of Arts, Social Sciences and Commerce

- Bachelor of Physical, Health and Outdoor Education

The Board also **resolved** to **approve** the revisions to the Qualifications Issuance Policy and the Qualifications Issuance Procedure, as detailed in Attachment Two to AB16/70.

EO(CC)  
Policy Adv

#### 489.3.4 Report of Education Committee: 27 July 2016

The Board received report AB16/71 and noted that the Education Committee had considered the following items at a meeting held on 27 July 2016:

- Chair's Report.
- Revisions to the Student Feedback on Subjects Policy and Procedures.
- Progress report on Online Subject Development.
- Policy waiver for the Bachelor of Commerce/Bachelor of Health Sciences.
- Report on Teaching Quality Projects.
- Progress report on development of new Procedures – Chief Examiners Meetings.
- Report from the College of SHE on Mapping the Graduate Capabilities and Essentials.

The Board **resolved** to **approve** the revisions to the Student Feedback on Subjects Policy; Student Feedback on Subjects – Administration Procedures; and the Student Feedback on Subjects – Publication Procedures, as detailed in Attachment One to AB16/71.

EO(EC)  
PolicyAdv

The Board also **resolved** to **endorse** a policy waiver for the double degree Bachelor of Commerce/Bachelor of Health Sciences, as detailed in Attachment Two to AB16/71.

EO(EC)

A number of matters were raised regarding the issue of student feedback on subjects. These are listed below:

- The introduction of online feedback has resulted in low completion rates, making the data less robust – the University should be careful how the data is used. It was noted that non-completion was also an issue with paper-based surveys.
- PIPU are working at improving response rates.
- It was suggested that staff needed to take action and responsibility for student response rates and addressing issues regarding the quality of the student learning experience.

- Suggested key ways to improve response rates:
  - Advise students what has been done as a result of their feedback.
  - Take action early.
- Data provided should be easier to read. It was noted that PIPU are constantly improving data and the presentation of data.
- Theme identification software was suggested. It was noted that new software was being piloted by PIPU in the Second Semester.

The Executive Director, Planning and Governance, agreed to provide a full report to Academic Board regarding what PIPU, in conjunction with the Colleges, are doing in this space.

ED(P&G)

It was also suggested that a Discussion Panel regarding the Digital Learning Strategy, including representatives from LTLT and ICT, be held at a future meeting.

PVC(L&T)

#### **489.3.5 Report of Research and Graduate Studies Committee: 17 June 2016**

The Board received report AB16/72 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 17 June 2016:

- (a) Engagement and Impact Assessment Consultation Paper – La Trobe Submission.
- (b) Medical Research Future Fund Briefing.
- (c) Block Grant Submission.
- (d) SAGE Update
- (e) Sub-Committee Reports
  - Animal Ethics Committee: 10 March 2016 & 14 April 2016
  - Board of Graduate Research: 25 May 2016.

The Board **resolved to approve**:

- (i) the re-establishment of the following Higher Doctorate Courses, as detailed in Attachment A to AB16/72:
  - Doctor of Letters; and
  - Doctor of Laws
- (ii) the establishment of a La Trobe India Graduate Research Scholarship, as detailed in Attachment B to AB16/72.

EO(RGSC)  
DeanGS

EO(RGSC)  
DeanGS  
T Noone

#### **489.4 Other Matters**

##### **489.4.1 Emeritus Professor Nominations**

###### ***Professor Gregory Murphy***

The Board received report AB16/73 and **resolved to approve** the proposal from the Head, School of Psychology and Public Health, as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor on Professor Gregory Murphy.

EO



**Professor John Devlin**

The Board received report AB16/74 and **resolved to approve** the proposal from the Head, School of Engineering and Mathematical Sciences, as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor on Professor John Devlin.

EO

**Professor Margot Schofield**

The Board received report AB16/75 and **resolved to approve** the proposal from the Head, School of Psychology and Public Health, as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor on Professor Margot Schofield.

EO

**PART C – MATTERS FOR INFORMATION**

**489.5 Matters for Information**

**489.5.1 Report of the Academic Promotions Committee: June 2016**

The Board received the Report of the Academic Promotions Committee: June 2016 and noted that the persons named therein had been promoted, as detailed in report AB16/76.

EO(APC)

**PART D – DISCUSSION**

**489.6 Discussion: The Role of Academic Board – Part 2**

*Panel Members:*

- Professor Christine Bigby, Chair, Academic Board
- Professor Jane Long, Senior Deputy Vice-Chancellor
- Professor Paul Fisher, Physiology, Anatomy and Microbiology
- Professor Nick Bisley, Executive Director, La Trobe Asia

The Chair provided a brief recap of the discussion that was held at the June meeting, outlining the Academic Board and its sub-committee structures.

Professor Long provided a historical view of Academic Boards where collegiality, educational quality and research integrity were seen to be their responsibility. Professor Long suggested that the basis of effective participation was for Board members to ensure they are well informed. An expanded membership – where all Professors are full members – was suggested as a possible improvement, with clarification of the roles and functions of the Academic Board.

Professor Fisher talked of the change that had occurred during his 31 years at La Trobe, whereby the power was originally held within the disciplines and their heads. 2 decades of change and centralisation had left the professoriate feeling disengaged with the leadership of the University. Organisational structure was seen to be an issue, with a low number of professors in managerial roles and academics having less administrative support. The perceived problem of professorial disengagement is but a symptom of a broader problem.

Professor Bisley provided a recap of his part of the discussion from the June meeting suggesting that there were a number of options available to revitalise the Board and engage academic staff.

**Discussion:**

- It was noted that an options paper regarding the role of Academic Board at La Trobe University would be drafted and provided to the Board for review, prior to being provided to Council.
- Academic Board's role could be capturing ideas, thoughts and making recommendations to other bodies within the University.
- Expanding the membership to assist with the issue of disengagement of Level B academics.
- Elected student members inability to sit on sub-committees due to a disconnect between the elected students on Academic Board and the Student Union who is responsible for nominating students to Academic Board sub-committees.
- Professors lack of leadership roles at the University. It was noted that the University has on occasion offered leadership opportunities to professors which have then been refused.
- Academic Board does not reflect best Board practice in the corporate world.
- House of ideas/debates. Important governance structures. People need to feel safe to express their views.
- Work is done by the Sub-Committees and reported up to the Board – challenges for the Sub-Committees.
- A feeling that Academic Boards have turned into compliance bodies.
- Disciplines have been rendered invisible.
- Stakeholders should be clearly identified. There should be greater transparency regarding the work of the sub-committees. Great value in the panel discussions.
- Really robust debate occurs at the University of Melbourne Academic Board meetings – how do we create that type of culture?
- Important to ensure there are academics on the sub-committees. Review sub-committee composition.

The meeting closed at 11.00am.

**489.7 Next Meeting**

9.30am  
Wednesday 14 September 2016  
Council Chamber  
John Scott Meeting House  
Melbourne Campus

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

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