ACADEMIC SENATE

Minutes of a meeting of the Academic Senate held from 9:35 am to 11:45 am on Tuesday 24 July 2018 in the Senate Room, Level 3, Lincoln Building, 16 Wally’s Walk (16WW). Please note that the minutes reflect the order of items in the agenda.

MINUTES

PRESENT

Professor Mariella Herberstein (Chair)                Dr Leanne Holt
Professor Jacqueline Phillips (Deputy Chair)        Professor Lesley Hughes
Professor Amanda Barnier                           Professor Kevin Jameson
Associate Professor Ayse Bilgin                      Dr Timothy Kyng
Professor Stephen Brammer                           Associate Professor Catriona Lavermicocca
Professor Sean Brawley                              Professor Lisa Magnani
Nicole Brigg                                        Professor Nick Mansfield
Professor Bronwyn Carlson                           Professor Patrick McNeil
Sayantani Chatterjee                                Professor Barbara Messerle
Professor Enrico Coiera                             Professor Kathryn Millard
Professor Judith Dawes                               Professor Peter Nelson
Professor Catherine Dean                            Dr Kerry-Ann O’Sullivan
Professor Jim Denier                                 Dr Mitch Parsell
Professor S Bruce Downton                           Dr Peter Roger
Alexei Feofiloff                                    Professor Neil Saintilan
Professor Barbara Griffin                           Ariel Serravalle
Alexander Hablutzel                                  Emily Ward
Professor Simon Handley                             Professor Sherman Young
Professor Antonina Harbus                            

APOLOGIES

Lillian Andolfatto                                   Professor Martina Möllering
Dr Frank Carrigan                                    Professor Sakkie Pretorius
Dr Florence Chiew                                    JoAnne Sparks
Dr Paul Formosa                                      Professor Lucy Taksa
Professor Norma Harrison                             Professor David Wilkinson
Heather Lockwood                                     

SECRETARY TO ACADEMIC SENATE

Gail White

IN ATTENDANCE

Dr Agnes Bosanquet                                   Megan Kemmis
Ellen Carlson                                        Dr Thelma Raman
Vanessa Chu                                          Jason Ray
Maria D’Addiego-Kettle                               Cathy Rytmeister
Antonia Dykes                                       Kylie Shorrock
Tessa Green                                          Zoe Williams
Associate Professor Michael Hitchens                  Dr Brad Windon
Rachel Kane                                          

1. ACKNOWLEDGEMENT OF COUNTRY

A meeting of the Academic Senate commenced at 9:35 am with the Chair 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 the newly elected students who commenced their terms on 1 June 2018. She advised members that Emily Ward will be joining the University Discipline Committee and thanked her for her nomination. A large group of observers, including Associate Deans (Quality) from the Faculty of Human Sciences and the Faculty of Science and Engineering, were also welcomed. The Chair also 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

There were no disclosures of conflicts of interest.

3.2 Adoption of unstarred items

The Chair advised members that item 10.1 has been starred in advance of the meeting. No further items were starred for discussion.

Resolution 18/59

Academic Senate resolved that the items not starred for discussion (Items 5.1, 9, 10.2, 10.3, 10.4, 10.5, 10.6,
4. MINUTES OF THE PREVIOUS MEETING

4.1 Resolution 18/60
Academic Senate resolved to approve the minutes of the meeting held 29 May 2018 as a true and correct record.

5. BUSINESS ARISING FROM THE MINUTES

5.1 Business Arising from the Minutes of the Previous Meeting
The Chair noted that there were some amendments to the minutes of the meeting held on 10 April 2018 as outlined in the amended resolution. In addition, the minutes of the previous meeting held on 29 May 2018 have been amended to correct information in item 14.1 and to include Dr Holt in the list of attendees (both corrections were included in the version of the minutes circulated with the agenda).

Resolution 18/61
Academic Senate resolved to approve the following amendments to:

i. approve the following amendment to the minutes for item 10.8 of its meeting held on 10 April 2018:

Item 10.8 Master of Research (MRes) Thesis Examination Outcome after Revision and Re-examination (RRTC)
Professor Mansfield advised members that a small number of MRes theses each year are revised and re-examined as determined by the Thesis Examination Subcommittee (TESC). If an examiner recommends the thesis be revised and re-examined it will automatically be referred to a third examiner, and only if the third examiner supports the recommendation will it be sent back to the candidate for revision by TESC. When a revised thesis is re-examined, examiners had been asked to provide a grade but the process for reconciling these grades with those given for the original version of the thesis were not clear. It is recommended that in cases where a thesis is revised and re-examined that that revised thesis be marked as pass/fail and that the original grades be used to determine the final MRes mark, with a minimum of 50 and maximum of 64.

ii. note advice on changes to the resolution for Item 14.1 in the agenda of the previous meeting held on 29 May 2018.

6. REPORT FROM THE CHAIR
The Chair advised members that she had reported to the University Council meeting of 14 June 2018 on a range of matters, including the nomination of Professor Alanna Nobbs for the title of Emeritus Professor (noting the recommendation was accepted by Council), the Curriculum Architecture project, workshops for staff on academic integrity and the status of Academic Senate's projects and priorities. The Chair also noted the positive feedback received from Ms Yvette Noble, an outgoing undergraduate student representative from the Faculty of Business and Economics.

7. VICE-CHANCELLOR ORAL UPDATE
The Vice-Chancellor spoke briefly on the following matters:

- The University Executive Group will be holding a half-day strategic planning session later in the week, focussing on the significant changes to the University’s context, including changes to the University’s enrolment profile;
- International enrolments for Session 2 2018 are lower than projected, but there has been some amelioration within the last week, and he particularly noted the work being undertaken by Macquarie International to strengthen the University’s performance in this area;
- He reminded members of the work being done on Respect.Now.Always, adding that further information will come out in the next few weeks on the University’s work in this area. He particularly noted the importance of the student voice working with senior management, and the efforts of the project’s support staff.

8. QUESTION TIME
No questions were asked of the Vice-Chancellor or Chair.

9. STUDENT LED BUSINESS
There were no items of student led business.

10. ITEMS FOR APPROVAL

10.1 Academic GPA and English language requirements for postgraduate programs (ASQC)
Professor Jameson provided background and context to this proposal, noting it complements the work of the Curriculum Architecture in simplifying the University’s course offerings. At the core of the proposal is the aim of reducing the complexity of GPA and English language requirements for admission to the University’s postgraduate programs. Further work will be done to inform future decision-making including ensuring relevant data are available and appropriate analysis has been conducted.
Members discussed the proposal and raised a number of issues, including:

- the potential impact of the proposal on completion rates and student satisfaction;
- the role of pedagogical innovation in improving postgraduate admission rates;
- the need for reliable data on source of admission and academic performance;
- the potential for leveraging internal expertise on issues such as language testing when setting admission requirements; and
- noting that the introduction of WAMs as part of implementing the new Curriculum Architecture would impact on future decisions.

One member requested access to the raw data used in the proposal and it was agreed this would be provided. Members also noted that admission requirements for the MBA and Global MBA are still under discussion and authorised the Chair to deal with this by executive action. The Vice-Chancellor spoke candidly on the University’s current issues with data collection and retention, assuring members that they are being addressed. A majority of members approved the proposal with one abstention.

**Resolution 18/62**
Academic Senate resolved to amend the Academic GPA and English proficiency admission requirements for both domestic and international postgraduate applicants effective for offers commencing from 2019:

1. **English Requirements:**
   i. Standard Academic IELTS 6.5 (no sub-score below 6.0);
   ii. Academic IELTS 7.0 (no sub-score below 6.5) where required for professional accreditation or for accelerated / compressed programs with placements;
   iii.4 Academic IELTS 7.0 (no sub-score below 7.0) for clinical programs in medicine and health professions where required for professional accreditation, clinical practice and/or professional registration; and
   iv. Academic IELTS 7.5 (8.0 for Listening and Speaking; 7.0 for Reading and Writing) for all initial teacher education programs in line with requirements for professional accreditation.

2. **Postgraduate GPA Admission Requirements:**
   i. Standard GPA admission requirements to a Postgraduate coursework degree be completion of an Australian Bachelor’s degree or equivalent with a GPA equivalent to a Pass subject to all other admission requirements being met;
   ii. Admission requirements higher than the standard GPA requirement (i.e. an Australian Bachelor’s degree or equivalent with a GPA of 4.5 or 5.0) only be approved by exception where needed for students to manage the additional demands of the discipline, based on evidence provided;
   iii. Standard admission requirements of an Australian Bachelor’s degree or equivalent with a GPA equivalent to a Pass be endorsed for those programs listed in Appendix 2 subject to all other admission requirements being met; and
   iv. Exceptions to the standard admission requirements subject to all other admission requirements being met be endorsed for those programs listed in Appendix 3.

**Resolution 18/63**
Academic Senate resolved to approve the amendments to the IELTS requirements for the Graduate Diploma of Law and the Graduate Certificate of Law effective Session 2 2018 from IELTS of 7 overall with minimum 6.5 in each band or equivalent to IELTS 6.5 overall with a minimum 6.0 in each band.

**Resolution 18/64**
Academic Senate resolved to approve that current and new students enrolled in Macquarie OUA programs be exempt from completing Planet unit requirements for a further one year period until 31 December 2019.

**Resolution 18/65**
Academic Senate resolved to approve the proposed amendments to the composition of the membership of ASQC as expressed in section 3 of the Committee’s Terms of Reference, with immediate effect.

**Resolution 18/66**
Academic Senate resolved to approve the amendments to the Grade Appeal Policy and Procedure and the Academic Appeals Policy and Procedure, and disestablish the Grade Appeal Committee with effect from Session 2 2018.

**Resolution 18/67**
Academic Senate resolved to endorse the recommendation of the Emeritus Professor Working Group and recommend the nomination to University Council for its approval.
11. ACADEMIC SENATE PROJECTS

11.1 Purpose and Composition of Academic Senate

The Chair referred to the discussion at the last meeting and referred members to the revised definition of “academic matters”, the proposed preamble and proposed functions of Academic Senate for a revised set of Academic Senate Rules. Members approved these items unanimously. The Chair then outlined the working group’s reflections on the composition of Academic Senate, based on the principles of overall size, balance (between ex-officio and representational positions), agility and inclusiveness (Senate’s ability to co-opt additional members), and overlap (between the membership of Senate and its committees).

The following issues were raised in discussion:

- it is unlikely Senate would expand from its current total membership of 50, but could look at reducing its overall size;
- the working group has recommended that the current balance (50:50) between ex officio and representational positions is maintained, and members expressed agreement;
- there was some support for more explicit arrangements to ensure diversity, but members also expressed concern that reserving places for specific groups of academics could have unintentional negative consequences, and it was agreed the working group would consider this point in more detail;
- members expressed general support for reducing overlap between the membership of Senate and its committees; and
- the Shared Academic Governance project should also inform the issue of Senate’s purpose.

The Chair advised that amendments to the Academic Senate Rules will be submitted to the next meeting of Senate for recommendation to the October meeting of Council. This will allow forthcoming elections to reflect the new composition of Senate. The Vice-Chancellor commended the work done on this issue to date and urged Academic Senate to consider how it could improve its current levels of agility and responsiveness.

Resolution 18/68

Academic Senate resolved to endorse the proposed preamble within the Academic Senate Rules, the definition of academic matters and the revised functions of Academic Senate to be included in the Academic Senate Rules.

Associate Professor Catriona Lavermicocca left the meeting at 11:23 am and Alexander Hablutzel left at 11:31 am.

11.2 Academic Senate Projects: Mid-year Traffic Light Assessment

The Chair introduced the mid-year report on Academic Senate’s projects, acknowledging that the Curriculum Architecture project had absorbed much of the focus of Senate and as a consequence the timing needed to be reconsidered for some projects. She took members through the current projects, noting that the Review of Quality Assurance and Quality Enhancement will now extend into 2019, the External Review of Academic Senate will also be moved to 2019, and Shared Academic Governance will be revised to align with the Curriculum Architecture project. Associate Professor Bilgin queried delaying the external review of Senate, particularly in the context of the Purpose and Composition project. The Chair advised that it would be more logical for the external review to align with the introduction of a redefined purpose and composition, but suggested seeking feedback from colleagues at other universities on the proposed changes.

Resolution 18/69

Academic Senate resolved to:

i. note the mid-year traffic light assessment of the 2018 Academic Senate projects; and

ii. approve moving the External Review of Academic Board from the 2018 schedule of business to become a project for 2019.

12. ITEMS FOR DISCUSSION

12.1 Curriculum Architecture Principles and Policy

The Chair provided an overview of the Curriculum Architecture project and the work done to date, particularly emphasising the extensive consultation undertaken. She outlined the results of the survey on the draft principles and assured members that all feedback, whether from the survey, emailed feedback or questions raised at and following the town hall meeting, were taken into consideration and that the principles had been significantly revised in response to this feedback.

Associate Professor Lavermicocca commented on the role of the Academic Standards and Quality Committee (ASQC), highlighting the workshops and three additional meetings held with committee members and Associate Deans (Quality) to consider and endorse the principles. Professor Brawley then spoke to the final amendments to the principles as outlined in the supplementary agenda, noting most changes focussed on clarifying intent and wording. He noted a small number of more significant changes, including the addition of “and is a minimum of 40 cp” to the definition of a concentration (Undergraduate Principle 22.1), the removal of the requirement for course-based coding for essential units (Undergraduate Principles 14.4 and Postgraduate Principle 15.4) and the clarification on the prohibition on double counting of units towards a second major (Undergraduate Principle 24.3).

The Chair outlined feedback received from Academic Senate members before the meeting, including a correction from Professor Dean to clause 5.5.5 in the Curriculum Architecture Policy, to reflect the volume
of learning for an AQF Level 9 Masters Degree (Extended) should be expressed as 2.5 – 4 years.

Members discussed the principles and policy, raising the following issues:

- Professor Dawes queried the reduction in the minimum number of units that can be taken at 3000 level or higher from six units to four (Undergraduate Principle 10.1), arguing that this potentially reduces the maturity of graduates from the University’s undergraduate programs, with some other members agreeing with her concerns. Professor Brawley advised that benchmarking shows similar minimum requirements at other institutions ranging from 3 units to 6 units at 3000 level or higher, and pointed out that a generalist undergraduate degree at Macquarie will effectively need a minimum of 5 units at 3000 level or higher. He argued that the emphasis should be on the course structure, rather than the number of units undertaken at specific levels. Professor Lavermicocca added that this principle supports the flexible zone and student choice from a range of units;

- Related to the above point, Associate Professor Bilgin suggested the design of the flexible zone would prevent a student from taking a second major from a different degree, with Professor Jameson pointing out that faculties will be able to list majors from other faculties in their degrees;

At this point the Chair asked members to indicate by show of hands whether or not they supported principle 10.1 in the Undergraduate Curriculum Architecture Principles. Twenty seven members (a majority) voted in favour, with one abstention.

- Professor Messerle queried principle 7.5 in the Postgraduate Curriculum Architecture Principles (“An extended Masters award will comprise of a core zone only”), with Associate Professor Hitchens advising that the Master of Chiropractic is 240 cp with 80 cp of foundation units, and would breach this principle and principle 5.1.d which states a Masters by coursework will be 80, 120 or 160 credit points. Professor Lavermicocca added that the Faculty of Business and Economics offers some Masters degrees that are 200 cp with 40 cp of foundation units. Professor Brawley recommended amending Postgraduate Principle 5.1.d to include courses of 200 cp and 240 cp, and it was agreed Postgraduate Principle 7.5 would be amended to capitalise “Extended” to reflect AQF Level 9 Masters Degrees (Extended);

- Professor Bilgin queried the prohibition on core zone essential units being in a major (Undergraduate Principles 14.2 and 16.2), suggesting this would reduce flexibility for students. Professor Brawley responded that the working party had received strong feedback that the current inclusion of essential units in majors was not flexible and advantaged some majors over others. The Chair added that student advising on majors has been complicated without this prohibition and has created completions issues;

- Ms Briggs sought confirmation that student outbound mobility would not be limited to the flexible zone but that students would be able to complete core units at an overseas institution. Professor Brawley assured her that the accompanying guidelines will include advice on student mobility as a consideration in course design;

- Dr Kyng pointed out the potential for unintentional doubling up in units across double Masters degrees where the two degrees have units in common in their option sets. Professor Brawley advised this is being benchmarked against other institutions, with the Chair adding that course designers should consider possible double degree combinations and discuss any potential problems with their colleagues.

Members unanimously approved the Undergraduate and Postgraduate Curriculum Architecture Principles and the Curriculum Architecture Policy. The Chair outlined the next steps for the project, including a possible additional Academic Senate meeting towards the end of the year. She thanked all those involved, including Professors Brawley and Jameson, Associate Professor Lavermicocca, the members of the ASQC and the working parties, plus the staff of Academic Services, Governance Services as well as everyone who had provided feedback. In his turn, Professor Brawley thanked the Chair for her work on this matter.

**Resolution 18/70**

Academic Senate resolved to:

i. endorse the Undergraduate Curriculum Architecture and Postgraduate Curriculum Architecture Principles, effective for courses delivered from 1 January 2020;

ii. approve in principle the Curriculum Architecture Policy, effective for courses delivered from 1 January 2020; and

iii. approve in principle to amend the Assessment Policy, Schedule 1 Grading Requirements to reflect the introduction of a Weighted Average Mark (WAM) subject to an impact assessment being undertaken by the Registrar.

13. **QUESTIONS ON NOTICE**

There were no questions on notice

14. **ITEMS APPROVED BY THE CHAIR**

14.1 Summary of items approved under Executive Action by the Chair

**Resolution 18/71**

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

i. the approval of the appointment and re-appointment of members to the Research and Research Training Committee and the Thesis Examination Subcommittee; and

ii. the retrospective changes to programs, majors and specialisations outlined below:

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<thead>
<tr>
<th>Name of Program/ Specialisation/Major</th>
<th>Rationale/ Request</th>
<th>Approval</th>
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<tbody>
<tr>
<td>1 Diploma of Accounting, Commerce and Business Administration (MUIC)</td>
<td>Streaming to assist students in unit selections, modifying option sets</td>
<td>Chair of Academic Senate 1/6/2018</td>
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<tr>
<td>Diploma of Arts and Social Science (MUIC)</td>
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<td>Diploma of Engineering (MUIC)</td>
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<td>Diploma of Media and Communication (MUIC)</td>
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<td>Intensive Program (MUIC)</td>
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<tr>
<td>2 Diploma of Professional Practice (PACE)</td>
<td>Rest program for 2019</td>
<td>Chair of Academic Senate 1/6/2018</td>
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14.2 MUIC Award for Academic Excellence

Resolution 18/72
Academic Senate resolved to ratify the executive action taken by the Chair of Academic Senate to award the MUIC Award for Academic Excellence to the graduands listed in the agenda.

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) meetings of 19 June and 3, 6 and 12 July 2018.

15.2 Research and Research Training Committee
Academic Senate resolved to note the report of the Research and Research Training Committee (RRTC) meeting of 12 June 2018.

15.3 Senate Learning and Teaching Committee
Academic Senate noted the report of the Senate Learning and Teaching Committee (SLTC) meetings of 4 June and 2 July 2018.

16. REPORTS FROM FACULTY BOARDS
Academic Senate noted that the reports from the Faculty Board meetings held in July 2018, which focussed on the ratification of results from Session 1, 2018, will be submitted to the next meeting.

17. UNIVERSITY HEARING COMMITTEE

17.1 Summary report of the meeting of 6 June 2018
Academic Senate noted the summary report of the University Hearing Committee meeting of 6 June 2018.

18. OTHER BUSINESS

18.1 2019 Schedule of meeting dates for Academic Senate

Resolution 18/73
Academic Senate resolved to note the 2019 schedule of meeting dates for Academic Senate.

The Chair advised members that this would be Professor Sherman Young’s last Academic Senate meeting as Pro Vice-Chancellor (Learning and Teaching). She and Professor Jameson thanked Professor Young for his enormous contribution to the University with the members of Academic Senate thanking him by acclamation.

19. NEXT MEETING
The next meeting of the Academic Senate will be held on Tuesday 4 September 2018. Agenda Items are due by Tuesday 21 August 2018.
The meeting closed at 11:45 am.