PRESENT

Professor Dominic Verity
Dr Ayse Bilgin
Dr Wylie Bradford
Dr Yvonne Breyer
A/Professor David Coutts
A/Professor Pamela Coutts
Professor Linda Cupples
Professor Bruce Dowton
Dr Kate Fullagar
Professor Mark Gabbott
Professor Simon George
Anna Glen
Professor Norma Harrison
Professor Mariella Herberstein
Professor Lesley Hughes
Professor Mike Jones
Professor Nick Mansfield
Professor Patrick McNeil
Professor Barbara Messerle
Professor Martina Mollering
Professor Peter Nelson
Dr Kerry-Ann O’Sullivan
Professor Jacqueline Phillips
Professor Sakkie Pretorius
Professor Peter Radan
Cathy Rytmeister
Professor John Simons
A/Professor Ian Solomonides
JoAnne Sparks
Professor Lucy Taksa
A/Professor Estela Valverde
Cheryl Ware
Julia Yang
Professor Sherman Young

IN ATTENDANCE

Robyn Bishop
Dr JoAnne Page
Amanda Phelps
Shirley Sorensen
Kathryn Whittingham
Zoe Williams

APOLOGIES

Deidre Anderson
Professor Amanda Barnier
Harry Dang
Professor Alex Frino
Jeremey Gunter
Jinji Kong
Professor Kathryn Millard
Simon Populin
Jonathan Wylie
1. **APOLOGIES / WELCOME / ACKNOWLEDGEMENT OF COUNTRY**

The Chair opened the meeting and acknowledged the traditional custodians of the land.

The Chair welcomed members and attendees to the meeting, including Robyn Bishop from the Faculty of Human Sciences, who was in attendance to speak to the report submitted by Associate Professor Judi Homewood on *Academic Appeals - Rapid Improvement Event* noted in item 10.1 and Dr JoAnne Page who was in attendance to provide an update on the TEQSA Renewal, item 10.2.

The Chair noted that apologies had been received from Deidre Anderson, Professor Amanda Barnier, Harry Dang, Professor Alex Frino, Jeremey Gunter, Jinji Kong, Kathryn Millard, Simon Populin and Jonathan Wylie.

2. **ARRANGEMENT OF AGENDA**

   2.1 Disclosure of Conflicts of Interest
   
   The Chair requested that Senate members declare any conflict of interest.

   No conflicts were recorded.

   2.2 Adoption of Unstarred Items

   **Resolution 15/87**

   *That the items not starred for discussion be noted and, where appropriate, be adopted as recommended.*

3. **MINUTES OF PREVIOUS MEETING**

   **Resolution 15/88**

   *That the minutes of the Academic Senate meeting held on 25 August 2015 be signed as a true and correct record.*

4. **BUSINESS ARISING FROM THE MINUTES**

   4.1 Academic Senate items requiring action

   The outstanding action items were noted.

5. **REPORT FROM THE CHAIR**

   The Chair requested that members note his written report and queried if there were any questions from members in relation to any of the topics raised in his report.

   Academic Senate noted the update.

6. **VICE-CHANCELLOR ORAL UPDATE**

   The Vice-Chancellor briefed members on the impact of the change of Prime Ministers on higher education with particular reference to fee deregulation and the Higher Education Bill.

   The Vice-Chancellor informed members that the Deputy Vice-Chancellor (International) had resigned and advised that Macquarie International would report to the Chief Operating Officer in the interim.

   The Vice-Chancellor provided members with an overview of the University's enrolment load and opportunities and challenges the University will face in terms of commencing students in 2016. Particular reference was made to initiatives with specific international markets.

   Members were advised of the direct correlation to the University's approach to data collection and performance in international rankings and of the Chief Information Officer's current review of IT systems.

   The Vice-Chancellor acknowledged the work of the Deputy-Vice Chancellor (Academic) in establishing the Macquarie University International College and advised members of the first cohort is due to commence later in the year.
In closing, the Vice-Chancellor referred to the web transformation project and the dire need to reset the University’s digital presence to deliver greater coherence and accessibility. Members were advised that the new public website, will be launched in mid-October.

The Chair thanked the Vice-Chancellor for his update and welcomed questions.

During this item JoAnne Page and Professor Patrick McNeil arrived at 9:40am and Julia Yang arrived at 9:45am.

7. QUESTION TIME
The Chair reminded members that a question time is being trialled as an additional agenda item for the remaining meetings in 2015, with members provided with an opportunity to ask any questions of the Vice-Chancellor and the Chair from the floor.

The following matters were raised:

i. Macquarie University International College (MUIC)
   Faculty-elected staff representatives questioned the highly casualised work force of the new College. The Deputy Vice-Chancellor (Academic) advised that while full-time appointments had been made, during start-up and while student numbers were being finalised, many teaching appointments were casual. Members noted the need to trust that staff were adequately trained prior to having access to laboratories.

ii. University Web Transformation Project
   Faculty-elected members referred to the how research centres and relationships would be represented in the new public web page and that many existing pages would not be transitioned over to the new website. The Vice-Chancellor acknowledged that there needed to re-set the balance between cognate research groups having freedom of movement to present themselves digitally versus the need to ensure coherent presentation of the University. There was general discussion regarding the need to ensure that there is a level of coherence and consistency and quality control in how the University is presented.

iii. Learning and Teaching Strategic Framework (White Paper)
   An update was sought on the current status of the Learning and Teaching Strategic Framework (White Paper). The Chair and the Deputy Vice-Chancellor (Academic) reported that ongoing discussions continue to move the strategy towards approval and implementation, and an update will be provided to the Academic Senate for consideration at its next meeting.

8. STRATEGY AND POLICY

8.1 Discussion Paper: Governance of Research and Research Training
Academic Senate considered a discussion paper on the Governance of Research and Research Training and a draft Terms of Reference for a Senate Research and Research Training Committee and Thesis Examination Subcommittee.

The Chair provided general background to the broad themes and specifically spoke to the feedback around research governance provided at the academic governance workshop held in late 2014, which had given rise to the proposed research governance structure being considered.

The Chair invited comments on the proposed research governance structure and the majority of members expressed a preference for a single research committee and indicated that the composition of the committee had paramount significance. There was lengthy discussion on the level of involvement of the Associate Deans Research, Associate Deans Higher Degree Research and Executive Deans in this committee. The primary question canvassed was how the membership composition would ensure that Academic Senate was provided with the appropriate expertise on this committee to adequately assist it in discharging its responsibilities in research governance.

The Deputy Vice-Chancellor (Research) suggested that the committee should be smaller than the other committees of Academic Senate, and that it should primarily be comprised of the Executive Deans, PVCs research and leading researchers drawn from Academic Senate. He suggested a model that would see this committee draw on the expertise of Associate Deans as and when necessary. He also expressed his view that the committee’s primary role would be to give him an opportunity to communicate on matters of research strategy with the Executive Deans and to report on the activities of his office to Academic Senate.

Professor McNeil, the Executive Dean of Medicine and Health Sciences, also expressed the view that, given the strategic importance of research, the Executive Deans should nominate themselves as members of any research committee. Other members, including the Chair, countered this view pointing out that the Executive Deans did not elect to sit on any of the committees of Academic Senate devoted to the learning and teaching enterprise. This was despite the fact that this was a matter of equal or greater strategic importance, especially given the fact that the University derived a very significant majority of its income from its educational activities. Ms. Rytmeister made the point that the appointment of the Executive Deans
to a research committee, alone amongst all specialist committees of Academic Senate, would send a very strong message to the wider University community about the relative importance of teaching and research. She pointed out that the “Our University: A Framing of Futures” strategic framework did not prioritise research over teaching, and that it could therefore be seen as inappropriate for Academic Senate to establish a priority of that kind in its choice of committee membership. Other members highlighted the fact that the balance between teaching and research was key, and that any messages sent by Academic Senate in that regard would need to be very carefully managed.

The Chair expressed the view that it was not the role of a committee of Academic Senate to act as a forum for communication between a DVC and Executive Deans, and that other opportunities for that interaction should be explored outside of the Academic Senate structure. The Deputy Vice-Chancellor (Academic) amplified this view, saying that he met regularly with Executive Deans, both individually and collectively, and those meetings provided him the context required to pursue matters of importance to his office. He also discussed his role in respect of the key learning and teaching committees of Academic Senate, saying that it was important for him to interact closely with these committees as a member but that he did not feel it appropriate for him to Chair either of them.

Members also discussed the question of committee size. The DVC-R expressed the view that the committee would only work effectively if it was kept small in size. The Chair pointed out that the committees of Academic Senate were generally larger than administrative committees (as were the corresponding committees of the majority of other institutions), that they met relatively infrequently, and that their business was largely to discuss and discharge high level policy, strategy and oversight matters. He referenced the fact that the Senate Learning and Teaching Committee and the Academic Standards and Quality Committee both executed the substantial detail involved in their work through the agency of much smaller specialist working parties, which were setup to examine particular matters over a relatively short period of time and which met much more frequently.

Professor Young, the Pro-Vice Chancellor of Learning, Teaching and Diversity, spoke of his experience as the Chair of SLTC and stated that it was his view that this committee of 29 individuals had been particularly effective in its work. He referenced the work of the Assessment Policy and Student Progression working parties of SLTC as particularly good examples of the effectiveness of a working party process. The Deputy Chair of Academic Senate, Professor Phillips, mentioned that as part of her induction she had sat in on a number of meetings of SLTC and ASQC and that she had found them to be particularly effective and collegiate in their work.

The Chair called for a vote to be held and 31 members voted in favour of a single research and research training governance committee; there were 2 members who voted against the proposal. The Chair abstained from voting.

Further discussions and regarding membership will be continued at the 10 November 2015 meeting of Academic Senate.

Discussions addressing the proposed creation of the Thesis Examination Subcommittee would be considered at the 10 November 2015 Academic Senate meeting.

Resolution 15/89

Academic Senate resolved to approve the creation of a single Research and Research Training Committee. This will assume the responsibilities of HDRC, and its sub-committee PESC, in respect of all matters relating to the academic governance of research training programs.

Action:

The Chair of Academic Senate to provide a report to the 10 November 2015 Academic Senate meeting on the status of the implementation of the feedback provided at the 2014 academic governance workshop.

Resolution 15/90

Academic Senate resolved to approve the proposal for the Quality Enhancement Committee to conduct an independent, external review of the Master of Research program.

Action:

The Chair of Academic Senate to work with the Vice-Chancellor to identify a suitable individual to Chair this external review and to establish a process to frame a terms of reference and identify further members for this review panel.
8.3 English Language Policy – Clarification of resolution
Academic Senate was asked to clarify the status of the English Language Policy, Procedure and Schedule as outlined in the submitted paper.

**Resolution 15/91**
Academic Senate resolved to:

i. rescind Resolution 14/194 of 14 November 2014 approving the English Language Policy as presented to the meeting;

ii. rescind the SLTC Resolution of 17 November 2014 approving the English Language Procedure, English Language Guideline and English Language Resources Schedule as presented to the meeting;

iii. resolve to approve the English Language Policy, Procedure and Schedule as presented to the Academic Senate Standing Committee meeting of 4 August 2015 in principle, with an implementation date to be identified in the future.

8.4 Policy Development for the Macquarie University International College (MUIC)
Academic Senate took the report as read and noted the update on policy development for the Macquarie International College.

9. **QUESTIONS ON NOTICE**
Members are provided an opportunity to submit Questions on Notice to the Chair two days in advance of the meeting.

9.1 The elected Academic Senate members from the Faculty of Science and Engineering submitted the following questions about the future of the Chiropractic program and the possible disestablishment of the Department of Chiropractic at Macquarie University, which has been under consideration by the Executive.

a. *If the decision is made to discontinue the program, how will the University ensure that obligation are met to current and future students enrolled in the chiropractic program and to the staff who teach in the program?*

b. *What are the factors under consideration in making a decision in regard to the future of the Department of Chiropractic?*

In response to question (a), the Deputy Vice-Chancellor (Academic) confirmed to members that any closure will be executed under appropriate change management processes provided for under the EBA, and that some staff may be re-deployed while others may be made redundant. He confirmed that students have been guaranteed a teach out period, and all students enrolled prior to 2016 are guaranteed the opportunity to complete the Bachelors / Masters combination program, which will require a six to nine year teach out period. The situation in regard to the 2016 intake required further investigation of the precise commitments being made to potential students, particularly in regard to whether those enrolled into the undergraduate program in that year would be guaranteed places in the Masters program subject to meeting progression requirements.

Professor Herberstein pointed out that the Undergraduate program in Chiropractic did not qualify students for clinical practice and that it was not constructed to be a more broadly applicable science qualification. She expressed the view that students completing the undergraduate program would be disadvantaged by holding a degree which only qualified them to proceed to a Masters program which we might not have committed to offer them. The DVC-A committed to seek clarification on this point and report back to the subsequent meeting of Academic Senate.

The Chair asked for further clarification of the risk mitigation measures being put in place to ensure that this commitment to teach out could be honoured. He pointed out that the disestablishment of the program would lead many staff members to seek other employment, making it either prohibitively expensive or a practical impossibility for the University to support a teach out to 2025. In response, the DVC-A did not address any specific measures, saying only that teaching out periods were always difficult to manage and that due care would be taken in this case.

In response to question (b), the Deputy Vice-Chancellor (Academic) confirmed that the future of the Department of Chiropractic was still a matter of active discussion in the Executive. He reported that he and Professor Messerle, the Executive Dean of Science and Engineering, had asked the Department of Chiropractic to prepare a submission in regard to its future, that this report had been particularly comprehensive and well argued, and that he was now preparing a submission to the Executive on the basis of the advice from the Department.

The DVC-A also reported, however, that the only factor being taken into account in regard to the disestablishment of the Department of Chiropractic was its research productivity, particularly in regard to its fit in the Faculty of Science and Engineering.

**Action:**
The Deputy Vice-Chancellor (Academic) to clarify the University’s position in regard to the teach out of those Chiropractic students enrolled in the 2016 intake. In particular, he will provide information as to whether qualified students from that intake will be guaranteed entry into, and teach out in, the Masters of Chiropractic program.

10. GENERAL BUSINESS

10.1 HDR Terminations and Appeals: RIE

Robyn Bishop reported on the undertaking to address improvements for processes supporting Higher Degree Research (HDR) terminations and appeals. A rapid improvement event (RIE) was requested to design a timely and consistent HDR termination and appeals process. Ms Bishop provided background to existing processes, the consultation with stakeholders during the RIE and to the outcomes of the RIE.

The following outcomes of the RIE were highlighted:
- Use of “show cause” terminology to be replaced by use of a “formal review” structure.
- Reduction in the timeframes and increased involvement of Campus Wellbeing
- Increased support provided to candidates and supervisors, with clear and distinct stages defined
- Consideration of the use of the Tracker system in case management

The Chair thanked all involved in this RIE and Academic Senate noted the report on the Higher Degree Terminations and Appeals – Rapid Improvement Event (RIE).

The proposed timeframe includes consideration by the Higher Degree Research Committee in November followed by endorsement by Academic Senate in December for endorsement. Academic Senate will then undertake the process of amending HDR policy to support the implementation of this new process and propose a revised HDR Rule to University Council for approval.

Professor Bruce Dowton departed the meeting at 11:26am.
Professor John Simons, Professor Martina Mollering, Robyn Bishop, Professor Barbara Messerle and Dr Wylie Bradford departed the meeting at 11:29am.

10.2 TEQSA Renewal Update

Dr JoAnne Page provided a brief overview of the current status of the University’s TEQSA five-year reregistration process, noting that the University’s response is due with TEQSA by 30 November 2015. The University has developed approximately 91% of the submission using TEQSA’s lean process, covering the core assessment areas of governance, planning and performance outcomes, academic quality assurance, and student experience and support. The TEQSA Steering Committee is confirming the University’s processes, with approximately 250 documents already identified for submission to date and 21 more to be submitted in the next two months. This activity has also allowed the University to compile an improvement gap analysis, scoping matters including process and policy updates.

The Vice-Chancellor and Deputy Vice-Chancellor (Academic) are scoping the relevant staff and representatives to participate in TEQSA’s site visit on 18 February 2016 to consider all 42 subsets of standards.

The Chair commended JoAnne Page and Geraldine Timmins for their excellent work in supporting the University’s TEQSA submission.

Academic Senate noted the report on the TEQSA Renewal Update.

Professor Sherman Young and Professor Mark Gabbott departed the meeting at 11:32am.

10.3 Statement of Academic Freedom Working Group – Terms of Reference

Academic Senate noted the Terms of Reference for the Statement of Academic Freedom Working Group.

10.4 University Medals Nominations Working Group - Terms of Reference

Academic Senate noted the Terms of Reference for the Assessment of University Medals Nominations Working Group.

10.5 Revised Academic Year Plan – 2016

Academic Senate noted that the 2016 Academic Year Plan has been revised to address amendments to the Macquarie University International College program and subsequent intake reduction.
Resolution 15/92
Academic Senate resolved to endorse the amendments to the 2016 Academic Year Plan and recommends this for approval by the Deputy Vice-Chancellor (Academic).

10.6 Macquarie Graduate School of Management Academic Board – Terms of Reference
The Macquarie Graduate School of Management (MGSM) is not required to establish a Faculty Board under the Faculty Rules, it is required to ensure it has an effective academic governance structure to guarantee the integrity and quality of MGSM’s academic programs and processes.

Resolution 15/93
Academic Senate resolved to approve the Terms of Reference for the Macquarie Graduate School of Management Academic Board.

11. ITEMS FOR RATIFICATION
11.1 Items approved by the Chair of Academic Senate

Resolution 15/94
Academic Senate resolved to ratify the approval of the Diploma of Speech and Communication as approved by the Chair of Academic Senate 18 September 2015.

Resolution 15/95
Academic Senate resolved to ratify the approval of the Graduate Certificate of Business Psychology as approved by the Chair of Academic Senate 30 September 2015.

Resolution 15/96
Academic Senate resolved to ratify the approval of the Graduate Diploma of Business Psychology as approved by the Chair of Academic Senate 30 September 2015.

12. ITEMS FOR APPROVAL FROM ASQC
12.1 Ongoing Exemption from the Final Examination Policy requirement to Publish Final Exams from BIOL345 Human Genetics Theory

Resolution 15/97
Academic Senate resolved to approve an exemption be granted from the Final Examination Policy requirement to publish final examination papers for the 2015, 2016 and 2017 offerings of the unit BIOL345 Human Genetics Theory, subject to ongoing monitoring.

Academic Senate resolved to request the Faculty of Science and Engineering to provide a report to the Academic Standards and Quality Committee at the end of 2017 to address any academic integrity risk related to this matter.

12.2 Pace Unit Accreditation Criteria – Proposed Updates

Resolution 15/98
Academic Senate resolved to approve the proposed amendments to the PACE unit accreditation criteria for implementation from 2017, noting that amendments to facilitate these changes will be supported by minor development work in Webforms.

12.3 Principles for Shared Teaching
That Chair of the Academic Standards and Quality Committee highlighted the addition of the new definition of “Co-Locating”, joining current terms “Co-Badging” and “Co-Teaching.
Resolution 15/99
Academic Senate resolved to approve the Principles of Shared Teaching with effect from 1 January 2017, subject to the amendments identified at the 22 September 2015 meeting of the Academic Standards and Quality Committee.

13. REPORTS FROM STANDING COMMITTEES
13.1 Academic Senate Standing Committee
Academic Senate noted the report of the 21 September 2015 meeting of the Academic Senate Standing Committee.

13.2 Academic Standards and Quality Committee
Matters arising requiring action by Senate were considered at items 12.1, 12.2 and 12.3 of this agenda. Academic Senate noted the reports of the 18 August and 22 September 2015 meetings of the Academic Standards and Quality Committee.

13.3 Higher Degree Research Committee
Academic Senate noted the reports of the 17 July, 21 August and 25 September 2015 meetings of the Higher Degree Research Committee.

13.4 Higher Degree Research Appeals Committee
Academic Senate noted the minutes of the 27 August 2015 Higher Degree Research Appeals Committee meeting.

14. REPORTS FROM FACULTY BOARDS
The Chair noted that due to time constraints the discussion of the Faculty Board reports would be held over until the next Academic Senate meeting on 10 November 2015.

14.1 Faculty of Arts
A meeting has not been held since the last Academic Senate meeting.

14.2 Faculty of Business and Economics
The minutes of the Faculty Business and Economics Faculty Board meeting of 8 September 2015 were noted.

14.3 Faculty of Human Sciences
The report of the Faculty of Faculty of Human Sciences Faculty Board meeting of 4 August 2015 was noted.

14.4 Faculty of Medicine and Health Sciences
The report of the Faculty of Medicine and Health Sciences Faculty Board meeting of 7 September 2015 was noted.

14.5 Faculty of Science and Engineering
The report of the Faculty of Science and Engineering Faculty Board meeting of 16 September 2015 was noted.

15. OTHER BUSINESS
There was no other business raised by members.

16. CONSIDERATION OF CONFIDENTIAL ITEMS
16.1 University Discipline Committee
The minutes of the University Discipline Committees held on 9 September 2015 were tabled and noted.

17. NEXT MEETING
The next meeting of Academic Senate will be held on 10 November 2015. Agenda Items are due by Tuesday, 27 October 2015.

There being no further business the meeting closed at 11:35am.