

Attachment A - Response and Implementation Plan

External Review	Senate Response	Action	Timeframe	Action Officer/s	Responsible Officer/s
Issue: Examples of good practice should be preserved and built upon					
<ul style="list-style-type: none"> • Commendation 1: <i>The identification of annual projects has been a helpful way to define key priorities for Academic Senate.</i> • Commendation 2: <i>The emphasis on communication strategies such as <u>In Brief</u> remains important.</i> • Commendation 3: <i>Induction and ongoing support for student and staff members of Academic Senate has been beneficial.</i> • Commendation 4: <i>The importance of continuation of effective leadership of Academic Senate should be recognised.</i> • Commendation 5: <i>Efforts continue to engage actively all members of Academic Senate and its Committees.</i> 	<p>1 – 5. Accept. Academic Senate recognises these commendations and will continue maintenance and continuous improvement in these areas.</p>	<p>No action required</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>

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A. Issue: Good academic governance includes a quality cycle of improvement around progress and performance of students within and across units and courses.					
<p>Recommendation 1: <i>Academic Senate documents progression rates, attrition rates and completion times and rates for cohorts of students within and across units and courses.</i></p>	<p>Accept. A cohort monitoring project has commenced, led by the Office of the DVC (A). This includes reporting which would provide documentation in line with this recommendation.</p> <p><i>This was discussed at the 7 April 2020 Senate meeting, Item 6.1 Cohort Monitoring. An update on this project was presented to the 23 February 2021 meeting (refer Item 6.1).</i></p>	<p>Academic Senate to maintain involvement in Cohort Monitoring project, and to produce an annual work plan that includes consideration of reports on progression rates, attrition rates and completion times and rates for cohorts of students within and across units and courses.</p>	<p>Draft annual work plan was presented to November Senate meeting. Final version approved 23 February 2021. Cohort monitoring implementation plan and cohort monitoring reports from office of PVCL&T / DVC(A) scheduled on annual work plan.</p> <p>Completed</p>	<p>Manager, Governance Secretariat Project Officer, CSGS.</p>	<p>Chair of Senate</p>
<p>Recommendation 2: <i>Academic Senate implements a quality cycle of improvement around progression rates, attrition rates and completion times and rates for cohorts of students within and across units and course</i></p>	<p>Accept. The cohort monitoring project outlined above is intended to include quality improvement that spans operational and academic governing bodies.</p> <p><i>See notes above.</i></p>	<p>Feedback has been provided to Cohort Monitoring project to develop a more detailed description of how actions are generated from cohort data analysis and how these actions are evaluated in having achieved improvement. Detailed cycle to be presented for feedback to ASQC and Academic Senate.</p> <p>Update: This will now be captured under the work Academic Senate will do in partnership with the DVC(A) to revise the University's Quality Assurance Framework.</p>	<p>2021 Academic Senate Project Plan</p> <p>Completed</p>	<p>Executive Manager, Office of the DVC(A)</p>	<p>Chair of Senate; DVC (A)</p>

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<p>B. Issue: The concept of a tripartite governance structure in Australian universities, namely Academic Senate, University Council and Executive, led by the Vice-Chancellor, needs to be reconsidered to take account of the role in academic governance for Faculty Boards.</p>					
<p><i>Recommendation 3: The University continues to refine its shared academic governance model, with particular emphasis on the division of responsibility between Academic Senate and Faculty Boards. Two specific issues that need to be addressed are:</i></p> <ul style="list-style-type: none"> • <i>3.1 Ensuring that delegations of academic governance are made to Faculty Board rather than Faculty Executive and</i> • <i>3.2 A system be developed to ensure that approval of new units at Faculty Board is made on academic grounds rather than to channel resources between Faculties.</i> 	<p>3.1. Accept. The Post-Implementation Review of Shared Academic Governance will assess whether delegations and authorisations are being exercised appropriately.</p> <p>3.2. Accept, with amendment. This is beyond the remit of Academic Senate as Faculty Boards approve units. A recommendation is made to refer this to the DVC(A) for a project underway in the Office of the DVC(A) to review Faculty Boards.</p>	<p>3.1 Post-Implementation Review of Shared Academic Governance to conduct audit of <u>Resolution Register</u> to assess use of delegations and authorisations.</p> <p>3.2 The DVC(A) is asked to return to Academic Senate with an update after the project has completed.</p>	<p>February 2021 Academic Senate meeting Completed</p> <p><i>Will be captured under Curriculum 2.0 Workstream of the Operating Plan.</i> DVC(A) report to September 2021 Academic Senate meeting. Completed</p>	<p>Director, Governance Services; Manager, Governance Secretariat</p> <p>Executive Manager, Office of the DVC(A)</p>	<p>Chair of Post-Implementation Review of Shared Academic Governance, and Chair of Academic Senate.</p> <p>DVC(A)</p>
<p>C. Issue: Succession planning for the next Chair of Academic Senate is essential to build upon the current progress in academic governance made at the University.</p>					
<p><i>Recommendation 4: The next Chair of Academic Senate be elected at least six months before the expiry of the term of the incumbent.</i></p>	<p>Accept, with amendment. It is proposed to accept this with an amendment to a minimum of three months before the expiry of the term of the incumbent. The term for the incumbent Chair ends on 30 June 2021 and</p>	<p>Update section 15 of the <u>Academic Senate Rules</u>.</p>	<p>May 2020 Academic Senate meeting</p> <p>Approved June 2020 Council meeting Completed</p>	<p>Manager, Governance Secretariat</p>	<p>Director, Governance Services</p>

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	to elect the following Chair six months prior would require an election for the next Chair in late 2020. The election for new academic representatives is also due to occur at this time, and it would not be appropriate to ask representatives to elect a new Chair before their first meeting.				
D. Issue: The role of the Deputy Chair of Academic Senate is unclear.					
<i>Recommendation 5: The role of the Deputy Chair of Academic Senate be clarified.</i>	Accept, with extension. It is also suggested this be extended to clarify the role of ASQC, SLTC and RRTC Committee Chairs and Deputies.	After the conclusion of the joint ASQC/SLTC project to Review the Terms of Reference of ASQC and SLTC, prepare a position statement for the Committee Chair roles, using Chair of Senate position description as a starting point. To consult current and past Committee Chairs and Deputies.	Item 5.4 October 2020 Academic Senate meeting. Revision of Academic Senate and Committees of the Academic Senate Standing Orders Completed	Director, Governance Services	Chair of Academic Senate
E. Issue: Operational and budgetary matters continue to blur the boundaries of academic governance by Academic Senate and Faculty Boards versus governance by Executive.					
<i>Recommendation 6: The roles and responsibilities of Academic Senate and its Committees explicitly state that operational and budgetary matters are outside the portfolio of responsibilities of Academic Senate and its Committees.</i>	Accept. This would require amendments to the <u>Academic Senate Rules</u> and the Committee Terms of Reference. A joint ASQC-SLTC project is underway to review their Terms of Reference. This recommendation could be provided to that project. It is also recommended that both Academic Senate and RRTC form small working parties to	6.1 Refer feedback to joint ASQC-SLTC project is underway to review their Terms of Reference. 6.2 RRTC has begun to examine their Terms of Reference and will include wording to explicitly state that operational and budgetary matters are outside the responsibilities for RRTC.	Completed Completed	Governance Officers Manager, Governance Secretariat	ASQC Chair; SLTC Chair RRTC Chair

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	examine their respective Rules and Terms of Reference.	6.3 Chair of Academic Senate to examine the Academic Senate Rules to explicitly state that operational and budgetary matters are outside the responsibilities for Academic Senate. To consult with Response to External Review Working group by email.	Completed	Project Officer, GS.	Chair of Academic Senate
<p>Recommendation 7: <i>Consideration be given to better alignment of the terms of reference and the actual work of Academic Senate and its Committees.</i></p>	<p>Accept. To increase awareness of the work before Academic Senate and its Committees, and its alignment to the Rules/Terms of Reference it is suggested to amend the item submission templates. These can be collated in the annual reports of Academic Senate and its Committees and can be referred to ASSC to conduct an assessment. This could be then sent from ASSC to Council for their consideration</p>	<p>7.1 Update item submission templates to highlight what function/s an item on the agenda is aligned to – perhaps with functions identified by alphanumeric references.</p> <p>7.2 Update business process for capturing data for Academic Senate annual report</p> <p>7.3 In Academic Senate annual report to Council, ensure report on alignment of work of Senate with Rules.</p> <p>7.4 Schedule assessment of annual report in the work plan for Academic Senate Standing Committee (ASSC)</p> <p>7.5 Schedule assessment of annual report in the work plan for Council</p>	<p>For implementation in 2021</p> <p>For implementation in 2021</p> <p>Completed</p> <p>Discussed at ASSC Feb 2021 meeting (after Academic Senate annual report)</p> <p>Early 2021</p>	<p>Manager, Governance Secretariat</p> <p>Manager, Governance Secretariat</p> <p>Manager, Governance Secretariat</p> <p>Manager, Governance Secretariat</p> <p>Director, Governance Services</p>	<p>Director, Governance Services</p> <p>Director, Governance Services</p> <p>Director, Governance Services</p> <p>Chair of ASSC</p> <p>Director, Governance Services</p>