



ACADEMIC BOARD

Minutes of the five hundred and fourth meeting of the Academic Board held in the Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 13 June 2018 at 9.30am.

Present: Professor Christine Bigby (Chair), Professor Paula Baron (Deputy Chair), Dr Brian Abbey, Dr Sarah Anderson, Dr Julie Andrews, Dr Josie Barbaro, Dr Joanna Barbousas, Dr Pauleen Bennett (*via video conference*), Dr Ishaq Bhatti, Professor Nick Bisley, Professor Irene Blackberry (*via video conference*), Professor Lynn Bosetti, Dr Narelle Brack, Mr Kevin Brianton, Ms Donna Burnett, Dr Edgar Burns (*via videoconference*), Professor Mike Clarke, Ms SarahCox, Dr Elly Djouma, Professor Grant Drummond, Dr Jason Dutton, Dr Tracy Fortune, Dr Warwick Frost, Dr Anthony Gendall, Dr Deborah Gleeson, Ms Nellie Green, Dr Peter Green, Professor Jane Hamilton, Dr Emma Henderson, Professor Andrew Hill, Professor Katie Holmes, Professor Rachel Huxley, Mr Michael Iroche, Professor Helen Irving, Professor Catherine Itsiopoulos, Ms Pam Kappelides, Dr Sejal Kendal, Professor Amanda Kenny (*via videoconference*), Mr Mohsin Khawaja, Ms Julie Kiroloch, Ms Spomenka Krizmanic, Professor Kerri-Lee Krause, Professor Emmanuel Kuntsche, Professor Helen Lee, Professor Nicki Lee, Professor Christopher Mackie, Ms Virginia Mansel Lees (*via video conference*), Dr Dona Martin, Dr Clare McCausland, Professor Susan McDonald, Professor Lisa McKenna, Dr Deborah Neal, Professor Mary Anne Noone, Professor Keith Nugent, Professor Jennifer Oates, Mr Matthew Oates, Mr Simon O'Mallon (*via video conference*), Professor Chris Pakes, Ms Jennifer Peasley, Professor Robert Pike, Dr Luke Prendergast, Dr Tania Romano, Professor Brian Smith, Mr Kelly Smith, Dr Evelien Spelten, Dr Rwth Stuckey, Professor Gillian Sullivan Mort, Dr Colleen Thomas, Professor Jessica Vanderlelie, Dr Suzane Vassallo, Professor James Walker, Professor Anne Wallace, Dr David Wilson, Professor Rob Wilson, Mr David Wishart, Ms Andrea Young, Professor Lawrie Zion.

Secretariat: Susan Rees-Osborne, Senior Executive Officer, Governance and Policy Services.

In Attendance: Dr Richard Frampton, Ms Robyn Harris, Mr Alistair Duncan, Mr Fotios Lampropoulos, Mr Leon Morris, Ms Fiona Reed

Welcome to Country Dr Julie Andrews provided a 'Welcome 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. 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 indigenous treaty legislation recently passed by the Victorian State Government lower house and soon to be presented to the upper house for debate, noting that the move signifies a positive shift from a welfare-based approach to indigenous affairs to that of self-determination and empowerment. Dr Andrews noted that the University, with its regional campuses and Bundoora-based city location, is in an excellent position to implement the principles of the treaty, empower indigenous staff and students, and embed the treaty principles in University policies.

Dr Andrews also briefly spoke of the 14 June session entitled Indigenous Australians: the Promise of the Future, being convened by Professor Robert Manne and featuring Noel Pearson and Megan Davis, in which the Uluru Statement, calling for constitutional reform, will be a key discussion point.

DISCUSSION – PHD PATHWAYS PROPOSAL

Panel members:

- Professor Keith Nugent, Deputy Vice-Chancellor (Research)
- Professor Chris Pakes, Dean of Graduate Studies, Graduate Research School
- Professor Jennifer Oates, Professor of Speech Pathology, School of Allied Health
- Professor Nick Bisley, Head of School, Humanities and Social Sciences

Professor Keith Nugent introduced the discussion, advising that the University proposes to:

- consolidate its existing suite of Higher Degree by Research (HDR) courses
- develop a new suite of CSP/RTP funded Masters by Research courses as a pathway to PhD, with integration of research-focused bachelor-honours and Post Graduate Coursework courses

The aim is to increase the University's Doctoral completion rate and resultant share of Research Training Program (RTP) funds, and to improve the student experience by enhancing students' readiness for PhD programs via a new framework of graduate research pathways. It was noted that Macquarie University introduced an integrated Bachelor (Honours)/Masters by Research model in recent years and their completion rates are significantly higher than other similar institutions. La Trobe's current Doctoral completion rate is 60%.

La Trobe University currently has a complex course portfolio comprising 20 PhD and 19 Masters by Research courses. It is intended to consolidate the majority and offer only two PhD courses.

Professor Oates offered her perspective from the School of Allied Health, observing that this is serendipitous timing as new government regulations require the redesign of several existing courses in the School, offering the opportunity to design new programs aligned with the proposed model. Professor Oates commented on the attractiveness and advantages of the model. She noted too that the introduction of a Professional Doctorate pathway is important but that it introduces further complexity, with two cohorts of students within the Professional Doctorate needing to be managed.

Professor Bisley commented that the model addresses the problem that honours programs are not the best preparation for PhD success. The trend is for more students to continue to post graduate study and the model will assist the University in managing that challenge.

All members of the Panel expressed the view that the model's success depends on strategic, clear marketing.

A member of the Board queried the reason behind the University's decline in PhD completions. Professor Pakes responded that several years ago there was increased scholarship funding which was reflected in increased rates of completion until 2014. Our low completion rates are in general related to ineffective progress management, supervision and admissions practices, all of which have been addressed through policy and systems improvements in the portfolio, with the additional effect of staff reductions in the Funding Future Ready program which lead to 160 students losing supervisors adding to the decline in completions during 2015/16.

A member of the Board noted that staff are encouraged to enrol in PhD programs, however finding the time for research was challenging with increased workloads. The possibility of incentives was raised.

In response to a comment regarding the lack of scholarship funding, Professor Pakes noted that the new model will increase the completion rate which will improve the University's share of RTP funding. This in turn means the University can invest funds into scholarships for Masters by Research.

Professors Nugent and Pakes encouraged members of the University community to contact them directly with any additional feedback, and advised that a finalised proposal will be submitted to the Academic Board for approval at the August meeting.

The Chair thanked members of the Panel and the Board for their participation.

PART A – PROCEDURAL MATTERS

	ACTION
<p>(i) Apologies & Membership Apologies were received from John Dewar, Russell Hoye, Birgit Loch, Richard Speed, Simon Pervan, Phillip Dolan, Nicole El-Haber, Jason Crain, Guinever Threlkeld, Sandra Leggat, Keir Strickland, Christopher Fisher, Sarah Midford, Prem Kurup, Suzanne O’Keefe, Nick Bond, Noel Meyers, Matthias Ernst, Kate Bridgman, Jodi Oakman, Amalia Di Iorio, Katherine Ashman, Greg Powell, Matthew Nicholson, Amy Larsen, Robyn Murphy.</p>	
<p>(ii) Approval of Agenda The Board resolved to approve the Agenda, as circulated.</p>	
<p>(iii) Outstanding Matters The Board received and noted report AB18/41.</p>	
<p>(iv) Matters Approved on Behalf of Academic Board The Board received, noted and ratified report AB18/42, a summary of matters which had been approved by the Chair or Deputy Chair on behalf of the Board since the last meeting: (a) Award of Degrees, as detailed in Attachment A (b) The nomination of Professor Amalia Di Iorio to Admissions Committee under Membership Category C, as detailed in Attachment B</p>	
<p>(v) Report of the Chair The Chair did not provide a report.</p>	
<p>(vi) Report of the Vice-Chancellor The Board received and noted circulated paper AB18/43, 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%20Library2/4/43-Academic%20Board%20VC's%20report%20June%202018.pdf The Deputy Vice-Chancellor (Academic) spoke to the report and provided a brief update on the following additional items:</p> <ul style="list-style-type: none">• The examination period is underway. Professor Krause expressed thanks to staff for their work during this busy time and acknowledged the excellent work of the student leadership in supporting students.• Professor Simon Evans has been appointed to the role of Pro Vice-Chancellor College of Arts, Social Sciences and Commerce, commencing in August 2018. Professor Krause, on behalf of the Vice-Chancellor, thanked Professor Phillip Dolan for his outstanding job leading the College this year.• Last week, the Higher Education Standards Panel released a report on retention rates and success. Across the sector retention rates are stable at 15%. It was noted that La Trobe University already implements most of the recommended actions for improvement.	

- La Trobe University has maintained its position in the top 400 universities in the world in all three of the major global rankings.

PART B – MATTERS FOR APPROVAL

504.1 Confirmation of Minutes

The minutes of the meeting held on 9 May 2018 [AB18/38(M)] were **confirmed** as a true and accurate record.

504.2 Items for Approval

504.2.1 Award of Degrees and Diplomas (AB18/44)

The Board received circulated report AB18/44 and **resolved** to **approve** the award of degrees and Diplomas, as detailed therein.

AEGTO
GRS

504.2.2 Major Grants Success Strategies (AB18/45)

The Deputy Vice-Chancellor (Research) spoke to paper AB18/45, outlining the University's proposed strategies to improve the success rate for major grant applications. An initiative was implemented in 2017 encouraging researchers to participate in peer and centrally supported application development, to assist researchers from early grant development to a well-developed submission. The strategies included writing sessions, drop in sessions, seminars, pitching sessions and one on one assistance. Now it is proposed to introduce two quality control stages in the development process: an EOI phase and an internal expert peer (panel) review stage.

DVCR

Members noted the importance of regional applicants having the same level of support as Bundoora-based staff.

The Board agreed to **endorse** the strategies proposed to improve the number of successes in major grant (Category 1) funding schemes for La Trobe researchers, which includes compulsory peer review stages in the grant development process.

504.3 Standing Committees of Academic Board

504.3.1 Report of Academic Quality Committee: 30 April 2018 (AB18/46)

The Board received report AB18/46 and noted that the Academic Quality Committee had considered the following items at a meeting held on 30 April 2018:

- Wodonga Institute of TAFE Partnership (update)
- Incorrect Conferrals and Controls
- Policy Compliance Reports
- School and Division reviews
- Annual Reviews:
 - Admissions Committee
 - Research and Graduate Studies Committee
 - Education Committee.

EO(AQC)

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

504.3.2 Report of Admissions Committee: 10 May 2018 (AB18/47)

The Board received report AB18/47 and noted that the Admissions Committee had considered the following items at an extraordinary meeting held on 10 May 2018:

- (a) Undergraduate Admission Entry Requirements
- (b) Admissions Transparency Update report
- (c) Undergraduate Adjustment Factors (Bonus) and Special Entry Schemes
- (d) International Articulations

The Board **resolved to approve** the Undergraduate Guideline Principles for Undergraduate Entry Admission and for Non Year 12 applicant cohorts, adopt the use of Special Tertiary Admissions Test (STAT) or Work Recognition Program (WRP) model, or Personal Statement (where admission requirements can be clearly articulated).

EO (AC)

504.3.3 Report of Coursework Committee: 17 May 2018 (AB18/48)

The Board received report AB18/48 and noted that the Coursework Committee had considered the following items at a meeting held on 17 May 2018:

- (a) Matters arising from the Minutes including admissions criteria discussion with Chair of Admissions Committee
- (b) Course submissions from the College of Science, Health and Engineering
- (c) Course Submissions from the College of Arts, Social Sciences and Commerce
- (d) Potential recognition of minors/specialisations in courses on students' academic transcripts
- (e) Urgent proposals and additional meeting

The Board resolved to **approve** the following course proposals, as detailed in Attachment A to AB18/48:

a) New Courses

College of Science, Health and Engineering

- Bachelor of Nursing/Bachelor of Psychological Science (HZNPS)
- Graduate Diploma in Midwifery (HGMW, HGMWB)
- Master of Advanced Disability Practice (HMADPO), Graduate Diploma in Advanced Disability Practice (HGADPO), Graduate Certificate in Advanced Disability Practice (HCADPO)
- Bachelor of Sports Coaching and Development (HBSCD, HBSCDD), Bachelor of Sports Coaching and Development (Honours) (HHSCD)

b) Course Revisions

College of Arts, Social Sciences and Commerce

- Master of Teaching English to Speakers of Other Languages TESOL (EMTSC)
- Master of Applied Linguistics (EMALC)
- Bachelor of Arts (ABA), Bachelor of Arts/Bachelor of Health Sciences (AZAHS), Bachelor of Creative Arts (ABCA), Bachelor of Arts/Bachelor of Science (SZAS), Bachelor of Commerce/Bachelor of Arts (LZCOMA), Bachelor of Law/Bachelor of Arts (LWLAT) – Media Studies Major
- Bachelor of Arts (ABA), Bachelor of Arts/Bachelor of Health Sciences (AZAHS), Bachelor of Creative Arts (ABCA), Bachelor of Arts/Bachelor of

EO (CC)

- Science (SZAS), Bachelor of Commerce/Bachelor of Arts (LZCOMA),
Bachelor of Law/Bachelor of Arts (LWLAT) – Aboriginal Studies Major
- Bachelor of Laws/Bachelor of Science (LWLSC, LWLSCB)
 - Master of Laws (LMLAW)
 - Graduate Certificate in Business Administration (LCBUA, LCBUAO)
 - Graduate Diploma in Business Administration (LGBUA, LGBUAO, LGBASY)
 - Master of Business Information Management and Systems (LMBISC)
 - Bachelor of Creative Arts (ABCAB, ABCAM)

Approved Out of Session by the Chair on 31 May 2018

- Master of Teaching (Secondary) (EMTCS, EMTCSB, EMTCSW)
- Master of Teaching (Primary) (EMTCP, EMTCPB, EMTCPW)

Approved Out of Session by the Chair on 6 June 2018

- Bachelor of International Relations (ABIR)
- Bachelor of Media and Communication (ABMC)
- Bachelor of Urban, Rural and Environmental Planning (ABURE)
- Bachelor of Physical, Health and Outdoor Education (EBPHOB)
- Juris Doctor (LMJD)

College of Science, Health and Engineering

- Master of Dietetic Practice (HMDP)
- Bachelor of Health Sciences and Master of Clinical Audiology (HZHCAU)
- Bachelor of Health Sciences and Master of Dietetic Practice (HZHSDP)
- Bachelor of Health Sciences and Master of Clinical Prosthetics and Orthotics (HZHPO)
- Bachelor of Health Sciences and Master of Physiotherapy Practice (HZHSPP, HZHSPB)
- Bachelor of Health Sciences and Master of Speech Pathology (HZHSPP, HZHSSB)
- Bachelor of Paramedic Practice/Bachelor of Public Health Promotion (HZPPNB)
- Bachelor of Nursing/Bachelor of Midwifery (HZNMD, HZNMDB)
- Bachelor of Nursing (HBN, RBN, HBNUP, HBNM, HBNPRW)
- Bachelor of Nursing (Enrolled Nurse) (HBNEN, HBNENB, HBNENS, HBNENM, HBNENW, HBNENK)
- Bachelor of Nursing (Graduate Entry) (HBNGE, HBNGES, HBNGEB, HBNGEM, HBNGEW)
- Graduate Diploma in Health Promotion (HGHPRO), Graduate Certificate in Health Promotion (HCHP)
- Graduate Diploma in Public Health (HGPHE), Graduate Certificate in Public Health (HCPHE)
- Master of Business Administration and Master of Health Administration (HZMBHA)
- Bachelor of Science (Honours) (SHS, SHSB, SHSW)

c) Course Closures and Suspensions

College of Arts, Social Sciences and Commerce

- Master of Laws in Global Business Law (LMGBL, LMGBLC)
- Diploma of Business (Sydney) (LDBSY) College of Science, Health and Engineering
- Graduate Diploma in Midwifery (HGMID, HGMIDB)
- Bachelor of Nursing (Honours) (HHNUSW)

504.3.4 Report of Education Committee: 16 May 2018 (AB18/49)

The Board received report AB18/49 and noted that the Education Committee had considered the following items at a meeting held on 16 May 2018:

- (a) CHEEDR Non Participating Enrolments at La Trobe University
- (b) La Trobe University Academic Calendar 2019
- (c) Success and Retention Reports from the College of Arts Social Sciences and Commerce and the College of Science Health and Engineering
- (d) Timetable Requirements and SIS Requests for 2019
- (e) CHEEDR Annual Report
- (f) Coursework Content "Trigger" Warnings
- (g) Qualifications Issuance Policy and Procedure
- (h) Conversion of Temporary Grades Policy and Procedure
- (i) Posthumous Awards Policy and Procedure
- (j) Orientation Week Procedure
- (k) International Students Release Policy

EO(EC)

The Board **resolved to approve:**

- revisions to the Qualifications Issuance Policy and Procedure
- revisions to the Conversion of Temporary Grades Policy and Procedure,
- revisions to the Posthumous Awards Policy and Procedure
- rescission of the Orientation Week Procedure
- revision to the International Students Release Policy.

504.3.5 Report of Research and Graduate Studies Committee: 24 May 2018 (AB18/50)

The Board received report AB18/50 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 24 May 2018:

- (a) Academic Promotions Review
- (b) La Trobe Institute for Molecular Science Constitution
- (c) Research Performance report
- (d) Research Centres update
- (e) Centre for Health Law and Society
- (f) Academic Board Executive Committee update
- (g) HDR Degree Models
- (h) ERA and EIA 2018 update
- (i) Board Graduate Research Committee report (including Graduate Research Examinations policy)
- (j) La Trobe Institutional Biosafety Committee report (including Biosafety and Biosecurity Procedures)
- (k) Animal Ethics Committee report
- (l) University Human Ethics Committee report
- (m) Ethics Discussion

EO (RGSC)

The Academic Board **resolved to approve:**

- the amended La Trobe Institute for Molecular Science Constitution
- the Graduate Research Examinations Policy Suite
- the Biosafety and Biosecurity Procedures replacing the Genetically Modified Organisms Procedure.

PART C – MATTERS FOR INFORMATION

504.4 Matters for Information

504.4.1 Report of the Academic Promotions Committee: May 2018 (AB18/51)

The Board received the Report of the Academic Promotions Committee: May 2018 and **noted** that the persons named therein had been promoted, as detailed in report AB18/51.

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The meeting closed at 11.00am.

504.5 Next Meeting

9.30am
Wednesday 8 August 2018
Chamber
John Scott Meeting House
Melbourne Campus

Chair: _____

Date: _____