Minutes of a meeting of Academic Senate held on Thursday, 18 December 2014 at 9.30am in the Senate Room, Level 3, Building C8A.

Present:  
Professor Dominic Verity (Chair)  
Dr Trudy Ambler  
Deidre Anderson  
Professor Charles Areni  
Karee Chan  
A/Professor David Coutts  
A/Professor Pamela Coutts  
Professor Bruce Dowton  
Professor Alex Frino  
Professor Mark Gabbott  
Professor Simon George  
Professor Mariella Herberstein  
Tori Hocking  
Professor Lesley Hughes  
Professor Lori Lockyer  
Professor Catriona Mackenzie  
Nicholas McGuigan  
Professor Patrick McNeil  
Professor Peter Nelson  
Professor Jacqueline Phillips  
Alexander Read  
A/Professor Mehdi Riazi  
Professor Anne Ross-Smith  
Cathy Rytmeister  
Professor John Simons  
A/Professor Ian Solomonides  
JoAnne Sparks  
Mohammed Sulemana  
George Tomossy  
Vikas Veerareddy  
Dr Edward Watts  
A/Professor Lisa Wynn  
Dr Rod Yager  

In Attendance:  
Ellen Carlson  
Ainslee Harvey  
Amanda Phelps  
Kathryn Whittingham  
Zoe Williams  
Jonathan Wylie  

Apologies:  
Deidre Anderson  
Dr Wylie Bradford  
Professor Mark Gabbott  
Professor Janet Greeley  
Professor Jim Lee  
Professor Nick Mansfield
1. APOLOGIES /WELCOME

The Chair of Academic Senate Professor Dominic Verity welcomed members to the 18 December 2014 Academic Senate meeting, the last Senate meeting for 2014. The Chair also welcomed Dr Trudy Ambler; attending on behalf of Professor Martina Mollering, Tori Hocking attending on behalf of Professor Sakkie Pretorius and Professor Patrick McNeil, the new Executive Dean of the Faculty of Medicine and Health Sciences.

The Chair proposed co-opting Professor Jacqueline Phillips as a representative from the Faculty of Medicine and Health Sciences have considered co-option to represent new Faculty).

Resolution 14/203

That Academic Senate approves the co-option of Professor Jacqueline Phillips as a representative from the Faculty of Medicine and Health Sciences, until such point as an election can be held in that Faculty to fill vacant positions.

The Chair noted with the outcome of the recent Academic Senate elections and drew members attention to the fact that this will be the final Senate meeting for the following members from the Faculty of Arts Professor Catriona Mackenzie, George Tomossy, A/Professor Lisa Wynn. From the Faculty of Business and Economics Professor Anne Ross-Smith, Dr Edward Watts and from the Faculty of Human Science Professor Lori Lockyer and Professor Dick Stevenson and A/Professor Mehdi Riazi. The outcome of the Faculty of Science and Engineering election for Academic Senate representatives will not be known until Friday 19 December 2014.

Academic Senate noted apologies were received from Deidre Anderson, Dr Wylie Bradford, Professor Mark Gabbott, Professor Janet Greeley, Professor Jim Lee, Professor Nick Mansfield, Professor Martina Mollering, Professor Sakkie Pretorius, Alexander Read, Professor Dick Stevenson, A/Professor Michelle Trudgett, Professor David Wilkinson and Professor Sherman Young.

Professor Alex Frino arrived at 9:35 am.

2. ARRANGEMENT OF AGENDA

2.1 The Chair requested that Senate members declare any conflicts of interest.

Dr Rod Yager declared a conflict of interest in relation to item 9.1, Report from the Executive Dean from the Faculty of Science and Engineering.

2.2 Adoption of Unstarred Items

There were no additional Items starred for discussion.

Resolution 14/204

That the items not starred for discussion be noted and, where appropriate, be adopted as recommended.
3. **MINUTES OF MEETING HELD 4 NOVEMBER 2014**

**Resolution 14/205**

*That the minutes of the meeting held on 4 November 2014 be signed as a true and correct record subject to the minor amendments.*

4. **BUSINESS ARISING FROM THE MINUTES**

4.1 **Academic Senate Action Items**

The Chair acknowledged that the majority of these action items would be discussed throughout the meeting. The Chair noted that item number 7 relating to the benchmarking of Academic Senate has occurred as part of the recent Governance Workshops.

In relation to item 4.2 – Senate determined that University Medals Committee and associated processes will be reviewed again in 2015 and that, in the meantime, it will continue to operate under the standing University Medals rules with amendments to recognise the eligibility of MRes students. The Chair reminded members that the retirement of the Honours Program and creation of the Masters of Research Program has acted as a trigger to review the overall Medals process and eligibility requirements.

5. **REPORT FROM CHAIR**

The Chair referred to the written report included in the Agenda.

Academic Senate noted the update.

6. **VICE-CHANCELLOR ORAL UPDATE**

The Vice Chancellor reflected on the internal and external factors influencing the University over the past year. The Vice-Chancellor noted that the Higher Education Reform Bill had failed to transit through parliament and predicted that there would be significant negotiations underway prior to the first session of Parliament in 2015 to attempt to deliver the passage of this Bill. The Vice-Chancellor indicated that while it was presently unclear as to how negotiations might proceed, his office would actively monitor the situation.

Members were advised that discussions continued around the proposed transfer of Universities from the Federal to State jurisdiction. The Vice-Chancellor indicated that there was no common view amongst Australian Vice-Chancellors on this proposal and noted that such a complex change would deliver mixed benefits to Universities.

The Vice-Chancellor updated members on the emerging trends in the current round of student recruitment. Initial data indicates that the uncapping of federal places has reached a plateau from the enormous growth initially experienced across the sector. Academic Senate was advised that the school leaver market appears stable, while the non-school leaver market has experienced a downturn across NSW. The Vice-Chancellor shared his view, that this is most likely due to the buoyancy of the NSW economy, with there being an inverse relationship between trends in enrolment intake and a strong economic base.

The Vice-Chancellor advised members of the work undertaken to repair the strategy supporting international recruitment and efforts by Macquarie International to address an under-investment in this area. Members were advised of initiatives including, restoring regional directors, realigning the number of marketing staff and strategies to direct recruitment in-country, more locally rather than remotely from Sydney.
Notwithstanding these concerted efforts, the Vice-Chancellor predicted that returns would not be seen until Session 2 2015 due to the longer lead-in time for international recruitment.

The Vice-Chancellor provided members with a brief summary of the budget and the University's fiscal position ahead into 2015. Members were also informed of the considerable campus works program which would take place over the Summer, including the remediation of the deck area outside of Hub building, continued work on pedestrian accessibility and safety and the dismantling of the Psychology building to create an open green space, linking the Library with the academic heartland of Campus. Members were advised that an entire level within the Hearing Hub is being utilised as a decant area to accommodate entire departments and vastly streamline the timeframe for refurbishing learning spaces.

In closing and reflecting on 2014, the Vice-Chancellor identified the Research Strategic Plan, and the revitalisation of the Teaching and Learning Plan as key achievements. The Vice-Chancellor predicted that 2015 would see a progression towards the implementation phase of several significant projects including those relating to teaching and research and the activation of the new university brand.

The Vice-Chancellor invited comments and Professor Frino noted that the MGSM enrolment trends were demonstrating a 25% increase in international markets while domestic markets were down.

The Chair thanked the Vice-Chancellor for his update.

Professor Jacqueline Phillips arrived at 9:48 am.

7. STRATEGY AND POLICY

7.1 Update on Academic Governance Workshops

The Chair spoke to the submitted paper and noted Academic Senate had convened two workshops to discuss academic governance principles and to examine how the University’s academic governance processes and structures can be reformed to better address the challenges posed by a rapidly evolving environment. The workshops were well attended by a diverse group of stakeholders including University Executive, Senate members, sub-committee members, University Council representatives, Heads of Department, professional staff and students.

Several main themes reoccurred throughout the workshops and during the consultation phase of this project. These include:

- Academic governance coverage and expertise beyond learning and teaching, including in research, internationalisation and corporate/community engagement
- Planning and managing the business of Senate
- Capacity building and succession planning
- Building a deeper systemic understanding of the role, structure and operations of academic governing bodies (as opposed to management committees)
- Recognition and reward for students and staff involved in governance activities
- Expectations of governance committee members
- Genuine student engagement
- Improving the inclusiveness of governing committees

Based on the feedback and suggestions received at the workshops, a suite of recommendations will be presented to Senate for its consideration at the first meeting
on 3 March 2015. Recommendations for consideration include:

- Establishing a formal Research Committee that reports to Academic Senate. The advantage / practicality of a single governance committee for Research and Research Training will also be considered.
- Tasking the Chair of Senate, DVC-International and DVC-Corporate Engagement & Advancement with developing recommendations to ensure that Senate is appropriately advised on internationalisation and corporate/community engagement matters.
- Introducing a Senate Standing Committee that will meet regularly to approve routine academic governance matters on behalf of Senate in between meetings; organise and prioritise the Senate agenda; monitor and support sub-committee processes and activity.
- Adopting an agile business process for policy development and approval. This will assist to ensure Senate is briefed early on policy proposals to determine strategic direction while delegating greater responsibility to sub-committees.
- Developing a more robust training program to support the effective participation of all academic governors. This will also include providing targeted training and support for those in, or developing towards, academic governance leadership roles.
- Drafting a formal set of principles, and standing orders to identify and govern all committees of Academic Senate
- Establishing a formal timetable of Faculty elected representative and student led business that is to be supported and developed in consultation with the Chair and any other appropriate staff members.

Overall, the workshops were very successful and the Chair extended his personal thanks to all participants, and in particular to Professor Bruce Dowton, members of the University Executive and all members of Academic Senate itself, for their very strong support and participation in this crucially important project. The Chair welcomed any further feedback from members.

7.2 TEQSA / HESP update

This item was deferred for discussion until the 3 March 2015 meeting.

8. QUESTIONS ON NOTICE

Members are requested to submit Questions on Notice to the Chair two days in advance of the meeting.

Nil received.

9. 2014 – SESSION 2, UNIT RESULTS

9.1 Reports from Executive Deans

The Chair invited the representatives for the Executive Deans to speak to the Session 2 Unit results.

Faculty of Arts

Dr Trudy Ambler spoke to the submitted report and highlighted that in first year units there was a high failure rate and queried if there was a connection to low GPA. The issue of non-attendance at lectures was identified as an ongoing concern.

Professor Ian Solomonides noted that there are over 35,000 hours of lectures recorded each year.
Faculty of Business and Economics

Professor Anne Ross-Smith spoke to the submitted paper on behalf of Professor Mark Gabbott and highlighted the increase in the volume of Disruptions to Studies applications. It was noted that there have also been increased demands placed on the student administration team in responding to the numbers of requests for supplementary examinations. The Faculty queried whether the management of supplementary examination could be centralised. Concerns were raised regarding the English language proficiency of some international students and a review of the referring agencies is being conducted.

Jonathan Wylie commented on the option for supplementary examinations moving forward and that centralisation was one option. He indicated that an operation review group is to be formed to consider available options.

Faculty of Human Sciences

Associate Professor Pamela Coutts spoke to the submitted report and noted the number of incompletes in professional units and there is a sense that failure rates are increasing at the undergraduate level.

Faculty of Science and Engineering

Professor Peter Nelson spoke to the submitted report and acknowledged the work of the Faculty Standards and Quality Committee. Professor Nelson identified the capacity of AMIS as an issue and suggested a University review of the system capabilities moving forward.

Jonathan Wylie spoke the concerns raised with AMIS and provided advice to the Senate on the projects currently underway to upgrade the student system. It was noted that Macquarie University is the last university still using an obsoleted version of the Technology 1 platform. An investment of over 20 – 40 million dollars will be required to upgrade the student system. Jonathan Wylie encouraged Faculties to submit one help tickets in the event that they are experiencing systems issues and noted he was aware of only one specific issue raised by the Faculty of Business and Economics.

9.2 Consideration of Schedule of Results, Session 2, 2014

Resolution 14/206

(a) That Academic Senate thanks the Faculties for their Session 2 2014 examination reports;
(b) That the Chair of Academic Senate is authorised to approve examination results released after 18 December 2014 on behalf of Academic Senate.

9.3 List of Prizewinners

Academic Senate resolved as recommended the list of prize awards submitted for its consideration at the meeting.

Resolution 14/207

That prizes be awarded to the students nominated for the prize awards (listed at item 9.3 of the 18 December 2014 Academic Senate Agenda).

9.4 Approval for the Communication of Results
Academic Senate considered the communication of results and noted that the results would be accessible to all students from 12:00 pm in e-student.

**Resolution 14/208**

*That the schedule of results be approved as the official record and that the Deputy Vice-Chancellor (Students and Registrar) be authorised to convey these results to students.*

### 10. GENERAL BUSINESS

#### 10.1 Membership terms

The Chair noted that the membership terms for the Academic Appeals Committee, Medals Committee and Higher Degree Research Appeals Committees are due to expire and proposed that the membership terms be rolled over for the following terms:

**Academic Appeals Committee** is currently comprised of Professor Dominic Verity, Dr Brigitte Jandey, Dr Wylie Bradford, Dr John De Nobile, Dr Jane Williamson and their terms will be extended until the finalisation of the Academic Appeal Policy and determination of the panel of appeals members.

**University Medals Committee** is currently comprised of Professor Dominic Verity, Associate Professor Jean-Philippe Deranty, Dr Kerry Sherman, Associate Professor Michelle Leishman and Dr Tony Bryant terms to be extended until June 2015.

**Higher Degree Research Appeals Committee** is currently comprised of Associate Professor Doris McIlwain (Professor Dominic Verity is Acting Chair), Associate Professor Brian Atwell, Dr Chris Baumann and Dr Alison Holland current terms expire 31 December 2014 – propose to extend until finalisation of the Academic Appeal Policy and determination of the panel of appeals members.

**Resolution 14/209**

*That Academic Senate approves the extension of the membership terms for the University Medals Committee (until June 2015) and the Academic Appeals Committee, and Higher Degree Research Appeals Committees until a date to be determined.*

#### 10.2 Progress Report – Chiropractic Program

Professor Peter Nelson provided a further update to his previous report provided to the 2 September 2014 Academic Senate (refer to item 8 on the 2 September 2014 Agenda) and noted that there have been no significant changes to report on.

A further update will be provided early in the new year.

Academic Senate noted the update.

#### 10.3 2017 & 2018 Academic Year Plans

The 2017 and 2018 Academic Years Plans were noted by Academic Senate. The reason for publication of these dates in advance was explained as relating to the advertising of international offers to students. The difficulty in locating an Academic Year plans on the University website was also commented on, Governance Services tasked with improving their presence on the University website.

#### 10.4 Ratification of results QA Framework
The Chair spoke to the paper and advised the Senate that Session 2 2015 is the planned implementation date.

10.5 Ratification of results for Session 3 2014

Resolution 14/210
That Academic Senate establishes a Task Force and discharges the ratification of results function to that Task Force for Session 3 2014/2015.

10.6 Schedule of Postgraduate Articulated Award Sets

Resolution 14/211
That Academic Senate approves the Schedule of Postgraduate Articulated Award Sets (refer to item 10.6 of the 18 December 2014 Agenda).

10.7 Undergraduate Diploma Principles – Concurrency

Resolution 14/212
That Academic Senate approves the amendments to the paper Academic Program Structure Statement: Undergraduate Diploma Program (originally approved by Academic Senate on 18 July 2014) as proposed in the Undergraduate Diploma Principles – Concurrency (refer to item 10.7 on the 18 December 2014 Academic Senate Agenda).

10.8 MUIC: Request for three new Diploma Programs

Resolution 14/213
That Academic Senate approves the new pathway College to be able to offer and deliver three new Diploma programs, Diploma of Media and Communication, Diploma of Engineering and Diploma of Information Technology (refer to item 10.8 on the 18 December 2014 Agenda).

10.9 2015 Glossary update

Resolution 14/214
That Academic Senate approves the proposed amendments to the University Glossary (refer to item 10.9 of the 18 December 2014 Agenda) effective 1 January 2015.

10.10 Faculty Board – Terms of Reference

Resolution 14/215
That Academic Senate approves the Faculty Board Terms of Reference.

11. ITEMS FOR RATIFICATION

11.1 Matters approved by the Chair

The Chair referred members to the matters approved by the Chair, tabled for noting and ratification.

On 12 November 2014 the Chair of Academic Senate approved the qualification and addition of the following two students as an addendum to the Academic Senate on 7 October 2014 in order to allow them to graduate in 2014 (refer to item 11.1 of the 18 December 2014 Agenda.)

Resolution 14/216
On 12 November 2014 the Chair of Academic Senate approved the addition of
11.2 Saving Clause cases

The following Saving Clause cases were approved by the Chair of Academic Senate on 30 October 2014:

**Resolution 14/217**

That the Saving Clause be invoked to enable the student identified as 41964640 to satisfy degree requirements of the Bachelor of Arts - Media without having to complete a People unit, provided all other requirements have been met.

**Resolution 14/218**

That the Saving Clause be invoked to enable the student identified as 40736318 to satisfy degree requirements of the Bachelor of Arts (major in Ancient History - Greece, Rome and Late Antiquity) without having completed a Planet unit, provided all other requirements have been met.

**Resolution 14/219**

That the Saving Clause be invoked to enable the student identified as 42649978 to satisfy degree requirements of the Bachelor of Arts (OUA) without having to complete an additional OUA unit, provided all other requirements have been met.

12. REPORTS FROM STANDING COMMITTEES

12.1 Academic Standards and Quality Committee

Academic Senate noted the report of the meeting of 25 November 2014.

12.2 Curriculum Standards Framework Committee

Academic Senate noted the report of the meeting of 18 November 2014.

12.3 Higher Degree Research Committee

Academic Senate noted the report of the meetings held on 31 October and 5 December 2014 and resolved as recommended:

**Resolution 14/220**

That the students included in the report of the Higher Degree Research Committee of 31 October and 5 December 2014 (Item 12.3 Academic Senate Agenda 18 December 2014) have satisfied the requirements of the awards stated.

Nominations for Vice-Chancellor’s Commendation

**Resolution 14/221**

That Rhiannon Julie Fogliati’s PhD/MCLPSY thesis entitled “The Effect of Cross-Examination on Children’s Report” be awarded a Vice-Chancellor’s Commendation.

**Resolution 14/222**

That Patrick Lelliott’s PhD thesis entitled “Investigation of a novel host-directed therapy for malaria through ENU mutagenesis” be awarded a Vice-Chancellor’s Commendation.
Resolution 14/223
That Min Liao’s PhD thesis entitled “The Children’s Acquisition of ‘Shenme’ in Mandarin Chinese” be awarded a Vice-Chancellor’s Commendation.

Resolution 14/224
That Genevieve Lauren Yu Jing Quek’s PhD/MCLNPSY thesis entitled “The Modulatory Effects of Attention and Spatial Location on Masked Face-Processing: Insights from the Reach-to-Touch Paradigm” be awarded a Vice-Chancellor’s Commendation.

Resolution 14/225
That Jasmin Ruch’s PhD(J) thesis entitled “Evolution and maintenance of sociality in crab spiders (Thomisidae)” be awarded a Vice-Chancellor’s Commendation.

12.4 Senate Learning and Teaching Committee

Academic Senate noted the report of the meeting of 17 November 2014.

13. CONSIDERATION OF CONFIDENTIAL ITEMS

13.1 University Discipline Committee

The minutes of the University Discipline Committee meeting of 5 November 2014 were tabled.

13.2 Higher Degree Research Appeals Committee

The minutes of the Higher Degree Research Appeals Committee meeting of 4 November 2014 were tabled.

14. OTHER RESULTS FOR NOTING

Academic Senate noted the following results:

14.1 OUA Term 2, 2014
14.2 OUA Session 1, 2014
14.3 OUA Session 2, 2014
14.4 Macquarie City Campus IBT 2, 2014
14.5 Macquarie City Campus Study Period 2, 2014
14.6 Winter Vacation 2014

15. OTHER BUSINESS

Nil.

16. NEXT MEETING

The next meeting of Academic Senate will be the first meeting of 2015 and will be held on Tuesday 3 March 2015.

Agenda Items are due by Friday 20 February 2015.
The Chair reminded the Committee that the next meeting of Academic Senate would not be until 3 March 2015.

There being no further business, the Chair thanked members for their contributions to Academic Senate during 2014, wished them the compliments of the season and declared the meeting closed at 11:00 am.

Professor D Verity  
Chair