1. **ACKNOWLEDGEMENT OF COUNTRY**

A meeting of the Academic Senate commenced at 9:32 am with Gail White 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 introduced and welcomed new members to Academic Senate, noting that workshops have been held to provide new members with an overview of Senate and its schedule of continuing projects. She advised that the Undergraduate Student representative from the Faculty of Business and Economics has resigned from Senate and an election will be held to fill the resulting vacancy. Members were also advised that the student members have organised a stall for O-Week.

The Chair also welcomed Dr Donovan as an observer and congratulated him on being awarded a Fulbright Scholarship. She noted the apologies listed above and reminded those present of their role and purpose as members of the Academic Senate.

3. **ARRANGEMENT OF AGENDA**

3.1 Disclosure of conflicts of interest

No conflicts of interest were disclosed.

3.2 Adoption of unstarred items

Item 19.1 was starred for discussion.

**Resolution 19/01**

Academic Senate resolved that the items not starred for discussion (Items 5, 11.1, 14, 15.1, 16.1, 16.2, 17.1, 17.2, 17.3, 17.4, 17.5 and 18.1) be noted and, where appropriate, be adopted as recommended.

4. **MINUTES OF THE PREVIOUS MEETINGS**

4.1 **Resolution 19/02**

Academic Senate resolved to approve the minutes of the meetings held 27 November and 3 December 2018 as true and correct records.
5. BUSINESS ARISING FROM THE MINUTES
There was no other business arising from the minutes.

6. REPORT FROM THE CHAIR
The Chair spoke to members on the following points:

- University Council had considered a report from Senate at its meeting of 13 December 2018 and resolved to award the title of Emeritus Professor to Professor Richard Howitt. Council also resolved to change the Faculty of Business and Economics to the Macquarie Business School at a date to be determined from 28 February 2019;
- The Chair reminded members that the Academic Senate Rules state that a member has vacated their office if they are absent without prior approval from 3 consecutive meetings. The Standing Orders require members to request a leave of absence if they are unable to attend a meeting. A leave of absence may be granted where a member will be off campus (e.g. travelling on University business, or on leave) but will not be granted for calendar or timetable clashes. Members noted the misalignment with the timetable publication and the setting of Senate meeting dates. The Chair spoke to the need for full attendance in light of the reduced membership of Senate and members with unresolved timetable clashes were advised to consider stepping down if they are regularly unable to attend.

Dr Frank Carrigan joined the meeting at 9:42 am; Alexander Hablutzel joined the meeting at 9:43 am; Emily Ward joined the meeting at 9:50 am.

7. REPORT FROM THE VICE-CHANCELLOR
The Vice-Chancellor provided a brief report, recapping his address at the Town Hall and touching on the following points:

- A video from the Town Hall held on 12 February 2019 is now available online;
- The major political parties are still to clarify their policies for the Higher Education sector, but he doubted there will be any significant changes;
- Emeritus Professor Peter Coaldrake has been appointed to lead a review of the Higher Education Provider Category Standards;
- The review into Performance-Based Funding for the Commonwealth Grant Scheme, chaired by Professor Paul Wellings continues, and may lead to a system where some funding is withheld from universities subject to achieving performance benchmarks;
- Council has approved the budget for 2019. The Vice-Chancellor noted the good work undertaken in 2018 to repair the budget, and added that more work is needed this year;
- While final figures for Session 1 enrolments will not be known until after the census date the University is currently slightly above target for undergraduate domestic enrolments, but below target for postgraduate coursework enrolments. International numbers are above target, reflecting the concerted efforts of Macquarie International, and there are clear indications of diversification of both country of origin and discipline amongst commencing students;
- The Deputy Vice-Chancellor (Research) will be reviewing and refreshing the University’s Research Plan in 2019;
- Faculties are being asked to review the viability of units, majors and courses this year as part of the Curriculum Architecture project, and he and the Deputy Vice-Chancellor (Academic) will work with each faculty to develop an appropriate strategy.

8. CURRICULUM ARCHITECTURE UPDATE
The Deputy Vice-Chancellor (Academic) acknowledged the extent of the work completed in 2018 on this project, and advised work has commenced on planning for the transition of continuing students to the new curriculum structure. The Student Curriculum Implementation Project (SCIP) lead by the Registrar has oversight for the various streams of activity for migrating students to the new curriculum. This migration will be based on cohorts of students in existing programs and mapping these onto the 2020 curriculum, and will involve student consultation. Staff and students will be advised of the plans for migration, and will be guided through the steps involved.

Work also continues on the Curriculum Management System (CMS) which is on track for implementation in June 2019. CourseFinder has been rebuilt as part of the new CMS and will go live later in the month, and Student1 will be upgraded to the new Cloud version later in the year. The University’s approach to postgraduate coursework is being reviewed by the PVCs Programs and Pathways and Learning and Teaching in the context of softening student load across the sector, and the University is also undertaking a review of the viability of units and courses as mentioned by the Vice-Chancellor. These developments and the groundwork from last year’s phase of the project will enable the University to develop new courses for 2021 and beyond.

9. QUESTION TIME
Members asked the following questions of the Vice-Chancellor and the Deputy Vice-Chancellor (Academic):

- Dr Carrigan questioned the Vice-Chancellor regarding the Australian Labor Party’s possible plans for returning to uncapped domestic undergraduate places. The Vice-Chancellor advised that there is still a
lack of detail on how this would work and he is seeking a meeting with the Hon. Tanya Plibersek to clarify her party's policy on this issue;

• Associate Professor Snell asked Professor Jameson for an update on Ask.MQ, the University’s Customer Relationship Management system (CRM). Professor Jameson and Ms White advised that a tender process will commence shortly for a new CRM platform, and that the new platform would support the University’s student systems. Professor Jameson added that the new CRM should provide a central database of all student enquiries to ensure students receive consistent and correct advice;

• Associate Professor Roger noted that there were some issues related to creating vertical doubles under the new Curriculum Architecture and asked if any further work is being done on this. Professor Brawley advised that vertical doubles are now being referred to as combined degrees, and a number have been approved for 2020. New proposals won’t be considered until the new curriculum structure is transferred to the new CMS.

10. STUDENT LED BUSINESS
No items of student-led business were raised.

11. ITEMS FOR APPROVAL

11.1 Pro Vice-Chancellor (Higher Degree Research Training and Partnerships): Amendment to Academic Senate Rules and Related Terms of Reference

Secretary’s note: Following the meeting, the Chair of Academic Senate endorsed the following amendments to the Academic Senate Rules for recommendation to Council:

• amend the reference to the Macquarie University Act in the Preamble section of the Academic Senate Rules from section 9 to section 15; and

• remove the footnote referenced in the Section 9 on Composition of the Academic Senate Rules to reflect that procedures to elect one member from the Indigenous staff electorate have been implemented.

The resolution passed unstarred by the Academic Senate has been revised below to incorporate the above amendments.

Resolution 19/03

Academic Senate resolved to:

i. endorse and recommend to Council that the Academic Senate Rules be amended to:
   a. reflect the disestablishment of the position of Dean, Higher Degree Research and the establishment of the position of Pro Vice-Chancellor (Higher Degree Research Training and Partnerships);
   b. amend the reference to the Macquarie University Act in the Preamble section of the Academic Senate Rules from section 9 to section 15; and
   c. remove the footnote referenced in the Section 9 on Composition of the Academic Senate Rules to reflect that procedures to elect one member from the Indigenous staff electorate have been implemented;

ii. approve the amendments to the Terms of Reference for the Research and Research Training Committee and the Thesis Examination Sub-committee to reflect the new position; and

iii. note that consequent amendments will be made to the following policies to replace references to the Dean, HDR with the Pro Vice-Chancellor (Higher Degree Research Training and Partnerships):
   • HDR and MRes Termination of Candidature Procedure
   • Higher Degree Research Supervision Policy / Procedure

with immediate effect.

12. ACADEMIC SENATE PROJECTS

12.1 Developing a Shared Responsibility Model for Academic Governance

The Chair noted that new members attended a workshop on this project, and provided a brief update on progress. Following the development of principles under the Curriculum Architecture project, including new nomenclature, the original resolution of Senate from its meeting in November 2017 is to be revised to align with the new terms. The timeline for the next stages of the project were outlined, and the Chair asked for nominations to join the Steering Group to fill vacancies created as a result of the change in members’ terms. Members noted that there will be a review of the Faculty Rules.

Members approved the revised resolution to reflect new nomenclature.

Resolution 19/04

Academic Senate resolved to:

i. approve the revised version of the November 2017 Academic Senate resolution, amended to reflect
the nomenclature of the Curriculum Architecture;

ii. note the update on the development of a Model for Shared Responsibility of Academic; and

iii. submit expressions of interest to fill vacancies in the Steering and Working Groups.

12.2 Project Overview: Freedom of Speech, Inquiry and Assembly

The Chair presented the overview for this project, noting it relates to the Federal Government’s Review into University Freedom of Speech (the French Review). The Vice-Chancellor advised that the review is seeking responses from universities to a proposed draft code, and that he would work with the Chair, the General Counsel and the executive of the University to develop this, given the tight timeline. The recent dismissal of a controversial academic from the University of Sydney was raised in discussion, with the Vice-Chancellor counselling caution in assuming the background to any such decision by a university. The Chair added that the Senate project will allow a review of the University’s relevant policies in the context of the French Review, and invited members to nominate for membership of the working group.

Resolution 19/05

Academic Senate resolved to approve the project overview for a review of Freedom of Speech, Inquiry and Assembly at Macquarie University.

12.3 Project Overview: Review of General Coursework Rules – Clinical, Practical and Professional Programs

Ms Williams advised members that the General Coursework Rules will be reviewed with a specific focus on requirements for clinical, practical and professional programs. The Chair invited members to nominate themselves or colleagues with expertise in these programs.

Resolution 19/06

Academic Senate resolved to approve the project overview for the review of the General Coursework Rules.

12.4 Project Overview: Response to recommendations from the review of the Higher Education Standards Framework (HESF)

Professor Phillips gave an overview of this project, noting it was particularly focussed on the Higher Education Standards relating to academic governance. A desk audit has been completed and used to develop a register of issues which has been circulated to key units across the University for feedback and updating. A small working group will be established to consider the updated register, identify gaps and review Academic Senate’s fitness for purpose against the register of items. Nominations were invited from staff with experience in either research, teaching or governance.

Resolution 19/07

Academic Senate resolved to:

i. approve the project overview on the response to recommendations from the review of the Higher Education Standards Framework (HESF);

ii. approve the establishment of a working party to address the issues set out below.

13. ITEMS FOR DISCUSSION

13.1 Curriculum Management System presentation

Professor Brawley gave members an overview of the development of the Curriculum Management System (CMS), outlining the process for choosing the software (CourseLoop from Factor5) and the project timeline, including key milestones already achieved. He outlined the key features of the system, including the templates, workflows and notifications, adding that there will be showcases of the system later in the week. Ms Guerreiro then provided a live demonstration of the system’s workflows.

The following points were raised in discussion:

- Staff will be able to view and comment on proposals, but students will not have direct access to the system. The system will feed into CourseFinder and the Handbook;

- At this stage, the Master of Research (MRes) will not be included in the CMS, but there is capacity to manage first year units in the system. Professor Mansfield added that discussions are underway to move the approval of MRes units to the HDR Management Committee;

- Factor5 is developing some functionality related to Learning Management Systems, including a tool called Assure, but at present connecting unit learning outcomes to course learning outcomes in the system is not reliable;

- Content for unit guides will not be produced automatically from the CMS, and this is being discussed with Factor5, with Ms White adding that SCIP (Student Curriculum Implementation Project) is looking at how the CMS can be integrated with a range of other systems;

- The CMS contains a number of prompts regarding consultation, and will include help text and guidance notes on appropriate consultation for each workflow, and will also capture comments on each proposal;

- Professor Brawley noted there is a separate project involving the course lifecycle including course reviews, with a beta trial of the dashboard for course lifecycles to be released later in the year. Factor5 is developing a related module with input from the University and is also considering development of a study planner;

- He also advised that student feedback on courses is planned to be captured via the course lifecycle and
the Student Success Framework. The planned annual reporting system on courses will include student feedback and will allow convenors and heads of department to determine if a partial or full review of a course is needed to address any issues raised in feedback.

Professor Jameson pointed out there has been an enormous amount of work behind the scenes to develop the CMS, and the system will transform how the University handles its curriculum. He encouraged feedback but noted that the first release of the CMS is on a tight timeline and suggested improvements would need to be considered for future releases. The Vice-Chancellor added his thanks to all involved, noting that the system will give the University access to data it has not previously had.

**Resolution 19/08**
Academic Senate resolved to note the presentation from the Pro Vice-Chancellor (Programs and Pathways) on the new Curriculum Management System.

13.2  Mudang-Dali: Indigenous Connected Curriculum Framework
Dr Holt presented the Indigenous Connected Curriculum Framework, Mudang-Dali, pointing out the framework’s alignment with Principle 33 Embedding Indigenous Connected Curriculum in Courses of the Undergraduate Curriculum Architecture Principles. She outlined the development of the Framework, which has recently been endorsed by the Executive Group. The Framework aims to provide guidelines for embedding Indigenous connected curriculum and ensure consistency, and to do so in a sustainable manner. There will be expert resources (such as Dr Michael Donovan) and it will connect to existing resources including the Library. The draft Framework has already received national attention via University Australia’s network of Deputy Vice-Chancellors (Academic).

The Vice-Chancellor advised that the University’s executive strongly supports the Framework and has discussed how it will be scaffolded and how support will be made available to staff to implement it as part of a sustainable and long-term approach to this area. Professor Jameson added that it was vital that there is a whole-hearted acceptance of the Framework, and urged members to discuss the document with their colleagues. The Chair thanked Dr Holt, adding the Framework will come back to the following meeting for final endorsement.

**Resolution 19/09**
Academic Senate resolved to discuss and provide feedback on Mudang Dali: Indigenous Connected Curriculum Framework.

13.3  Review of the Student Discipline Rules and Student Code of Conduct
Ms White provided an overview of this review, noting it will be led by students and inviting members to contact Ainslee Harvey if they are interested in participating. Members noted there is a parallel project under Respect. Now. Always developing a policy on Prevention of Sexual Assault and Sexual Harassment. Members noted the report.

**Resolution 19/10**
Academic Senate resolved to note that the Student Discipline Rules and Procedure and the Student Code of Conduct are scheduled for review in 2019.

13.4  Review of the Australian Qualifications Framework (AQF)
The Chair advised members that a discussion paper on a national review of the Australian Qualifications Framework has been released and a working group is being formed to draft the University’s response. Members were urged to submit their nominations for the working party as soon as possible given the tight timeline for the response.

**Resolution 19/11**
Academic Senate resolved to:

1. discuss the Review of the Australian Qualifications Framework (AQF); and
2. call for nominations for a working party to prepare a response.

Lillian Andolfatto left the meeting at 11:35 am.

14. **QUESTIONS ON NOTICE**
There were no questions on notice.

15. **OTHER BUSINESS**
15.1  Summary of items approved under Executive Action by the Chair

**Resolution 19/12**
Academic Senate resolved to ratify the following decisions made under executive action by the Chair of Academic Senate as follows:

1. the approval of the following changes to the names of courses for 2020:
   - Master of Cyber Security to become Master of Cyber Security Analysis; and
   - Bachelor of Security Studies and Master of Cyber Security to become Bachelor of Security Studies and Master of Cyber Security Analysis.
16. REPORTS FROM STANDING COMMITTEES

16.1 Academic Senate Standing Committee
Academic Senate noted the report of the Academic Senate Standing Committee (ASSC) meeting of 4 December 2018.

16.2 Academic Standards and Quality Committee
Academic Senate noted the report of the Academic Standards and Quality Committee (ASQC) meeting of 29 January 2019.

17. REPORTS FROM FACULTY BOARDS

17.1 Faculty of Arts Faculty Board
Academic Senate noted the reports of the Faculty of Arts Faculty Board meetings of 11 December 2018 and 5 February 2019.

17.1 Faculty of Business and Economics Faculty Board
Academic Senate noted the reports of the Faculty of Business and Economics Faculty Board meetings of 10 December 2018 and 4 February 2019.

17.1 Faculty of Human Sciences Faculty Board
Academic Senate noted the report of the Faculty of Human Sciences Faculty Board meeting of 11 December 2018.

17.1 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 10 December 2018 and 5 February 2019.

17.1 Faculty of Science and Engineering Faculty Board
Academic Senate noted the report of the Faculty of Science and Engineering Faculty Board meeting of 11 December 2018.

18. UNIVERSITY HEARING COMMITTEE

18.1 Summary report of the meeting of November 2018
Academic Senate noted the summary report of the meeting of December 2018 and updated summary report of the meeting of November 2018.

19. OTHER BUSINESS

19.1 Academic Senate Members: Positions on Academic Senate Committees
The Chair reminded members that expressions of interest are being sought for positions on Academic Senate’s committees. All applications will be discussed with the relevant committee chair before final decisions are made.

Resolution 19/13
Academic Senate resolved to note the report on current vacancies for Academic Senate members on Academic Senate committees and respond to the call for nominations.

20. NEXT MEETING
The next meeting of the Academic Senate will be held on Tuesday 9 April 2019. Agenda Items are due by Tuesday 26 March 2019.
The meeting closed at 11:36 am.