Minutes of a meeting of the Academic Senate held from 9:34 am to 11.43 am on Tuesday 30 May 2017 in the Senate Room, Level 3, Lincoln Building (C8A), 16 Wally’s Walk.

MINUTES

PRESENT

Professor Mariella Herberstein (Chair)
Professor Jacqueline Phillips (Deputy Chair)
Professor Amanda Barnier
Associate Professor Ayse Bilgin
Professor Stephen Brammer
Professor Sean Brawley
Dr Florence Chiew
Professor Enrico Coiera
Associate Professor Pamela Coutts
Professor Judith Dawes
Professor Catherine Dean
Professor Jim Denier
Andy Dong
Professor S Bruce Dowton
Dr Paul Formosa
Associate Professor Barbara Griffin
Professor Simon Handley
Professor Antonina Harbus
Professor Norma Harrison
Thomas Hedl
Professor Lesley Hughes
Professor Kevin Jameson
Associate Professor Peter Keegan
Dr Timothy Kyng
Professor Lisa Magnani
Professor Nick Mansfield
Audrey Markowskei
Judith McKay-Tempest
Professor Patrick McNeil
Dr Kerry-Ann O’Sullivan
Dr Mitch Parsell
Professor Sakkie Pretorius
Dr Peter Roger
Professor Neil Saintilan
JoAnne Sparks
Professor Lucy Taksa
Professor Leigh Wood
Professor Sherman Young

APOLOGIES

Soujanya Datta
Brayden Jones
Professor Barbara Messerle
Professor Kathryn Millard
Professor Martina Möllering
Professor Peter Nelson
Simon Populin
Cissy Shen
Professor David Wilkinson

IN ATTENDANCE

Leanne Denby
Benjamin Dougall
Megan Kemmis (Secretariat)
Kerri Mackenzie
Sarah Rosen
Adam Stepich
Zoe Williams

1. ACKNOWLEDGEMENT OF COUNTRY

A meeting of the Academic Senate commenced at 9:34 am. Associate Professor Peter Keegan acknowledged
the traditional custodians of the land.

The Chair invited members to volunteer to give the acknowledgement of country at the next meeting of Academic Senate.

2. WELCOME AND APOLOGIES

The Chair noted the apologies listed above and reminded those present of their role and purpose as members of the Academic Senate and encouraged members to engage with and discuss the items on the agenda.

The Chair welcomed Professor Norma Harrison in her new role as an elected representative from the Faculty of Business and Economics and commencing members: Audrey Markowskei (Postgraduate HDR student member), Andy Dong (Undergraduate student member from the Faculty of Business and Economics), Professor Sean Brawley (Interim Pro Vice-Chancellor (Programs and Pathways)) and Professor Leigh Wood (Interim Pro Vice-Chancellor (Students)).

3. ARRANGEMENT OF AGENDA

3.1 Disclosure of conflicts of interest

No conflicts of interest were declared.

3.2 Adoption of unstarred items

The following additional item was starred for discussion: 10.11.

Resolution 17/33

Academic Senate resolved that the items not starred for discussion (Items 5, 10.1 10.2, 10.3, 10.4, 10.5, 10.6, 10.8, 10.10, 10.12, 11.4.3, 11.4.4, 11.4.5, 11.4.6, 12, 13.1, 13.2, 14.1, 14.2, 14.3, 15.1, 15.2 and 16) be noted and, where appropriate, be adopted as recommended.

4. MINUTES OF THE PREVIOUS MEETING

4.1 Resolution 17/34

Academic Senate resolved to approve the Minutes of the meeting held 11 April 2017 as a true and correct record.

5. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

Dr Peter Roger joined the meeting at 9:39 am

6. REPORT FROM THE CHAIR

The Chair provided a report on matters approved at the Council meeting on 6 April 2017. In addition to amendments to Academic Rules following the realignment of the MGSM and the Faculty of Business and Economics, and the award of an Emeritus Professor title, Council also approved the establishment of the Honorary Doctor of Economics. (see item 10.2 for related changes to the Academic Costume Rules).

The Chair also reflected on her first twelve months as Chair of Academic Senate, and referred to the presentation she gave at the Senate meeting of 24 May 2016. She invited members to make their own judgement on whether she had achieved the goals she had set for herself, but expressed her satisfaction in how Senate as a group had met her expectations and delivered outcomes for the University.

7. VICE-CHANCELLOR ORAL UPDATE

The Vice-Chancellor commended the Chair for her exemplary leadership, noting the significant momentum achieved by Academic Senate.

The Vice-Chancellor updated members on the following issues:

• The realignment of student support services following the resignation of Dr Anderson as the Deputy Vice-Chancellor (Students and Registrar), including the Registrar function within the Deputy Vice-Chancellor (Academic) division and with it the majority of the former DVC S&R division. Members were advised of the creation of the positions of Pro Vice-Chancellor (Programs and Pathways) and Pro Vice-Chancellor (Students) who will be critical in shaping the academic direction and delivering a coherent student experience moving forward. This arrangement will be reviewed following the recruitment and appointment of the new Deputy Vice-Chancellor (Academic) and Registrar. Campus Life, will now report to the Chief Operating Officer and Deputy Vice-Chancellor but will have dotted reporting lines to the Deputy Vice-Chancellor (Academic) and Registrar and the Pro Vice-Chancellor (Students);

• The Federal Budget 2017-18 contains a number of proposals, which will affect the University. The proposed 2.5% efficiency dividend is of concern, however the extension of the Higher Education Loan Program scheme to sub-bachelor’s programs will benefit the University and the Macquarie University International College. The Higher Education sector is waiting for full details of the budget proposals, and most will require parliamentary approval, which is likely to take some time. The sector continues to engage with the Federal Minister for Education on these issues, and the Vice-Chancellor will also
discuss them with the Deputy Leader of the Opposition when she visits the campus on 2 June;

- The Vice-Chancellor advised that recent announcements on proposed changes to the 457 Visa program are also of concern to the University. The proposal will affect the University’s ability to recruit both teaching and research staff, and is also creating anxiety amongst international students. He assured the meeting that he is engaging with the Minister for Immigration and Border Protection on this issue;

- The Executive Group has met with academic and professional staff in leadership roles to review the Framing of Futures and to discuss a distributed leadership model. The meeting agreed that the Framing of Futures is still valid and fit for purpose, but work is needed to communicate the various plans sitting under the main strategy, and in prioritising the University’s activities;

- A new University alliance will be announced today: the NUW alliance between the University of Newcastle, the University of NSW and the University of Wollongong. The Vice-Chancellor advised that the focus of this new group is not yet known.

8. QUESTION TIME

Professor Dawes asked the Vice-Chancellor if there is anything the University can do to assist staff on current 457 visas. The Vice-Chancellor assured her that HR is assisting any affected staff with concerns.

Dr Kerry-Ann O’Sullivan joined the meeting at 10:00 am and Professor Amanda Barnier joined the meeting at 10:05 am

9. STUDENT LED BUSINESS

There were no items of student-led business.

10. ITEMS FOR APPROVAL

10.1 Academic Senate committee membership – Amendments to Terms of Reference

Resolution 17/35

Academic Senate resolved to approve the amendments to the Terms of Reference relating to the membership of the Academic Senate Standing Committee, the Academic Standards and Quality Committee, the Higher Doctoral Degree Committee and the Senate Learning and Teaching Committee with immediate effect.

10.2 Amendments to the Academic Costume Rules

Resolution 17/36

Academic Senate resolved to recommend an amendment to the Academic Costume Rules to University Council for approval.

10.3 2018 Schedule: New Programs for approval (ASQC)

Resolution 17/37

Academic Senate resolve to:

i. approve the academic case for the following programs effective, 1 January 2018:
   - Bachelor of Arts - Psychology with the degree of Bachelor of Speech, Hearing and Language Sciences;
   - Bachelor of Psychology (Honours) with the degree of Bachelor of Speech, Hearing and Language Sciences; and
   - Bachelor of Speech, Hearing and Language Sciences with the degree of Bachelor of Human Sciences;

ii. note that the Deputy Vice-Chancellor (Academic) and Registrar has assessed these programs and determined that no full business case is required.

10.4 2018 Schedule: Change of name – Doctor of Medicine (Global MD) to Doctor of Medicine (ASQC)

Resolution 17/38

Academic Senate resolved to:

i. approve the Doctor of Medicine (Global MD) be renamed as the Doctor of Medicine effective 1 January 2018;

ii. note that the Deputy Vice-Chancellor (Academic) and Registrar has determined that a new business case is not required; and

iii. note that subject to approval of the new name, Curriculum and Planning will make any necessary adjustments to address the former name of Doctor of Medicine (Global MD).

10.5 2018 Schedule: Program for Disestablishment - Bachelor of Teaching (Early Childhood Communities) (ASQC)

Resolution 17/39

That Academic Senate resolved to approve that the Bachelor of Teaching (Early Childhood Communities) be disestablished from 31 December 2017.

10.6 Principles of Majors and Minors - Amendments (ASQC)

Resolution 17/40

Academic Senate resolved to approve the updated Principles of Majors and Minors effective from the dates provided in the implementation plan.
10.7 Definition of Undergraduate Streams (ASQC)
Associate Professor Pamela Coutts advised members that Engineers Australia has requested alterations to the Bachelor of Engineering (Honours) to ensure graduates of the program can be accredited by Engineers Australia. A working group has considered how best to accommodate the curriculum changes and recommends the use of streams as defined in the resolution below. Members agreed to a suggested amendment to remove the word “undergraduate” from the resolution and approved the proposal unanimously.

Resolution 17/41
Academic Senate resolved to approve the establishment of streams as a component of the curriculum in approved circumstances with the following definition:

**Definition**
Stream means a degree that can be conceptualised as a separate degree for admission purposes and qualification but that is linked to a set of other pathways for the degree through shared nomenclature shared course components and shared rules.
In degree nomenclature, streams may be indicated following the name of the main degree on Testamurs and Transcripts. Streams are used when a degree structure fails to meet one or more of the conditions required for a major but when separate named degrees are not desirable because of accreditation requirements. A case must be made to the Academic Standards and Quality Committee (ASQC) to structure a degree around streams as it is an exception to the approved bachelor degree structures.

10.8 Award Changes due to AQF Nomenclature (ASQC)

Resolution 17/42
That Academic Senate resolved to:

i. approve the schedule of program name changes at the award level provided to this meeting, effective from the dates outlined in the schedule; and
ii. request the following actions be undertaken:
   a. appropriate changes be made to the award level on the system;
   b. all students be informed by the relevant Department of the minor change; and
   c. Governance Services update the CRICOS register with TEQSA.

10.9 Academic Progression – Changes after Census Date (SLTC)
Dr Mitch Parsell explained that this proposal will ensure students are not disadvantaged by processes triggered by the census dates and requires no amendments to existing policy. An improvement to Academic Standing will apply immediately, but any constraints associated with a reduction in Academic Standing will be held over to the next ratification of results. He assured members that access to relevant support services would not be delayed by this process. Members approved the proposal unanimously.

Resolution 17/43
Academic Senate resolved to approve that:

i. where a change to a grade after Census Date leads to a positive impact on Academic Standing (e.g. Academic Caution > Satisfactory), the change is effective immediately, and this be communicated to the student at that time; and
ii. where a change to a grade after Census Date leads to a negative impact on Academic Standing (e.g. Academic Caution > Conditional Enrolment), no change is made to a student’s Academic Standing within the same period, and it remains as it was at Census Date, however Faculties should communicate with identified students and provide support, in order to help students return to success.

10.10 Disruption to Studies Policy and Procedure (SLTC)

Resolution 17/44
That Academic Senate resolve to approve:

i. the renaming of the Disruption to Studies Policy and Procedure as the Special Consideration Policy and Procedure;
ii. the review of the Policy, Procedure and Supporting Evidence Schedule for consistency and simpler language;
iii. the review of the definition of pathway for students experiencing ongoing conditions;
iv. the review of the definition of what a student who experiences a disruption during an exam should do and how this is in line with the University Fit to Sit model;
v. the review of the supporting evidence Schedule to provide clarity and consistency on acceptable supporting documentation. Where the Professional Authority Form is noted as the preferred evidence related to health conditions, recommend additional acceptance of appropriate medical certificates;
vi. the review of the Policy Outcomes Schedule and development of a matrix for consistent decision-making;
vii. the removal of WWAP as an automatic remedy of disruption;
viii. the identification and establishment of a clearer Administrative decision authority for the majority of cases, with Academic consultation if required, on the understanding that all outcomes will be communicated back to the relevant academic staff.
10.11 Academic Year Plans 2019 to 2022
Professor Jameson advised members that the proposal is uncontroversial but would be referred to him for approval. He added that the dates should be used for guidance only, giving early 2019 as an example where final dates will not be known until further information is received concerning the closure of the Macquarie University train station. Members endorsed the proposal unanimously.

Resolution 17/45
Academic Senate resolved to endorse the Academic Year Plans for 2019, 2020, 2021 and 2022 in principle, noting that the Plans are subject to change, and recommend the Plans to the Deputy Vice-Chancellor (Academic) and Registrar for approval.

10.12 Academic Dates for Outbound Student Exchange

Resolution 17/46
Academic Senate resolved to endorse the Academic Dates for outbound study periods in 2018 and recommend the Dates to the Deputy Vice-Chancellor (Academic) and Registrar for approval.

11. ITEMS FOR DISCUSSION

11.1 Living Lab – Presentation from the Director of Sustainability
The Director of Sustainability, Leanne Denby, presented the concept of the Living Lab. Members discussed the concept with Ms Denby, and the Chair encouraged interested members to contact Ms Denby for more information. A full copy of the presentation is available here.

Resolution 17/47
Academic Senate resolved to note the presentation from the Director of Sustainability on the Living Lab.

11.2 Election of Chair and Deputy Chair of Academic Senate – Candidate Presentations
Professor Jameson Deputy Vice-Chancellor (Academic) and Registrar, as Returning Officer advised that nominations were received from Professor Mariella Herberstein for the position of Chair of Academic Senate and Professor Jacqueline Phillips as Deputy Chair of Academic Senate and invited both nominees to give a brief presentation.

Professor Herberstein outlined her vision for the role of Chair, emphasising the need to improve communication into and out of Academic Senate, and lifting the profile of Senate and its committees.

Professor Phillips outlined her background, the major projects she has been involved with on Academic Senate, her vision for increasing Senate’s engagement with the wider University and her concept of the role of Deputy Chair as providing support both to the Chair and Senate more broadly.

Following the presentations, Professor Jameson advised that as the number of nominees did not exceed the number of positions available, the nominees were duly declared elected. Members joined with him in congratulating Professor Herberstein and Professor Phillips on their election.

Resolution 17/48
Academic Senate resolved to note the election of Professor Mariella Herberstein as Chair of Academic Senate and Professor Jacqueline Phillips as Deputy Chair of Academic Senate for a term of office from 1 June 2017 to 31 May 2019.

11.3 Student Discipline – Presentation from the Student Discipline and Grievance Manager
The Student Discipline and Grievance Manager, Adam Stepcich, presented the annual student discipline data for 2016, pointing out that the new Student Discipline Rules and Procedure commenced from Session 1 2016. Comparative data for the period 2013 to 2016 show an increase in the number and complexity of allegations, and Mr Stepcich particularly highlighted the amount of work performed by academic staff in faculties with respect to academic misconduct cases. The introduction of the “student acceptance option” in non-serious cases has reduced the number of cases referred to the University Hearing Committee, and the new procedure and appendices have generally clarified the grounds for appeal and reduced the number of procedural appeals. Members commented as follows on the data:

• it was suggested the report show the number of cases as a percentage of overall student numbers;
• in response to a question on whether there are data on student motivations with respect to discipline breaches, Mr Stepcich advised that the committee sees very few cases of deliberate and pre-meditated attempts to defraud the University;
• members discussed the role of current assessment practices in driving student behaviour, with Professor Jameson pointing out the importance of engaging students in developing a culture of academic integrity, and the growing issue of ensuring the identity of students being assessed;
• Professor Jameson and the Vice-Chancellor pointed out the links with the Respect.Now.Always campaign and the likely impact on the University’s discipline procedures;
• the Vice-Chancellor also noted the rise of commercial operations assisting HDR students with thesis writing and encouraged the broadening of the academic integrity project to include HDR students.

Resolution 17/49
Academic Senate resolved to note the presentation from the Student Discipline and Grievance Manager on
Student Discipline.

11.4 Academic Senate Projects:

11.4.1 Academic Integrity Steering Group – Progress Report

Dr Mitch Parsell thanked the Academic Senate Project Officer, Kerri Mackenzie, for her work on this project, and took members through the progress report circulated with the agenda, noting the links with the presentation from Mr Stepcich. He particularly asked members for their feedback on whether the academic integrity module should be compulsory, discipline-specific or stay as it is. Members commented as follows:

- members expressed a preference for a compulsory module (for both staff and students), but were split on whether it should be discipline-specific, and Dr Parsell suggested the unit could start with a general overview but then split into discipline-related streams;
- providing compulsory exposure in Week 0 was suggested, as was more consultation with the Student Representative Committee;
- Dr Parsell and Professor Mansfield undertook to discuss how such a module could be used for HDR students, and Professor Hughes offered the support of the Research Integrity Office.

The Vice-Chancellor commended the work of the group, adding that Council would look favourably on a compulsory academic integrity module.

Resolution 17/50
Academic Senate resolved to note the progress report from the Academic Integrity Steering Group.

11.4.2 Academic Integrity Values Statement

The Chair advised that Cissy Shen is the primary contact for this proposal but could not attend the meeting and stressed the extensive consultation undertaken on the statement as well as the importance of the student leadership in this project. Members discussed the statement suggested the centre of the model say “Academic Integrity Values”. Members approved the Statement unanimously with this amendment.

Resolution 17/51
Academic Senate resolved to approve the revised Academic Integrity Values Statement; and charge the Academic Integrity Steering Group with the promotion and promulgation of the statement, as provided for within the Academic Integrity Framework project objective.

11.4.3 Model for Shared Responsibility of Academic Governance – Progress Report

Resolution 17/52
Academic Senate resolved to note the progress on developing a shared responsibility model for academic governance.

11.4.4 Partnership with and Recognition of Student Members – Progress Report

Resolution 17/53
Academic Senate resolved to note the progress on the Partnership with and Recognition of Student Members project.

11.4.5 Establishing Principles of Program Review – Progress Report

Resolution 17/54
Academic Senate resolved to note the progress on the development of Principles for Program Review.

11.4.6 Academic Senate Projects – Progress Report

Resolution 17/55
Academic Senate resolved to note the summary of projects scheduled to commence in the second half of the year.

12. QUESTIONS ON NOTICE

No questions on notice were received.

13. ITEMS APPROVED BY THE CHAIR

13.1 Saving Cases – 2016 Annual Summary Report and 2017 Quarter 1 Report

Resolution 17/56
Academic Senate resolved to:

i. note the 2016 Saving Cases annual summary report and 2017 Quarter 1 Saving Cases summary report; and

ii. ratify the actions taken by the Chair of Academic Senate under delegated authority to invoke the saving clause for the students listed in the 2016 Saving Cases schedule and in the 2017 Quarter 1 Saving Cases schedule.

13.2 Award of Vice Chancellor Commendations for Academic Excellence: List of Recipients

Resolution 17/57
Academic Senate resolved to ratify the decision of the Chair of Academic Senate to award the Vice-
Chancellor’s Commendation to the Bachelor degree graduand and Master coursework graduands listed.

14. REPORTS FROM STANDING COMMITTEES

14.1 Academic Standards and Quality Committee
Academic Senate noted the report of the Academic Standards and Quality Committee (ASQC) meeting of 16 May 2017.

14.2 Research and Research Training Committee
Academic Senate noted the report of the Research and Research Training Committee (RRTC) meeting of 9 May 2017.

14.3 Senate Learning and Teaching Committee
Academic Senate noted the reports of the Senate Learning and Teaching Committee (SLTC) meetings of 3 April and 8 May 2017.

15. REPORTS FROM FACULTY BOARDS

15.1 Faculty of Human Sciences Faculty Board
Academic Senate noted the report of the Faculty of Human Sciences Faculty Board meeting of 4 April 2017.

15.2 Faculty of Medicine and Health Sciences Faculty Board
Academic Senate noted the reports of the Faculty of Medicine and Health Sciences Faculty Board meetings of 26 April and 15 May 2017.

16. UNIVERSITY HEARING COMMITTEE

16.1 University Hearing Committee
Academic Senate noted the summary reports of the University Hearing Committee meetings of 5 April and 10 May 2017.

17. OTHER BUSINESS
No other business was raised.

18. NEXT MEETING
The next meeting of the Academic Senate will be held on Tuesday 18 July 2017.
Agenda Items are due by Tuesday 4 July 2017.
The meeting closed at 11:43 am.