



## ACADEMIC SENATE MEETING MINUTES 3 MARCH 2021

Minutes of the 354<sup>th</sup> meeting of the Academic Senate held at 9:30am on Wednesday, 3 March 20 via WebEx.

### PART 1 – PRELIMINARY BUSINESS

#### MEMBERS PRESENT:

Prof Greg Rose (Chair)

Prof Nan Seuffert (Deputy Chair)

A/Prof Shirley Agostinho

Prof Clive Baldock

Prof Jenny Beck

A/Prof Stephen Beirne

Ms Jaymee Beveridge

Dr Kate Bowles

Dr Jane Carey

Dr Paul Chad

Prof Joe Chicharo

Mr Jackson Cocks

Dr Robyn Coman

Prof Julia Coyle

A/Prof Hoa Dam

Prof Theo Farrell

Ms Madeline Findlay

Dr Azdiar Gazder

Dr Luis Gomez Romero

Dr Michael Griffiths

Ms Theresa Hoynes

Mr Damien Israel

Prof Zhengyi Jiang

Mr Jay Joshi

A/Prof Peter Kelly

Prof Lisa Kervin

A/Prof Julie Kiggins

Mr Felix Lanceley

Prof Roger Lewis

A/Prof Wanqing Li

Prof Valerie Linton

Dr Claire Lowrie

Dr Catherine Mac Phail

Dr Xiaoping Lu

Prof Jennifer Martin

Prof Tracey Moroney

Prof Allen Nutman

A/Prof Germanas Peleckis

Prof Colin Picker

Dr Oriana Price

Prof Will Price

Prof Fiona Probyn-Rapsey

Dr Sanja Pupovac

Dr Ee Ling Quah

Prof Melanie Randle

A/Prof Ting Ren

Prof Nina Reynolds

Prof Christian Ritz

A/Prof Ann Rogerson

A/Prof Montse Ros

Prof Glenn Salkeld

Prof Guang Shi

A/Prof Danielle Skropeta

Dr Marcelo Svirsky

Dr Christopher Sykes

Prof Wilma Vialle

Prof Simon Ville

Ms Sarah Vogel

A/Prof Margaret Wallace

A/Prof Karen Walton

Dr Tracey Woolrych

A/Prof Venkat Yanamandram

Prof Shujun Zhang

#### APOLOGIES & LEAVE OF ABSENCE:

Prof Peter Caputi

Prof Alex Frino

A/Prof Konstantin Konstaninov

A/Prof Catherine Mac Phail

Dr Dana Perlman

A/Prof Ting Ren

Prof Lip Teh

Prof Paul Wellings

#### IN ATTENDANCE:

Ms Antoinette Faddoul, Academic Senate Executive Officer

Ms Tori Funnell, Senior Manager, Governance Unit

Ms Emma Purdy Academic Quality and Policy Specialist, Academic Quality and Standards

Ms Cherry Siu-Ho, Director, Governance and Legal Division

Mr Dominic Riordan, Director, Academic Quality and Standards

Dr George Tomka, Acting Senior Manager and Senior Industry Research Manager, Innovation and Commercial Research.

**\*1.1 Welcome, Apologies and Leave of Absence**

As this was the first meeting of Academic Senate for the year, Ms Jaymee Beveridge, Executive Director (Indigenous Strategy) provided the Acknowledgement of Country.

The Chair opened the meeting and provided instructions to members about how the meeting would run given the meeting was being run entirely in a virtual capacity via WebEx.

The Chair welcomed the new student members; four undergraduate students, Ashley Bannister, Alec Hall, Madeline Findlay and returning for a second term, Jackson Cocks and two postgraduate students, Jay Joshi and Sarah Vogel. Mentors are currently being organised for the student representatives, with thanks to those members who have kindly agreed to participate.

As it was the last official meeting of Academic Senate with Professor Paul Wellings as Vice-Chancellor, the Chair expressed appreciation on behalf of Academic Senate to Professor Wellings for his excellent leadership and outstanding contribution to the University of Wollongong over the past nine years, and wished him continued success in future endeavours.

**\*1.2 Arrangement of Agenda**

**1.2.1 Conflicts of Interest**

There were no conflicts of interest.

**1.2.2 Confidential Items**

There were no confidential items.

**1.2.3 Starring of Items**

The following items were starred for discussion:

- 1.1 - Apologies and Leave of Absence
- 1.2 - Arrangement of Agenda
- 1.3 - Confirmation of Minutes
- 1.4 - Business Arising from the Minutes
- 1.5 - Chair's Report
- 1.6 - Vice-Chancellor's Report
- 1.7 - Membership Business – Review of Academic Senate Membership and Composition
- 2.1 - Review of Course and Subject Approval Procedures –  
New Offerings and Discontinuations
- 2.3 - Intellectual Property (IP) Commercialisation Revenue Policy
- 2.4 - Commercial Research Policy
- 4.1 - Reports from the Senior Executive
- 4.2 - Members' reports
- 4.3 - Student Members' reports
- 5.1 - Business Arising from Academic Senate Committees
- 5.4 - University Research Committee Revised Terms of Reference
- 6.2 - Other Business

**RESOLVED 2021/1**

*that Academic Senate adopt the draft resolutions for the unstarred items.*

**\*1.3 Minutes of the Previous Meeting**

**RESOLVED 2021/2**

*that the minutes of the previous Academic Senate meeting held on Wednesday 18 November 2020, as attached to the agenda papers, be confirmed and signed as a true record.*

**\*1.4 Business Arising from the Minutes**

There was no business arising from the minutes.

**\*1.5 Chair's Report**

The Chair reported that since the last meeting of Academic Senate (Senate), he had attended two meetings of the University Council. At these meeting, the statement on Academic Freedom was adopted, 2020 Stocktake Report was discussed and the Chair of Senate end of year report was noted. The Chair advised that he met with the Chancellor, Ms Christine McLoughlin and discussed matters of Senate. The Chair also attended induction sessions for the incoming student representatives for Senate and the University Education Committee.

A Senate member asked why the Senate meeting was being held entirely virtually and not in a hybrid capacity as held previously and noted his disappointment. The Chair replied that in order to ensure equity for all members to participate, and to provide a more secure environment, it was decided to hold the meeting entirely virtual. The Chair stated that he is looking forward to face to face meetings in the near future.

The Chair advised that he is seeking to standardise meeting papers across Senate's subcommittees; these will include the introduction of hyperlinks and bookmarks in all electronic papers for ease of use by members.

**\*1.6 Vice-Chancellor's Report**

The Vice-Chancellor (VC) was an apology for the meeting as he was attending a Parliamentary meeting scheduled at the same time. As such there was no report provided.

**\*1.7 Membership Business – Review of Academic Senate Membership and Composition**

The Senior Deputy Vice-Chancellor (SDVC) stated the review of Senate membership and composition was an important item for Senate and the University Council to consider.

The SDVC thanked the Working Group for diligently addressing matters and making significant contributions in the development of the proposed structure, as outlined in the agenda papers. The final position was arrived at unanimously by the Working Group.

The SDVC advised that the Working Group established overarching guiding principles to steer the development of the revised membership model. It considered benchmarking data from other Australian Academic Boards and Senates in its deliberations. The guiding principles which led to the proposed membership and composition and reduces the overall number of representatives from 83 to 47, (slightly below the national average) were:

- Strategically focus on core business of teaching and research with less focus on operational matters.
- A consensus that the overall size of Senate be reduced.
- Increase the proportion of student members to align with the sector norm and with UOW's strategic goals.
- Broader representation across the full spectrum including level of appointment to ensure that members of Senate represent the demographic.
- Ensure best endeavours for gender equity and diversity are achieved at Senate, which was strongly supported by Council.

The SDVC noted that the proposed model includes a significant reduction in ex-officio members overall, both at the central level and at the faculty level. Ex-officio roles at the central units have been

reduced from 16 to 8, retaining the Vice-Chancellor (VC), Deputy Vice-Chancellor (Education) (DVCE), Deputy Vice-Chancellor (Research and Innovation) (DVCRI) and Chief Operating Officer (COO) positions. Regarding faculty level representation, the Working Party proposed that elected members represent all demographics, including Heads of School (HOS) and academic staff from Level A to senior professors. Regarding student representation, the absolute number has been expanded to include an international student representative, and the overall student proportion of membership doubled. The model also proposes an increase in student terms from one year to two years and staggered terms to enable continuity.

The Chair would remain a position elected from among Professors and Associate Professors of the University while the Deputy Chair will be elected from the Senate membership.

The Working Group met on three occasions and the proposal was considered at VCAG before being presented to the February Council meeting, where it received strong support. Council asked for feedback from Senate before the final membership model is presented to the May meeting for final approval and implementation. The University Council holds the authority to approve changes to Academic Senate composition and membership.

Senate members discussed the proposal and a summary of their comments area as follows:

- As the HOS is an appointed position in the faculty, it should be considered in the category of ex-officio, which affects the overall balance of elected and ex-officio positions. If HOS are categorised as ex-officio and Senate holds a vote, the elected members will win only if the Chair votes with them.
- A member shared a graph outlining an adjusted breakdown of membership types that showed a drop in elected academic staff representation versus ex-officio.
- Electing representatives from within the proposed differentiated levels and demographics within faculties is complex and impractical. As the professoriate has very high representation on Senate already, it may not be necessary to include them as a separate category for elected members in faculty. Some categories appear to be over represented in comparison to other categories.
- It is problematic that Associate Deans Research (ADR) have not been included in the proposal as Senate considers matters of research and ADRs provide leadership in the academic community. Senior Professors are highly involved in research however are not involved in governance as much as ADRs are. The absence of ADRs from the proposed model suggests that research is not important to Senate. In contrast, the international portfolio is well represented in the proposed model.
- There appears to be unequal representation of faculty versus non-faculty representatives. As non-faculty representatives have limited exposure to what happens in the general university community; it is important to retain their numbers.
- How will gender equity and diversity be achieved in practice, particularly as women are under-represented at the senior level?
- A question was raised about the implications for Senate sub-committees in terms of the impact and expectations of Senate members due to the proposed reduced membership.

- The composition and membership of Academic Senate should include feedback from the broader academic community.

A member proposed to defer deliberation of the item pending feedback from the University community and to wait until the new Vice-Chancellor, Patricia Davison has commenced.

The SCDC provided the following responses:

- Achievement of gender balance will be challenging. Nevertheless this is a guiding principle of the review and is being considered in the proposed changes to the *Academic Senate Electoral Rules*.
- There is currently a gap concerning HOS representation on Senate, with HOS sitting on Senate only if they hold an elected faculty academic position. One of the guiding principles the Working Group identified is that Senate should represent a wide demographic, so not having a HOS would create a gap as the HOS is instrumental in academic and research representation.
- In response to the suggestion that HOS be deemed ex-officio because appointed by Executive Deans, HOS positions on Senate will be made by and representative of faculty staff. HOS are independent in their view irrespective of their Executive Deans.
- The Working Group deliberated extensively over the inclusion of ADRs, in light of the aim of keeping the number of ex-officio positions down. The Dean of the Graduate Research School remains a standing attendee of Senate. In addition, having senior professoriate on Senate with representation by research leaders in the university is an important dimension to have on Senate as this will bring a strong research voice into Senate.
- The main business of Senate is undertaken at the sub-committees where ADIs, ADRs and ADEs are members. The decision to include ADEs also as ex-officio on Senate recognises that a majority of Senate's work is in course approval and academic quality assurance and ADEs are core to these activities.
- The Pro Vice-Chancellor (Global) is an important role on Senate as it bridges the gap between offshore campuses and university business.
- The non-faculty and faculty representatives have been reduced by a similar proportion.

The SDVC further noted that there is a fundamental issue with the current Senate quorum of 30 members, which is only a third, and it is proposed that under the revised model the quorum be changed to 50% plus one, in keeping with all other committees in the university. The aim is that the new composition of membership will create a more vibrant and engaged membership who actively participate in academic governance and quality.

The SDVC stated that the review of Senate composition and membership is a directive from the University Council. He noted that the current VC has not had direct input into the review, and that deferral of the review until the new VC is in place is not required. Council is expecting to receive feedback from Senate at its April meeting to inform a final decision by Council.

The Chair advised that the *University of Wollongong By-law 2005* (NSW) provides that Senate is established by Council, and reminded members that the ultimate composition of Senate rests with Council. The Chair thanked members for their insightful input and encouraged members to engage with the proposal and provide further feedback to either the SDVC or the Senior Manager, Governance.

The proposed resolution as provided in the agenda papers was voted on with the following results;

23 in favour | 27 against | 8 abstentions

An alternate resolution proposed by Marcelo Svirsky and seconded by Fiona Probyn-Rapsey was voted on with the following results;

38 in favour | 15 against | 7 abstentions

### **RESOLVED 2021/3**

*that, in view of the need for further consultation and feedback across the university community in regards a new structure for Academic Senate, and in order to seek input by Professor Patricia Davidson, Academic Senate resume the deliberation on the new structure for Academic Senate at its 26 May 2021 meeting.*

## **PART 2: COMMITTEE BUSINESS**

### **\*2.1 Review of Course and Subject Approval Procedures – New Offering and Discontinuations**

The Director, Academic Quality and Standards (D/AQS) advised that the review of the Course and Subject Approval Procedures involved substantial background work which included a set of principles endorsed at the November 2019 Senate meeting. The proposal aims to modify, streamline and improve the course approval process.

The proposal is important for business recovery as it establishes a more responsive course approval process. It aligns with TEQSA's Guidance Note on Academic Quality and the Higher Education Standards Framework requirements that the course approval, oversight and review process is overseen by the peak academic Governance body. It is proposed to lay down the Strategic Course Development Committee (SCDC) which members of the Committee considered and supported at its 2019 planning day, and proposes the Quality Assurance Review Group (QARG) becomes a subcommittee of Academic Senate.

The D/AQS provided an overview of the proposed new course approval process as set out in the agenda papers, and outlined the key changes to the process, including:

- Assessment of course proposals will be undertaken by the Course Approval Group Course Portfolio Development Group (CPDG).
- The CPDG will make a recommendation to the DVCE and relevant ED of the faculty to determine whether the course should proceed.
- The Future Education Unit will provide support in terms of course viability.
- QARG endorsement is secured, then the final approval is with the DVCE as the delegated authority.
- The Curriculum Approval Committee (ECAC) process has also been realigned to focus on academic quality and on the needs of future graduates and employers.

A member asked what will be Senate's role in course approvals, if the decision to proceed with a course sits with the ADE. The member also raised concerns about the large number of courses being fast-tracked under the term business recovery and noted that the fast-track process was due to be reviewed in 2018 including Senate discussion and input about the process. The member added that the 2017 Winchester review of Senate expressed concern that Senate's function and role in the academic

community was being undermined by the fast-track process. The member expressed a hope that Senate can provide feedback and have input into the review of the fast-track process.

The D/AQS responded that Senate currently considers all course proposals which have been largely uncontroversial. Course proposals will continue to come to Senate but in a reduced capacity. New discipline areas will come to Senate and a step has been introduced enabling both QARG and the ADE to refer matters to Senate for final approval rather than follow the pathway to the DVCE for final approval.

The fast-track process has been long established at UOW and there was an increase in its use during 2020. The provision allowed the University to respond quickly in a fast moving environment in relation to Federal Government funding for graduate certificates. The D/AQS noted the proposal to leave the fast-track process as it is currently, though it will undergo further investigation and consideration at a later date, following further benchmarking across the sector. The findings and any proposals to changes in the fast-track procedures will be presented to Senate for discussion and support.

Another member clarified there had been a number of fast-track proposals that were put through in response to the Government funding with a large number being attached to UOW College and not the wider university. The fast track processes during 2020 were transparent and there was wide consultation across the University.

#### **RESOLVED 2021/4**

*that Academic Senate:*

- i. note the background paper on the review of the Course and Subject Approval Procedures – New Offerings and Discontinuations, as set out in the agenda papers;*
- ii. endorse the draft revised Course and Subject Approval Procedures – New Offerings and Discontinuations;*
- iii. note the draft Course and Subject Approval Procedures – New Offerings and Discontinuations will be submitted to the Deputy Vice-Chancellor (Education) for approval to become effective on finalisation of changes to delegations requiring University Council approval;*
- iv. endorse the proposed changes to the Terms of Reference for Academic Senate, and forward to Council for approval;*
- v. approve the draft Terms of Reference for the Quality Assurance Review Group and its reconstitution as a committee of Academic Senate; and*
- vi. approve the laying down of the Strategic Course Development Committee as a committee of Academic Senate.*

## **2.2 Course Monitoring and Review Procedures**

#### **RESOLVED 2021/5**

*that Academic Senate:*

- i. endorse the proposed amendments to the Course Review Procedures; and*
- ii. forward the Course Monitoring and Review Procedures to the Deputy Vice-Chancellor (Education) for approval.*

**\*2.3 Intellectual Property (IP) Commercialisation Revenue Policy**

The Acting Senior Manager and Senior Industry Research Manager (ASMSIRM) advised that the IP Commercialisation Revenue Policy had not had a substantial review since 2006. The revised policy has undergone extensive consultation including the Innovation and Commercial Research staff, and has been considered by the University Research Committee. Staff were thanked for their contributions during the review process.

It was noted that since the agenda papers were published, feedback received from one of the student representative members resulted in a minor modification to Section 3 Application and Scope to clarify that the policy applies to students only where they have assigned their IP to UOW.

**RESOLVED 2021/6**

*that Academic Senate endorse the proposed updated Intellectual Property Commercialisation Revenue Policy, as attached to the agenda paper and forward to the Vice-Chancellor for approval, to be effective immediately.*

**\*2.4 Commercial Research Policy**

The ASMSIRM spoke to the item and noted that the review was undertaken in consultation with the Finance and Governance and Legal Divisions, and the Innovation and Commercial Research Unit. It was decided to maintain the overall structure and intent of the policy and only update the policy to reflect operational changes. The Director of Governance and Legal Division was thanked for her extensive contribution.

The ASMSIRM outlined the proposed changes to the Policy which provides a clear framework for the management of all forms of commercial research facilitation, costing and contracting processes, and costing approval, and guides in the event that staff wish to undertake commercial research both in the University and in an independent capacity. Updates have been made with simplification in relation to how faculty cost recovery is calculated, enabling the faculty to set their own value. Approval for commercial research activities is granted by ADRs or EDs with explicit decisions relating to staff payments being made by the ED.

The policy sets out responsibilities of the principal investigator and changes have been made to how the faculty calculates and obtains cost recovery.

There have been a number of changes to the financial and governance structures of the University including that contract review by the Legal Services Unit now only takes places where advice is required.

A member asked for clarification about guidance for the multiplier, now that the faculties can set it themselves. The ASMSIRM advised that this information will be provided to ADRs and will include information about what other universities are doing.

Another member asked, in relation to the cost recovery, whether equity issues arise for inter-disciplinary projects if a faculty can set their own level. The ASMSIRM advised that this is a rare occurrence and the principle investigator is responsible for sign off, which comes through the faculty.

**RESOLVED 2021/7**

*that Academic Senate endorse the proposed updated Intellectual Property Commercialisation Revenue Policy, as attached to the agenda paper and forward to the Vice-Chancellor for approval effective immediately.*



**2.5 Review of the Adoption of the Model Code on Freedom of Speech and Academic Freedom**

**RESOLVED 2021/8**

*that Academic Senate note the information and the Council Statement on Academic Freedom as provided in the agenda paper.*

**PART 3: GENERAL BUSINESS**

**3.1 Master of Teaching (Primary)  
New Delivery Location**

**RESOLVED 2021/9**

*that Academic Senate approve the proposal to introduce the Master of Teaching (Primary) (1642) at the South Western Sydney Campus, to become effective from Autumn Session, 2022.*

**3.2 Course Review and Re-approval Postgraduate Nursing**

**RESOLVED 2021/10**

*that consequent upon the review of the Postgraduate Nursing Cluster, Academic Senate:*

- i. note the suspension and forthcoming discontinuation of the Master of Nursing (1546); and*
- ii. re-approve the Master of Nursing International (1647) and the Graduate Certificate in Nursing (1112) to be offered for an additional five year period.*

**3.3 Fast-Track Course Approvals**

**RESOLVED 2021/11**

*that Academic Senate note the use of the Fast-Track Approval Process for the following, as outlined in the agenda papers:*

- a. Graduate Certificate in Law of the Sea (3141)*
- b. Graduate Certificate in Digital Marketing and Data Analytics (3140)*
- c. Graduate Certificate in Sustainable Supply Chain Management (3152)*
- d. Graduate Certificate in Project Leadership and Management (3151)*
- e. Graduate Certificate in Forensic Accounting (3139)*
- f. Master of Laws (3138)*
- g. Graduate Certificate in Principles of Data Science (3150)*
- h. Graduate Certificate in Health Analytics (3155)*
- i. Graduate Certificate in Radiography (3153)*
- j. Diploma of Arts (3132)*
- k. Diploma of Business (2 session) (3128)*
- l. Diploma of Business (3 session) (3129)*
- m. Diploma of Information Technology (2 session) (3130)*
- n. Diploma of Information Technology (3 session) (3131)*
- o. Diploma of Science (2 session) (3134)*
- p. Diploma of Science (3 session)*
- q. Diploma of Social Science (3133)*
- r. Undergraduate Certificate in Medical and Health Sciences (3137)*
- s. Diploma of Medical and Health Sciences (3136)*

- t. *Undergraduate Certificate in Business (3149)*
- u. *Undergraduate Certificate in Engineering (3147)*
- v. *Undergraduate Certificate in Information Technology (3148)*
- w. *Undergraduate Certificate in Science (3146)*
- x. *Bachelor of Business Information Systems (2129)*
- y. *Master of Business Analytics (3074).*

### **3.4 Bachelor of Business Information Systems (Dean's Scholar) Discontinuation**

#### **RESOLVED 2021/12**

*that Academic Senate approve the proposal to discontinue Bachelor of Business Information Systems (Dean's Scholar)(1839), to become effective from Autumn Session, 2022.*

### **3.5 Corporate Treasury and Investing and Corporate Treasury Specialisation Discontinuation**

#### **RESOLVED 2021/13**

*that Academic Senate approve the proposal to discontinue the Corporate Treasury (MAJ40296) specialisation and the Investing and Corporate Treasury (MAJ40448) double specialisation from the Master of Applied Finance (424 and 1437), to become effective from Trimester 2, 2021.*

### **3.6 Graduate Diploma in Science Discontinuation**

#### **RESOLVED 2021/14**

*that Academic Senate approve the proposal to discontinue the Graduate Diploma in Science (682), to become effective from Autumn Session, 2022.*

## **PART 4: MEMBERS' REPORTS AND QUESTIONS ON NOTICE**

### **\*4.1 Reports from Senior Executive**

The SDVC reported that the UOWx extra-curricular program received the Australian Award for University Teaching, for 'Learning Experience' in recognition of UOW's rapid and effective transition to remote learning in response to the COVID-19 pandemic. The SDVC acknowledged the team for their efforts with the leadership of Professor Julia Coyle, Amy Thompson and Kylie Austin.

The DVCE also congratulated the UOWx team on their award and extended his congratulations to the Dr Alyce Mason and her team for receiving the AFR Higher Education Award for Learning Experience.

The DVCE reported that the Sustainable Development subject suite has been launched. In 2019, UOW signed the UN Sustainable Development Solutions Network (SDSN) Higher Education Commitment, joining an innovative group of Australian and New Zealand universities. UOW is actively working towards incorporating these vital Global Goals into our educational offerings. This is beginning with a suite of six first-year subjects, with subjects from all four faculties. In coming sessions UOW will increase the suite of subjects to include those relevant to coursework and research students at a range of levels.

The DVCE expressed thanks to the members of the SDG Subject Selection committee for their expert advice and important input into this initiative, and in particular to Senior Professor Sharon Robinson for leading this initiative as chair of this committee.

The main priority for the DVCE portfolio for 2021 will be to focus on making improvements to the student learning experience. Work will continue on the Return to Campus program.

The DVCR&I welcomed the new appointment of Dr Melissa Thompson to the role of Graduate Research School Director.

The Honorable Allen Tudge the Federal Minister of Education and Youth recently outlined his vision for research commercialisation for universities, with a consultation paper on a research commercialisation scheme launched. UOW will submit a paper to the consultation questions which will be overseen by the Senior Executive with input from AIIM and RAID.

A Linking Women event will take place next week for International Women's Day where the VC will host a panel of women; Senior Professor Sharon Robinson, Professor Kathleen Clapham, Professor Tracey Moroney and Dr Madeline Wong. The DVCR&I encouraged all staff to attend.

UOW will host the upcoming University Global Partnership Network (UGPN) conference with the main theme to address issues of global importance. The conference will be held virtually and will focus on new and sustainable goals. The conference will run resiliency workshops to showcase and share how UOW has innovated remote learning and hybrid education, and student and staff mobility, and how we operated remotely in the COVID environment. A research collaboration fund will be launched at the end of the conference. The DVCR&I encouraged all to register and attend.

The COO noted there was nothing to report from the portfolio at this time.

**\*4.2 Members' Reports**

There were no reports.

**\*4.3 Student Members' Report**

A student member reminded members to provide feedback on student representation on academic matters, as discussed at the last meeting, and advised that information about this can be accessed via Moodle.

The student member advised that timelines have been delayed on the report about academic appeals and review of grades process and procedure. This will not come back to the next meeting of Senate as first planned, however work is underway with a questionnaire sent to students with over 740 responses received to date. Consultation will commence with the ADEs and Heads of Schools in the faculties.

**PART 5: FINAL BUSINESS**

**\*5.1 Business from Academic Senate Committees**

There was no business from Academic Senate Committees.

**5.2 University Education Committee (UEC) Revised Terms of Reference**

**RESOLVED 2021/15**

*that Academic Senate review and approve changes to the University Education Committee Terms of Reference and membership, as provided in the agenda papers.*

**5.3 University Education Committee (UEC) Chair's Report**

**RESOLVED 2021/16**

*that Academic Senate note the University Education Committee Chair's Report (2021), as attached to the agenda papers.*

**\*5.4 University Research Committee (URC) Revised Terms of Reference**

A student member asked why the new Graduate Research school sub-committee only has one student representative and suggested that two representatives would be beneficial for a committee with such a large student focus. The Dean of Graduate Research School noted that similar university committees have one student representative however stated that this could be increased to two. He agreed to take this suggestion back to the committee for consideration.

A member who is also a Head of Postgraduate Studies suggested that one representative from each faculty would be helpful, particularly in light of the current organisational restructure as there will no longer be faculty based HDR support.

**RESOLVED 2021/17**

*that Academic Senate:*

- i. note the establishment of the Graduate Research Committee and note the discussion of composition of the committee in the minutes of Academic Senate; and*
- ii. approve the Revised University Research Committee Terms of Reference as provided in the agenda paper.*

**5.5 Committee Minutes**

**RESOLVED 2021/18**

*that Academic Senate note the minutes from the following Academic Senate Committee meetings, as attached to the agenda papers:*

- i. UEC Minutes 28 October 2020 – ratified;*
- ii. URC Minutes 21 October 2020 – ratified;*
- iii. SCDC Minutes 11 November 2020 – not ratified; and*
- iv. UOWD Academic Board minutes 9 December 2020 – not ratified.*

**PART 6: FUTURE MEETINGS AND OTHER BUSINESS**

**6.1 2021 Meeting Dates**

Wednesday 26 May 2021

Wednesday, 21 July 2021

Wednesday, 15 September 2021

Wednesday, 17 November 2021

**\*6.2 Other Business**

A member asked the Chair to clarify the next steps for the review of Senate membership and composition.

The Chair stated that the constitution of Academic Senate is a matter for University Council to determine. It is not Senate's mandate to decide Senate's terms of reference. Council has sought feedback about the reconstitution of Senate and the SDVC will report back to Council about the feedback provided by Senate. The final decision sits with the University Council.

Another member stated that it is in the interest of justice that members of Academic Senate come before University Council to discuss the matter. The Chair explained that members of the University can request to attend Council as observers via the Council Secretariat.

The meeting closed at 11.56 am

Signed as a true record:

  
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Chair

Date 26 May 2021

