1. PROCEDURAL ITEMS

1.1 Acknowledgement of Country

The meeting commenced at 10.31 am with Maria Koutsouklakis acknowledging the traditional custodians of the land on which the University stands, and the lands where members are located today.

1.2 Welcome and Apologies

The Chair welcomed everyone to the meeting, noting the apologies outline above. She welcomed Professor Eric Knight, the new Executive Dean of the Macquarie Business School, and advised that Professor Leonie Tickle would be at the next meeting as the new representative from Macquarie Business School replacing Associate Professor Wylie Bradford.

The Chair noted the impending retirement of Gail White, EDSER, acknowledging her role as Secretary to Academic Senate and her work with Senate on a range of matters, including chairing the working group which developed the response to recommendations from the external review of Academic Senate.

The Chair reminded members of their role on Academic Senate, quoting from the Tertiary Education Quality Standards Agency (TEQSA) and advised that polling would be used to record the vote for all resolutions requiring approval or endorsement.

1.3 Disclosure of conflicts of interest

No conflicts of interest were disclosed.

Matt Bower joined at 10:37 am.

1.4 Adoption of unstarred items

No further items were starred, but the Chair asked members to approve a minor amendment to the recommendation for Item 4.7 as follows:
That Academic Senate resolve to commend the development of the Authorship Standard and the Peer Review Standard. Members supported the amended recommendation.

**Resolution 20/95**

*Academic Senate resolved that the items not starred for discussion (Items 2.2, 4.1, 4.2, 4.4, 4.5, 4.6, 4.7, 4.8, 4.9, 8.1, 9.1, 9.2, 9.3, 9.4, 10.1, 10.2, 11, 12.1 and 12.2.) be noted and, where appropriate, be adopted as recommended.*

Before moving on the Chair noted the work undertaken by Professor Dean on the review of the General Coursework Rules and congratulated her on the successful conclusion of the project.

2. **MINUTES AND MATTERS ARISING**

2.1 Minutes of the meeting held on 1 September 2020 for approval

**Resolution 20/96**

*Academic Senate resolved to approve the minutes of the meeting held 1 September 2020 as a true and correct record.*

2.2 Ratification of Endorsement of Emeritus Professor Nominations

**Resolution 20/96**

*Academic Senate resolved to ratify the endorsement by circular resolution of the nominations for the title of Professor Emeritus for Professor Alberto Avolio and Professor Peter Nelson, noting these nominations have been recommended to Council for its approval.*

3. **REPORTS**

3.1 Report from the Chair

The Chair referred members to her video report.

3.2 Report from the Vice-Chancellor

The Vice-Chancellor provided a brief verbal report to Academic Senate on the following matters:

- The Federal Budget has been passed with additional funding for Commonwealth Supported Places (CSPs), but the sector is still waiting for detailed information on how this will be assessed and awarded. The budget also included $1 billion in research funding for one year only, with Macquarie likely to receive between $15 and $16 million;
- The Higher Education Support Amendment (Job-Ready Graduates and Supporting Regional and Remote Students) Bill 2020 has been passed and will have significant impacts on the sector and students. The short-term impact on this University is minor but many of the new CSPs are likely to be funded from increases to the HECS component of other courses;
- The National Collaborative Research Infrastructure Scheme has announced funding for a number of key areas based on scoping studies, including Synthetic Biology (an area of research at this University). The Federal Government has also announced substantial funding for improving research and development in industry, increasing the importance of industry collaboration for the university sector;
- A timeline for allowing the return of international students to Australia and to New South Wales is still not confirmed, but discussions are underway with State Government. There is no guarantee that this will allow the return of students in any significant numbers for Session 1 2021, and the Vice-Chancellor noted that Australia’s existing market for international students will face challenges from other countries which have already re-opened;
- The University had one active coronavirus case on the campus and the Vice-Chancellor advised that the University’s protocols had worked well, with NSW Health providing support for contact tracing;
- Announcements have been made regarding the decision to rest some units, course components and courses for 2021 to ensure the correct information is available to prospective students in the 2021 UAC Handbook. The Vice-Chancellor acknowledged the work being done by faculties to work with students to make alternative units available to support student progression. He emphasised that any decision to permanently disestablish curriculum will go through the normal consultation processes and approval pathways, and that this would likely take place in 2021;
- Interest from prospective domestic students is high for both undergraduate and postgraduate courses, with the Vice-Chancellor noting that this is an expected response to the current employment situation in Australia.
3.3 Report from the Interim Deputy Vice-Chancellor (Academic)
The Deputy Vice-Chancellor (Academic) clarified that the working group referred to in her report relates to the Curriculum Architecture 2.0 project, which is in addition to the changes to the Curriculum Architecture Policy and Principles included in today’s agenda.

3.4 Question Time
Members raised the following question:
- The Deputy Vice-Chancellor (Academic) was asked to further outline the Operating Plan work streams under the Student First pillar, particularly in light of current student complaints that they are not receiving enough information from the University on planned changes. Professor Herberstein responded that the Student Employability work stream has begun meeting, with the other streams to commence in early 2021. Student Employability is focussed on the overall framework, and how the University can embed employability both within and outside the curriculum. She added that her portfolio is working to understand which of the different channels used in communications are most useful to students to ensure these can be aligned to avoid overwhelming students;
- The Vice-Chancellor was asked if a process has been developed to allow rested curriculum to be assessed for reintroduction. He agreed this needs to be developed, but in the context of the return of international students which is unlikely to occur before late 2021. Any reintroduction of curriculum would need to consider this and other factors affecting the University’s budget. He pointed out that the exceptions to the curriculum viability and efficiency exercise submitted by Executive Deans were thoroughly considered and had all been approved. Professor Herberstein added that Macquarie has not had a culture of reviewing its curriculum against a defined lifespan, and that processes are to be developed to determine how curriculum is reactivated and deactivated. The Vice-Chancellor also pointed out that there was a significant increase in the number of courses and course components as part of developing Curriculum 2020 and that the outcome of the proposed changes when compared to curriculum item numbers available in 2018 is not extensively different;
- A member noted that around 15% of the undergraduate students in their classes are currently living overseas and the Vice-Chancellor was asked if the University expects this to continue or increase. The Vice-Chancellor noted that the University has just under 1000 students studying from offshore. Most of these are from mainland China and there is a strong appetite in that market for online learning which is not the case in other markets (such as South and Southeast Asia). The University needs to give more thought to the pedagogical, as well as technological, aspects of teaching students this way, noting current research which suggests breaking lectures down into smaller sections for asynchronous use is better for students. The Vice-Chancellor further noted that the Deputy Vice-Chancellor (Academic) and Pro Vice-Chancellor, Learning and Teaching are working on this and thanked them for the additional support being provided to staff and students. The Deputy Vice-Chancellor (Academic) added that the Teaching efficiency and innovation workstream in the Operating Plan will be looking at these issues;
- The Vice-Chancellor was asked if there is any information indicating the additional research funding will specifically address COVID-19 issues. The Vice-Chancellor responded that the University is waiting for details but believes the funds will be provided as part of the annual research allocation. No specific rules have been mentioned on how the funding is to be used, but given it is not recurrent funding it will need to be used strategically. The Deputy Vice-Chancellor (Research) advised that the NSW Deputy Vice-Chancellors (Research) had met earlier that day to discuss this issue, and had agreed the additional funding should not be used for items such as salaries and scholarships given it is non-recurrent. It is more likely the additional funds will support research expenditure and infrastructure put on hold this year because of COVID-19.

3.5 Student-Led Business
The Chair invited the Pro Vice-Chancellor (HDR Training and Partnerships) to give an update on a question raised at Academic Senate’s July meeting. The Pro Vice-Chancellor noted that concerns had been raised regarding support provided to HDR candidates in response to COVID-19 and that detailed information is available on his office’s website, where he has also published a response to an open letter received from a group of HDR students. He reiterated his commitment to ongoing and effective engagement with the University’s HDR students, advising that a forum will be held online with students on 22 October 2020 to release the results of a survey undertaken mid-year and discuss support issues. He finished by acknowledging and thanking the University’s HDR supervisors and faculty staff for their work in supporting students.
4. ITEMS FOR APPROVAL/ENDORSEMENT

4.1 Policy amendments in response to COVID-19 Pandemic

Resolution 20/97

Academic Senate resolved to approve the proposed amendments to:

i. the Assessment Policy Schedule 1 Grading Requirements and Schedule 4 Final Examination Requirements; and
ii. the Special Consideration Procedure and Supporting Evidence Schedule; with effect from 2021, and note the related amendments to the Student Loans and Grants Policy and Procedure.

4.2 General Coursework Rules: Final report from Review of the Requirements for Practical, Clinical and Professional Courses; and Governance Services

Resolution 20/98

Academic Senate resolved to endorse the proposed amendments to the General Coursework Rules and recommend that Council approve the amended Rules.

4.3 Curriculum Architecture Policy and Principles (ASSC)

The Chair reminded members that this item includes two related recommendations, the first asking Senate to ratify the decision made by the Academic Senate Standing Committee to amend the Undergraduate and Postgraduate Curriculum Architecture Principles, and the second seeking Senate’s approval of related amendments to the Curriculum Architecture Policy. Professor Brawley provided an overview of the amendments to the Principles and the Policy and a background on the viability and efficiency project, noting the related Curriculum 2.0 review being undertaken by Professor Herberstein and the Chair. Associate Professor Lavermicocca added advice on ASQC’s consideration of the changes, including the formation of a working group to go through these in detail.

Members raised the following points in discussion:

• the use of commencing student load as a criterion for viability for courses and course components noting that students may initially choose a discipline area with a high public profile but then transfer to another area they discover once they start their studies. The Pro Vice-Chancellor, Programs and Pathways advised that faculties had used this argument when submitting cases to retain curriculum, but the criteria chosen for the initial review needed to be relatively simple. The Chair suggested taking this point into account when proposals to disestablish are received, while the Deputy Vice-Chancellor (Academic) added that the 2019 enrolment patterns were not useful for this exercise due to the major change to curriculum in 2020, pointing out the new curriculum had atomised existing student numbers rather than attracting additional enrolments;

• the viability scores and the need to balance short-term and long-term requirements, noting particular concern for the way the scores have been used in the postgraduate coursework area. The Chair of ASQC noted that a number of such courses were put forward under the exemptions process, with the Deputy Vice-Chancellor (Academic) acknowledging that the shift in focus from units to courses at the University has been slow;

• the inclusion of the metrics in the principles, and the potential for this to blur the distinction between business and academic matters. The Deputy Vice-Chancellor (Academic) pointed out that most other institutions have a process to review the viability of their course offerings and it was timely for this University to introduce a similar system. She agreed that it was preferable to delineate between business and academic decisions but noted there was no other document dealing with curriculum matters where the metrics could be placed. The Chair added that the resolution would point out that the appendices are endorsed by the Executive Group, not Academic Senate. It was further noted by a member of Senate that while the metrics are clearly defined, their application had been nuanced with many curriculum items being exempted from resting based on a range of other considerations;

• what oversight there had been to ensure consistency in granting exemptions given the speed of the process. The Deputy Vice-Chancellor (Academic) advised that Executive Deans were tasked with discussing exemptions with their faculty teams to identify strategic needs, with the Pro Vice-Chancellor, Programs and Pathways adding that some courses were exempted because they had only commenced in 2020 and needed more time prove themselves. He added that the future use of the metrics would be in the context of period 5 or 6 year reviews of curriculum;

• the Executive Dean, Macquarie Business School provided commented on his experience of the process as the newest Executive Dean at the University, thanking his faculty team for their advice and support and adding that these decisions will have been a team effort in each faculty;
the Vice-Chancellor noted that this is part of the University’s shift to a more orderly and annual approach to what is offered to students, adding that the University has not done well in identifying those things it should no longer be doing. He stressed that the University could not continue to add new curriculum items without removing ones no longer required;

- the role of the University’s HR systems and how staff are rewarded for their involvement with curriculum was also discussed. The Chair undertook to discuss this matter with the Vice-President (People and Services), particularly in terms of taking this into consideration when assessing items for disestablishment.

A majority of members voted in favour of the recommendations, with one vote against and three abstentions.

**Resolution 20/99**

Academic Senate resolved to:

i. ratify the Academic Senate Standing Committee’s approval of the proposed amendments to the Undergraduate Curriculum Architecture Model Principles and Postgraduate Curriculum Architecture Model Principles, noting that Appendix A for each set of Principles has been approved by the Executive Group; and

ii. approve the proposed amendments to the Curriculum Architecture Policy with immediate effect.

**Resolution 20/100**

Academic Senate resolved to approve the proposed amendments to the Master of Applied Economics with immediate effect.

**Resolution 20/101**

Academic Senate resolved to approve the revised Learning and Teaching Awards and Grant Policy and Procedure with immediate effect.

**Resolution 20/102**

Academic Senate resolved to approve:

i. the proposed amendments to the Higher Degree Research Thesis Preparation, Submission and Examinations Policy and Procedures with immediate effect; and

ii. the introduction of the iThenticate Procedure with immediate effect.

**Resolution 20/103**

Academic Senate resolved to commend the development of the Authorship Standard and the Peer Review Standard.

**Resolution 20/104**

Academic Senate resolved to note the final version of the Professional Learning and Capability Enhancement (PLaCE) Framework.

**Resolution 20/105**

Academic Senate resolved to approve the exemption from the requirement of Schedule 4 of the Assessment Policy to publish the final examination papers on the University Library website for the following unit offerings:

i. **MEDI8100** – Applied Medical Sciences 1, with effect from Session 1, 2021;

ii. **MEDI8101** – Clinical Practice 1, with effect from Session 1, 2021;

iii. **MEDI8103** – Applied Medical Sciences 2, with effect from Session 2, 2020; and

iv. **MEDI8104** – Clinical Practice 2, with effect from Session 2, 2020.
5. **ACADEMIC SENATE PROJECTS**

5.1 Policies Under Review / Development

The Chair referred to the updated report on policies, noting the spreadsheet in Truth now contains a column stating the risk assessment status for each policy. The Director, Governance Services advised that a new management system is being introduced for the University’s policies which will clarify when policies are due for review, as well as allow staff and students to make comments and provide feedback which the system can collate and provide to the policy owner. The new system will be launched early next year.

**Resolution 20/106**

*Academic Senate resolved to note the list of policies under review/development as at 12 October 2020.*

5.2 Planning 2021 Projects for Academic Senate and its Committees

The Chair referred to a video on SharePoint introducing the proposed projects for 2021 and outlining those where Academic Senate will be a major stakeholder, and asked members for their feedback. In discussing the proposed projects for 2021, it was suggested that a project to advance the United Nation’s sustainable development goals at the University might be included, noting the increasing importance of sustainability in global university rankings. The Chair suggested this could start with a review of the 2018 report from the Macquarie Business School on this issue, and undertook to discuss it further with Senate member Professor Mitchell. Members noted that the final list of projects and an annual agenda plan will be presented to the next meeting.

**Resolution 20/107**

*Academic Senate resolved to note the draft list of projects for Academic Senate and its Committees for 2021.*

5.3 Review of the Assessment Policy: Update from Working Group

The Chair reminded members that a workshop will be held next week to discuss the proposed amendments to the Assessment Policy. The Chair of Senate Learning and Teaching Committee (SLTC) in her capacity as the Working Group Lead, provided a brief overview of the review work to date, adding that the Working Group is proposing a slimmed down version of the Assessment Policy with an accompanying Procedure which will bring together the existing Schedules. She acknowledged the work of the Working Group members and particularly thanked the Governance Officer, Antonia Dykes, who is supporting the project for her efforts. The Chair asked members to contact herself, the Deputy Chair, Academic Senate or Chair, SLTC with any feedback or comments.

**Resolution 20/108**

*Academic Senate resolved to note the update on the project to review the Assessment Policy.*

5.4 Response to External Review of Academic Senate: Progress Report

The Chair referred to her video on this item, noting that one piece of feedback has been received regarding Clause 20 of the Standing Orders of the Academic Senate, which is set out as follows in the agenda papers:

> Meetings are scheduled for two hours but may be extended by the two-thirds majority vote of members present.

She proposed amending this to read:

> Meetings are normally scheduled for up to 3 hours.

There being no objections to this additional amendment, the recommendation was approved by a majority vote, with one vote against.

**Resolution 20/109**

*Academic Senate resolved to:*

i. approve the proposed amendments to the Standing Orders of Academic Senate and the Standing Orders of the Committees of Academic Senate with immediate effect, noting the further amendment to clause 20; and

ii. note the progress update on the implementation of other recommendations from the report of the External Review of Academic Senate.

5.5 Post-Implementation Review of Support and Recognition for Students involved in Academic Governance

The Chair invited Leanne Freame and Danielle Tonkin as co-chairs of this working group to present their report. Ms Tonkin advised that Ms Freame had recently spoken with the Student Representative
Committee (SRC) on their work, with Ms Freame advising that she had outlined their approach and their decision to focus on the “partnership with student members” section of the original project. While acknowledging that the SRC members were out of scope for this review, Ms Freame advised that the working group’s considerations could be of use to them and that SRC members have been invited to take a survey which was originally sent to student members of the Academic Senate, its committees and Faculty Boards. These student members have also established a support network to share experiences and ideas. Ms Freame advised that a report will come to the November meeting of Senate with recommendations.

**Resolution 20/109**

*Academic Senate resolved to note the progress report from the Co-Chairs of the Post-Implementation Review of Support and Recognition for Students Involved in Academic Governance.*

6. **ITEMS FOR DISCUSSION**

6.1 Micro-credentials Policy and Procedure

The Chair asked the Pro Vice-Chancellor, Learning and Teaching if she wished to add anything to her video presentation on this topic. The Pro Vice-Chancellor advised that she and her team are considering the feedback received to date, and a final draft of the Policy and Procedure will be submitted to the next meeting of Academic Senate for approval.

**Resolution 20/110**

*Academic Senate resolved to note the summary of feedback received for the draft Micro-credentials Policy and Procedure.*

6.2 Posthumous Award

The Chair advised that she had approved a posthumous award of the Bachelor of Professional Accounting to Luke Gardoni, which has been ratified under item 8.1. She invited Associate Professor Lavermicocca from the Macquarie Business School to make a brief presentation about Mr Gardoni. Associate Professor Lavermicocca spoke movingly about Luke’s time at the University, noting he had commenced in the Bachelor of Digital Business in 2018 but transferred at the beginning of 2020 to the Bachelor of Professional Accounting, and had received a High Distinction Grade earlier in the year for Accounting Corporate Governance. Luke had passed away very suddenly in August while participating in a grade sporting match, having only recently turned 21 years of age. The Chair undertook to write to his family on behalf of Academic Senate.

**Resolution 20/111**

*Academic Senate resolved to note the presentation from the Associate Dean (Postgraduate Programs and Pathways), Macquarie Business School on the savings case to allow the posthumous award of the Bachelor of Professional Accounting to Luke Gardoni SN 45448299.*

7. **QUESTIONS ON NOTICE**

There were no questions on notice.

8. **ITEMS APPROVED BY THE CHAIR UNDER EXECUTIVE ACTION**

8.1 Summary of items approved under Executive Action by the Chair

**Resolution 20/111**

*Academic Senate resolved to ratify the following decisions made under executive action by the Chair of Academic Senate as follows:*

i. the appointment of Dr Ian Jamie as a nominee of the Faculty of Science and Engineering Faculty Board on the Academic Standards and Quality Committee for a period of membership expiring 30 June 2021;

ii. the appointment of Danielle Tonkin as a student representative on the Academic Standards and Quality Committee for a period of membership expiring 30 June 2022;

iii. the appointment of Dr Kerrie Tomkins as Deputy Chair of the Senate Learning and Teaching Committee for a period of membership expiring 31 August 2022;

iv. the award of the Macquarie University Award for Academic Excellence to coursework graduands;

v. the posthumous award of the Bachelor of Professional Accounting to Luke Gardoni;

vi. the approval of the following urgent changes for 2021 curriculum effective 1 January 2021:*

*Faculty of Arts*
REPORTS FROM STANDING COMMITTEES

9.1 Academic Senate Standing Committee: report on a circular resolution in September 2020
Academic Senate noted the report of a circular resolution dealt with by the Academic Senate Standing Committee in September 2020.

9.2 Academic Standards and Quality Committee: reports of the meetings of 9 June 2020
Academic Senate noted the reports of the Academic Standards and Quality Committee meetings of 9 June 2020.

9.3 Research and Research Training Committee: report of the meeting of 22 September 2020
Academic Senate noted the report of the Research and Research Training Committee meeting of 22 September 2020.

9.4 Senate Learning and Teaching Committee: report of the meeting of 14 September 2020
Academic Senate noted the report of the Senate Learning and Teaching Committee meeting of 14 September 2020.

9.5 University Medal Committee: annual report 2020
The Chair referred to her video presentation on this report, noting that annual reports will be provided from the Committee in future. Academic Senate noted the annual report from the University Medal Committee for 2020 and discussed concerns that talented postgraduate coursework students may be missing out on the opportunity for this award – suggesting the criteria be reviewed. The Chair advised that the relevant policy and procedure are due for review in early 2021 and that this concern would be taken into consideration as part of that review.

REPORTS FROM FACULTY BOARDS

10.1 Faculty of Science and Engineering Faculty Board: report of the meeting of 1 October 2020
Academic Senate noted the report of the Faculty of Science and Engineering Faculty Board meeting of 1 October 2020.

10.2 Macquarie Business School Faculty Board: report of the meeting of 31 August 2020
Academic Senate noted the report of the Macquarie Business School Faculty Board meeting of 31 August 2020.

UNIVERSITY DISCIPLINE COMMITTEE

Summary report of the University Discipline Committee meetings held in August and September 2020
Academic Senate noted the report of the University Discipline Committee meetings held in August and September 2020.

OTHER BUSINESS

12.1 Academic Senate Meeting Dates for 2021
Resolution 20/112
Academic Senate resolved to note the schedule of Academic Senate meeting dates for 2021.

12.1 Academic Senate elections: update
Resolution 20/113
Academic Senate resolved to note the advice provided on elections currently underway for academic staff and student positions on Senate.

The next meeting of the Academic Senate will be held on Tuesday 24 November 2020. Agenda Items are due by Tuesday 10 November 2020.

The meeting closed at 12:09 pm.