



Minutes of the five hundred and sixth meeting of the Academic Board held in the Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 12 September 2018 at 9.30am.

**Present:** Professor Christine Bigby (Chair), Professor Paula Baron (Deputy Chair), Dr Sarah Anderson, Dr Julie Andrews, Ms Kate Ashman (*via videoconference*), Dr Josie Barbaro, Dr Ishaq Bhatti, Professor Nick Bisley, Professor Lynn Bosetti, Dr Narelle Brack, Professor Philip Broadbridge, Ms Donna Burnett, Dr Edgar Burns, Dr Buly Cardak, Dr Jake Chandler, Professor Mike Clarke, Dr Geoff Dickson, Professor Amalia Di Iorio, Dr Elly Djouma, Professor Grant Drummond, Dr Jason Dutton, Professor Christopher Fisher, Professor Margarita Frederico, Dr Peter Green, Professor Jane Hamilton, Professor Rachel Huxley, Professor Catherine Itsiopoulos, Mr Greg Jamieson, Dr Jennifer Jones (*via videoconference*), Professor Fiona Kelly, Dr Sejal Kendal, Professor Stephen Kent, Mr Mohsin Khawaja, Ms Spomenka Krizmanic, Professor Kerri-Lee Krause, Professor Nicki Lee, Professor Sandra Leggat (*via videoconference*), Professor Birgit Loch, Professor Chris Mackie, Dr Kate Mai, Dr Clare McCausland, Dr Silvia McCormack, Professor Lisa McKenna, Ms Nicole Melitsis, Ms Susan Nalder, Dr Deborah Neal, Professor Mary Anne Noone, Dr Sue O'Keefe, Professor Chris Pakes, Professor Simon Pervan, Professor Robert Pike, Dr Greg Powell, Professor Joanna Poyago-Theotoky, Ms Natasha Romas (*via videoconference*), Professor Miranda Rose, Professor Mahsood Shah, Dr Evelien Spelten, Dr Keir Strickland, Dr Rwth Stuckey, Professor Gillian Sullivan Mort, Dr Gwenda Tavan, Dr Colleen Thomas, Dr Guinever Threlkeld, Professor Jessica Vanderlelie, Dr Suzane Vassallo, Dr Terrie Waddell, Professor Anne Wallace, Dr Mary Whiteside, Dr David Wilson, Professor Rob Wilson, Mr David Wishart, Ms Andrea Young, Professor Suzanne Young, Professor Lawrie Zion.

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

**In Attendance:** Dr MaryAnne Aitken, Ms Georgia Atkin-Smith, Mr Matt Brett, Ms Gabrielle Bright, Ms Robyn Harris, Mr Fotios Lampropoulos, Ms Natalie MacDonald, Mr Leon Morris, Mr Simon Phillips

**Welcome to Country** Professor Christine Bigby delivered an 'Acknowledgement to 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. Professor Bigby 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.

## PART A – PROCEDURAL MATTERS

### (i) Apologies & Membership

Apologies were received from Joanna Barbousas, Pauleen Bennett, Irene Blackberry, Nick Bond, Kevin Brianton, Kay Crossley, Phil Dolan, Nicole El-Haber, Matthias Ernst, Simon Evans, Tracy Fortune, Warwick Frost, Anthony Gendall, Nellie Green, Mark Gussy, Emma Henderson, Andrew Hill, Katie Holmes, Russell Hoye, Patrick Humbert, Helen Irving, Petko Kalev, Pam Kappelides, Patrick Keyzer, Prem Kurup, Susan Martin, Robyn Murphy, Sue Nalder, Matthew Nicholson, Keith Nugent, Jodi Oakman, Jennifer Oates, Jennifer Peasley, Luke Prendergast, Wenny Rahayu, Brian Smith, Pamela Snow, Richard Speed, Mira Stammers, Robert Stephenson, Vijaya Sundararjan, Maarten van den Buuse and David Winkler.

### ACTION

(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 AB18/70.

(iv) **Report of the Chair**

The Chair provided a brief verbal update on the following items:

- (a) The Chair welcomed Professor Simon Evans, the new Pro Vice-Chancellor, College of Arts, Social Sciences and Commerce.
- (b) The Chair welcomed Professor Mahsood Shah, the new Associate Pro Vice-Chancellor (Coursework), College of Arts, Social Sciences and Commerce.

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

The Board received and **noted** circulated paper AB18/71, the Report of the Vice-Chancellor, which can be located at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2018/Document%20Library2/6/AB18-71%20VC's%20Report%20September%202018.pdf>.

The Vice-Chancellor spoke to the report and provided a brief update on the following additional items:

- Professor Keith Nugent, Deputy Vice-Chancellor (Research), has resigned to take up the role of Deputy Vice-Chancellor (Research and Innovation) at Australian National University. Keith was acknowledged for making an enormous contribution to La Trobe and leading strong growth in the research area.
- Matt Brett, Acting Director, PIPU was also leaving the University for opportunities elsewhere. Matt was acknowledged for his wide-ranging knowledge of equity and higher education policy.
- The State Government has made a significant infrastructure announcement regarding the Suburban Rail Loop which will operate through all the major University campuses, including La Trobe.
- The Vice-Chancellor welcomed Professor Mahsood Shah, the new Associate Pro Vice-Chancellor (Coursework), College of Arts, Social Sciences and Commerce.

VC

## PART B – MATTERS FOR APPROVAL

### 506.1 Confirmation of Minutes

The minutes of the meeting held on 8 August 2018 [AB18/68(M)] were **confirmed** as a true and accurate record.

### 506.2 Items for Approval

#### 506.2.1 Award of Degrees and Diplomas

Academic Board received circulated report AB18/72 and addendum AB18/72a and **resolved** to **approve** the award of degrees and diplomas and higher degrees, as detailed therein.

AEGTO  
GRS

#### 506.2.2 Emeritus Professor Nomination: Sue Thomas

Academic Board **resolved** to **approve** the proposal from the Head of the School of Humanities and Social Sciences, as endorsed by the Vice-Chancellor, to confer the title of Emeritus Professor on Professor Sue Thomas, as detailed in AB18/73. EO  
OVC

### 506.2.3 Award of Honorary Degrees

**506.2.3.1 Anthony Ellwood**  
Academic Board **resolved** to **approve** the award of an honorary degree (DLitt) to Mr Anthony (Tony) D Ellwood AM, as referred by the Vice-Chancellor and detailed in AB18/74. OVC  
AAO

**506.2.3.2 Kon Karapanagiotidis**  
Academic Board **resolved** to **approve** the award of an honorary degree (LLD) to Mr Kon Karapanagiotidis OAM, as referred by the Vice-Chancellor and detailed in AB18/75. OVC  
AAO

**506.2.3.3 Craig Purdam**  
Academic Board **resolved** to **approve** the award of an honorary degree (DSc) to Professor Craig Purdam, as referred by the Vice-Chancellor and detailed in AB18/76. OVC  
AAO

### 506.2.4 2019 Academic Board Meeting Dates

Academic Board **resolved** to **approve** the meeting dates for 2019, as detailed in AB18/77: EO

Meetings of the Academic Board in 2019 will be held at 9.30am on the following dates, all of which fall on a Wednesday:

13 February	14 August
13 March	11 September
8 May	9 October
12 June	13 November

## 506.3 Standing Committees of Academic Board

### 506.3.1 Report of Coursework Committee: 16 August 2018

The Board received report AB18/78 and noted that the Coursework Committee had considered the following items at a meeting held on 16 August 2018: EO(CC)

- (a) Course submissions from the College of Science, Health and Engineering
- (b) Course submissions from the College of Arts, Social Sciences and Commerce
- (c) Academic Course Review Panel Report and Action Plan for the College of Science, Health and Engineering

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

- a) New Courses, as detailed in Attachment A to AB18/78 EO(CC)  
GenMgr  
DD SAdmin  
APVC(CW)
  - College of Arts, Social Sciences and Commerce
    - Master of Law and Entrepreneurship (LLME), **subject to** revision of the course description and the course not being marketed as a pathway to the PhD, noting that the criteria for PhD articulation principles are currently being reviewed.
- b) Course Revisions, as detailed in Attachment B to AB18/78

College of Arts, Social Sciences and Commerce

- Bachelor of Business Hanoi (LBBH)
- Diploma of Business Hanoi (LDBH)
- Bachelor of Business Montpellier (RBBMO)
- Diploma of Business Sichuan (LDBSC)
- Bachelor of Commerce/Bachelor of Science (LZCOMS)
- Bachelor of Creative Arts Honours (AHCA, AHCAB)
- Bachelor of Arts Honours (AHA)
- Master of International Business (LMIBSY)
- Master of Management (Entrepreneurship and Innovation) (LMEISY)
- Event Management Minor within the following courses:
  - o Bachelor of International Business (LBIB)
  - o Bachelor of Finance (LBF)
  - o Bachelor of Accounting (LBC)
  - o Bachelor of Commerce (LBCOM)
  - o Bachelor of Business (LBB)
  - o Bachelor of Business (Agribusiness) (LBBAB)
  - o Bachelor of Business (Accounting) (LBBC)
  - o Bachelor of Business (Human Resource Management) (LBBHR)
  - o Bachelor of Business (Marketing) (LBBMK)
  - o Bachelor of Business (Sport Management) (LBBS)
  - o Bachelor of Business (Tourism & Hospitality) (LBBTH)
- Human Resources Management Minor within the following courses:
  - o Bachelor of International Business (LBIB, LBIBSY)
  - o Bachelor of Finance (LBF)
  - o Bachelor of Accounting (LBC, LBCSY)
  - o Bachelor Commerce (LBCOM)
  - o Bachelor of Business (LBB, LMBBSY)
  - o Bachelor of Business (Agribusiness) (LBBAB)
  - o Bachelor of Business (Accounting) (LBBC)
  - o Bachelor of Business (Tourism & Hospitality) (LBBTH)
  - o Bachelor of Business (Marketing) (LBBMK)
  - o Bachelor of Business (Sport Management) (LBBS)
  - o Bachelor of Business (Event Management) (LBBEM)
- International Business Minor within the following courses:
  - o Bachelor of Business (LBB)
  - o Bachelor of Business (Agribusiness) (LBBAB)
  - o Bachelor of Business (Accounting) (LBBC)
  - o Bachelor of Business (Human Resource Management) (LBBHR)
  - o Bachelor of Business (Marketing) (LBBMK)
  - o Bachelor of Business (Sport Management) (LBBS)
  - o Bachelor of Business (Event Management) (LBBEM)
  - o Bachelor of Business (Tourism & Hospitality) (LBBTH)

College of Science, Health and Engineering

- Bachelor of Food and Nutrition (HBFN)
- Bachelor of Oral Health Science (HBOHSB)
- Graduate Diploma in Gerontology (HGG, HGGD), Graduate Certificate in Gerontology (HCG, HCGDE)
- Master of Biotechnology Management (SMBM)
- Master of Data Science (SMDS)
- Master of Health Information Management (MHIM)

- Master of Art Therapy (HMART), Graduate Certificate in Art Therapy (HCART)
  - Bachelor of Science Singapore (SBSSI)
- c) Course Suspensions, as detailed in Attachment C to AB18/78  
College of Arts, Social Sciences and Commerce
- Master of Business Administration Hanoi (LMMBAH), Graduate Certificate in Business Administration Hanoi (LCBAH), Graduate Diploma in Business Administration Hanoi (LGBAH)
  - Master of Management (Corporate Governance and Risk) (LMCGR)
- d) Course Closures, as detailed in Attachment D to AB18/78  
College of Arts, Social Sciences and Commerce
- Bachelor of Educational Studies (EBES, EBESB, EBESM)
  - Diploma of Mass Media and Communications (ADMMMC)
  - Graduate Certificate in Engineering Management (LCEM)
  - Bachelor of Social Sciences with Honours (AHSS)
- College of Science, Health and Engineering
- Bachelor of Medicinal Chemistry with Honours (SHMC)

Academic Board also **resolved** to **approve** the Academic Course Review Panel Report and Action Plan, as detailed in Attachment E to AB18/78:

College of Science, Health and Engineering

- Graduate Certificate in Occupational Health Safety and Ergonomics (HCOSED), Master of Ergonomics, Safety and Health (HMERGD)

#### 506.3.2 Report of Education Committee: 15 August 2018

The Board received report AB18/79 and noted that the Education Committee had considered the following items at a meeting held on 15 August 2018:

- (a) Reports on Semester 1 Student Feedback on Subjects (SFS)
- (b) Streamlining Centralised Exams – Strategic Enhancements
- (c) English Language Entry Requirements Policy Update
- (d) Student Complaints Annual Report for 2017
- (e) Course Monitoring and Review Program
- (f) Academic Quality Committee Report
- (g) Teaching Quality Taskforce – Interim Report June 2018

Academic Board **resolved** to **approve**:

- (a) a proposal for Streamlining Centralised Exams – Strategic Enhancements, as detailed in Attachment A to AB18/79, and comprising:
  - introducing 3 exams per day, commencing with a pilot in Summer 2019.
  - introducing a Supplementary/Special Exam period for Summer subjects from 2019.
  - conducting a feasibility study and developing a business case for holding exams for some or all exam periods at an offsite location.

It was noted that this was a pilot program and issues raised regarding equity and access, third party arrangements and potential regional issues would be taken into account. Any further issues should be raised directly with Fotios Lampropoulos, Director, Student Administration. It was further noted that the results of the pilot would be returned to Academic Board via the Education Committee.

- (b) the updated English Language Entry Requirements Policy, as detailed in Attachment B to AB18/79.

EO(EC)

EO(EC)  
ED(SS&A)

Policy Adv  
PVC(I)

**506.3.3 Report of Research and Graduate Studies Committee: 23 August 2018**

The Board received report AB18/80 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 23 August 2018:

EO(RGSC)

- (a) Research Performance Report
- (b) Research Centres Update
- (c) Disestablishment of the Centre for Water Policy and Management
- (d) ARWU Rankings
- (e) Agriculture Victoria Report on La Trobe's Scientific Procedures Premise Licence 20343
- (f) Research Centre Annual Reports
- (g) Board of Graduate Research Report
- (h) La Trobe Institutional Biosafety Committee
- (i) Animal Ethics Committee
- (j) University Human Ethics Committee
- (k) Ethics Committee

Academic Board **resolved to approve** the formal closure of the Centre for Water Policy and Management, as detailed in Attachment 1 to AB18/80.

**506.3.4 Academic Board Policy Committee Membership – Admissions Committee**

Academic Board received report AB18/81 and **resolved to approve** the nomination of Professor Rachel Huxley to the Admissions Committee under the following membership category:

EO(AC)

- C Four members of academic staff with expertise in admissions – two from each College, nominated by Academic Board.

**PART C – MATTERS FOR INFORMATION**

**506.4 Matters for Information**

**506.4.1 Academic Promotions Committee: 8 August 2018**

The Board received the Report of the Academic Promotions Committee from a meeting held on 8 August 2018 and noted that the persons named therein had been promoted, as detailed in report AB18/82.

**506.6 DISCUSSION PANEL ON UNIVERSITY STRATEGIC PLANS**

**La Trobe Research Plan 2018-2022 (AB18/83)**

**DVCA Draft Portfolio Plans 2018-2022: 2018-2022 La Trobe Learning and Teaching Plan & 2018-2022 Student Success and Retention Plan (AB18/84)**

Panel members:

- Professor Chris Pakes, *Acting* Deputy Vice-Chancellor (Research)
- Professor Paula Baron, Pro Vice-Chancellor (Learning Quality & Innovation)
- Dr Suzane Vassallo, elected academic staff member
- Ms Natasha Romas, President, Bendigo Student Association

Professor Chris Pakes provided an overview of the draft La Trobe Research Plan 2018-2022, outlining the four pillars of the plan, the key subsidiary and implementation plans, future growth and underlying operations. His presentation slides can be accessed at the following link:

[https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2018/Useful%20resources/6/Research%20Plan\\_AB-FINAL.pdf](https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2018/Useful%20resources/6/Research%20Plan_AB-FINAL.pdf). Chris further noted that while huge improvements had been made in the research portfolio, further improvements in research could be difficult and costly. He also spoke about the importance of equity and indigenous research and the aim of increasing international collaborations.

Professor Paula Baron provided an overview of the draft Learning and Teaching Plan and the draft Student Success and Retention Plan, during which she spoke about the planning framework, design, consultation feedback and the next steps. The Learning and Teaching Plan will be the 'go to' plan for staff, and the Student Success and Retention Plan will provide a strong reference point. The Learning and Teaching Plan cascades down from the LTU Strategic Plan and outstanding student experience is at its core. There is a strong commitment to partnering with students and lifelong student learning. The Teaching Excellence Principles articulate La Trobe's expectations of teaching excellence and are provided in a supporting document.

Ms Natasha Romas, President, Bendigo Student Association, provided her views on the Student Success and Retention Plan. Aspects Natasha strongly supported were: one campus, many communities; 'Career Ready'; communications across the Colleges; and the importance of collaboration with students. Students will feel more involved by being able to provide feedback. Streamlining of processes was suggested – students being able to access information without having to make multiple contacts would have positive outcomes. There should be a focus on high quality for students across all campuses and courses and a greater emphasis on supporting staff to provide a high quality experience. There should also be a greater emphasis on internal marketing to existing students and ensuring they stay. Innovation should not be only Bundoora-centric.

Dr Suzane Vassallo focused on the Learning and Teaching Plan. Suzane's presentation slides can be accessed at the following link:  
<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2018/Useful%20resources/6/Academic%20Board-SV.pdf>. Suzane noted that teaching and learning is currently a complex space, and staff should be supported through appropriate professional development to provide pastoral care for students, especially with respect to their cultural needs. Executive education and microcredentialing were seen as positives. Teaching and research did not appear to have equal emphasis in the La Trobe Strategic Plan's diagram and the need to improve mechanisms around new course development so that efficiency was achieved was highlighted.

**Discussion:**

During discussion of the draft DVC Portfolio Plans, several questions and issues were raised that will inform the finalisation of the Plans:

- It was noted that there needed to be some awareness of the potential administrative burden during operationalisation of the plans – try to keep it simple.
- In response to a query regarding the Research Plan and how the University planned to retain and recruit staff, it was noted that there is also a HR Plan which has elements which support recruitment. It was also noted that future leaders were needed on regional campuses to drive research.
- It was noted that there were many more mechanisms in place to support staff than there had been in the past.

- The considerable investment in high quality researchers by the Go8 was of concern.
- The innovation message needs to be defined – there needs to be a conversation about what ‘innovation’ means.
- Members requested that the implementation plans be clear about what is sought to be achieved; what work is involved; and who is expected to do that work.
- In response, it was noted that there will be clear accountabilities.
- Suggested that students should be incentivized and recognized for their leadership and involvement in University governance.
- The University should encourage the broadening of the cultural diversity of their staff. It was noted that we have done a lot of work in relation to gender equity, but more work was required in relation to cultural equity.
- In response to a criticism that launching new subjects/courses can be overly bureaucratic and time consuming, stifling innovation, it was noted that the University needs to have checks and balances in place to ensure quality is achieved.
- Lack of ‘teaching’ on the LTU Strategic Planning diagram was seen to be an issue.
- In response, it was noted that students are at the centre of the diagram.
- The Learning and Teaching Plan focuses on learning and teaching excellence and the student experience.

The Chair and Board congratulated Dr MaryAnne Aitken, Executive Director, Research Office, who was awarded the Research Master Award for Excellence in Research Management.

Academic Board **resolved to endorse:**

- (a) the draft La Trobe Research Plan, as detailed in AB18/83
- (b) the following DVCA Draft Portfolio Plans 2018-2022, as detailed in AB18/84:
  - 2018-2022 La Trobe Learning and Teaching Plan
  - 2018-2022 Student Success and Retention Plan

#### 506.5 Next Meeting

9.30am  
Wednesday 10 October 2018  
Chamber  
John Scott Meeting House  
Melbourne Campus

The meeting closed at 11.00am.

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

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