MINUTES

PRESENT

Professor Mariella Herberstein (Chair)
Dr Trudy Ambler
Deidre Anderson
Professor Amanda Barnier
Associate Professor Ayse Bilgin
Dr Yvonne Breyer
Professor Enrico Coiera
Professor David Coutts
Associate Professor Pamela Coutts
Professor Catherine Dean
Professor Jim Denier
Professor S Bruce Dowton
Dr Kate Fullagar
Professor Simon George
Professor Simon Handley
Professor Norma Harrison
Thomas Hedl
Professor Lesley Hughes
Professor Kevin Jameson
Brayden Jones
Judith McKay-Tempest
Professor Nick Mansfield
Paris Manson
Professor Patrick McNeil
Professor Barbara Messerle
Professor Kathryn Millard
Professor Martina Möllering
Professor Peter Nelson
Dr Kerry-Ann O'Sullivan
Dr Mitch Parsell
Professor Jacqueline Phillips
Simon Populin
Professor Peter Radan
Cissy Shen
JoAnne Sparks
Professor Lucy Taksa
Professor Sherman Young

IN ATTENDANCE

Esther Frazer
Nicole Gower
Leanne Holt
Megan Kemmis (Secretariat)
Ashely Lai
Paul Luttrell
Kerri Mackenzie
Sue Pinckham
Thomas Pritchard
Beth Saunders
Alex Swain
Zoe Williams
1. **ACKNOWLEDGEMENT OF COUNTRY**

A meeting of the Academic Senate commenced at 9:32 am. The Chair acknowledged the traditional custodians of the land and welcomed members and attendees to the meeting.

2. **WELCOME AND APOLOGIES**

The Chair reminded members of the purpose of Academic Senate and the role of its members. A number of visitors and presenters were welcomed including Judith McKay-Tempest, Leanne Holt, Thomas Pritchard, Sue Pinkham and Alex Swain. The Chair advised that the Director Human Resources, Nicole Gower, would join the meeting for item 10.1 and the General Counsel, Paul Luttrell would join the meeting for item 10.3.

The Chair noted that apologies were received from Dr Wylie Bradford, Nicole Brigg, Professor Linda Cupples, Professor Mike Jones, Professor Sakkie Pretorius and Professor John Simons.

3. **ARRANGEMENT OF AGENDA**

3.1 Disclosure of conflicts of interest

The Chair requested that Senate members declare any conflict of interest. No conflicts of interest were declared.

3.2 Adoption of unstarrred items

The following additional item was starred for discussion: Item 5.3.

*Resolution 16/207*

Academic Senate resolved that the items not starred for discussion (Items 9.4, 9.7, 9.8, 9.9, 12.1, 13.1, 13.2, 13.3, 13.4, 13.5, 13.6, 15.1 and 16.1) be noted and, where appropriate, be adopted as recommended.

4. **MINUTES OF THE PREVIOUS MEETING**

4.1 The Minutes of the meeting held 26 July 2016 were provided. It was noted that the reference to the “Faculty of Health Sciences” under Item 10.1 Academic Progression should be corrected to read “Faculty of Human Sciences.” Members approved the minutes subject to this amendment.

*Resolution 16/208*

Academic Senate resolved to approve the Minutes of the meeting held 26 July 2016 as a true and correct record subject to the amendment identified.

5. **BUSINESS ARISING FROM THE MINUTES**

(not dealt with elsewhere in the Agenda)

5.1 Master of Research: Review Report and Recommendations

The Chair invited Professor Sandra Barnier to provide an update on the inaugural meeting of the Research and Research Training Committee (RRTC) and the review of the Master of Research. Professor Barnier provided members with an overview of the Committee’s terms of reference and membership and outlined the major priorities and projects as determined by the Committee at its first meeting on 30 August 2016.

Major items considered by RRTC included preliminary discussion of the report of the Master of Research review (as outlined in Item 13.5), agreement on the timetable for responding to the review’s recommendations, and the establishment of a working group on interdisciplinary research, which will develop a definition for interdisciplinary research at Macquarie. The working group will make recommendations on providing incentives for interdisciplinary research and engaging with research funding agencies on this issue.

*Resolution 16/209*

Academic Senate resolved to note the presentation and update on the establishment of the Research and Research Training Committee and the review of the Master of Research.
5.2 Open Staff Access to iLearn
The Chair invited Professor Sherman Young to provide the meeting with an update on this issue. Professor Young reminded members that at its meeting of 24 May 2016, Senate endorsed the provision of access to iLearn to all staff. Access will be available from Session 3 and will include access to 2016 units of study. An MQ Staff role will be created in iLearn to provide access to teaching materials, but not to student information. He responded to questions from members with the following points:

- Scope to allow a comments field for use by staff will be investigated, but he was unable to confirm that it would be possible to provide this facility;
- A communications plan is being developed with Associate Deans; and
- ECHO360 recordings will be visible, but he undertook to clarify whether or not announcements or confidential material will be visible (it was suggested they not be visible to other staff).

Resolution 16/210
Academic Senate resolved to note the update from the Pro Vice Chancellor (Learning and Teaching) on the provision of open access to iLearn to all staff.

5.3 Senate Learning and Teaching Committee (SLTC): Membership
In addition to clarifying the participation of herself and the Deputy Chair on this standing committee, the Chair reported that a further request has been made to include representation from the Macquarie Graduate School of Management (MGSM) on SLTC, noting that the SLTC Chair, Dr Mitch Parsell, is in support of this proposal. The Chair asked members to approve this amendment to the SLTC terms of reference. The amendments were unanimously approved. It was noted that the MGSM will provide a nomination to fill this position.

Resolution 16/211
Academic Senate resolved to:

i. appoint the Chair of Academic Senate, Professor Mariella Herberstein to the Senate Learning and Teaching Committee; and

ii. approve the amendment to the Senate Learning and Teaching Committee Terms of Reference to include representation from the MGSM.

6. REPORT FROM THE CHAIR

6.1 Indigenous Representation and MGSM Representation on Academic Senate
The Chair reminded members that the Head of Indigenous Studies is an ex-officio member of Academic Senate, but the position has not been permanently filled for some time. Following discussions with Indigenous members of academic staff, she recommended that Judith McKay-Tempest be co-opted to Academic Senate until 31 December 2016 to ensure an indigenous perspective on Senate. The nomination was approved unanimously.

The Chair noted that the Acting Dean of MGSM, Professor Norma Harrison, has advised that Professor John Croucher has been nominated to fill the casual vacancy as an elected member from the MGSM. Members approved the nomination unanimously.

Resolution 16/212
That pursuant to Academic Senate Rule 7 (1) (p), Academic Senate resolved to approve the appointment of Associate Lecturer Judith McKay-Tempest as a co-opted member until 31 December 2016.

Resolution 16/213
That pursuant to Academic Senate Rule 8 (5), Academic Senate resolved to approve the nomination of Professor John Croucher to fill a casual vacancy of an elected representative in the Macquarie Graduate School of Management (MGSM) for a term of membership to expire at such time as the current interim Dean of the MGSM ceases in that role.

6.2 Other Matters
The Chair provided an update on Academic Senate’s projects and priorities, noting that a number of items have been completed (e.g. the establishment of the Research and Research Training Committee and Thesis Examination Subcommittee), some are listed for this agenda (including the review of Academic Prizes and Awards), and others should be finalised at Senate’s 1 November meeting (including Academic Appeals).

7. VICE-CHANCELLOR ORAL UPDATE
The Vice-Chancellor advised members that the Deputy Vice-Chancellor (Academic), Professor John Simons, had signalled his intention to retire towards the end of the year. The Vice-Chancellor praised Professor Simons for his work at the University, first as Executive Dean of the Faculty of Arts, and then as Deputy Vice-Chancellor (Academic).
The Vice-Chancellor reported that the University is close to appointing a new Executive Dean for the Faculty of Business and Economics, and that work continues to align the Faculty, the Applied Finance Centre and the Macquarie Graduate School of Management.

The Vice-Chancellor observed that there is a continuing absence of significant policy announcements from the Federal government regarding higher education, adding that any change to the funding of domestic students is more likely to take effect in 2018 than in 2017.

The Vice-Chancellor expressed concern that the government’s attempts to streamline the processing of international student visas has created a backlog across the sector, adding that Universities Australia is in urgent discussion with the Department of Foreign Affairs and Trade (DFAT) to find a solution.

Members were reminded that the “Respect. Now. Always” campaign (which was launched on campus in August with the screening of the movie the “Hunting Ground”) is ongoing. Members were informed that a national independent survey, to be conducted by the Australian Human Rights Commission, has been launched to gather data across the sector on the extent of this problem.

The Vice-Chancellor noted that the PACE initiative continues to gather momentum, and advised that the Senior Executive has committed strategic development funds to the program to improve graduate employability.

The Vice-Chancellor advised members that the Minister for Education and Training has signalled his intent to make the admission processes, particularly the use of the ATAR and equivalent tertiary entry scores, more transparent, adding that Australian universities are finding it challenging to engage with the media to clarify how admission processes work.

Members were advised that there has been a 68% increase in student applications for the Global Leadership Entry Programme (GLEP), with the program being extended to international students with a strong response.

The Vice-Chancellor reported that Macquarie University has improved its position in the Academic Ranking of World Universities (ARWU). He reminded members of the continuing project to consolidate and validate the data being provided to the ranking agencies and that a permanent position is being created to oversee the continuation of this work.

The Vice-Chancellor noted that the MyMQ student newsletter had been launched successfully with initial and sustained high uptake as indicated by the numbers of students opening the newsletter email link. Between 60-70% of students had accessed the newsletter, compared with a sector average of around 25%.

In closing the Vice-Chancellor congratulated all staff involved with the launch of MQ Health, noting the integration of healing, learning and discovery under a single banner.

8. QUESTION TIME

The Chair reminded members that Academic Senate is trialling question time to provide them with an opportunity to raise questions arising from matters covered in the update from the Vice-Chancellor and the report from the Chair. Members were invited to raise questions with either the Vice-Chancellor or the Chair.

Associate Professor Ayse Bilgin informed members that Macquarie will host the 2016 ACEN (Australian Collaborative Education Conference) from 28 to 30 September 2016, and encouraged members to attend. The Chair offered to circulate information regarding the conference following the meeting.

Professor Sherman Young noted the comments on MyMQ, highlighting that one of the most read articles was on the Assessment Policy, indicating that students do take University policies seriously.

9. ITEMS FOR APPROVAL

9.1 Academic Prizes and Awards Working Group

Professor Jacqueline Phillips reminded members that the draft University Medal Policy and Procedure had been discussed at Academic Senate’s previous meeting, and that issues raised have been addressed in the final draft documents circulated with the agenda. A template for nominations and revised Terms of Reference for the University Medal Committee was also included with the agenda papers.

Senate noted that a student representative (Joel Berliner) has been added to the working group membership, and that a new working group will be formed to review the criteria for the University Medal (as discussed at Academic Senate on 26 July 2016). Academic Senate approved the University Medal Policy and Procedure and Terms of Reference for the University Medal Committee unanimously. Professor Phillips thanked the working group for their efforts, and the Chair thanked Professor Phillips in turn for her work.

Resolution 16/214

Academic Senate resolved to approve the following, with immediate effect:

i. University Medal Policy;
ii. University Medal Procedure; and
iii. the revised University Medal Committee of Academic Senate Terms of Reference.
9.2 Academic Progression Policy and Procedure

Professor Sherman Young noted that the draft Academic Progression Policy and Procedure was discussed at Academic Senate’s previous meeting, with identified issues referred to the Senate Learning and Teaching Committee. As a result, documents have been revised to address matters in relation to the implementation date, and clarification on the application of sanctions, academic advice and the phased approach for the use of the policy and procedure for non-standard teaching sessions.

Academic Senate noted the amendment of the suspension period to refer to study periods, rather than a specific length of time. Members were informed $150,000 strategic initiative funding is being sought to support implementation of the policy. Academic Senate unanimously approved the Academic Progression Policy and Procedure and consequent amendments to the General Coursework Rule.

Resolution 16/215

Academic Senate resolved to:

i. approve the Academic Progression Policy and Procedure, effective Session 1 2017;

ii. authorise the Academic Standards and Quality Committee (ASQC) to approve the Schedules relating to professional programs and currency requirements;

iii. recommend to the University Council the following amendments to the General Coursework Rules effective immediately:
   a. an amendment to General Coursework Rule 9 (6) to reflect that students who have been excluded will need to re-apply for admission;
   b. the rescission of General Coursework Rules 10 (7) (a) and (b), the exclusion provision for students who do not meet the unduly long time and minimum rate of progress requirements; and
   c. amendments to the General Coursework Rules to reflect the introduction of the new Assessment Policy and the rescission of the Practical Placements Policy.

and iv. recommend to the University Council the following amendments to the General Coursework Rules effective from 1 January 2017:
   a. the rescission of General Coursework Rule 9 (7) the provision for a student who has twice had a grade of Fail recorded for unit requiring approval of the Executive Dean or Dean to re-enrol in that unit;
   b. the rescission of General Coursework Rule 10 (2), the unduly long time requirement;
   c. an amendment to the General Coursework Rule 10 (3), that the minimum rate of progress requirements will apply to students enrolled in non-standard teaching periods; and
   d. the inclusion in the General Coursework Rules, a new rule articulating that academic progression for students enrolled in standard teaching periods is defined by the Academic Progression Policy and Procedure.
   e. amendments to the General Coursework Rules to reflect the scope of the Academic Appeals Policy.

9.3 Placement Co-ordination Task Force Recommendations (SLTC)

Dr Mitch Parsell advised Academic Senate that this significant body of work provides a definition for placements, and a glossary and toolkit to replace the existing Practical Placements Policy. The Vice-Chancellor commended the work, urging members to communicate these documents widely, and stressing the importance of using appropriate University processes for all student placements. Academic Senate approved the Definition of a Placement, the Placement Procedural Flowchart, the Placement Procedural Glossary of Terms, supporting toolkit and the rescission of the Practical Placements Policy unanimously.

Resolution 16/216

Academic Senate resolved to:

i. rescind the Practical Placements Policy from Policy Central; and

ii. approve the:
   a. definition of a Placement as ‘An experiential learning activity that is facilitated by the University and carried out (either partially or fully) under the direction of an external or third party)’;
   b. Placement Procedural Flowchart;
   c. Placement Procedural Glossary of Terms; and
   d. supporting toolkit of resources.
9.4 Master of Advanced Conference Interpreting – Change of Name proposal (ASQC)

**Resolution 16/217**

Academic Senate resolved to approve to rename the Master of Advanced Conference Interpreting as the Master of Conference Interpreting, effective 1 January 2017.

9.5 Bachelor of Engineering with Honours: Honours Classification (ASQC)

Associate Professor Pamela Coutts reminded members that Academic Senate approved the introduction of the Bachelor of Engineering with Honours earlier in the year, but the Academic Standards and Quality Committee had asked the Faculty for further information on how honours grades would be calculated. She commended the Faculty of Science and Engineering for its extensive benchmarking with other universities on this issue, and supported the recommendation. Members endorsed the introduction of an Honours Weighted Average Mark, amendment to honours class cut-offs and clarification of the thesis requirement unanimously.

**Resolution 16/218**

Academic Senate resolved to approve the:

i. introduction of an Honours Weighted Average Mark (HWAM);
ii. amendment of cut-offs for Honours Class 1 and Honours Class II.2; and
iii. clarification of the thesis requirement with regards to Honours Class 3.

9.6 Grading Hurdle Assessments (ASQC)

Associate Professor Pamela Coutts reported that both the Senate Learning and Teaching Committee (SLTC) and the Academic Standards and Quality Committee (ASQC) had considered this item. SLTC recommended that failing all attempts at a hurdle assessment would result in a student failing the unit, even if the student has achieved an overall mark of 50 or more, and that a default mark of between 46 and 49 would be awarded. ASQC supported this recommendation but also recommends that a separate grade be established to differentiate between failing a unit due to failing a hurdle assessment, and failing due to not obtaining an overall mark of at least 50. This recommendation was supported by Dr Mitch Parsell, Chair of SLTC.

Academic Senate debated the recommendation for a separate fail grade. Some members expressed support as this approach would help clarify that the student cannot lodge a grade appeal if they have failed a hurdle assessment. Other members commented that it would add complexity to the current assessment process. Members voted in favour of the recommendation with two (2) votes against.

**Resolution 16/219**

Academic Senate resolved to approve the following additions to the Assessment Policy:

a. Section 3 of Schedule 2: Unit Assessment Requirements - A new clause to read:

   “Where a student who has obtained a raw mark over 50, yet failed all available attempts of at least one hurdle assessment as described within Schedule 2: Unit Assessment Requirements of the Assessment Policy, fails the unit”;

and

b. Schedule 1: Grading Requirements - for those students who have failed under the above described circumstances, that the student be awarded a mark of 49 which will also have a separate grade category created to uniquely identify this grade.

9.7 Joint PhD Program with Stellenbosch University (RRTC)

**Resolution 16/220**

Academic Senate resolved to approve the Joint PhD Program proposal between Macquarie University and Stellenbosch University.

9.8 Joint PhD Program with l’Université Libre de Bruxelles (RRTC)

**Resolution 16/221**

Academic Senate resolved to approve the Joint PhD Program proposal between Macquarie University and l’Université Libre de Bruxelles.

9.9 AMIS: Amendment to the University Calendar

**Resolution 16/222**

That, in accordance with the Delegations of Authority (Delegation 5.2), Academic Senate resolved to endorse, and recommend to the Deputy Vice-Chancellor (Academic), the following changes amendment to the Academic Calendar:

The OUA Sessions, namely Open Universities Australia (OUA) T1, T2 and T3 for Undergraduate and OUAS1, S2 and S3 for Postgraduate offerings, be aligned with the MQ 2017 dates for Session 1, 2 and 3.
10. **ITEMS FOR DISCUSSION**

10.1 **Honorary Appointments Policy and Procedure**

**Honorary Appointments**

The Chair welcomed the Director of Human Resources to the meeting. Ms Nicole Gower noted that the draft policy, procedure and schedule for Honorary Appointments had been circulated with the agenda and that her presentation would provide an update on this policy review since presentation in April 2016.

Ms Gower provided an overview of the five categories of honorary appointments covered in the amended policy and clarification as to how the categories would be applied. Discussion included the following:

- Implementation and transition arrangements to the amended titles are still being considered. Ms Gower invited feedback on whether all existing honorary appointees should have their titles amended, or whether the title change should occur as and when appointees come up for renewal;
- The procedure for awarding an honorary title refers to a “retired academic or retired research-only academic”, and it was noted that this was a deliberate inclusion;
- It was pointed out by the Dean of Higher Degree Research, that retired and external academics are appointed to assist in supervising HDR students and are referred as adjunct supervisors and this may cause confusion. Ms Gower undertook to address this matter following the meeting.

**Amendments to the Academic Promotion Policy and Procedure**

Ms Gower also provided an overview of proposed amendments to the Academic Promotion Policy and Procedure, in particular the amendments to the criteria to introduce a point scale and categories based on Boyer’s model of scholarship. The revised criteria will allow academic staff to focus on one or two of the areas of teaching, research and community, and a minimum achievement in Leadership and Citizenship will be required. Ms Gower thanked Professors Mariella Herberstein, Lesley Hughes, Patrick McNeil and Sherman Young for their efforts in developing the new criteria, adding that it will be implemented in 2017.

Members provided the following feedback:

- The new criteria appear to allow an applicant to achieve the necessary points without being outstanding in any one category. Ms Gower acknowledged this point and invited members to provide feedback as to whether an applicant should score 3 in at least one category to be successful;
- It was clarified that the descriptors for achievement relate to the level the applicant is applying for, not their current level, and that examples will be provided for the scoring system for each level;
- Members discussed the principle of opportunity with respect to Leadership and Citizenship in detail, with Ms Gower noting that this criterion has been broadened to look beyond standard examples such as committee membership alone but to actual contribution.

Ms Gower undertook to circulate the slides following the meeting and encouraged members to provide feedback on the proposal by the end of September.

**Resolution 16/223**

Academic Senate resolved to note the presentation on the revised Honorary Titles Policy and Procedure, and the amendments to the Academic Promotion Policy and Procedure.

10.2 **Indigenous Strategy 2016-2025**

The Chair welcomed the newly appointed Director of Indigenous Strategy, Leanne Holt. The Chair noted that Ms Holt has been very active since commencing at Walanga Muru (Office of Indigenous Strategy), which included the launch of the University’s Indigenous Strategy on 7 September 2016. Ms Holt briefly introduced herself and her experience, and provided an overview of the Indigenous Strategy which embodies the University’s long-term vision for the next ten years.

Members noted the following three main components of the strategy:

- **Baduwa (Aspire)** unlocking capacity by: building aspirations and establishing a pipeline from schools for indigenous youth to come to our University; increasing Indigenous undergraduate and postgraduate student enrolments; supporting and building the capacity of Indigenous researchers; increasing the quality and impact of Indigenous research; supporting sustainable increases in Indigenous employment to complement existing and future enterprise agreements; supporting professional development and engagement opportunities for our current and emerging Indigenous workforce; and implementing and building the Indigenous alumni network;

- **Manawari (Discover)** developing cultural capability by: developing and implementing a cultural capability framework; engaging with and promoting an understanding of and respect for Indigenous communities, cultures and histories among students and staff; embedding Indigenous knowledges and perspectives into curriculum across all faculties; creating a learning environment in which all students have the opportunity to gain knowledge of Indigenous Australia; initiating cultural training opportunities for all existing and new staff and building the needs and interests of Indigenous Australians into relevant current and future programs and initiatives;
• **Djurali (Evolve)** support for indigenous success through: simplifying and clarifying systems, processes and policies between Walanga Muru and other support services across the university; evaluating and monitoring our support systems for improved quality standards and student success; building the Indigenous presence across the university; creating tailored pathways for indigenous students and staff through capacity building initiatives and programs; and developing systems that enhance undergraduate and postgraduate enrolments and completions.

Ms Holt emphasised the importance of working with Academic Senate to develop a framework for embedding Indigenous perspectives into curriculum, and acknowledged this would be a major piece of work.

Members noted that the next steps will include: the development of a three-year implementation plan for the strategy; meeting with Faculties to develop relationships and identify activity to support the strategy; developing KPIs and finalising the Reconciliation Action Plan with Reconciliation Australia.

Academic Senate expressed support for Macquarie’s Indigenous Strategy.

As part of discussions in relation to the support required to implement the Indigenous Strategy (including the role and resources of the Department of Indigenous Studies), the Faculty of Arts Executive Dean, Professor Martina Möllering, informed members that interviews are being held for the Head of Department, with appointments to other departmental vacancies expected to be filled in next six months.

The Chair thanked Ms Holt for her presentation.

**Resolution 16/224**

Academic Senate resolved to:

i. note the presentation on the Indigenous Strategy 2016-2025;

ii. provide ongoing feedback to Walanga Muru, the Office of Indigenous Strategy on the academic related components, in particular, the embedding of Indigenous knowledges and perspectives into course content; and

iii. support the release and implementation of the Indigenous Strategy across the University.

### 10.3 Academic Appeals Policy and Procedure

The Chair noted although it had been anticipated that the Academic Appeals Policy and Procedure would be provided to this meeting for approval, the working party had determined that further consultation was required, with the expectation that it will be submitted to the 1 November 2016 Academic Senate meeting.

The Chair invited the General Counsel, Paul Luttrell, to report on the background of the draft documents. Mr Luttrell informed members that the draft policy and procedure will provide a consistent approach to academic appeals across the University, with the policy providing a high level statement of principle and the procedure setting out how the policy will be applied. He noted that the procedure is a legal document outlining a legal process. Members noted that a range of supplementary materials, including training, will be developed to assist staff and students. Members were reminded that the scope of the policy was to manage appeals based on procedural grounds, not decisions of academic merit. Mr Luttrell agreed to circulate additional information to the Committee on appeals based on procedural fairness. One significant departure from the current approach is that the Appeal Panel will not make a new decision if an appeal is successful but will refer the matter back to an appropriate decision maker for reconsideration.

The Chair led a discussion on the draft documents which raised the following points:

- Members were invited to comment on the scope of the document and whether the list of grounds for appeal is sufficient. Mr Luttrell advised that examples will be provided in the supplementary materials;
- Mr Luttrell clarified that where a decision is returned to a decision maker, it will normally be to someone other than the person who made the original decision;
- It was suggested the wording in clause 5(5) of the policy be reworded to emphasise that the instruction to wait until the appeals process has finished before seeking an external review is for the benefit of the student, as the external body is unlikely to review the matter if the appeals process has not been exhausted;
- Student members were specifically asked to comment. It was noted that a briefing session has been arranged for students to discuss this and other academic policy issues;
- The role of the Student Ombudsman in appeals was discussed. Members noted that the Student Ombudsman has no authority to alter a decision of the appeal panel but can highlight any procedural or administrative issues that need to be reviewed;
- Members noted that the role of the Student Ombudsman should be reflected in the policy;
- Training for staff involved with academic appeals is being developed. Training will address different aspects of the policy and procedure and related legislation depending on staff members’ roles e.g. decision makers will receive training on procedural fairness, while aspects of administrative law will be included in the training for staff conducting investigations for appeals and complaints.
Professor Simon George departed the meeting at 11:28 am

**Resolution 16/225**

Academic Senate resolved to:

i.  note progress on the development of an Academic Appeals Policy and Procedure; and

ii. request members to provide feedback to Governance Services on the draft Academic Appeal Policy and Procedure by 7 October 2016.

10.4 Academic Integrity Project

The Chair provided an update on this project, acknowledging the detailed work of the previous Chair on this issue. Professor Judi Homewood will chair a working group, which has been established to prioritise the recommendations from the original report. The working group will report to the November 2016 Academic Senate meeting, with suggestions regarding implementation of the prioritised recommendations.

**Resolution 16/226**

Academic Senate resolved to note the oral report on the development of the Academic Integrity Project.

11. **QUESTIONS ON NOTICE**

Members may submit questions on notice to the Chair two days in advance of the meeting. No questions were received.

12. **ITEMS APPROVED BY THE CHAIR**

12.1 Vice Chancellor’s Commendations: List of Recipients

**Resolution 16/227**

Academic Senate resolved to ratify the awarding of the Vice-Chancellor’s Commendation to the lists of Bachelor degree and Master coursework graduands identified within the attached report as approved by the Chair of Academic Senate on 11 August 2016.

13. **REPORTS FROM STANDING COMMITTEES**

13.1 Academic Senate Standing Committee

Academic Senate noted the report of the Academic Senate Standing Committee (ASSC) meeting held by circulation in July 2016.

13.2 Academic Standards and Quality Committee

Academic Senate noted the report of the Academic Standards and Quality Committee (ASQC) meetings held 19 July and 23 August 2016.

13.3 Higher Degree Research Committee

Academic Senate noted the report of the Higher Degree Research Committee (HDRC) meetings held 15 July and 12 August 2016.

13.4 MGSM Academic Board

Academic Senate noted the report of the Macquarie Graduate School of Management (MGSM) Academic Board meeting held 7 July 2016.

13.5 Research and Research Training Committee

Academic Senate noted the report of the inaugural Research and Research Training Committee (RRTC) meeting held 30 August 2016.

13.6 Senate Learning and Teaching Committee

Academic Senate noted the report of the Senate Learning and Teaching Committee (SLTC) meeting held 15 August 2016.

14. **REPORTS FROM FACULTY BOARDS**

There have been no meetings of Faculty Boards since the last meeting of Academic Senate.

15. **CONSIDERATION OF CONFIDENTIAL ITEMS**

15.1 University Hearing Committee

Confidential reports of the University Hearing Committee meetings held on 3 August and 17 August 2016 were tabled.
16. OTHER BUSINESS

16.1 Emeritus Professor Nominations

Resolution 16/228

Academic Senate resolved to:

i. endorse the recommendations of the Emeritus Professor working group; and

ii. recommend to the Vice-Chancellor and University Council that the title of Emeritus Professor be awarded to the two nominees identified.

17. NEXT MEETING

The next meeting of the Academic Senate will be held on Tuesday 1 November 2016. Agenda Items are due by Tuesday 18 October 2016.

The meeting closed at 11:34 am.