ACKNOWLEDGEMENT OF COUNTRY
A meeting of the Academic Senate commenced at 9:31 am with Dr Leanne Holt 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.

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

ARRANGEMENT OF AGENDA
3.1 Disclosure of conflicts of interest
Mr Alexei Feofiloff declared a conflict of interest with respect to item 10.6, as he is enrolled in the relevant unit.

3.2 Adoption of unstared items
The Chair advised members that item 10.1 would be deferred. Item 10.6 was starred for discussion.

Resolution 18/74
Academic Senate resolved that the items not starred for discussion (Items 5, 9, 10.4, 10.5, 10.7, 10.8, 13, 14.1, 14.2, 15.1, 15.2, 15.3, 16.1, 16.2, 16.3, 16.4 and 16.5) be noted and, where appropriate, be adopted as recommended.

Professor Kathryn Millard arrived at 10.36 am

MINUTES OF THE PREVIOUS MEETING
4.1 Resolution 18/75
Academic Senate resolved to approve the minutes of the meeting held 24 July 2018 as a true and correct record.
5. **BUSINESS ARISING FROM THE MINUTES**

There was no other business arising from the minutes.

6. **REPORT FROM THE CHAIR**

The Chair outlined her recent report to Council, noting Council’s approval of the recommendation from Academic Senate that Professor Tony Cousins be awarded the title of Emeritus Professor. Council received an update on the Curriculum Architecture project, and the Chair will be reporting to Council on this in more detail for its next meeting. Council also received a preliminary overview on the direction of the review of the Purpose and Composition of Senate, with Council members expressing support for this project.

Professor Patrick McNeil arrived at 9:41 am. Dr Peter Roger arrived at 9:42 am.

7. **CURRICULUM ARCHITECTURE UPDATE**

The Chair advised members that the Curriculum Architecture project will be a standing item from this point until the end of the year, and invited Professors Jameson and Brawley to provide an update. Professor Jameson reflected on the progress of the project to date, noting it was a huge undertaking being done with enormous good spirit by staff across the University, all of whom are focussed on the goal of providing a fantastic coursework suite for the benefit of students.

Professor Brawley advised that faculties are now focussed on submitting course proposals, and work is also underway on the processes for migrating students into the new architecture. Implementation of the new Curriculum Management System, CourseLoop, is going well and other products from Factor5 are also being considered. The Chair added that additional meetings have been scheduled for both the Academic Standards and Quality Committee and Senate to ensure proposals are approved in a timely fashion.

Members asked the following questions:

- Members asked for a status report on the approval process, and Professor Brawley advised that the first group is expected to come through in the next day, adding that the process is being refined to address potential bottlenecks;
- Will there be a transition period for continuing students and will they be allowed to continue under the old curriculum in their course? Professor Jameson advised that all students will be rolled over into the new curriculum but a strict “no disadvantage” rule will be applied. Where disadvantage is identified this will be dealt with on a case by case basis to get the best outcome for the student. Professor Jameson referred to the stream of work scheduled to commence on the migration of students by the Executive Director Student Experience and Registrar.
- Members noted that some difficulty is being experienced by the Faculty of Business and Economics in moving some existing double degrees to the new curriculum architecture.

Professor Lisa Magnani arrived 9:51 am.

8. **QUESTION TIME**

No further questions were asked of the Chair.

9. **STUDENT LED BUSINESS**

There were no items of student led business.

10. **ITEMS FOR APPROVAL**

10.1 Amendment to Undergraduate Curriculum Architecture Principle 27.4 (ASQC)

The Chair advised members that this item would be deferred to allow further consideration by ASQC of the proposal.

10.2 Curriculum Architecture: Undergraduate Double Degrees and Bachelor of Combined Studies (ASQC)

The Chair invited Professor Brawley to present this item. He reminded members that a key feature of the Curriculum Architecture for undergraduate courses will be a flexible approach in combining single degrees. As there will be no double degrees, the Bachelor of Combine Studies is being proposed to allow international students to group two single degrees under the one CRICOS code for admission and visa purposes.

Members approved the proposal unanimously.

**Resolution 18/76**

Academic Senate resolved to approve the title of Bachelor of Combined Studies with different volumes of learning to accommodate combined study in two undergraduate single degrees as envisaged by clause 5.4.3 of the Curriculum Architecture Policy, effective 1 January 2020.

10.3 Proposed Amendment to the Curriculum Architecture Policy (ASQC)

Professor Brawley explained that this amendment has arisen from the development of the system rules underpinning the new Curriculum Architecture, and provides an explicit requirement for a maturity component to capstone units. He clarified that this would apply to undergraduate courses only. Members approved the amendment unanimously.

**Resolution 18/77**

Academic Senate resolved to approve:
1. a requirement for all capstone units to have a breadth/maturity prerequisite of at least 60 credit points at 2000 level or above and
2. that this requirement be included in the Curriculum Architecture Policy.

10.4 People and Planet units: Exemption for all commencing students in 2019 (ASQC)

Resolution 18/78
Academic Senate resolved to approve an exemption from the general undergraduate requirements of the completion of a People and a Planet unit for all students commencing from Session 1 2019.

10.5 2018 Schedule: Exit awards for approval (ASQC)

Resolution 18/79
Academic Senate resolved to approve the following programs effective Session 2, 2018:
1. Graduate Diploma of Clinical Psychological Science (exit award for Master of Clinical Psychology); and
2. Graduate Diploma of Neuropsychological Science (exit award for Master of Clinical Neuropsychology).

10.6 2018 Schedule: Request for exemption from Assessment Policy: Publication of Examination papers for SPHL299 Speech Acoustics (ASQC)
Associate Professor Bilgin noted that one of the arguments for this exemption was staff preparation time and workload. She noted that this is the case for all examination papers and asked if it might be possible for all units to only publish an examination paper for every third offering. Professor Phillips advised that this the issue of workload was specific to this discipline, due to minimal amount of primary material available as opposed to workload issues per se. Professor Handley added that this unit uses complex case studies in its examination paper which take an enormous amount of work to develop, and that the reference to workload is not to the normal work involved with setting an examination paper. A majority of members approved the proposal, with three abstaining.

Resolution 18/80
Academic Senate resolved to approve an exemption from the requirement of Schedule 4 of the Assessment Policy to publish final examination papers on the University Library website for SPHL299 Speech Acoustics, effective immediately.

10.7 2019 Schedule: New Programs (ASQC)

Resolution 18/81
1. That the Academic Senate resolve to approve the academic case for the following programs, subject to the approval of a business case by the Deputy Vice-Chancellor (Academic), effective 1 January 2019:
   i. Graduate Diploma of Information Technology
   ii. Graduate Certificate of Information Technology
   iii. Graduate Certificate of Biotechnology
2. That the Academic Senate resolve to approve the following program, subject to the approval of a business case by the Deputy Vice-Chancellor (Academic), effective Session 2, 2019:
   i. Master of Information Technology (Cyber Security)

10.8 Emeritus Professor Nomination (Confidential Item)

Resolution 18/82
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
Note: Items 11.2 and 11.3 were dealt with before item 11.1.

11.1 Purpose and Composition of Academic Senate
The Chair and Ms Williams provided an overview of the project to date, outlining the benchmarking undertaken, consultation across the University, and with Chairs of Academic Boards and Senates of other universities. Members unanimously endorsed the amendment of the Academic Senate Rules to insert a preamble and definition of academic matters, and to amend the functions of Senate, noting that the wording of these sections had been approved at its previous meeting. The Chair noted this effectively finalised the “purpose” component of this project.

Members were reminded that the following principles underpinning discussions on the composition of Academic Senate had been discussed at the previous meeting: overall size, focus, balance (between ex-officio and elected members), agility and inclusiveness, and overlap between the membership of Senate and its committees. The Chair provided an overview of the proposed changes to the composition of Senate and members discussed and agreed to the following:

- Amending “all Deputy Vice-Chancellors” to “2 Deputy Vice-Chancellors nominated by the Vice-Chancellor in consultation with the Chair of Academic Senate” - members expressed support for this change;
- Amending “all Pro Vice-Chancellors” to “the Pro Vice-Chancellors (Learning and Teaching), (Programs and Pathways), (Indigenous Strategy), and (International)” - members recommended the titles not be used wherever possible and the amendment was altered to “the Pro Vice-Chancellor (Indigenous Strategy) and up to 3 Pro Vice-Chancellors nominated by the Vice-Chancellor in consultation with the
The following issues were raised in discussion:

- Removing the Head of Department of Indigenous Studies as an ex officio member, and adding "an elected Indigenous academic member of staff" - members were advised that there is some doubt regarding the accuracy of HR data on Indigenous staff and the proposed nomination process will be reviewed prior to the election, which will take place in 2020;
- Members discussed the categorisation of the Chair and Deputy Chair in terms of determining the balance between elected and ex officio positions, and it was suggested that it is more useful to consider the balance between elected staff and ex officio positions that are executive management positions;
- Adding a new category of appointed members for the appointment of chairs of the main Senate committees - members noted that the chairs of committees will also be appointed by Senate, rather than the Academic Senate Standing Committee, and would be appointed to Senate for the term of their position as committee chair (normally two years);
- Amending the clause on co-opted members to read “up to four additional members co-opted by resolution of Academic Senate to address gaps in expertise or diversity” (a number of issues were raised regarding this recommendation as summarised below);
- Amending the criteria for elected academic staff members to include requirements to ensure early career academics are elected - the Chair took members through a number of alternatives on this point, with members expressing overwhelming support for the removal of all existing requirements for elected staff, except for the requirement for members to come from different Departments; and
- Reducing the number of elected academic staff members from 4 to 3 from the Faculties of Arts, Business and Economics, Human Sciences, and Science and Engineering. A number of issues were raised regarding this recommendation as summarised below;

The following issues were raised in discussion:

- The definitions of ex officio and appointed were discussed, with members advised that ex officio members are determined by the Academic Senate Rules as approved by Council, while Senate is the decision maker for appointed and co-opted positions;
- The concept of proportionality was discussed, with the Chair explaining that the composition is focussed on obtaining the right range of perspectives and expertise from across the University;
- With respect to co-opted members, a number of issues were canvassed, including the use of co-opted members on working parties of Senate, the use of co-opted positions to include casual academic staff on Senate (which was widely supported by members), and the possibility of developing a skills matrix for co-opted positions;
- With respect to the criteria applying to elected academic staff members, a number of points were raised, including a discussion of the criterion limiting the number of faculty representatives from any one department, the usefulness of including Heads of Department as members, and increasing opportunities for early career academics to join Senate (which was widely supported);
- The proposal to reduce the number of elected academic staff representatives was debated at length, with a range of views expressed including:
  - Absolute numbers vs. proportionality, and the importance of diversity in membership;
  - Balance between ex officio and elected positions, and whether it was more important to ensure the number of ex officio positions is not greater than the number of elected positions;
  - Perspective vs. representation in the role of elected academic staff members;
  - Potential impact on communication between Senate and the broader University community and potential impact on how Senate is perceived.

Members voted on the various amendments and proposals as follows with the Chair abstaining:

- The amendment to reduce the number of Deputy Vice-Chancellors on Academic Senate received unanimous support;
- The amendment to the reduce number of Pro Vice-Chancellors on Senate received unanimous support as amended;
- The removal of the Head of Department of Indigenous Studies as an ex-officio member and the addition of an elected Indigenous academic member of staff, noting that this position will initially be nominated following a consultation process led by the Chair of Academic Senate, received majority support;
- The establishment of a new category of membership, appointed members, and for the Chairs of standing committees of Academic Senate to be appointed under this category, received majority support;
- The amendment of the category of co-opted members to clarify that these members are co-opted to address expertise, diversity, and social inclusion requirements, received majority support;
- The amendment of criteria for the election of academic staff members to simply state that members are elected from each Faculty electorate must be from different Departments, received unanimous support; and
- The reduction of the number of elected academic staff from 4 to 3 for the Faculties of Arts, Business and Economics, Human Sciences, and Science and Engineering, received majority support including majority support from elected members present at the meeting.
Resolution 18/83

Academic Senate resolved to recommend to Council the following amendments to the Academic Senate Rules, including the:

1. insertion of a preamble;
2. insertion of a definition of academic matters;
3. revised functions of Academic Senate; and
4. proposed changes to the composition of Academic Senate, as follows:
   i. reducing the number of Deputy Vice-Chancellors from all Deputy Vice-Chancellors to 2 Deputy Vice-Chancellors nominated by the Vice-Chancellor in consultation with the Chair of Academic Senate;
   ii. reducing the number of Pro Vice-Chancellors from all Pro Vice-Chancellors to the Pro Vice-Chancellor (Indigenous Strategy) and up to 3 Pro Vice-Chancellors nominated by the Vice-Chancellor in consultation with the Chair of Academic Senate;
   iii. removing the Head of Department of Indigenous Studies as an ex-officio member and establishing a new position for an elected Indigenous academic member of staff, noting that this position will initially be nominated following a consultation process led by the Chair of Academic Senate;
   iv. establishment of a new category of membership, appointed members and for the Chairs of standing committees of Academic Senate to be appointed under this rule;
   v. articulating that the existing four co-opted members are co-opted to address expertise, diversity and social inclusion requirements;
   vi. amending the criteria for election of academic staff representatives from Faculty electorates to remove the criterion that at least one must be a Head of Department or Professor but maintaining the criterion that members must be from different departments; and
   vii. reducing the number of elected academic staff representatives from four to three elected members in the Faculties of Arts, Business and Economics, Human Sciences and Science and Engineering.

Ms Emma Ward left the meeting at 11:55 am.

11.2 Update on Review of the Grade Appeal Policy

The Chair invited Dr Parsell to speak to this item. Dr Parsell outlined the main changes proposed to the Grade Appeal Policy, noting the biggest amendment will be introducing a review of individual assessment tasks. He advised that this change in particular is currently under an impact review, and that the policy amendment will not proceed unless the Executive Director, Student Experience and Registrar is satisfied on this point.

Members raised the following issues:

- How will students prove an assessment task disadvantaged them? Dr Parsell advised that a range of student communications is being developed to explain how the grounds of review and appeal will work and the type of evidence that students would need to provide;
- Will the reduced timeline for students to submit an appeal disadvantage students, particularly in terms of compiling evidence to support their submission? Dr Parsell advised there should be no disadvantage, and that the change from 20 to 10 working days is in line with the rest of the sector and still generous in comparison to other universities where the timeline is 5 working days;
- Will the normal steps for resolving an issue still be followed, i.e. will students be advised to contact the relevant unit co-ordinator first to allow informal resolution of issues wherever possible? Dr Parsell confirmed this will be the case.

The Chair thanked Dr Parsell and advised a proposal to amend the Grade Appeal Policy will be submitted to Senate for approval in the near future.

Resolution 18/84

Academic Senate resolved to note the update on the review of the Grade Appeal Policy.

11.3 Establishing 2019 Projects for Academic Senate and its Committees

The Chair explained that this item outlines the process for determining Senate’s projects and priorities for 2019. Ms Williams provided an overview of the process used previously, with the Chair adding that a similar process will be used for the 2019 project list. The Chair noted that some projects from 2018 will be rolled over to 2019 as the Curriculum Architecture has been given priority for this year. Members approved the proposed approach to establishing its projects and priorities for 2019 unanimously.

Resolution 18/85

Academic Senate resolved to approve the proposed approach to establishing its projects and priorities for 2019.

Professor Sean Brawley and Dr Peter Roger left the meeting at 10:19 am.
12. **ITEMS FOR DISCUSSION**

12.1 Faculty of Human Sciences
This item was held over to the next meeting.

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 18/86**
Academic Senate resolved to ratify the following decisions made under executive action by the Chair of Academic Senate:
1. the approval of the appointment of Dr David Spence as the nominee of the Executive Dean of the Faculty of Science and Engineering to the Academic Standards and Quality Committee with immediate effect; and
2. the English Language Requirements for the Master of Business Administration, the Global Master of Business Administration, the Graduate Diploma of Management, the Graduate Certificate of Management and the Graduate Certificate of Management – Post MBA to be Academic IELTS 7.0 (no sub-score below 6).

14.2 Macquarie University Award for Academic Excellence

**Resolution 18/87**
Academic Senate resolved to ratify the executive action taken by the Chair of Academic Senate to award the Macquarie University Award for Academic Excellence to the coursework graduands listed in the agenda.

15. **REPORTS FROM STANDING COMMITTEES**

15.1 Academic Senate Standing Committee
Academic Senate noted the report of the Academic Senate Standing Committee (ASSC) meeting of 7 August 2018.

15.2 Academic Standards and Quality Committee
Academic Senate resolved to note the report of the Academic Standards and Quality Committee (ASQC) meeting of 7 August 2018.

15.3 University Medal Committee
Academic Senate noted the report of the University Medal Committee (UMC) meeting of 26 July 2018.

16. **REPORTS FROM FACULTY BOARDS**

16.1 Faculty of Arts Faculty Board
Academic Senate noted the report of the Faculty of Arts Faculty Board meeting of 10 July 2018.

16.2 Faculty of Business and Economics Faculty Board
Academic Senate resolved to note the report of the Faculty of Business and Economics Faculty Board meeting of 9 July 2018.

16.3 Faculty of Human Sciences Faculty Board
Academic Senate noted the report of the Faculty of Human Sciences Faculty Board meetings of 29 May and 10 July 2018.

16.4 Faculty of Medicine and Health Sciences Faculty Board
Academic Senate resolved to note the report of the Faculty of Medicine and Health Sciences Faculty Board meeting of 9 July 2018.

16.5 Faculty of Science and Engineering Faculty Board
Academic Senate noted the report of the Faculty of Science and Engineering Faculty Board meeting of 10 July 2018.

17. **OTHER BUSINESS**
There were no other items of business.

18. **NEXT MEETING**
The next meeting of the Academic Senate will be an extraordinary meeting to be held on Tuesday 23 October 2018. Agenda Items are due by Monday 10 September 2018. The meeting closed at 11:38 am.