ACADEMIC SENATE

Minutes of a meeting of the Academic Senate held from 9:36 am to 11:32 am on Tuesday 28 November 2017 in the Senate Room, Level 3, Lincoln Building (C8A), 16 Wally’s Walk.

MINUTES

PRESENT

Professor Mariella Herberstein (Chair)
Professor Jacqueline Phillips (Deputy Chair)
Professor Amanda Barnier
Professor Bronwyn Carlson
Dr Florence Chiew
Professor Enrico Coiera
Soujanya Datta
Professor Judith Dawes
Professor Catherine Dean
Professor S Bruce Dowton
Dr Paul Formosa
Professor Simon Handley
Professor Antonina Harbus
Professor Lesley Hughes
Professor Kevin Jameson
Dr Timothy Kyng
Associate Professor Catriona Lavermicocca
Heather Lockwood
Professor Lisa Magnani
Audrey Markowskei
Professor Kathryn Millard
Professor Martina Möllering
Professor Peter Nelson
Dr Mitch Parsell
Professor Sakkie Pretorius
Dr Peter Roger
Professor Neil Saintilan
Professor Lucy Taks
Professor Leigh Wood

APOLOGIES

Tim Beresford
Associate Professor Ayse Bilgin
Professor Stephen Brammer
Professor Sean Brawley
Nicole Brigg
Dr Frank Carrigan
Professor Jim Denier
Associate Professor Barbara Griffin
Professor Norma Harrison
Thomas Hedl
Professor Nick Mansfield
Professor Patrick McNeil
Professor Barbara Messerle
Dr Kerry-Ann O’Sullivan
Simon Populin
Cissy Shen
JoAnne Sparks
Professor David Wilkinson
Professor Sherman Young

IN ATTENDANCE

Ellen Carlson
Benjamin Dougall
Antonia Dykes
Esther Frazer
Ainslee Harvey
Megan Kemmis (Secretariat)
Kerri Mackenzie
Sarah Rosen
Susan Vickery
Zoe Williams
1. **ACKNOWLEDGEMENT OF COUNTRY**

A meeting of the Academic Senate commenced at 9:36 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 Heather Lockwood, who was recently elected as a Postgraduate Coursework Student representative to Academic Senate. She also advised that Paris Manson (Undergraduate Student representative, Faculty of Arts) and Andy Dong (Undergraduate Student representative, Faculty of Business and Economics) have tendered their resignations, while Soujanya Datta (Postgraduate Student representative) and Thomas Hedl (Student representative, Faculty of Medicine and Health Sciences) will be finishing their studies at the end of year. She thanked all four student representatives for their work on Senate.

The Chair also noted the apologies listed above and reminded those present of their role and purpose as members of the Academic Senate.

Professor Sakkie Pretorius arrived at 9:39 am. Soujanya Datta arrived at 9:40 am.

3. **ARRANGEMENT OF AGENDA**

3.1 Disclosure of conflicts of interest

Professor Lucy Taksa declared a conflict of interest, having been a referee for the Emeritus Professor nominee (Item 10.7).

3.2 Adoption of unstarred items

The Chair advised members that item 11.4 was starred in error and should be unstarred. Items 9 and 13.2 were starred for discussion.

**Resolution 17/123**

Academic Senate resolved that the items not starred for discussion (Items 10.1, 10.2, 10.3, 10.4, 10.5, 10.7, 11.4, 11.6, 11.7, 12, 13.1, 13.3, 14.1, 14.2 and 15) be noted and, where appropriate, be adopted as recommended.

Professor Amanda Barnier arrived at 9:43 am.

4. **MINUTES OF THE PREVIOUS MEETING**

4.1 **Resolution 17/124**

Academic Senate resolved to approve the minutes of the meeting held 17 October 2017 as a true and correct record.

5. **BUSINESS ARISING FROM THE MINUTES**

5.1 Business Arising: Department Reviews

The Chair reminded members that the relevance of department reviews was raised at the previous meeting. She has discussed the matter with the Deputy Vice-Chancellor (Academic) and Registrar and, while there is room for improvement in the relevant processes, they are agreed there is still a role for department reviews. She also pointed out that the relevant policy and framework for department reviews is not governed by Senate. Professor Jameson added that he was willing to discuss this further with faculties and to show some flexibility as the University goes through a period of change.

**Resolution 17/125**

Academic Senate resolved to note the report on Department Reviews.

6. **REPORT FROM THE CHAIR**

The Chair advised members that at its meeting of 26 October Council had discussed the report of the last Academic Senate meeting, and was particularly interested in the update on academic integrity.

The Chair also noted that Kerri Mackenzie has resigned from her position in Governance Services to take up a new position in the Faculty of Medicine and Health Sciences. She noted that Ms Mackenzie started with Governance Services in February 2015, and was seconded to the role of Senate Project Officer last year. During that time, she has supported the work on the Principles of Program Review and Academic Integrity projects and developed the Senate Projects page on Senate’s website. Members joined the Chair in thanking Ms Mackenzie for her efforts.

7. **VICE-CHANCELLOR ORAL UPDATE**

The Vice-Chancellor spoke briefly on the following matters:

- **Our University: A Framing of Futures** — the Vice-Chancellor advised that following this event he is now holding Town Hall meetings with each faculty to discuss the University’s strategic framework. The International Strategy is now under development, and will provide a more comprehensive approach to
this part of the University’s work. He added that it was a deliberate choice to defer work on this part of the strategic framework until international student admissions had stabilised. A green paper on the strategy will be released in the first half of next year with a view to launching the strategy in mid-year;

- The Incubator – he encouraged members to visit the new facility, noting that it was created in response to rapidly rising demand from students for space in which to develop their projects and start-up enterprises. He added that the space is now full and there is still unmet student demand, a positive sign that the University’s partnership with local businesses to promote student entrepreneurship is coming to fruition;
- Government Policy – the Higher Education Reform Act has failed to pass Senate in the Federal Parliament, but the Minister has flagged he is seeking alternative ways to alter existing funding arrangements with universities. The Vice-Chancellor added that the Prime Minister has just announced $100 million in funding for a new bus interchange on Herring Road, first proposed by the University two years ago.

8. QUESTION TIME

The Vice-Chancellor was asked to comment further on the development of a new international strategy and advised that it will be a far-reaching strategy that goes beyond the recruitment of international students. It will also seek to diversify the country of origin and study areas of international students and develop partnerships abroad. The strategy will include research relationships with international institutions, as well as faculty-to-faculty and institution-to-institution relationships and agreements. It will also investigate ways to engage with offshore partners and encourage philanthropy from offshore sources.

9. STUDENT LED BUSINESS

Audrey Markowskei spoke to members about improving the participation and engagement of HDR students with academic governance at the University. She proposed establishing an HDR student network and has already met with the Dean of HDR to discuss the proposal, which could involve one HDR student from each department meeting on a regular basis and exchanging information. She asked members for their support and for any suggestions. Professor Wood advised a similar network exists in the Faculty of Business and Economics and offered to provide information, while Professor Hughes suggested the Early Career Researchers Network as a model for the HDR students group. Members expressed support for the proposal and agreed it would be worthwhile providing some resources, but agreed this should be raised with the Dean of HDR and the Research and Research Training Committee.

Resolution 17/126

Academic Senate resolved to support the project proposed by the HDR Student representative to increase HDR student participation and engagement with academic governance by creating an HDR Student network.

10. ITEMS FOR APPROVAL

10.1 2019 Schedule: New Awards for Approval (ASQC)

Resolution 17/127

Academic Senate resolved to approve the academic case for the following programs from 1 January 2019, subject to the approval of a business case by the Deputy Vice-Chancellor (Academic) and Registrar:

1. Bachelor of Arts–Psychology (OUA)
2. Bachelor of Commerce–Professional Accounting with the degree of Bachelor of Professional Practice (noting that this is a Co-op program)
3. Diploma of Arts and Social Science (MUIC)
4. Diploma of Professional Practice (PACE)
5. Graduate Diploma of Biotechnology
6. Graduate Diploma of Forensic accounting
7. Master of Applied Economics
8. Master of Conference Interpreting (noting this is a change of duration to a current program)
9. Master of Criminology (OUA)
10. Master of Cyber Security (OUA)
11. Master of Science Innovation (noting this is a change of name)

10.2 2019 Schedule: Disestablishment of Programs (ASQC)

Resolution 17/128

Academic Senate resolved to approve the disestablishment of the following programs from 31 December 2018:

1. Bachelor of Education (Early Childhood Education) (Birth to 12)
2. Graduate Certificate of Applied Finance Post M-Applfin
3. Master of Economics
4. Master of Science
10.3 People and Planet Units: Exemption for Students in the Bachelor of Engineering (Hons) with the Bachelor of Commerce (ASQC)

**Resolution 17/129**

Academic Senate resolved to approve an exemption from the People and Planet requirement in the Bachelor of Engineering (Honours) with the Bachelor of Commerce for all future and currently enrolled students, effective immediately.

10.4 Academic Appeals: HDR Candidates (RRTC)

**Resolution 17/130**

Academic Senate resolved to approve with immediate effect:

i. amendments to the HDR Thesis Preparation, Submission & Examination Policy & Procedure; and
ii. amendments to the Academic Appeals Policy & Procedure; and
iii. the disestablishment of the Higher Degree Research Appeals Committee.

10.5 Amendment to the General Coursework Rules

**Resolution 17/131**

Academic Senate resolved to recommend to Council the following amendment to the General Coursework Rules effective from the commencement of Session 3 2017:

10. **Progression**

1) Disruption to study is governed by the **Disruption to Studies Policy** and Special Consideration Policy.

10.6 University Medal Policy and Procedure

Professor Phillips reminded members that the proposed changes to the University Medal Policy and Procedure were discussed at Senate’s previous meeting. Professor Phillips provided an overview of the work on the University Medal Policy since 2014 when the Master of Research (MRes) was introduced. Members were reminded that interim arrangements were put in place at that point, and changes were made to the policy in 2016 on the understanding that a more robust review of the policy would be undertaken in 2017. Feedback from the previous Senate meeting has been considered by the Working Party, which now proposes the following criteria for nomination for the University Medal:

(a) completed at least 48 credit points of their studies at Macquarie University;

(b) met the requirements of, either:

   (i) an undergraduate Bachelor Honours degree (AQF level 8), inclusive of double major/degree, whose standard duration is no less than 4 years.

   (ii) a Postgraduate program (AQF level 9) and which can be shown to include a substantial piece of independent work; or

   (iii) a Master of Research program; and

(c) demonstrated sustained excellence throughout their University studies; and

(d) not been found responsible for serious misconduct in accordance with the University’s Student Discipline Rules and Procedure.

The Policy has also been amended to provide a more detailed framework for the University Medal Committee’s assessment of nominations. Professor Phillips advised she will be talking with Heads of Department regarding the changes, and thanked Ainslee Harvey for her assistance on this project over the last couple of years. Members approved the changes unanimously.

**Resolution 17/132**

Academic Senate resolved to:

i. rescind the University Medal Policy & Procedure approved on 13 September 2016; and
ii. approve the revised University Medal Policy & Procedure with immediate effect.

10.7 Emeritus Professor Nomination

**Resolution 17/133**

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 Progress Report: Review of the Academic Honesty Policy

Dr Parsell outlined the work done to date on reviewing the Academic Honesty Policy and developing the draft Academic Integrity Policy included in the agenda, adding that the final version would come to the next meeting of Senate for approval. One issue remaining is mandating the completion of the academic integrity module. 15,000 students completed the optional module in 2017, with the process for making this compulsory still being developed: it may involve limiting access to submitting assignments in iLearn until the student has completed the module. He proposed piloting this process with a large unit in S1 2018 before a broader implementation in S2 2018. The Policy will encourage completion of the module, but not mandate it,
Members raised the following points in discussion:

- consultation should occur with staff if the module is also to be compulsory for them; Dr Parsell agreed, adding that HR would also need to be consulted;
- Dr Parsell clarified that the module would only be mandated for first year undergraduate students initially but would eventually be rolled out to all students, noting that a process for HDR students would need to be developed;
- the Vice-Chancellor emphasised Council’s level of interest in this issue, adding that its members have expressed concern that the University is not acting quickly enough in this area;
- Professor Wood pointed out the system issues involved and suggested there may be other ways to deal with the issue than mandating completion of the module, with the Vice-Chancellor noting that many universities around the world use a mandatory orientation session to cover academic integrity and other important issues;
- Professor Jameson suggested that an agreed process is needed for academic integrity, Respect. Now. Always. and similar core values.

Professor Hughes spoke briefly on the work underway to review research integrity at the University. She undertook to ensure that the external reviewer, Professor Michael Farthing, meets with Dr Parsell and invited other members of Senate to contact her if they also wished to meet with Professor Farthing. The Chair encouraged members to send any feedback on the draft Academic Integrity Policy to Dr Parsell.

**Resolution 17/134**

Academic Senate resolved to note the progress on the review of the Academic Honesty Policy.

### 11.2 Developing a Model for Shared Responsibility of Academic Governance

The Chair briefed members on the project’s progress, in particular the output from a recent workshop with the members of the Academic Standards and Quality Committee. The Steering Group, co-chaired by the DVC (Academic) and Registrar and the Chair of Academic Senate is proposing a range of decisions which are appropriate to be made at the Faculty level. Members were asked to consider this proposal and if in-principle approval is provided the project will then move to a Phase 2 of developing guidelines, training and processes to be used by Faculty Boards. She noted that some of the devolved decisions have been identified as operational in nature, with a recommendation that these go to Faculty Executive. The Chair pointed out that cross-faculty communication and collaboration will be vital to the success of this project, as will the setting of standards and reporting requirements. The Chair emphasised that no implementation date has been recommended deliberately, to allow for the developing of supporting resources. She added that Senate will have the option of delaying implementation of these changes if they feel that more work is required. Phase 3 of the project will be a review of the implementation of the changes. Professor Jameson expressed support for the changes, noting that there is parallel work underway in his portfolio to develop the systems to support these changes. Members approved the proposal unanimously.

**Resolution 17/135**

Academic Senate resolved to:

- consider the submitted report;
- endorse that Academic Senate retain authority over the following functions;
- provide in principle approval for the functions identified below to be devolved to the Faculties, with implementation subject to the development of enabling resources, including mechanisms for cross-Faculty collaboration:

<table>
<thead>
<tr>
<th>Function</th>
<th>Authority</th>
</tr>
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<tbody>
<tr>
<td>Approve policies on academic matters</td>
<td>Faculty Board</td>
</tr>
<tr>
<td>Approve establishment or disestablishment of a degree, diploma, certificate, or other award course, including approval of program and award rules and academic requirements to be offered by MQU or by a third-party provider</td>
<td>Faculty Board</td>
</tr>
<tr>
<td>Approve proposals for international agreements that include program delivery (dual degree articulation, joint degree or offshore in accordance with the International Agreements Policy)</td>
<td>Faculty Board</td>
</tr>
<tr>
<td>Approve changes to offshore programs</td>
<td>Faculty Board</td>
</tr>
<tr>
<td>Approve changes to general requirements</td>
<td>Faculty Executive</td>
</tr>
<tr>
<td>Approve the schedule of offerings</td>
<td>Faculty Executive</td>
</tr>
<tr>
<td>Approve changes to English language requirements, which remain greater than or equal to the minimum overall standard set by Senate</td>
<td>Faculty Board</td>
</tr>
<tr>
<td>Approve changes to RPL for admission</td>
<td>Faculty Board</td>
</tr>
<tr>
<td>Dispensation of specified elements of the General Coursework Rule (Saving Cases)</td>
<td>Faculty Board</td>
</tr>
</tbody>
</table>
Approve unspecified credit for designated People & Planet units (including for articulation arrangements)  
Faculty Board

Approve unspecified credit for designated PACE units (including for articulation arrangements)  
Faculty Board

11.3 Progress Report: Purpose and Composition of Academic Senate

The Chair advised members that the Working Group has identified the following sections of the current Rules which require amendment, and that specific recommendations will be referred to a future meeting of Academic Senate for consideration and discussion:

- the introduction of a preamble to articulate Senate’s authority;
- the removal of election procedures from the Senate Rules to be replaced with election procedures currently under development and to be approved by Council;
- the removal of meeting procedure information from the Academic Senate Rules to be included in revised Standing Orders of Academic Senate;
- an amalgamation of the general and specific functions of Academic Senate; and
- a definition of academic matters to clarify Senate’s role in approving policy.

There will be a curated discussion on the definition of academic matters at the next meeting of Academic Senate, which is the most problematic issue facing the Working Group at the moment. She agreed that this project overlaps with Shared Academic Governance and that the terms of reference of Senate’s committees will also need to be reviewed. Members noted the report.

Resolution 17/136

Academic Senate resolved to note the progress report on the Purpose and Composition of Academic Senate.

11.4 Review of Academic Quality Assurance: Progress Report

Resolution 17/137

Academic Senate resolved to note the update on the Academic Quality Assurance Project.

11.5 Establishing 2018 Projects

The Chair provided members with an overview of the process for determining projects in 2017 and outlined those projects either completed, or partially completed during the year. For 2018, projects will fall into one or more of the areas of quality, policy and collaboration and will need to demonstrate Academic Senate’s role in leadership, communication and connecting the broader University community. She emphasised the need to be realistic about how much could be achieved in one year, acknowledging that too many projects were selected for 2017. The final list of proposed projects includes some ongoing projects from 2017 (the Academic Integrity Policy, the Review of Academic Quality Assurance and Enhancement, and the Purpose and Composition of Senate). New projects, or new stages of 2017 projects are also included (a Post-Implementation Review of AQF, Shared Academic Governance Phase 2, the Review of Academic Quality Assurance and Enhancement Phase 2 and an external review of Academic Senate). A number of suggestions for projects have also been received from members and other staff:

- Review of Withdrawal Without Academic Penalty: Grounds for withdrawal without academic penalty require consideration relative to Special Consideration Policy (this project will be referred to the Senate Learning and Teaching Committee);
- Purpose and Definition of the Program Director role: To deliver greater activation of the Program Director role by defining responsibilities and aligning systems and procedures with recognised delegated authority (this issue has been referred to Professor Sean Brawley as part of the Program Lifecycle project);
- Review of HDR scholarship ranking standards and MRes scholarship structure: Concerns have been raised that the weighting of some criteria may not be suitable for all disciplines and may lead to undesirable outcomes. The current MRes/PhD scholarship structure may prevent recruitment if progression to the PhD program is not clear (this issue has been referred to Professor Sakkie Pretorius for consideration as a possible Research and Research Training Committee [RRTC] project); and
- Review of industry-supported HDR recruitment, performance, experience, supervision, examination and employability: Macquarie is increasingly placing HDR students with industry partners as supervisors. It may be timely to review and understand how we recruit, manage, review, and support our industry-placement HDR students (this has been referred to Professor Pretorius as a matter for his portfolio).

Professor Pretorius noted that the last two issues would be considered by the HDR Management Committee, and the Thesis Examination Subcommittee which would report to RRTC, adding it was useful to review these types of issues regularly. The Chair added that the main committees of Senate would also review and prioritise their projects. With respect to Senate’s projects, she suggested that Phase 2 of Shared Academic Governance would be the most important.

Members raised the following points in discussion:

- the composition of Senate was discussed, and the current definition of quorum, with the Chair pointing out there are a number of senior ex officio members who do not attend as the work of Senate does not intersect with their portfolios. She added that it will be important to balance the number of appointed,
elected and student members on Senate;
- members noted that program reviews will be part of the Program Lifecycle project, but also covered under the Review of Academic Quality Assurance and Enhancement;
- Professor Jameson suggested the AQF Post-Implementation Review focus firstly on the response to AQF Level 9 qualifications, with members agreeing to this suggestion.

The Chair advised that the list of projects would now be referred to the Academic Senate Standing Committee for endorsement and prioritisation before coming back to Senate in February to commence work.

**Resolution 17/138**
Academic Senate resolved to note the report on the proposed Academic Senate projects and refer the list of projects to the Academic Senate Standing Committee for endorsement and prioritisation.

**11.6 Fitness to Practice: Procedure for managing the progression of students enrolled in practical, clinical and professional programs**

**Resolution 17/139**
Academic Senate resolved to note:

i. the progress on the development of a procedure to manage progression of students enrolled in practical, clinical and professional programs; and

ii. that this work will include the development of an institution-wide Fitness to Practice Procedure, which will align with the General Coursework Rules, Inherent Requirements Framework, Academic Progression Policy and Procedure, Academic Appeals Policy and Procedure, and the Withdrawal and Discontinuance Policy (under review).

**11.7 Partnership with and Recognition of Student Members**

**Resolution 17/140**
Academic Senate resolved to note the progress on the Partnership with and Recognition of Student Members project.

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

**13. REPORTS FROM STANDING COMMITTEES**

**13.1 Academic Standards and Quality Committee**
Academic Senate noted the reports of the Academic Standards and Quality Committee (ASQC) meetings of 10 October and 14 November 2017.

**13.2 Research and Research Training Committee**
Professor Amanda Barnier briefed members on the cross-disciplinary research project of the Research and Research Training Committee (RRTC), outlining the work undertaken to date. A report on this work will come to RRTC in early 2018 together with a series of recommendations, and the project will then move to a second phase focussed on implementation of the recommendations. This will involve expanding the membership of the current Working Group to include broader faculty representation and she invited members to contribute to the project.

Members raised the following points in discussion:

- ERA’s emphasis on Fields of Research (FoR) mitigates against cross-disciplinary research, with researchers often directing their publications towards specific FoRs for strategic reasons;
- the project’s information on inter-faculty collaboration could also be useful for the Shared Academic Governance project and Professor Barnier suggested that Professor Nelson’s work reviewing the University’s Research Centres could also feed into different approaches to teaching and cross-disciplinary opportunities for HDR students;
- one focus of the second phase will be how best practice can be communicated across the University;
- the ARC has reported that around 70% of projects are theoretically cross-disciplinary, but only a small portion of these are radically cross-disciplinary, and this is an area where the University could take the lead.

**Resolution 17/141**
Academic Senate resolved to note the report of the Research and Research Training Committee (RRTC) meeting of 14 November 2017, and in particular the Committee’s project on cross-disciplinary research.

**13.3 Senate Learning and Teaching Committee**
Academic Senate noted the reports of the Senate Learning and Teaching Committee (SLTC) meetings of 9 October and 13 November 2017.
14. REPORTS FROM FACULTY BOARDS

14.1 Faculty of Human Sciences Faculty Board
Academic Senate noted the report of the Faculty of Human Sciences Faculty Board meeting of 17 October 2017.

14.2 Faculty of Medicine and Health Sciences Faculty Board
Academic Senate noted the report of the Faculty of Medicine and Health Sciences Faculty Board meeting of 13 November 2017.

15. UNIVERSITY HEARING COMMITTEE

15.1 University Hearing Committee
Academic Senate noted the summary reports of the University Hearing Committee meetings of 11 October and 8 November 2017.

16. OTHER BUSINESS

The Chair concluded the meeting by thanking members for their hard work during the year.

19. NEXT MEETING

The next meeting of the Academic Senate will be held on Tuesday 20 February 2018. Agenda items are due by Tuesday 6 February 2018.

The meeting closed at 11:32 am.