



Academic Board and Committees Student Induction 2025

Professor Carol McKinstry - Chair Academic Board

March 2025

Today's Agenda

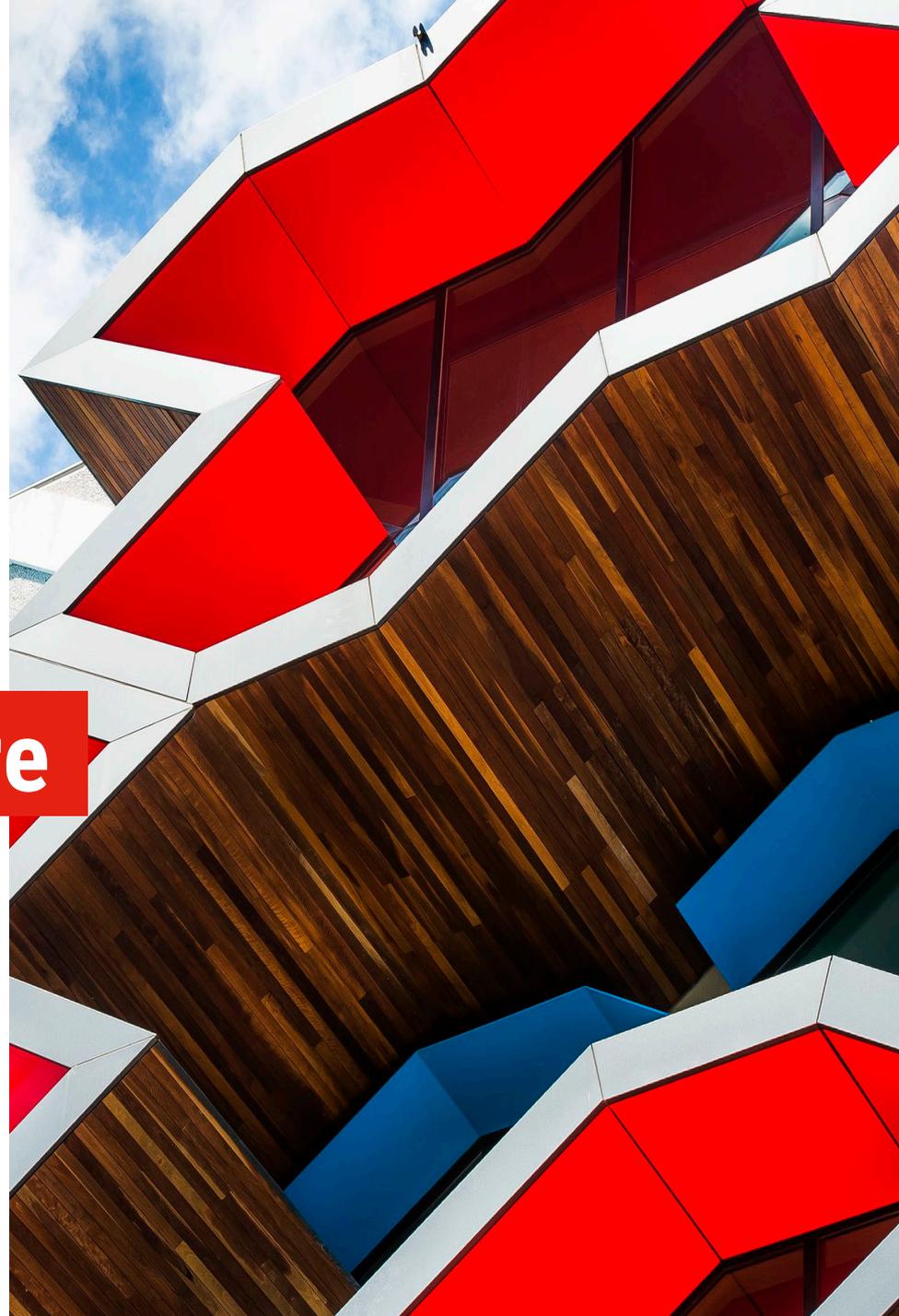
- Academic Board and its role in the governance structure of the University
- Academic Board and its role in ensuring compliance with the Higher Education Standards
- Academic Board Committees - overview
- Contributing to Academic Board and Committee meetings
- Questions

Academic Board

and its place in the

Governance Structure

of La Trobe



La Trobe University Act

Preamble

La Trobe's founding mission was, and remains, to serve the community of Victoria for the purposes of higher education, for the education, economic, social and cultural benefit of Victorians and for wider Australian and international communities.

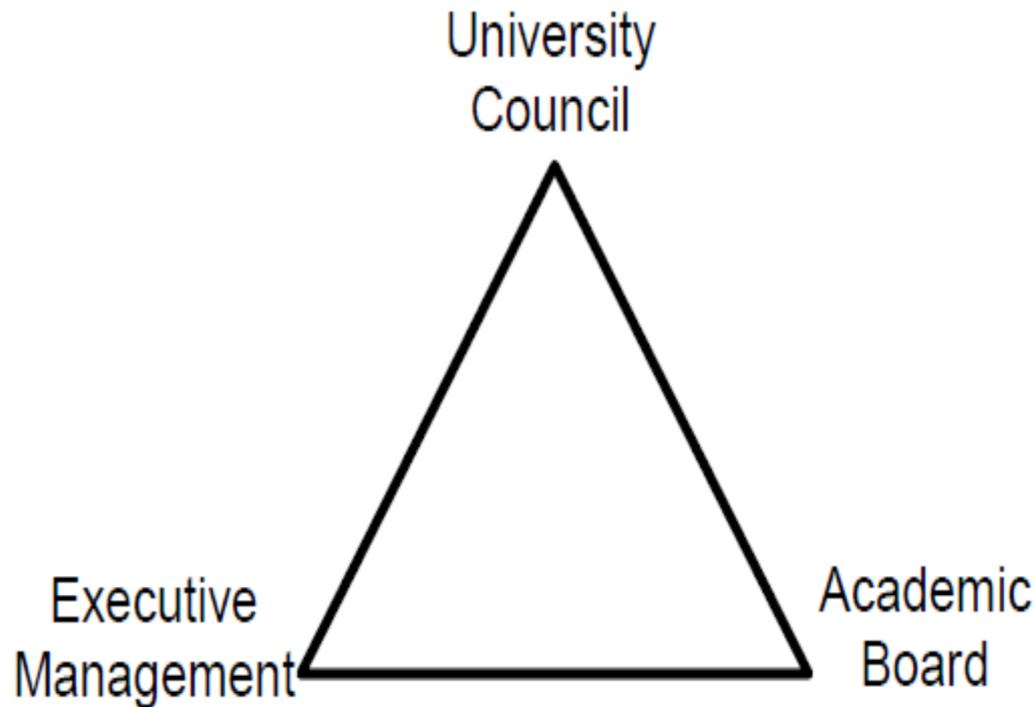
From inception, La Trobe has been particularly focused on providing access to quality higher education to those from disadvantaged backgrounds and has become an internationally recognised leader in this field.

Innovation in teaching and research was, and remains, central to its mission.

Governance – what is it?

- Governance (to steer) is the establishment and oversight of decision-making frameworks (the ‘what’).
- Management (to handle) is the process or activity involved in implementing those frameworks and rules (the ‘how’).

The tripartite governance model of Australian Universities (after Shattock, 2012)



Role of Council

- Appoint Vice-Chancellor and monitor performance
- Approve strategy and budget
- Establish policy and monitor risk
- Monitor academic activity
- Approve commercial activities
- Delegates to Academic Board responsibility for academic matters
- Receives reports from Academic Board at each meeting

The Role of the Vice-Chancellor

The Vice-Chancellor is appointed by Council to be the Chief Executive Officer of the University and is responsible for:

- the overall management of the academic, administrative and other affairs of the University
- maintaining and promoting the efficiency and good order of the University in accordance with the Act, the Statutes and regulations and resolutions of the Council.

Academic Board

- Works with others in furthering the mission of the University.
- Responsible for Academic Governance
 - Principal policy-making and advisory body on all academic matters
 - Assuring academic standards and quality
- In partnership with but independent of the VC and senior management
- Accountable to the Council – a sub-committee of Council
- Origins in tradition of a university as a community of scholars – model of consultation, collegiality and broad-based representation.
- Members of the Board and its Committees are Academics, Students & Professional Staff

Role of Academic Board

At its heart the role of the Board is to ensure that La Trobe as a self-accrediting institution is capable of ensuring the quality of the qualifications that it issues; the Board is the cornerstone of the quality assurance process of our University

- Academic Board is responsible for approving and monitoring the implementation of policy on academic matters including:
 - admission to degrees, diplomas and other awards;
 - new and revised courses;
 - course reviews and reaccreditation;
 - teaching and learning;
 - assessment;
 - student conduct;
 - Research and research training;
 - academic staff promotions and senior (Levels D & E) academic appointments; and
 - prizes and scholarships.

Role of Academic Board continued

- Academic Board monitors institutional benchmarks for academic quality and outcomes.
- Academic Board provides academic oversight to assure the quality of teaching, learning, research and research training.
- Academic Board monitors the management of academic risks
- Academic Board considers and advises the Vice-Chancellor and the University Council on academic matters and any other broad issues which affect the academic excellence of the University.
- Academic Board provides a forum to facilitate information flow and debate within the University.

Academic Board Committees

1. Assist Academic Board in meeting its:
 - Terms of Reference
 - Responsibilities under the Higher Education Standards

2. Provide:
 - Forum for robust consideration of new and revised policies
 - Expertise in research, and learning and teaching matters
 - Critical scrutiny of proposals for new and revised courses

Academic Board Committees

• Coursework Committee

- considers proposals for new or substantially changed courses, new instances of existing courses, and closure or suspension of courses;
- makes recommendations to Academic Board regarding approvals of new courses
- approves course closure proposals and most course revision proposals
- considers reports of academic course reviews, including monitoring progress on key recommendations

Academic Board Committees

● Education Committee

- provides advice to Academic Board on curriculum, teaching and learning, credit and admissions policies, quality and performance, including student lifecycle data, and quality improvement initiatives and their impact;
- provides advice to Academic Board on strategic direction and priorities and the University's Teaching and Learning Plan.

Academic Board Committees

● Research and Graduate Studies

- considers and advises Academic Board on matters relating to policies and strategic directions for research and research training;
- monitors policy compliance, ethical conduct, quality and standards of research and research training;

Academic Board Committees

- **Academic Board Executive Committee**

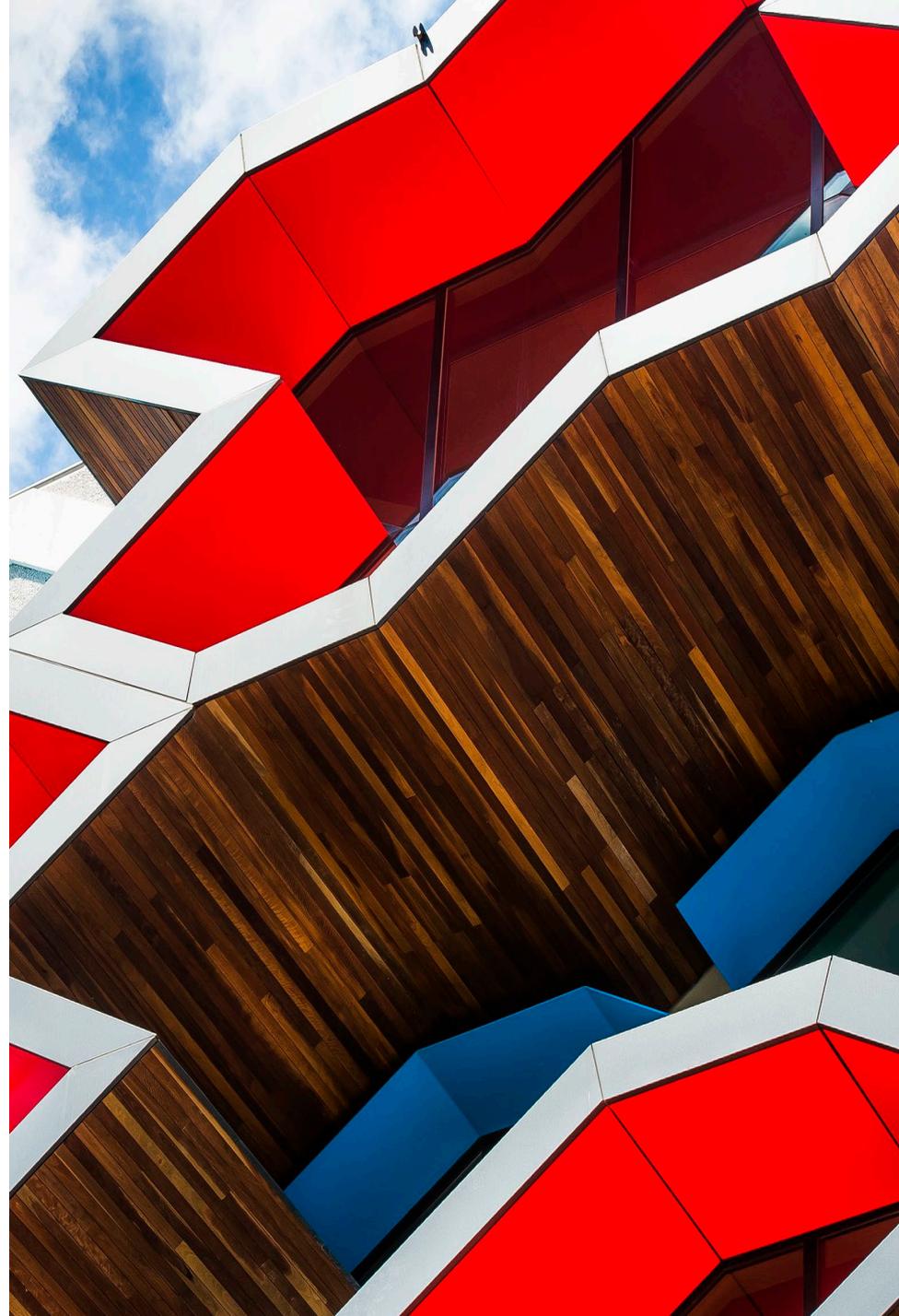
- Co-ordinates the work of Academic Board committees and considers annual business plans and activity reports;
- Considers out of session requests for approvals – usually course related proposals, award of degrees and diplomas etc.

Academic Board

and Regulatory

Monitoring of

Standards



Governing Legislation and regulatory frameworks

- **Tertiary Education Quality and Standards Agency Act 2021 (TEQSA)** Peak government body and legislative instrument regulating and assuring the quality of higher education in Australia, including the application of the *AQF* and *ESOS*
- **Higher Education Standards Framework (Threshold Standards) 2021 (HESF)** in particular, relating to academic governance; corporate governance; academic leadership; scholarship; and academic quality assurance.
- **The Australian Qualifications Framework 2011 (AQF)** Sets out the qualification levels and nomenclature - defines their characteristics including broad learning outcomes, volume, approaches.
- **Education Services for Overseas Students Act 2000 (ESOS) and Code of Practice 2018** Governing delivery of education to onshore international students, including ELICOS. 11 detailed standards on provision of educational services.
- **Higher Education Support Act 2003 (HESA)** Governing higher education reporting to government for funding

Tertiary Education Quality and Standards Agency

- **TEQSA** is an independent statutory authority established in 2011 after the Bradley Review
 - Sits within the portfolio of Australian Government Dept of Education, Skills and Employment
 - Registration and regulation of all providers; accreditation of courses for non-self-accrediting non-university providers. Universities self-accredit their courses.
 - Has substantial powers including setting conditions on registration, 'cease and desist' powers, and deregistration, 'detect and monitor'.
 - Decisions are public.
 - La Trobe re-registration is scheduled for 2025 and preparation commenced in 2020 – it will address the Threshold Standards with evidence and controls.
 - Will look at the functions of academic governance and the board and its sub committees, against the Threshold Standards.

Threshold Standards

The Higher Education Standards Framework (Threshold Standards) is a set of standards that all providers must meet to enter and remain within Australia's higher education system.

7 Domains, 24 Sections, 103 Statements

- 1. Student participation and attainment** - admissions, credit, transition and academic support mechanisms, learning outcomes, assessment, qualification issuance
- 2. Learning environment** – the nature, access to and fitness for purpose of the learning environment, diversity, equity and wellbeing, mechanisms for dealing with grievances
- 3. Teaching** – course design and outcomes (including AQF adherence), quality of staffing and learning resources
- 4. Research and research training** – governance and management of research and research training, including research integrity and environment
- 5. Institutional quality assurance** – course approvals and QA, policy framework and academic integrity, monitoring and improvement; compliance with the HESF
- 6. Governance and accountability** – the effectiveness of overarching academic and corporate governance
- 7. Representation, information and information management** – well-managed, accurate, ethical, complete and appropriate information provision to students

Introductory module – see links in Information Booklets

Contributing to the work of Academic Board and its Committees



Being Involved in Meetings

- Formal informality – papers and agenda
- Academic Board - proposer and seconder for motions – rare need for formal voting. Less formal approach at Committees
- **Everyone** is encouraged to speak, **introduce themselves** and be treated respectfully
- Reports from major portfolio holders – to monitor quality and academic risk
- Academic Board also holds Discussion Topics– deep dive into key issues

Getting and Staying Prepared for Meetings

- Request a mentor (Academic Board and Coursework Committee) – mentors can assist with the complexity of the issues and papers considered
- Ask questions – the Chairs of Academic Board and its committees or the Senior Executive Officer are happy to assist.
- Introductory HESF module - link in Information Booklets
- Policy Library – develop a facility for navigating the resource (policies A-Z, by area, or through the search function), and the Bulletin Board.
- Leave yourself time to read papers – block out time to review papers.

FAQs

- **How do I ask a question at meetings?**
 - For teams meetings use the raise hand function. If attending an on-campus meeting, physically raise your hand. Wait for the Chair to ask you to speak.
- **Will there be debate and discussion?**
 - Yes. Be curious ! Ask questions and contribute to discussion.
- **Can I raise a matter in the meeting?**
 - Generally yes, if it relates to the issue being discussed and is within the remit of the Board or the Committee. Other issues should be discussed with the Senior Executive Officer first.
- **Can I ask for matters to be put on the agenda for upcoming meetings?**
 - See above.
- **Further questions? Any comments?**

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Thank you

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