

**LA TROBE UNIVERSITY**

**ACADEMIC BOARD**

Minutes of the four hundred and fifty-second meeting of the Academic Board held in the Council Chamber, John Scott Meeting House, La Trobe University, Melbourne Campus on Wednesday 12 October 2011 at 9.30am.

**Present:** Professor Simon Crowe (*Acting Chair*), Professor Carol Adams, Professor Tom Angelo, Prof Paula Baron, Ms Lee Ann Bassar, Professor Christine Bigby, Professor Andrew Brennan, Dr Andrew Brookes, Professor Tim Brown, Professor Michael Clarke, Professor Lin Crase, Professor Brian Davey, Professor Ainslee Dewe, Professor Leigh Drake, Professor Geoff Durden, Mr Neil Fettling, Professor Tanya Fitzgerald, Mr Peter Foreman, Ms Margarita Frederico, Professor Noel Gough, Dr Christine Hawkins, Professor Nick Hoogenraad, Professor Zahirul Hoque, Dr Peter Hughes, Dr Catherine Itsiopoulos, Dr Julie Jackson, Dr Elizabeth Johnson, Professor Paul Johnson (*Vice-Chancellor*), Dr Mary Kennedy-Jones, Dr Stephen Kent, Dr Liz Lavender, Professor Lorraine Ling, Dr Norva Yeuk-Sze Lo, Professor Chris Mackie, Dr Sue Martin, Professor Paul Mather, Dr Geoffrey Mayer, Professor Tim Murray, Dr Howard Nicholas, Mr Matt Oates, Dr Suzanne O'Keefe, Dr John Russell, Dr Kath Ryan, Dr Kay Souter, Professor David Spencer, Professor Hal Swerissen, Dr John Tebbutt and Dr Brian Usher.

**Secretariat:** Kate Keays, Executive Officer, Governance Services.

**In Attendance:** Professor Dennis Altman, Professor Nick Bisley, Professor Sheila Crewther, Mr David Ensor, Professor Marilyn Lake, Professor Graham Lamb, Professor Roger Parish, Dr Jack Reynolds (representing NTEU), Dr Rhonda Small (representing NTEU), Professor Phillip Steele (*vice Prof J Rosenberg*), Professor Gillian Sullivan Mort, Professor Janna Thompson.

**PART A – PROCEDURAL MATTERS**

	<b>ACTION</b>
<p><b>(i) Attendance/Apologies</b></p> <p>Apologies were received from Mr Bruce Carboon, Professor Jane Farmer, Dr Kerry Ferguson, Professor Della Forster, Professor Sandy Gifford, Professor Jae Kim, Dr Katherine Legge, Professor Brian McGaw, Professor Alison Perry, Professor Malcolm Rimmer, Professor John Rosenberg, Professor Jack Singh, Mr Andrew Skewes, Dr Pamela Wallace and Dr David Wilkinson.</p>	
<p><b>(ii) Approval of Agenda</b></p> <p>The Board <b>resolved</b> to approve the Agenda, as circulated.</p>	
<p><b>(iii) Outstanding Matters</b></p> <p>The Board received and noted report AB11/140.</p>	

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

The Board received report AB11/141 and noted the following matters which had been approved on its behalf since the last meeting:

- (a) Conferring of awards *in absentia*, as detailed in Attachment A to AB11/141.
- (b) Instrument of Delegation under Section 4 of the Academic Board Statute 2009, as detailed in Attachment B to AB11/141.

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

The Vice-Chancellor reported that following the call for nominations for the position of Chair and Deputy Chair of Academic Board, which closed at 12 noon on Monday 3 October, one nomination for the position of Chair and one nomination for the position of Deputy Chair were received by the Returning Officer. Professor Simon Crowe had been elected Chair, Academic Board, and Professor Christine Bigby had been elected Deputy Chair, Academic Board, for the period 29 February 2012 to 28 February 2014.

The Vice-Chancellor reported that the Senate had passed the Student Amenities Bill.

The Board received and noted paper AB11/142, the Report of the Vice-Chancellor, which can be located at the following link:  
<https://unite.latrobe.edu.au/sites/sc/sgc/abc/12October/Document%20Library/1/142-VCsReport-October2011.pdf>. The Vice-Chancellor spoke to the report.

**PART B – MATTERS FOR APPROVAL**

**452.1 Confirmation of Minutes**

The minutes of the meeting held on 14 September 2011 [AB11/138(M)] were confirmed.

**452.2 Items for Approval not requiring discussion**

**452.2.1 Faculty of Health Sciences AQF Transition**  
*(Previous minute references 448.4.1 – 11.05.11, 450.3.2 - 10.08.11)*

The Board received report AB11/143 and **resolved** to endorse the request from the Faculty of Health Sciences that the Board rescind the third caveat recorded in the Minutes of the May meeting of Academic Board, item 448.4.1, Report of the Education Committee, (c) New courses – double degree programs, Bachelor of Health Sciences and Master of Exercise Physiology and Bachelor of Health Sciences and Master of Clinical Audiology: “the faculty reviewing and revising the course structure by the end of 2011”.

In doing so, the Board noted that the Faculty undertook to complete the evaluation of the existing combined degrees, develop the compliance framework and provide an AQF transition plan for all combined degrees to the November 2011 meeting of Programs Committee and have all revised course proposals approved by all relevant approval bodies completed by January 2013 with enrolments commencing in the AQF compliant courses in 2014.

ED(FHS)/  
EO(PC)

<b>452.3 Items for Approval not requiring discussion</b>		
<b>452.3.1</b>	<b>Award of Degrees and Diplomas</b>	
	The Board received report AB11/144 and <b>resolved</b> to endorse the award of degrees and diplomas, conferring of awards <i>in absentia</i> and award of higher degrees, as detailed therein.	AEGTO/ RGSO
<b>452.4 Standing Committees of Academic Board</b>		
<b>452.4.1</b>	<b>Report of Education Committee: 28 September 2011</b>	
	The Board received report AB11/145 and noted that the Education Committee had considered the following items at a meeting held on 28 September 2011:	
	(a) Meeting protocols.	
	(b) 2012 meeting dates.	
	(c) Undergraduate Curriculum Design Policy and Procedures.	
	(d) Graduate Capabilities for Undergraduate Students Policy and Procedures.	
	(e) Undergraduate First Year Experience Policy.	
	(f) Professional Academic Development for Teaching Policy and Procedures.	
	(g) Academic Misconduct Report.	
	(h) Proposed changes to the Education Committee's Composition.	
	(i) Report of the Learning Spaces and Technologies Committee held on 19 September.	
	(j) Teaching and Learning Spaces Guidelines.	
	(k) Personal Learning System Guidelines for Staff/Personal Learning System Guidelines for Students.	
	(l) Proposed changes to the composition of the LeST Committee.	
	(m) Report of the Programs Committee held on 8 September 2011.	
	(n) Special Consideration Policy and Procedures.	
	(o) Revised DfL Lexicon of Terms.	
	(p) Undergraduate Student Orientation Policy.	
	The Board <b>resolved</b> :	
	(a) to approve the following new policies and procedures, as detailed in Attachment One to AB11/145:	EO(EC)/ EO(Policy)
	<ul style="list-style-type: none"> <li>• Undergraduate Curriculum Design Policy and Procedures.</li> <li>• Graduate Capabilities for Undergraduate Students Policy and Procedures.</li> <li>• Undergraduate First Year Experience Policy.</li> </ul>	
	(b) to approve the changes to the Education Committee and the Learning Spaces and Technologies Committees' composition, as detailed in Attachment Two to AB11/145.	EO(EC)
	(c) to approve the Teaching and Learning Spaces Guidelines, as detailed in Attachment Three to AB11/145.	EO(EC)/ EO(Policy)
	(d) To approve the Personal Learning System Guidelines for Staff and the Personal Learning System Guidelines for Students, as detailed in Attachment Four to AB11/145.	EO(EC)/ EO(Policy)
	(e) to approve the following new courses, as detailed in Attachment Five to AB11/145:	EO(EC)/ DirAS/ Dirso&P
	<ul style="list-style-type: none"> <li>• Faculty of Science, Technology and Engineering: <ul style="list-style-type: none"> <li>- Diploma of Bioscience</li> <li>- Bachelor of Mechanical Engineering and Bachelor of Mechanical Engineering (Honours)</li> </ul> </li> </ul>	

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| <ul style="list-style-type: none"><li>• Faculty of Humanities and Social Sciences:<ul style="list-style-type: none"><li>- Diploma of Mass Media and Communications</li></ul></li></ul> <p>(f) to approve the following course closures, as detailed in Attachment Five to AB11/145:</p> <ul style="list-style-type: none"><li>• Faculty of Science, Technology and Engineering:<ul style="list-style-type: none"><li>- Graduate Diploma in Mathematical and Informational Sciences (SGMIS)</li><li>- Bachelor of Mathematical and Statistical Science (Honours) (SHMS)</li><li>- Bachelor of Applied Science/Bachelor of Engineering (Civil) (RZASE)</li><li>- Master of Civil Engineering (Sustainable Infrastructure) (Honours) (SMHCEB)</li><li>- Bachelor of Psychological Science/Master of Occupational Therapy Practice (SZPSOT)</li><li>- Bachelor of Information Systems/Master of Health Information Management (SZISHI)</li><li>- Graduate Diploma of Computing (RGC)</li><li>- Master of Information Systems (Coursework) (SMIS)</li></ul></li><li>• Faculty of Humanities and Social Sciences:<ul style="list-style-type: none"><li>- Bachelor of European Studies</li></ul></li></ul> <p>(g) to approve the following significant course revisions, as detailed in Attachment Five to AB11/145:</p> <ul style="list-style-type: none"><li>• Faculty of Health Sciences:<ul style="list-style-type: none"><li>- Bachelor of Human Nutrition</li><li>- Diploma of Health Sciences</li></ul></li></ul> <p>(h) to approve the following major course revisions, as detailed in Attachment Five to AB11/145:</p> <ul style="list-style-type: none"><li>• Faculty of Science, Technology and Engineering:<ul style="list-style-type: none"><li>- Bachelor of Agricultural Science</li><li>- Bachelor of Agricultural Science/Bachelor of Business (SWASB)</li><li>- Bachelor of Agricultural Science/Bachelor of International Development (SWASID)</li></ul></li></ul> | <p>EO(EC)/<br/>DirAS/<br/>DirsO&amp;P</p> <p>EO(EC)/<br/>DirAS/<br/>DirsO&amp;P</p> <p>EO(EC)/<br/>DirAS/<br/>DirO&amp;P</p> |
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The Board also received and noted the 2010 Academic Misconduct Report, as detailed in Attachment 6 to AB11/145.

**452.4.2 Report of Research and Graduate Studies Committee: 30 September 2011**

The Board received paper AB11/146 and noted that the Research and Graduate Studies Committee had considered the following items at a meeting held on 30 September 2011:

- (a) Policy and Procedures:
  - Supervision of Research Students Procedures (revisions).
  - Research Misconduct Procedures.
- (b) Centres and Institutes:
  - Centre for Creative Arts - constitution.
  - Proposed Centre for Mediterranean Studies – constitution.
  - Centre for Bionic Ear and Neurosensory Research – closure of Centre.
  - Institute for Human Security – Annual Report 2010.
  - Centre for Technology Infusion – Annual Report 2010.
- (c) Revision to the University's Research Plan.
- (d) Submission to SRE Public Consultation.
- (e) Arrangements for the collection, management, analysis and provision of

- research data –formation of a working group.
- (f) Encouraging open access to publications by La Trobe Researchers.
- (g) Reports of Sub-Committees and Working Parties:
- Higher Degree Committee (Research): meetings held on 3 August 2011 and 7 September 2011.
  - University Human Ethics Committee: meeting held on 8 August 2011.
  - Genetic Manipulation Supervisory Committee: Annual Report to OCTO 2010-2011; meetings held on 18 May 2011 and 17 August 2011.

The Board received and noted Attachment C to AB11/146, which contained the following Annual Reports:

- Institute for Human Security.
- Centre for Technology Infusion.

The Board **resolved** to:

- approve the draft University Research Plan 2012-2015, as detailed in Attachment A to AB11/145 and updated to incorporate agreed amendments to the measurements in item 2.3 Research Training Skills.
- approve the revised Research Misconduct Procedures, as detailed in Attachment B to AB11/145; and
- approve the closure of the Centre for Bionic Ear and Neurosensory Research, as detailed in Attachment D to AB11/145.

DVC(R)

EO(Policy)/  
EO(RGSC)  
DVC(R)/  
EO(RGSC)

## PART C – MATTERS FOR INFORMATION

### 452.5 Items for Information

#### 452.5.1 Adjunct Appointments

The Board received report AB11/147 and noted that the Vice-Chancellor had recently made the following adjunct appointment:

- (a) Adjunct Associate Professor: Dr Catherine Mead (appointment – 3 years).

P&C

#### 452.5.2 Report of Academic Promotions Committee: October 2011

The Board received the Report of the Academic Promotions Committee: October 2011 and noted that the persons named therein had been promoted, as detailed in report AB11/148.

EO(APC)

#### 452.5.3 Senior Academic Appointments

The Board received report AB11/149 and noted that the following senior academic appointments had recently been made:

- Dr William McGuinness, Head, School of Nursing & Midwifery
- Professor Marilyn Lake, Professorial Research Fellow
- Dr Michael Clarke, Head, School of Life Sciences
- Professor David Stokes, Strategic Programs Advisor

#### 452.5.4 Minutes of the Faculty Boards

The Board received and noted the following minutes of the Faculty Boards:

- (a) Law and Management: 12 July 2011 [FLM/FB11/04M]
- (b) Law and Management: 6 September 2011 [FLM/FB11/05M]

### PART D – DISCUSSION

#### 452.6 La Trobe Traditions: what should we value and retain for the future.

The *Acting* Chair introduced the Panel.

Discussion Panel:

- (a) Professor Marilyn Lake, Faculty of Humanities and Social Sciences
- (b) Professor Roger Parish, Faculty of Science, Technology and Engineering
- (c) Professor Dennis Altman, Faculty of Humanities and Social Sciences

- a) Professor Marilyn Lake spoke from an historian's perspective highlighting that La Trobe has always been a University with University traditions unlike a number of other higher education institutions that were formerly Colleges of Advanced Education or Institutes of Technology. La Trobe was founded on traditional disciplines and central to La Trobe identity is the expectation that academics are employed to conduct research as well as to teach. Professor Lake cited the lack of contribution and productivity in research and publication at the current 40 per cent workload allocation for research. She noted that there are small pockets of high ranking research however La Trobe's overall ERA ranking of 18<sup>th</sup> indicates that La Trobe has ceased being a University defined by research excellence.

Professor Lake stated that La Trobe was a cross-roads, neither a leading research university nor attracting sufficient first preference student levels to sustain its large staff load, a legacy of being a traditional Arts and Science University. Professor Lake concluded by suggesting that La Trobe now required boldness, courage and imagination among its leaders to address historical anomalies and challenges.

- b) Professor Roger Parish spoke about the foundational Vice-Chancellor, David Myers building a first class workforce by attracting and retaining the best academics and building the disciplines. Professor Parish highlighted the large cuts to the Faculty of Science, Technology and Engineering in a single year (1999) which resulted in collateral damage, 12 leading researchers moving to other universities. The loss correlated with a decline in La Trobe research rankings from 9<sup>th</sup> to 16<sup>th</sup>. The lesson to be learnt is that in times of budgeting constraint, a strategy to retain leading academics must be implemented. Professor Parish stressed the importance of Deans in leadership and operational management of the core business of teaching and learning. For its first 25 years the University consisted of ten Schools and the ten Deans worked very closely with the Vice Chancellor. The "Super Faculties" (initially four) were introduced in 1994 as some Schools were too small to be viable. However, the danger of creating four "mini-universities" was recognized and needs to be continually confronted.

A major challenge facing universities is the increasingly complex and burgeoning costs of administration. The absurd situation could arise that the core

business no longer earns sufficient income to support itself and the central administration and the core business is then cut as a consequence. The first university to solve or seriously address this issue will become a "Mecca" for the others.

- c) Professor Dennis Altman opened his speech by highlighting the work of Emeritus Professor Robin Jeffrey through inspiring a generation of students. Professor Altman stated that the institutional values of the University do not change over time and the values of 1964 are still relevant today. He stated that the pressures externally on public administration impacts on decision making processes and La Trobe needed to think about a new way of managing the University that is different and distinguishes it from others. He encouraged better use of the Academic Board to raise general questions of the direction of the University, so that academics could better balance the role of managers

In concluding the panel spoke about the importance of traditions along with the requirement to embrace student experience, to gain and build reputation in research excellence, retain the best academics and institute transparency in decision making processes.

The meeting closed at 11.20am.

#### **452.7 Next Meeting**

9.30am  
Wednesday 9 November 2011  
Council Chamber  
John Scott Meeting House  
Melbourne Campus

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

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