1. ACKNOWLEDGEMENT OF COUNTRY

A meeting of the Academic Senate commenced at 9:33 am with Audrey Markowskei acknowledging 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 welcomed Associate Professor Catriona Lavermicocca, who as the new Chair of the Academic Standards and Quality Committee would be co-opted as a member under item 10.1. The Chair noted the apologies listed above and reminded those present of their role and purpose as members of the Academic Senate.
Professor Jacqueline Phillips arrived at 9:36 am. Dr Peter Roger arrived at 9:38 am.

3. ARRANGEMENT OF AGENDA
3.1 Disclosure of conflicts of interest
No conflicts of interest were declared.
3.2 Adoption of unstarred items
No additional items were starred.
Resolution 17/103
Academic Senate resolved that the items not starred for discussion (Items 10.1, 10.2, 10.3, 10.4, 10.5, 11.1, 11.3, 11.4, 11.6, 11.4.1, 15.1, 15.2, 15.3, 16.1, 16.2, 16.3, 17 and 18.1) be noted and, where appropriate, be adopted as recommended.

4. MINUTES OF THE PREVIOUS MEETING
4.1 Resolution 17/104
Academic Senate resolved to approve the minutes of the meeting held 5 September 2017 as a true and correct record.

5. BUSINESS ARISING FROM THE MINUTES
5.1 Vice-Chancellor’s Commendations for Academic Excellence
The Chair noted that this item had been circulated in a supplementary agenda. Ms Kemmis explained that the two resolutions are being amended to clarify that they apply only to graduates of undergraduate and postgraduate coursework programs. Members approved the amendments.
Resolution 17/105
Academic Senate resolved to amend Resolutions 17/72 and 17/87 to clarify that both resolutions refer to graduates of undergraduate and postgraduate coursework programs only:
Resolution 17/72
In accordance with the Delegation of Authority Register, delegation 5.15, Academic Senate resolved to:
1. approve the disestablishment of the Vice Chancellor’s Commendation for Academic Excellence for graduates of undergraduate and postgraduate coursework programs effective 14 December 2017;
2. approve the establishment of a new Commendation for Academic Excellence for graduates of undergraduate and postgraduate coursework programs (subject to submission of a new award title by the working group), effective 14 December 2017;
3. approve the recommended eligibility criteria for new Commendation for Academic Excellence for graduates of undergraduate and postgraduate coursework programs.
Resolution 17/87
Academic Senate resolved to approve the new award title for the Macquarie University Award for Academic Excellence and MUIC Award for Academic Excellence for graduates of undergraduate and postgraduate coursework programs.

6. REPORT FROM THE CHAIR
The Chair provided an overview of Senate projects and priorities, and reported on progress. She also reported on the recent Chairs of Academic Boards, Senators & Secretaries conference, highlighting the following issues discussed at this meeting:
• Academic integrity;
• Micro-credentialing – Professor Young advised he would be happy to discuss this further with Academic Senate at a later meeting;
• Higher Education Standards Framework and reporting on standards; and
• Students on Academic Boards and Senates – Mr Simon Populin attended for this session.
The Chair noted that while some universities have more mature governance structures with more active faculty boards, Macquarie is more advanced in its work on student recognition.
7. **VICE-CHANCELLOR ORAL UPDATE**

There was no report given at this meeting.

8. **QUESTION TIME**

No other questions were raised.

9. **STUDENT LED BUSINESS**

Mr Populin reported on the student representatives’ session at the Chairs of Academic Boards, Senates & Secretaries conference, noting that Macquarie University is doing better than other universities but still has room for improvement. He added that the student representatives had discussed the value of a standing item of student led business on Academic Senate agendas, with some suggesting it is tokenistic. Mr Populin did not support this view, but did question the value of having a standing item that is always starred and follows the oral update from the Chair and Vice-Chancellor. Ms Markowskei agreed, adding that students do not always have business to raise at this level. Both she and Mr Populin expressed concern that they were the only student members in attendance at this meeting. Professor Jameson undertook to look at student involvement in governance at all levels as a project within his portfolio.

**Secretary’s note:** Following the meeting it was agreed that Student Led Business would remain as a standing item on future agendas but would be starred only if requested by student members.

Professor Sean Brawley arrived at 9:53 am.

10. **ITEMS FOR APPROVAL**

10.1 **Academic Senate and Committees: Changes to Membership**

**Resolution 17/106**

Academic Senate resolved to ratify the executive action taken by the Chair to co-opt Associate Professor Catriona Lavermicocca, (as Chair of the Academic Standards and Quality Committee) to Academic Senate for a period from 17th October 2017 to 19th September 2019.

**Resolution 17/107**

Academic Senate resolved to approve the appointment of the Director Indigenous Strategy as a member of ASQC in a specialist capacity for a period of membership to 30 June 2019, noting that Dr Leanne Holt currently holds this position.

**Resolution 17/108**

Academic Senate resolved to approve changes to the MUIC Subcommittee’s Terms of Reference as follows:

1. remove the ex-officio membership category Pro Vice- Chancellor (Learning and Teaching);
2. create a new ex-officio position Deputy Vice Chancellor (Academic) and Registrar or nominee”, appointing the Pro Vice-Chancellor (Programs and Pathways) as the nominee to the newly created position.

10.2 **2019 Schedule: New Program: Graduate Diploma in Health Science (exit award) (ASQC)**

**Resolution 17/109**

Academic Senate resolved to approve the academic case for the Graduate Diploma of Health Science (Exit Award) effective 1 January 2019, noting approval of the business case by the Deputy Vice-Chancellor (Academic) and Registrar.

10.3 **Master of Philosophy: AQF Compliance (RRTC)**

**Resolution 17/110**

Academic Senate resolved to approve that the Master of Philosophy meets the threshold standards for an Australian Qualifications Framework (AQF) level 9 qualification.

10.4 **Fitness to Practice Procedure (SLTC)**

**Resolution 17/111**

Academic Senate resolved to endorse the Fitness to Practice Procedure for approval by the Deputy Vice-Chancellor (Academic) and Registrar as a pilot approach for the Doctor of Medicine program.

10.5 **Student Feedback on Learning, Teaching and Curriculum Policy: Rescission of Policy (SLTC)**

**Resolution 17/112**

Academic Senate resolved to:

i. approve the request to rescind the Student Feedback on Learning, Teaching and Curriculum Policy with immediate effect; and

ii. assign the continued development of student feedback components to the Office of the Pro Vice-Chancellor, Programs and Pathways as part of the Program Review Life Cycle project.
Professor Phillips reminded members that the University Medal Policy and Procedure had been amended in late 2016, and at the time Senate had noted further work would be done to review the criteria for nominating students for the award of the medal. She outlined the proposed amendments and advised that the changes should come into effect for the first round of graduations in 2018. Students currently enrolled in the second year of the Master of Research (MRes) would still be eligible for nomination for those graduations.

Members discussed the proposed changes and raised the following points:

- members noted that previous studies granted RPL would be considered as part of the nomination and selection process;
- some concern was expressed that the University Medal would be awarded for studies undertaken in the first, but not the second, year of the MRes, with members concerned about the message this sends regarding the degree and the equivalence of the second year with a traditional Honours year; other members noted the MRes is awarded with Distinction to the top 5% of graduates but suggested this was not as prestigious as the Medal;
- members queried the notional minimum 64 credit points at 800 level to determine the eligibility of a postgraduate coursework degree for inclusion in the University Medal process, with Professor Jameson suggesting more work with departments to ensure the reasonable inclusion of courses; Professor Phillips advised the list of postgraduate courses had been developed in consultation with faculties and noted that most institutions that include postgraduate coursework degrees restrict them to extended masters programs such as the Doctor of Medicine and Juris Doctor;
- Professor Phillips clarified that the University Medal Committee would still make the final decision on nominations before recommending the award to the Deputy Vice-Chancellor (Academic) and Registrar.

Professor Phillips thanked members for their feedback and asked members to indicate by a show of hands whether they supported the University Medal being awarded for Years 1 and 2 of the MRes (almost all members were in support), and whether they supported all postgraduate coursework programs being included in the process (a small number of members supported this). She undertook to relay members’ feedback to the Working Group.

Professor Lesley Hughes left the meeting at 10:30 am.

The agenda was re-arranged to deal with Item 12.2 with the minutes reflecting the order of the agenda.

11. ACADEMIC SENATE PROJECTS

11.1 Academic Honesty Policy Review: Progress Report

Resolution 17/113

Academic Senate resolved to note that the review of the Academic Honesty Policy is continuing.

11.2 Developing a Model for Shared Responsibility of Academic Governance: Progress Report

Associate Professor Lavermicocca introduced the item, outlining the work done to date on this project. She highlighted the three main issues for discussion and consideration:

- what is a change in program which constitutes significant change;
- how to ensure cross-Faculty communication and collaboration prior to decisions being made; and
- academic governance of University-owned degrees.

Members raised the following points in discussion:

- members discussed the concept of a program change;
- members noted that overseas and third party offerings will remain with Academic Senate;
- there was discussion of regular reports by Faculty Boards to ASQC of their decisions;
- members were reminded of the significant impact program changes have on systems;
- cross-faculty collaboration could be assisted by cross-faculty representation on faculty boards, and cross-faculty discussions need to occur at the earliest point of program creation.

The Chair advised members that a range of resources will be developed in consultation with faculties, and that members’ feedback would be referred back to the Working Group.

Resolution 17/114

Academic Senate resolved to note the update on the development of a shared responsibility model for academic governance.

11.3 Purpose and Composition of Academic Senate

Resolution 17/115

Academic Senate resolved to note the update on the purpose and composition of Academic Senate.

11.4 Review of Academic Quality Assurance

Resolution 17/116

Academic Senate resolved to note the update on the Academic Quality Assurance Project.
11.5 Establishing 2018 Projects
The Chair advised members that the list of projects for 2018 would be finalised at the next Academic Senate meeting. Members were invited to suggest potential projects by emailing senate@mq.edu.au by 15 November 2017. A final list of five projects based on these suggestions and any identified gaps in meeting the Higher Education Standards and the University’s strategic plans will be approved for 2018, and grouped under the themes of quality, policy, collaboration and communication.

Resolution 17/117
Academic Senate resolved to endorse the proposed approach to establishing Academic Senate projects.

11.6 Procedure for managing the progression of students enrolled in clinical, practical and professional programs

Resolution 17/118
Academic Senate resolved to note the work being done on developing the procedure for managing the progression of students enrolled in clinical, practical and professional programs.

12. ITEMS FOR DISCUSSION

12.1 Program Lifecycle: Presentation from the Pro Vice-Chancellor (Programs and Pathways)
Professor Brawley presented the proposed approach to the Academic Program Lifecycle, highlighting the drivers behind the project and the need for it to be seen within the context of other strategies in the Academic portfolio. The aim is to establish an enterprise tool to capture the entire program lifecycle, however data collection and reporting will be key to establishing such a system.

The following points were raised in discussion:

- in response to a query about the timeline for implementation, Professor Brawley advised that the aim is to introduce an annual program reporting cycle for 2019; he added that an annual, light-touch process should mean that the five-yearly reviews are not as onerous and can be more future-focussed;
- members queried how program reviews will operate in the context of departmental reviews, with Professor Brawley advising that there is some discussion as to whether the University will retain its current definition of a program and how program reviews might be clustered, either by using Field of Education codes or by looking at programs within a department; it was suggested that departmental reviews be put on hold until this is finalised, and the Chair agreed to discuss this issue further with Professors Jameson and Brawley.

Resolution 17/119
Academic Senate resolved to note the presentation on the Program Lifecycle from the Pro Vice-Chancellor (Programs and Pathways).

12.2 Co-op Program: Presentation from the Academic and Program Director, PACE
Lindie Clark (Academic and Program Director, PACE), Associate Professor Rahat Munir (Head of Department, Department of Accounting and Corporate Governance) and Professor David Pitt (Professor of Actuarial Studies), spoke to the meeting about the Co-op Program (Co-operative Education Program) and the Bachelor of Professional Practice. Members noted the different approaches taken and the potential for expanding the program into other disciplines, noting that it would be easier for disciplines with clear links to professional bodies to develop co-op programs.

Members suggested providing the Bachelor of Professional Practice professional preparation unit to students more generally and Ms Clark agreed to investigate this further, pointing out that Accounting’s model could be used by other disciplines. The Chair encouraged members to explore possible options with this program.

Resolution 17/120
Academic Senate resolved to note the presentation on Co-op Program from the Academic and Program Director, PACE, Head of Department (Department of Accounting and Corporate Governance) and Professor of Actuarial Studies.

Following this item the meeting returned to the agenda order and dealt with Item 11.2 and the remaining agenda items.

13. QUESTIONS ON NOTICE
There were no questions on notice.

14. ITEMS APPROVED BY THE CHAIR

14.1 Retrospective and late changes

Resolution 17/121
Academic Senate resolved to ratify the retrospective changes to programs, majors and specialisations approved by the Chair of Academic Senate under executive action as listed in the following schedule:
<table>
<thead>
<tr>
<th>Name of Program/ Specialisation/Major</th>
<th>Rationale/ Request</th>
<th>Endorsed DVC-A&amp;R</th>
<th>Approval</th>
<th>Actioned</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Bachelor of Engineering (Honours) in Electronics Engineering for 2016/2017/2018 (Including all double Engineering degrees)</td>
<td>Remove PHYS 100 level units from option set and add an additional 200 level unit.</td>
<td>17/8/2017</td>
<td>Chair of Senate 17/8/2017</td>
<td>17/8/2017</td>
</tr>
<tr>
<td>2 Master of Public Health</td>
<td>PUHE18MST IELTS changed to 6.5 in reading and writing and a minimum of 6.0 in each of the remaining bands</td>
<td>22/8/2017</td>
<td>Chair of Senate 23/8/2017</td>
<td>23/8/2017</td>
</tr>
<tr>
<td>3 All Bachelor of Business Administration, and Bachelor of Commerce-Professional Accounting programs for 2017 and 2018</td>
<td>Remove BUSL250 and replace with BUSL251</td>
<td>22/8/2017</td>
<td>Chair of Senate 23/8/2017</td>
<td>24/8/2017</td>
</tr>
<tr>
<td>All Bachelor of Business Administration, and Bachelor of Commerce-Professional Accounting programs pre-2017</td>
<td>Add BUSL251 as an alternate to BUSL250</td>
<td>22/8/2017</td>
<td>Chair of Senate 23/8/2017</td>
<td>24/8/2017</td>
</tr>
<tr>
<td>4 ELE18MSV1  Electronics Engineering Specialisation</td>
<td>Add ITEC832, ITEC842 and ITEC871 to 12cp option set</td>
<td>31/8/2017</td>
<td>Chair of Senate 31/8/2017</td>
<td>31/8/2017</td>
</tr>
<tr>
<td>5 TEN18MSV1  Telecommunications Engineering Specialisation</td>
<td>Add ITEC832, ITEC842 and ITEC871 to 8cp option set</td>
<td>31/8/2017</td>
<td>Chair of Senate 31/8/2017</td>
<td>31/8/2017</td>
</tr>
<tr>
<td>6 CYSE18MTV1  Master of Cyber Security</td>
<td>PSYO914 to be replaced with PSYO964 PSYO922 to be replaced with PSYO962</td>
<td>31/7/2017</td>
<td>Chair of Senate 31/7/2017</td>
<td>31/7/2017</td>
</tr>
<tr>
<td>7 AUS18DPV1  Graduate Diploma of Auslan-English Interpreting</td>
<td>Add SPED935 to 2nd 8cp option set</td>
<td>7/9/2017</td>
<td>Chair of Senate 7/9/2017</td>
<td>7/9/2017</td>
</tr>
<tr>
<td>8 All single and double Psychology programs</td>
<td>Remove S2 offering to international students</td>
<td>7/9/2017</td>
<td>Chair of Senate 7/9/2017</td>
<td>7/9/2017</td>
</tr>
<tr>
<td>9 EACH18MTV1  Master of Early Childhood</td>
<td>Change to admission requirements</td>
<td>7/9/2017</td>
<td>Chair of Senate 7/9/2017</td>
<td>7/9/2017</td>
</tr>
<tr>
<td>10 ECH18MSV1  Early Childhood specialisation for Master of Educational Leadership</td>
<td>Change to admission requirements</td>
<td>7/9/2017</td>
<td>Chair of Senate 7/9/2017</td>
<td>7/9/2017</td>
</tr>
</tbody>
</table>

15. REPORTS FROM STANDING COMMITTEES

15.1 Academic Standards and Quality Committee
Academic Senate noted the report of the Academic Standards and Quality Committee (ASQC) meeting of 12 September 2017.

15.2 Research and Research Training Committee
Academic Senate noted the report of the Research and Research Training Committee (RRTC) meeting of 19 September 2017.

15.3 Senate Learning and Teaching Committee
Academic Senate noted the report of the Senate Learning and Teaching Committee (SLTC) meeting of 11 September 2017.

16. REPORTS FROM FACULTY BOARDS

16.1 Faculty of Business and Economics Faculty Board
Academic Senate noted the report of the Faculty of Business and Economics Faculty Board meeting of 21 September 2017.

16.2 Faculty of Human Sciences Faculty Board
Academic Senate noted the report of the Faculty of Human Sciences Faculty Board meeting of 12 September 2017.
16.3 Faculty of Science and Engineering Faculty Board
Academic Senate noted the report of the Faculty of Science and Engineering Faculty Board meeting of 19 September 2017.

17. UNIVERSITY HEARING COMMITTEE
17.1 University Hearing Committee
Academic Senate noted the summary report of the University Hearing Committee meeting of 6 September 2017.

18. OTHER BUSINESS
18.1 2018 Schedule of Meeting Dates for Academic Senate and its Committees

Resolution 17/122
Academic Senate resolved to note the 2018 schedule of meeting dates for Academic Senate and its committees.

19. NEXT MEETING
The next meeting of the Academic Senate will be held on Tuesday 28 November 2017. Agenda items are due by Tuesday 14 November 2017.
The meeting closed at 11:44 am.