



ACADEMIC BOARD

Minutes of the four hundred and seventy-ninth meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 13 May 2015 at 9.30am.

Present: Professor Simon Crowe (Chair), Professor Christine Bigby (Deputy Chair), Dr Lisa Amir, Dr John Bevacqua, Professor Philip Broadbridge, Mr James Canty, Professor Michael Clarke, Dr Eva Dakich, Professor John Dewar (Vice-Chancellor), Professor Leigh Drake, Dr Kerry Fitzmaurice, Ms Margarita Frederico, Dr Elspeth Frew, Dr Anthony Gendall, Dr Deborah Gleeson, Dr Peter Green, Ms Jasmine Ingram, Dr Julie Jackson, Dr Hester Joyce, Dr Stephen Kent, Dr Jennifer Laing, Dr Catherine Lang, Professor Jane Long, Professor Sue Martin, Dr Carol McKinstry (*via videoconference*), Mrs Susan Nalder, Dr Deborah Neal, Professor Keith Nugent, Dr Chris Pakes, Ms Jennifer Peasley, Dr Luke Prendergast, Dr Julie Rudner (*via videoconference*), Ms Gemma Saccasan, Ms Jillian Scanlon (*via videoconference*), Dr Christopher Scanlon, Professor Richard Speed, Dr Damian Spencer, Dr Martin Steinbauer, Mr Robert Stephenson and Dr Guiniver Threkheld.

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

In Attendance: Dr MaryAnne Aitken, Mr Matt Brett, Mr Mark Engel, Dr Richard Frampton, Ms Caroline Gauld, Dr Andrew Harvey, Professor Jayne Lucke, Ms Natalie MacDonald, Mr Leon Morris and Professor Susan Paxton.

PART A – PROCEDURAL MATTERS

(i) Apologies & Membership

The Chair reported that the *Funding Future Ready Statute 2015* had been signed by the Minister, which had allowed both the *Academic Board Statute* and *Academic Board Regulations* to be amended, approved and promulgated. These can now be accessed on the Legal Services website.

- *Academic Board Statute:*
<http://www.latrobe.edu.au/data/assets/file/0003/155406/Academic-Board-Statute-2009.pdf>
- *Academic Board Regulations:*
<http://www.latrobe.edu.au/data/assets/file/0005/155786/Academic-Board-Regulations-2009.pdf>

The Chair further advised that the Board is now properly constituted and thanked members for their patience regarding this matter.

Apologies were received from Ms Lee Ann Basser, Professor Andrew Brennan, Dr Buly Cardek, Professor Tanya Fitzgerald, Dr David Hoxley, Dr Catherine Itsiopoulos, Professor Betty Leask, Professor Paul Mather, Dr Bernice Mathisen, Professor Anthony McGrew, Professor Meg Morris, Professor Robert Pike, Professor Graham Schaffer, Professor Brian Smith, Dr Peter Vitartis, Mr Daniel Wright and Dr Lawrie Zion.

ACTION

(ii) Approval of Agenda

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

(iii) Outstanding Matters

The Board received and noted report AB15/26.

(iv) Matters Approved on Behalf of Academic Board

The Board received and noted report AB15/27, a summary of matters which had been approved by the Chair or Deputy Chair on behalf of the Board:

- (a) Award of Degrees and Diplomas, Conferring of awards *in absentia* and Higher Degrees, as detailed in Attachment A to AB15/27.
- (b) Establishment of Prizes
 - (i) La Trobe International: The International Support Bursary, as detailed in Attachment B to AB15/27.
 - (ii) Mildura Campus: Ramsay Health Nursing Scholarship, as detailed in Attachment C to AB15/27.
 - (iii) School of Allied Health: The Footwork Podiatric Prize, as detailed in Attachment D to AB15/27.
 - (iv) La Trobe Business School: Polaris 3083 Undergraduate Scholarship in Marketing by Deal (LG) Pty Ltd, as detailed in Attachment E to AB15/27.
 - (v) Bendigo Campus: Belgravia Outdoor Education Scholarship, as detailed in Attachment F to AB15/27.
 - (vi) La Trobe Law School: K&L Gates Prize in Intellectual Property Law, as detailed in Attachment G to AB15/27.
 - (vii) Alumni and Advancement Office: The David Morgan Masters Scholarship, as detailed in Attachment H to AB15/27.
 - (viii) Albury-Wodonga Campus: Albury-Wodonga Campus Medal [*amendment*], as detailed in Attachment I to AB15/27.
- (c) Academic Quality Committee membership, as detailed in Attachment J to AB15/27.
- (d) Emeritus Professor Nominations
 - (i) Professor Diane Kirkby, as detailed in Attachment K to AB15/27.
- (e) Honorary Degree Nominations
 - (i) Frederick (John) Richards OAM - DSc, as detailed in Attachment L to AB15/27.
 - (ii) Dr John William Cooke - DSc, as detailed in Attachment M to AB15/27.
- (f) Course Proposals
 - (i) A proposal from the College of Science, Health and Engineering to introduce a new course Bachelor of Healthcare (Nursing Foundation), as detailed in Attachment N to AB15/27.
 - (ii) A proposal from the College of Arts, Social Sciences and Commerce to introduce a new course Master of Business Analytics; Graduate Diploma of Business Analytics; and Graduate Certificate of Business Analytics, as detailed in Attachment O to AB15/27.
- (g) D M Myers University Medal Nominees for the 2014 Academic Year, as detailed in Attachment P to AB15/27:
College of Arts, Social Sciences and Commerce:
 - Scott Leonard Dealy, Bachelor of Education with Honours
 - Isaac Lewis Callaway, Bachelor of Economics with Honours
 - Matilda Keynes, Bachelor of Arts with Honours*College of Science, Health and Engineering:*

- Kristine Marianne Shiberras, Bachelor of Human Nutrition with Honours
- Callum Thomas Garnder, Bachelor of Computer Science in Games Technology with Honours

[Secretariat Note: In accordance with the La Trobe University Instrument of Delegation No. 1 of 2015 (Academic Matters) all matters minuted as 'approved' have been approved by the Chair.]

(v) Report of the Vice-Chancellor

The Board received and noted paper AB15/28, 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/3/28-VCsReport-May2015.pdf>.

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

1. State Budget (announced last week)
 - A pilot shuttle bus service between Reservoir Station and La Trobe University Bundoora was funded.
 - VicHealth extension of funding to ARCHS was announced.
2. Federal Budget (announced last night)
 - The Government is determined to pass the Higher Education and Research Reform Bill (HERR) and the budget is based on this legislation passing.
 - Much uncertainty for the whole sector regarding revenue for next year.
 - The Department have advised that the money deducted for 2014 as part of Labor's Efficiency Dividend (which did not pass) will be returned. Deductions will still be made for 2015 with the expectation that the relevant legislation will pass.
 - There has been a reduction in Sustainable Research Excellence funding in order to fund NCRIS.
 - Only 50 Future Fellowships will be offered.
 - The Office of Learning and Teaching will be closed. The remaining funding will be retained with an opportunity for a University to host/promote teaching in higher education.
 - The Aboriginal and Torres Strait Islander Higher Education Advisory Council has been abolished with the responsibility now falling to the Minister for Indigenous Affairs.
3. Thanks to all staff and students involved in the Career Expo held at Caulfield Racecourse last weekend. There was an 87% rise in leads.
4. First graduation ceremony was held at the Alhambra Theatre in Bendigo last week.
5. Graduation ceremonies are currently being reviewed – if staff have any suggestions, pass them onto Dr Richard Frampton, Executive Director (Student Services & Administration).
6. Successful Principal School Dinners held at:
 - Bendigo Art Gallery.
 - Shepparton – 70 school representatives attended.

7. Congratulations to Dr Rhiannon Evans on her iTunesU podcast recently passing a million downloads.

PART B – MATTERS FOR APPROVAL

479.1 Confirmation of Minutes

The minutes of the meeting held on 11 March 2015 [AB15/24(M)] were confirmed.

479.2 Items for Approval not requiring discussion

479.2.1 Award of Degrees and Diplomas

The Board received report AB15/29 and **resolved to approve** the conferring of awards *in absentia* and award of higher degrees, as detailed therein.

AEGTO
RO

479.2.2 Posthumous Research Award

The Board received report AB15/30 and **resolved to approve** the posthumous conferral of the award of Doctor of Physiotherapy to Ms Renee Sheedy.

DGS
RO

479.3 Standing Committees of Academic Board

479.3.1 Report of Education Committee: 25 March 2015

The Board received report AB15/31 and noted that the Education Committee had considered the following items at a meeting held on 25 March 2015:

- (a) Acting Chair's Report
- (b) Digital Future: Digital Learning Strategy 2015-2017.
- (c) Update on Implementation of Recommendations from the Review of Student Feedback.
- (d) Access and Achievement Research Unit Quarterly Report.
- (e) First Year Experience Survey.
- (f) Australian Graduate Survey 2010-2014 Analysis.

EO(EC)

The Board also received and noted the Digital Learning Strategy 2015-2017: Digital Future, as detailed in Attachment One to AB15/31.

It was noted that the Pro Vice-Chancellor (Learning & Teaching) would present the Digital Learning Strategy to the June meeting of the Board.

PVC(L&T)

479.3.2 Report of Admissions Committee: 26 March 2015

The Board received report AB15/32 and noted that the Admissions Committee had considered the following items at a meeting held on 26 March 2015:

- (a) Membership.
- (b) Arrangement with Kyushu University.
- (c) Articulation Agreements:
 - Victorian Institute of Technology
 - Bachelor of Information Technology
 - Australian Computer Society

- Bachelor of Information Technology
 - Bachelor of Information Systems
- Jiangsu University of Science and Technology
- Bachelor of Business Administration
- (d) Report on 2014/2015 Admission Cycle.
- (e) Update on Admissions Activities.
- (f) Comparative Performance on Selected Equity Measures.
- (g) Success Rates.
- (h) Internationalisation of CAMS.
- (i) National Recruitment Report:
- Aspire Program Wrap-up
 - La Trobe Priority Access Program
 - Student First Customer Experience
- (j) Admissions Committee Annual Review Against Terms of Reference
- (k) Student Feedback on Ask La Trobe.

The Board **resolved to approve** the proposed revisions to the membership of the Admissions Committee, as detailed in Attachment A to AB15/32.

EO(AC)

The Board also noted the report on ATAR and Success Rates, as detailed in Attachment B to AB15/32, which the Chair of the Admissions Committee briefly spoke to.

479.3.3 Report of Research and Graduate Studies Committee: 20 March 2015

The Board received report AB15/33 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 20 March 2015:

- (a) Board of Graduate Research.
- (b) Research Data Management.
- (c) Research Office.
- (d) Sub-Committee Reports
 - Animal Ethics Committee
 - (i) Minutes of meetings held on 11 December 2014.

The Board **resolved to approve** the revised terms of reference for the Board of Graduate Research, as detailed in Attachment A to AB15/33.

EO(RGSC)
EO(BGR)

479.3.4 Report of Academic Quality Committee: 1 April 2015

The Board received report AB15/34 and noted that the Academic Quality Committee had considered the following items at a meeting held on 1 April 2015:

- (a) Report of the Chair.
- (b) Academic Quality Committee: change of approach for academic policy compliance review.
- (c) Annual Reviews from Academic Board Policy Committees:
 - Academic Quality Committee
 - Education Committee
 - Programs Committee
- (d) Faculty of Science, Technology and Engineering Faculty Review 12-Month Report.

EO(AQC)

- (e) Faculty of Business, Economics and Law Faculty Review 18-Month Report.
- (f) Preparations for TEQSA.

The Board noted that the following concerns were raised by AQC members and referred to the Board:

- 1) The removal of the AQC's term of reference regarding Faculty Reviews ('Receiving five yearly Faculty review reports and Faculty responses and providing advice to the Board') when the Standing Committees of Academic Board were restructured in 2014 and Faculty Review Policy and Procedures were replaced by School Reviews.
- 2) That there were a number of ad hoc academic reviews of disciplines and courses occurring outside the policy framework and without Academic Board being provided with an opportunity to review these.

The Board also received and noted:

- The Faculty of Science, Technology and Engineering Faculty Review 12-Month Report, as detailed in Attachment A to AB15/34.
- The Faculty of Business, Economics and Law Faculty Review 18-Month Report, as detailed in Attachment B to AB15/34.

479.3.5 Report of Coursework Committee: 16 April 2015

The Board received report AB15/35 and noted that the Coursework Committee had considered the following items at a meeting held on 16 April 2015:

- (a) Chair's report.
- (b) Out-of-session approvals.
- (c) Matters arising from the minutes.
- (d) Membership Report.
- (e) Course submissions.
- (f) Revisions to Award Nomenclature Procedures.

The Board **resolved to approve:**

- (i) The following course submission, as detailed in Attachment One to AB15/35:
Course Suspension
College of Science, Health and Engineering
 - Bachelor of Science and Society (at the Bundoora and Bendigo Campuses).
- (ii) The revisions to the AQF Compliant – Award Nomenclature Procedures, as detailed in Attachment Two to AB15/35.

EO(PC)
GM(SHE)
DepDir(SA)

EO(PC)
EO(Policy)

The Board noted that the Master of Business Analytics was progressed to the Academic Board out-of-session.

479.4 Other Matters

479.4.1 Revisions to Academic Promotions Procedure

The Board received report AB15/36 and **resolved to approve** a proposal from the Academic Promotions Committee to revise the Academic Promotions Procedure, as detailed in Attachment A to AB15/36.

EO(APC)
EO(Policy)

In response to a query regarding whether the revised procedure provided natural justice, it was noted that if a College Pro Vice-Chancellor was unsupportive of an application they would be required to give cause why. It was also noted that there is a right to appeal.

479.4.2 TEQSA Preparations

Dr Julie Jackson, Pro Vice-Chancellor (Educational Partnerships and Quality), provided a brief update on the University's TEQSA preparations. The presentation can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2015/Useful%20resources/3/JulieJackson-TEQSA-ABMay2015.pdf>.

PART C – MATTERS FOR INFORMATION

479.5 Matters for Information

479.5.1 Adjunct Appointments

The Board received report AB15/37 and noted that the Vice-Chancellor and Senior Deputy Vice-Chancellor had recently approved the following adjunct appointments:

- a) Adjunct Professor: Professor Willy Sarlet, Department of Mathematics and Statistics (re-appointment – 3 years).
- b) Adjunct Professor: Professor Jill Cook, School of Allied Health (re-appointment – 6 months).
- c) Adjunct Professor: Professor Olga Rossi, Department of Mathematics and Statistics (re-appointment – 3 years).
- d) Adjunct Professor: Robin Adair, Department of Animal, Plant and Soil Sciences, School of Life Sciences (re-appointment – 3 years).
- e) Adjunct Professor: Dr Philip Bull, Department of Archaeology and History (re-appointment – 3 years).
- f) Adjunct Professor: Professor Tharam Dillon, School of Engineering and Mathematical Sciences (re-appointment – 3 years).
- g) Adjunct Associate Professor: Ms Genevieve Juj, Academic Research Network with Melbourne Health (appointment – 2 years).

HR

479.5.2 Report of the Academic Promotions Committee: March 2015

The Board received the Report of the Academic Promotions Committee: March 2015 and noted that the persons named therein had been promoted, as detailed in report AB15/38.

EO(APC)

479.5.3 Report of the Academic Promotions Committee: April 2015

The Board received the Report of the Academic Promotions Committee: April 2015 and noted that the persons named therein had been promoted, as detailed in report AB15/39.

EO(APC)

PART D – DISCUSSION

479.6 Graduate Research School

Dr Chris Pakes, Dean of Graduate Studies, spoke to a presentation on the newly established Graduate Research School, which can be accessed at the following link:

<https://unite.latrobe.edu.au/sites/sc/sgc/abc/abmeeting2015/Useful%20resources/3/ChrisPakes-GRS-ABMay2015.pdf>.

Discussion:

- It was noted that the AMSI Intern program was a great way to make industry contacts and also boosted chances for linkage grants.

The meeting closed at 10.35am.

479.7 Next Meeting

9.30am

Wednesday 10 June 2015

Council Chamber

John Scott Meeting House

Melbourne Campus

Chair: _____

Date: _____