PRESENT

Professor Dominic Verity
Deidre Anderson
Professor Amanda Barnier
Dr Ayse Bilgin
Dr Wylie Bradford
A/Professor David Coutts
A/Professor Pamela Coutts
Professor John Croucher
Professor Linda Cupples
Professor Bruce Dowton
Professor Alex Frino
Dr Kate Fullagar
Professor Simon George
Professor Janet Greeley
Professor Mariella Herberstein
Professor Lesley Hughes
Professor Mike Jones
Professor Jim Lee
Professor Nick Mansfield
Nicholas McGuigan
Professor Patrick McNeil
Professor Barbara Messerle
Professor Kathryn Millard
Professor Martina Mollering
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 Luc Taksa
A/Professor Estela Valverde
Vikas Veerareddy
A/Professor Sherman Young

IN ATTENDANCE

Ellen Carlson
Clare Clendinning
Hayley Harris
Ainslee Harvey
Kerri Mackenzie
Amanda Phelps
Kathryn Whittingham
Zoe Williams
Jonathan Wylie

APOLOGIES

Dr Yvonne Breyer
Professor Mark Gabbott
Professor Norma Harrison
Professor Peter Nelson
Mohammed Sulemana
Professor David Wilkinson
1. APOLOGIES WELCOME

The Chair welcomed the newly elected and ongoing members of Academic Senate to the first Academic Senate meeting of 2015. The Chair also welcomed new Governance Officers, Clare Clendinning and Kerri MacKenzie who will be providing secretariat support to a number of Committees of Academic Senate.

The Chair thanked student representative members Karee Chan and Alexander Read in their absence, both of whom have recently completed their program of studies, for their contribution to Academic Senate.

The noted that apologies had been received from Dr Yvonne Breyer, Professor Mark Gabbott, Professor Norma Harrison (Professor John Croucher attending in her absence), Professor Peter Nelson, Mohammed Sulemana and Professor David Wilkinson.

2. ARRANGEMENT OF AGENDA

2.1 The Chair requested that Senate members declare any conflicts of interest and explained for the benefit of the new Academic Senate members the importance of declaring real or perceived conflicts of interest.

No conflicts were recorded.

2.2 Adoption of Unstarred items

There were no additional items starred for discussion.

Resolution 15/1

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

3. MINUTES OF MEETING HELD 18 DECEMBER 2014

Resolution 15/2

That the minutes of the meeting held on 18 December 2014 be signed as a true and correct record subject to the following minor amendment on page 2 whereby Associate Professor Mehdi Riazi was incorrectly referred to as belonging to the Macquarie Graduate School of Management instead of the Faculty of Human Sciences.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Academic Senate items requiring action

The Chair noted that the majority of the action items would be discussed during the course of this meeting.

5. REPORT FROM THE CHAIR

The Chair advised Academic Senate of his recent overseas research trip.

Academic Senate noted the update.

6. VICE-CHANCELLOR ORAL UPDATE

The Vice-Chancellor welcomed with great pleasure Professor Barbara Messerle, Executive Dean of the Faculty of Science and Engineering, and Professor Martina Möllering, Executive Dean of the Faculty of Arts, to their first meeting of the Academic Senate.

The Vice-Chancellor noted with regret, the resignation of Professor Janet Greeley, as Executive Dean of the Faculty of Human Sciences and advised that the University community would farewell Professor Greeley and acknowledge her considerable contribution in the coming weeks. The Vice-Chancellor advised Academic Senate that the difficult task of recruiting a new Executive Dean was underway.

Academic Senate was informed of the continuing efforts to monitor activity in Canberra in relation to the revised Higher Education Bill. Academic Senate was advised that Universities Australia is actively lobbying both sides of government and that more would be known following the Universities Australia meeting scheduled for later in the month.

The Vice-Chancellor thanked the staff who had worked over January to prepare the ERA submission. While acknowledging the efforts of staff in the office of the Deputy Vice-Chancellor (Research), the Vice-Chancellor spoke to the need to improve the processes for extracting the data required for the submission as well as for intermittent reporting. The Vice-Chancellor advised that the University Librarian and the Chief Information Officer are investigating improvements to the efficiency of data collection and retention to support this process which is critical to research funding.

Members were provided with a detailed update on the University’s enrolment load following the Session 1 2015 intake. The Vice-Chancellor spoke of the changing market for Higher Education, specifically in New South Wales, and the University’s need to reach a new set point. The Vice-Chancellor indicated that the
recalibration in international student numbers had not yet reached projections. Senate was advised of the 18 month lead-in time required for international recruitment. While the initiatives deployed under the leadership of the Deputy Vice-Chancellor (International) had begun to remediate the international student numbers, the turnaround was incomplete.

The Vice-Chancellor advised Academic Senate that the trend for declining postgraduate figures was continuing and the reasons for this requires detailed analysis. The Vice-Chancellor noted the collaborative efforts of the Deputy Vice-Chancellor (Academic) and individual staff to work through the main round offers for undergraduate programs and summarised concerns around load.

The Vice-Chancellor invited questions from Academic Senate.

A Faculty-elected representative from the Faculty of Arts asked whether the decline in postgraduate student numbers was in particular programs and the Vice Chancellor invited the Deputy Vice-Chancellor (Academic) to respond. The Deputy Vice-Chancellor (Academic) indicated that at the present time the detail is not known and that analysis would be conducted following the finalisation of Session 1 enrolments.

A Faculty-elected representative from the Faculty of Science and Engineering asked what impact the reduction in main round offers had on ATARS. In responding, the Vice-Chancellor referenced research undertaken by the former Provost, Professor Judyth Sachs, and also the LH Martin Institute examining the use of the ATAR as a predictor of University success. Studies have revealed that at the very highest level and very lowest level the ATAR is an accurate predictor of University success. However in the middle ground the ATAR is not as reliable in indicating University success. The Deputy Vice-Chancellor (Academic) concurred and advised that academic performance in specific subjects which aligned to the discipline for which admission was being sought was a better indicator of success and in this was the approach taken in reviewing candidates for admission.

The Chair thanked the Vice-Chancellor for his update.

7. STRATEGY AND POLICY

7.1 Academic Senate Standing Committee – Terms of Reference

The Chair spoke to the submitted paper and acknowledged the strong desire for Academic Senate to devote time to strategic academic policy and governance instead of operational issues. The feedback from participants at the Senate workshops held in late 2014 also highlighted this as an ongoing issue. The Chair explained that, to that end, the proposed Academic Senate Standing Committee would be tasked with discharging routine business between meetings, organizing and prioritizing the business of Academic Senate and with managing its interaction with the Committees of Academic Senate.

The Chair explained the proposed operation, membership and structure of the Academic Senate Standing Committee as described in the proposed Terms of Reference.

The members expressed support for the creation of the Academic Senate Standing Committee and provided the following feedback:

- Clause 3 (1) (a) Two (2) elected members of Academic Senate who shall be appointed by the Chair of Academic Senate.

  The Chair clarified that in the event that there were more than two nominees from the members of the Academic Senate then the Chair would seek advice from Academic Senate and may call an election if required.

- It was suggested that this Committee also include representation from the Higher Degree Research Committee.

  The Chair acknowledged that this was an oversight and would be amended.

- On page 1, the reference to “Steering” Committee is replaced with “Standing” Committee.

The Chair advised that, in the future, Academic Senate can authorise the Academic Senate Standing Committee to discharge any of its delegated authorities as it sees fit. These specific authorisations will be added to (or deleted from) the Terms of Reference of this committee when Academic Senate resolves to make such changes.

**Action item:**
The Chair of Academic Senate to clarify the use and role of executive action.

**Resolution 15/3**

That Academic Senate approves the creation of the Standing Committee of Senate charged with managing the business of Senate outside of the meeting structure, subject to minor amendments.
Standing Orders for Academic Senate

The Chair spoke to the submitted paper and provided background on the move away from the previous Academic Senate Terms of Reference. The previous Terms of Reference were rescinded when University Council approved the new Academic Senate Rules on 5 December 2013. The Chair also noted that it was common practice for Academic Senate's / Board's to have standing orders.

The members were supportive of the creation of the Standing Orders for Academic Senate and provided the following feedback:

• Clause 75, "when demanded by a least 10 members of the committee." To be changed to "when demanded by a least 10 members of the Academic Senate.

• The inclusion of both clauses 56 and 57 was queried by members, it was commented that only one of these clause would be required.

• The provisions relating the absence from meetings (clauses 39-44) were discussed and the Chair confirmed that clause 42 mirrors similar provision within the Academic Senate Rules approved by University Council but noted that requiring members who had already missed two consecutive meetings to give notice of their intention to miss a third meeting could be removed. The Senate members also specifically queried why there was a clause relating to OSP. The Chair and the Vice-Chancellor both commented on the need for adequate elected representatives from each Faculty. The Chair confirmed that leave from Academic Senate may be granted and noted that he would review both clause 41 and 42.

• Clause 13 should be removed as it has no effect and members proposed that clause 14(a) be amended to include reference to “acting in good faith”.

• The Chair clarified with Senate members the status of an apology from a member and noted that providing an apology is not consent to a leave of absence. The members discussed how a replacement member might be sourced; whether a new member could be co-opted (with Academic Senate confirming the nomination) or if an election should be called the fill the vacancy. The Chair suggested referring this question to the Standing Committee to consider whether an amendment to the Academic Senate Rules should be considered.

• The Chair confirmed that clause 38, which assumes that a quorum exists once a meeting has commenced with a quorum and to the point that a member notifies the loss of quorum, was standard.

• The use of video link as prescribed by clause 32 was also discussed and the Chair noted that historically the use of technology to conduct meetings had not been widely utilised but is foreshadowed by the standing orders.

• Clause 20 and 27 to be redrafted to clarify the meaning of “special meeting” and “adjourned meeting”.

The Chair expressed his view that a decision comes into effect when it is made and not at the time of subsequent ratification of the minutes of the meeting at which the decision was made.

The Deputy Vice-Chancellor (Students and Registrar) suggested the development of a governance framework around the failure of members to contribute, including a listing objectives of participation and powers to remove these members. It was suggested that this be discussed at the Academic Senate Standing Committee.

The Chair also highlighted that with the Faculty Rules coming into effect in 2015 there is a reporting obligation from Faculty Boards to Academic Senate and noted the importance of receiving at least one report each year from each Faculty Board.

The Chair encouraged all members of Academic Senate to attend Faculty Board meetings, noting that they are open meetings.

The Chair confirmed that the amended Standing Orders for Academic Senate would be circulated to members.

Resolution 15/4

That Academic Senate approves the Standing Orders for Academic Senate subject to minor amendments.

Standing Orders of Committees of Academic Senate

The Chair spoke to the submitted paper and the members confirmed that the suggested amendments discussed in relation to the Standing Orders of Academic Senate be carried over to these Standing Orders. The Chair noted his intention to review the Terms of Reference of all of the Committees of Academic
Senate in light of the creation of the Standing Orders.

**Resolution 15/5**

*That Academic Senate approves the Standing Orders of Committees of Academic Senate subject to minor amendments.*

7.4 Academic Senate policy development and approval process

The Chair noted that this paper was as a result of feedback provided at the Senate workshops held in 2014. The members were provided with two tabled papers providing templates for use within the implementation of the policy approval process. The Chair emphasised the importance of engagement with Academic Senate early on in the policy development process and not just at the point of final approval.

**Resolution 15/6**

*That Academic Senate approves the Academic Senate policy development and approval process.*

Professor Barbara Messerle departed the meeting at 11.03am.

8. QUESTION ON NOTICE

The Chair of Academic Senate noted that he had received a letter dated 13 February 2015 from Associate Professor Susan Page, Dr Alice Te Punga Somerville and Ms Corrine Franklin from the Warawara Department of Indigenous Studies, regarding the indigenous studies major.

Professor Martina Mollering spoke to this letter and noted that the decision-making regarding the indigenous studies major had occurred at the Faculty of Arts Standards and Quality Committee (FSQC) where it was decided to revert to a pre 2015 structure. This decision of the FSQC was subsequently approved at the 29 January 2015 Academic Standards and Quality Committee. The Chair of the Academic Standards and Quality Committee provided background to the standard approval pathway and processes.

The background behind the sequence of events leading up to the decision to revert to a pre 2015 structure was explained and the Senate members were advised that three key staff from the Department of Indigenous Studies resigned on 24 December 2014. This had left only two staff attached to the Department to discharge the responsibility of rolling out a completely new curriculum.

It had become apparent, by the middle of January 2015, that material for the planned new units had not been prepared nor had any study guides been finalised. Since this state of affairs presented a significant and identifiable academic risk a decision was made to revert to a pre 2015 structure, whose delivery the Faculty could guarantee in the short term.

The Chair noted that the Quality Enhancement Committee (QEC) had approved an emergency review of the Department of Indigenous Studies. This review panel will report its findings to Academic Senate via QEC. The QEC review would not be tasked with determining the reason why three staff had resigned from the Department of Indigenous Studies on the same day.

**Action item:**

The Chair of Academic Senate to discuss ongoing Warawara representation on Academic Senate with the Executive Dean of the Faculty of Acts.

Academic Senate discussed and noted the question on notice.

The Chair confirmed that he would respond directly to the authors of the letter.

9. GENERAL BUSINESS

9.1 Learning Technologies Subcommittee

The Chair of the Senate Learning Teaching Committee provided the members with background regarding the disestablishment of MACALT (Management Advisory Committee for Academic Learning Technologies) and the iLearn Steering Committee, and put the proposal that the responsibilities of these two committees should be adopted by a single new sub-committee of SLTC to be called Learning Technologies Subcommittee.

**Resolution 15/07**

*That Academic Senate approves the creation of the Learning Technologies Subcommittee.*

9.2 Faculty of Business and Economics – Session 3 Examination results report

Academic Senate noted the Faculty of Business and Economics Session 3 Examination results report.

9.3 Proposal for a Joint PhD Program with the University of Potsdam Germany

It was noted that Macquarie University has a long track record of association with University of Potsdam Germany and there is an increasing preference away from Cotutelle and towards the Joint PhD Program.
That Academic Senate approves the Joint PhD Program with the University of Potsdam, Germany.

9.4 Ratification of Results Quality Assurance Framework

The Chair highlighted that with the creation of the Faculty Rules, Faculties are now responsible for the ratification of examination results.

That Academic Senate approves the ratification of results quality assurance framework and supporting documents effective Session 1, 2015 (refer to item 9.4 on the 3 March 2015 Academic Senate Agenda).

That Academic Senate resolves that arrangements for the ratification of results for study periods which do not align with Faculty Board meetings be developed by Faculty Boards, and approved by Academic Senate.

That Academic Senate approves the Schedule of Equivalencies: Formal Learning for Undergraduate Programs.

That Academic Senate approves the amendments to the Schedule of Minimum Requirements at Macquarie; Regarding the Treatment of a credit towards “Higher Level Units”.

That Academic Senate approves Faculty Boards having delegated responsibility for the ongoing management of unit quotas. (refer to item 9.7 on the 3 March 2015 Academic Senate Agenda).

That Academic Senate approves the Diploma of Tertiary Studies in principle, subject to proposed amendments relating to the structure.

That the Savings Clause be invoked to enable the student identified 42131057 to satisfy degree requirements of the Bachelor of Commerce with Bachelor of Laws without having to complete People and Planet units from two difference faculties, provided all other requirements have been met.

That the Savings Clause be invoked to enable the student identified 42132487 to satisfy degree requirements of the Bachelor of Commerce with Bachelor of Laws without having to complete People and Planet units from two difference faculties, provided all other requirements have been met.

That the Savings Clause be invoked to enable the student identified 40649695 to satisfy degree requirements of the Bachelor of Laws without having to complete a further LAW elective, provided all other requirements have been met.

That the list of students who have successfully completed their requirements (refer to item 10.2 of the 3 March 2015 Academic Senate Agenda).
The following Saving Clause cases were approved by the Chair of Academic Senate on the 16 and 19 February 2015:

**Resolution 15/19**
That the Savings Clause be invoked to enable the student identified 41657527 to satisfy degree requirements of the Bachelor of Science with Bachelor of Arts in Museum Studies and Heritage having completed 12cp of the 13cp for the BLG10 Palaeobiology Coherent Studies (2009), provided all other requirements have been met.

**Resolution 15/20**
That the Savings Clause be invoked to enable the student identified 42156718 to satisfy degree requirements of the Bachelor of Arts – Psychology with a Bachelor of Laws without having to complete People and Planet units from two difference faculties, provided all other requirements have been met.

**Resolution 15/21**
That the Savings Clause be invoked to enable the student identified 30314569 to satisfy degree requirements of the Bachelor of Arts with Diploma of Education without having to complete People and Planet units in two difference faculties, provided all other requirements have been met.

**Resolution 15/22**
That the Savings Clause be invoked to enable the student identified 42475333 to satisfy degree requirements of the Bachelor of Education (ECE) without having to complete People and Planet units outside the faculty, provided all other requirements have been met.

**Resolution 15/23**
That the Savings Clause be invoked to enable the student identified 42428343 to satisfy degree requirements of the Bachelor of Education (ECE) without having to complete People and Planet units outside the faculty, provided all other requirements have been met.

**Resolution 15/24**
That the Savings Clause be invoked to enable the student identified 42428319 to satisfy degree requirements of the Bachelor of Education (ECE) without having to complete People and Planet units outside the faculty, provided all other requirements have been met.

**Resolution 15/25**
That Academic Senate approved the twenty two candidates listed in the report as having satisfied the requirements of the Macquarie Foundation Program in Session 3, 2014 (IBT3, 2014) (refer to item 10.3 of the 3 March 2015 Academic Senate Agenda).

**Resolution 15/26**
That prizes be awarded to the students nominated for the prize awards (listed at item 10.4 of the 3 March 2015 Academic Senate Agenda).

**Resolution 15/27**
That the seventy two Master Coursework candidates listed be awarded the Vice-Chancellor’s Commendation (listed at item 10.5 of the 3 March 2015 Academic Senate Agenda).

**Resolution 15/28**
That the twenty Bachelor degree graduands listed be awarded the Vice-Chancellor’s Commendation (listed at item 10.6 of the 3 March 2015 Academic Senate Agenda).

11. REPORTS FROM STANDING COMMITTEES

11.1 Academic Standards and Quality Committee (ASQC)
Academic Senate noted the report of the meetings of 29 January 2015.

11.2 Curriculum Standards Framework Committee (CSFC)
Academic Senate noted the report of the meeting of 18 February 2015.
11.3 Higher Degree Research Appeals Committee (HDRAC)
Academic Senate noted the tabled report of the meeting of 23 February 2015.

11.4 Higher Degrees Research Committee (HDRC)
Academic Senate noted the report of the meeting of 13 February 2015 and resolved as recommended:

**Resolution 15/29**
That the thirty six students included in the report of the Higher Degree Research Committee of 13 February 2015 (listed at Item 11.4 of the 3 March 2015 Academic Senate Agenda) have satisfied the requirements of the awards stated.

Nominations for Vice-Chancellor’s Commendation

**Resolution 15/30**
That Simon Byrne’s PhD/MCLPSY thesis entitled “Improving exposure therapy for child anxiety with D-Cycloserine and One-Session Treatment” be awarded a Vice-Chancellor’s Commendation.

**Resolution 15/31**
That Jie Lu’s PhD thesis entitled “Developing Signal Amplification Strategies for Sensitive Detection of Low Abundance Biomolecules” be awarded a Vice-Chancellor’s Commendation.

**Resolution 15/32**

**Resolution 15/33**
That the one hundred and two students included in the Report of the Higher Degree Research Committee of 13 February 2015 (listed at item 11.4 of the 3 March 2015 Academic Senate Agenda) have completed the requirements for the Master of Research.

**Resolution 15/34**
That Academic Senate approves of the award of the Master of Research with Distinction to the top 5% of each cohort.

**Resolution 15/35**
That the ten students included in the Report of the Higher Degree Research Committee of 13 February 2015 (listed at item 11.4 of the 3 March 2015 Academic Senate Agenda) have completed the requirements for the Master of Research with distinction.

11.5 Senate Learning and Teaching Committee (SLTC)
Academic Senate noted the report of the meeting of 9 February 2015.

11.6 University Medals Committee
The Chair spoke briefly to the report of the meeting 19 February 2015 and highlighted that notwithstanding direct contact with Departments few nominations had been submitted.

The Chair also noted that a second round of nominations is open and will be considered at a date to be determined.

The Vice-Chancellor commented that a University Medal was being award to a Law graduate.

**Resolution 15/36**
That the three students listed in the Report of the University Medals Committee of 19 February 2015 be awarded the University Medal (listed at item 11.6 of the 3 March 2015 Academic Senate Agenda).

12. OTHER BUSINESS
The Chair noted that election for the Academic Senate Chair and Deputy Chair would be held in the near future.

13. CONSIDERATION OF CONFIDENTIAL ITEMS

13.1 Standing Committee on Appeals
*The minutes of the Standing Committee on Appeals held on 12 February 2015 were tabled.*

13.2 University Discipline Committee
*The minutes of the University Discipline Committees held on 30 December 2014 and 11 February 2015 were tabled.*
14. **NEXT MEETING**

The next meeting of Academic Senate will be held on Tuesday 21 April 2015. Agenda Items are due by Friday 10 April 2015. There being no further business the meeting was declared closed at 11:07 am.