



ACADEMIC SENATE MEETING MINUTES 4 AUGUST 2021

Minutes of the 357th meeting of Academic Senate held at 9:30am on Wednesday, 4 August 2021 via Zoom.

PART 1 – PRELIMINARY BUSINESS

MEMBERS PRESENT:

| | | |
|--------------------------|--------------------------|----------------------------|
| Prof Greg Rose (Chair) | Mr Alexander Hall | A/Prof Montse Ros |
| Prof Gursel Alici | A/Prof Chris Hyland | Prof Guang Shi |
| Prof Thomas Astell-Burt | Prof Marc in het Panhuis | A/Prof Danielle Skropeta |
| Dr Jenny Atchison | Mr Damien Israel | Dr Lisa Slater |
| Ms Ashley Bannister | Prof Zhengyi Jiang | Dr David Tan |
| A/Prof Stephen Beirne | A/Prof Julie Kiggins | Ms Nadia Verrucci |
| Prof Sue Bennett | A/Prof Konstantin | Prof Wilma Vialle |
| Ms Jaymee Beveridge | Konstantinov | Dr Elena Vlahu-Gjorgievska |
| Dr Kellie Buckley-Walker | A/Prof Wanqing Li | Ms Sarah Vogel |
| Dr Jane Carey | Prof Jennifer Martin | A/Prof Margaret Wallace |
| Prof Karen Charlton | A/Prof Trish Mundy | A/Prof Karen Walton |
| Mr Jackson Cocks | Dr Germanas Peleckis | A/Prof Ika Willis |
| Prof Julia Coyle | Prof Colin Picker | Dr Marian Wong |
| Prof Patricia Davidson | Prof Nina Reynolds | Prof Jiangtao Xi |
| Prof Theo Farrell | A/Prof Christian Ritz | A/Prof Yanguang Yu |
| A/Prof Azdiar Gazder | A/Prof Ann Rogerson | |
| Dr Belinda Gibbons | | |

APOLOGIES & LEAVE OF ABSENCE:

A/Prof Yanguang Yu
Mr Jay Joshi

IN ATTENDANCE:

Prof Clive Baldock, Dean of Graduate Research
Ms Margi Jantti, University Librarian
Ms Theresa Hoynes, Director, Student and Accommodation Services Division
Mr Dominic Riordan, Director, Academic Quality and Standards
Dr Alison Freeman, Director, Future Education
Ms Emma Purdy, Academic Quality and Standards
Ms Tori Funnell, Senior Manager, Governance Unit
Ms Tanya Barton-Saad, Academic Senate Executive Officer

OBSERVERS:

Ms Jan Sullivan, Manager, Academic Quality and Policy, Academic Quality and Standards
Mr Shaun Rafferty, Management Cadet, Governance Unit

*1.1 Welcome, Apologies and Leave of Absence

Prior to the commencement of official business, the Chair gave the Acknowledgement of Country.

The Chair noted that the meeting would be recorded for minute taking purposes and reminded members of online meeting protocols.

Members were reminded that the lead time before the next meeting would be short due to the change of this meeting date from July to August.

The Chair declared the 357th meeting of Academic Senate open and commenced proceedings by welcoming all members and attendees, in particular those members who were unable to attend the first meetings of the new membership in May.

***1.2 Arrangement of Agenda**

1.2.1 Conflicts of Interest

The Chair called for conflicts of interest with any matters before the Committee. None were received.

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 – Academic Senate Membership Elections
- 2.1 Indigenous Student Completion Plan
- 2.2 Short Course Policy Suite
- 2.3 Credit for Prior Learning Policy Amendments
- 2.4 Job Ready Graduates Legislation and Impact on Course Progress Policy Requirements
- 4.1 Reports from the Senior Executive
- 4.2 Members' reports
- 4.3 Student Members' reports
- 5.1 Business Arising from Academic Senate Committees
- 6.2 Other Business

RESOLVED 2021/29

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

***1.3 Minutes of the Previous Meeting**

The Chair noted that in accordance with procedure, the unratified minutes of the meetings held on 18 and 26 May 2021 were provided to University Council in June. Members were asked to confirm these minutes.

It was questioned why members were not named in the minutes of 18 May. Senate was advised that it is committee protocol not to identify members.

The following amendment to the minutes of 26 May 2021 was noted:

- P15 of the Agenda Papers, Item 2.1 - Academic Integrity & Misconduct Report 2020, para. 5 should read “He stressed that the focus should be on prevention rather than intervention...”

RESOLVED 2021/30

that the minutes of the previous:

(i) *meeting (special) of Academic Senate held on 18 May 2021; and*
(ii) *meeting of Academic Senate held on 26 May 2021,*
as attached to the agenda paper, and including the amendments noted at the meeting, be confirmed and signed as true records.

***1.4 Business Arising from the Minutes**

There was no business arising from the minutes.

***1.5 Chair's Report**

The Chair welcomed the new Executive Officer to Senate and advised members that work is underway to formalise additional items in the rolling agenda. These will include annual strategic updates, and information reports from UOWGE, UOW Operations and other stakeholders.

He noted that nominations for committee governance positions have been finalised since the last meeting and these would be declared under item 1.7.

The Chair reported that since the May meeting, he had participated in several academic selection committees in his Senate capacity, and that the Vice-Chancellor had asked him to lead a new UOW working group on casualisation. The group had not yet been convened but would look at casualisation at UOW including the integration of casual staff, academic quality, sector benchmarking and the impacts of changes to the Fair Work Act regarding casual employees. He anticipated the working group would conduct a survey of casual staff to gauge perceptions and conduct a needs analysis. This would help map issues that will inform the development of a casual workforce plan for the University.

Members were keen to support this initiative and questions were taken on the matter. During discussion it was noted that the NTEU have also conducted a sector survey of casuals and this data may be available. The Chair advised that stakeholder consultation would be undertaken by the working group during its deliberations. Members observed that due to the impact of Covid-19 on staff numbers, the current casual workforce does not reflect the usual cohort, and that this may create inequity when considering 'continuous terms' of employment. A member asked if the working group could also look at severance pay, in respect to casual conversion, when funding is not provided (i.e. ARC grants). The Chair noted that Senate's role will be to advise on academic matters but the working group will remain cognisant of the operational and legal constraints.

In response to questions regarding timeframe and reporting, the Chair thanked members for their helpful suggestions and reiterated that the working group is still in the conceptual stage. He undertook to provide an update at the next meeting or via email prior to the meeting if more information became available.

The Vice-Chancellor observed that the preliminary comments were very useful and that Academic Senate is the perfect place for this discussion. She acknowledged that this is a complex and longitudinal issue affecting several groups with varied needs. She affirmed the University's commitment to supporting the whole UOW community (full-time and casual) and providing them with the knowledge, skills and competency to succeed in their career. She stated the remit of Academic Senate in this matter is to look at the academic intersection, as it is well positioned to advise on and support Early Career Academics.

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

The Vice-Chancellor (VC) began her report by thanking members for their efforts and support at this challenging time.

She noted UOW's pivots over the last two months to online teaching and remote working, and the continued efforts to provide clear and concise communications throughout this period to ensure the safety, health and wellbeing of staff and students.

She reported that a recent Vice-Chancellor's Strategy Event brought together 140 members of the University community to address the challenge of how to accelerate progress towards our strategic goals, whilst simultaneously improving our culture. She was pleased to note that for approximately 50% of participants, this was the first time they had been engaged in UOW strategy discussions. She advised that the delegates generated a broad range of views and produced some excellent suggestions, many of which the University would act upon. Key takeaways from the two day event were the cultural themes of *trust, honesty, transparency* and *accountability*. The Director, Human Resources (D/HR) would be moving forward with a process of staff engagement and surveys to inform subsequent actions. Feedback gathered before, during and after the event would now be synthesised into a formal communication for circulation. The VC noted her thanks to the Director, Strategic Planning (D/SP) and his team for their coordination of this successful event.

The VC provided members with updates on the following student-focussed initiatives:

- Weekly Student Advisory Council meetings – The VC and representatives from the student body have met weekly to discuss the most critical issues facing students in the current online learning environment. She commented on the value and quality of advice provided by students.
- Vaccination Information – Members were informed that a purpose-built online Vaccination Information Centre has been developed for students to access all the latest material, along with a series of FAQ's developed specifically for UOW students. The VC extended her appreciation to the Executive Director (Indigenous Strategy) (ED/IS) and the Woolyungah Indigenous Centre (WIC) for hosting a very successful vaccination day which administered approximately 150 doses. She advised that the Wollongong Vaccination Hub is on track to open in August and negotiations continue to facilitate specific vaccination opportunities for UOW Students. UOW's campus pharmacy has also now received supplies of the AstraZeneca vaccine and coordination of further supplies are underway.
- Campus Fest – A new 'return to campus' event concept has been developed, and extensive planning has the event ready for implementation once students return to campus. At this stage it appears the event will take place early next year. The event will include a Safe and Respectful Communities (SARC) focus with a range of actions being taken to raise awareness and ensure UOW is a safe and respectful place to work and study. This includes the engagement of Australian of the Year Grace Tame to deliver a keynote address to staff and students.
- Early Admissions – The VC commended the Director, Student Recruitment (D/SR) and her team for the efforts and initiatives that have contributed to a record year for early admissions with an increase of applications up 31% from 2020. Illawarra school counsellors have been extremely complimentary about UOW's support and online resources to help alleviate distress and uncertainty for high-school students.
- VC scholarships – A new VC Scholarships program has been introduced. The generous scholarships of \$30,000p/a also provide a targeted leadership program aimed at retaining and developing the best local talent in our region. Special thanks were extended to the Deputy Vice Chancellor (Education) (DVC(E)), the Dean of Business (D/BUS), and the Director, Student and Accommodation Services Division (D/SSAD), for their help in developing the program.

Members were also updated on the following UOW-wide initiatives:

- Campus Clinic closure – The VC advised that the University was given three weeks' notice prior to the closure of the campus clinic and while this was received with disappointment, it has provided new opportunities. Under the leadership of the Senior Deputy Vice-Chancellor (SDVC), a taskforce of staff, students and health care professionals has been established to develop a Health and Wellbeing Strategy which will allow UOW to reimagine health care services across all campuses.

Simultaneously, work is underway to provide continuity of services and further announcements will be made in the coming weeks.

- New Hires – A number of Senior Executive level appointments are nearing completion, and several have already been made including Professor Eileen McLaughlin as the Executive Dean, Faculty of Science Medicine and Health (ED/SMAH) and Professor David Currow as Deputy Vice-Chancellor (Health and Sustainable Futures) (DVC(HSF)). The VC noted that the decision to make two appointments in this space was based on feedback from stakeholders, including the Illawarra Area Health Service. The University has already been engaged in a substantial expansion in Shellharbour which will provide real opportunities for UOW students and staff, as well as the community.
- Multiversity announced – An Australian first partnership initiative has commenced between the University of Wollongong, University of Newcastle, UNSW Sydney, Western Sydney University (collectively, the NUW Alliance) and TAFE NSW to support new jobs at the Western Sydney Aerotropolis. The VC thanked the Deputy Vice-Chancellor (Research and Innovation (DVC(RI))), the Deputy Vice-Chancellor (Global Strategy) (DVC(GS)), and the DVC(E) along with all those involved in the development, for their contributions.
- Sabbatical Review – Under the leadership of the DVC(RI), the Sabbatical Policy review is in the final stages of consultation with a plan to commence in first semester, 2022.
- Safe and Respectful Communities – The VC advised that this important area of responsibility will move into the SDVC portfolio. In consultation with key stakeholders, work to co-create a refreshed structure that is more aligned with the needs of our community has commenced. This is an opportunity to further develop and evaluate interventions in this space; creating a non-threatening environment in which to have discussion and raise issues; as well as meet the University's accountability obligations.

*1.7 Membership Business - Academic Senate Elections

Members were reminded that nominations had recently been invited to fill four vacant governance positions. At the close of nominations on Wednesday, 28 July 5pm, one nomination was received for each vacant position. The Chair reported that the following people were declared elected to their nominated positions;

- Professor Nina Reynolds, Faculty of Business and Law as *Deputy Chair, Academic Senate*; and
- Dr Kellie Buckley-Walker, Faculty of Arts, Social Sciences and Humanities,
Professor Trish Mundy, Dean of Law, Faculty of Business and Law,
Dr Elena Vlaha-Gjorgievska, Faculty of Engineering and Information Sciences
as *Academic Senate representatives on the University Education Committee (UEC)*.

The Chair congratulated those members on their appointment.

RESOLVED 2021/31

that Academic Senate:

- note the outcome and congratulate Nina Reynolds on being elected as Deputy Chair of Academic Senate for the term 4 August 2021 to 30 June 2023; and*
- note the outcome and congratulate Kellie Buckley-Walker, Trish Mundy, and Elena Vlaha-Gjorgievska, on being elected for Academic Senate representatives on the University of Education Committee for the term 4 August 2021 to 30 June 2023.*

PART 2: COMMITTEE BUSINESS

*2.1 Indigenous Student Completion Plan

Taking the Plan as read, the Executive Director (Indigenous Strategy) (ED/IS), spoke to this item providing members with a brief overview.

She advised that the Indigenous Student Completion Plan was an initiative of UOW's inaugural Reconciliation Action Plan and had been developed by UOW's Indigenous Strategy Office in collaboration with the Pro Vice-Chancellor Students (PVC(S)) Portfolio.

The Plan's principle aim was to raise awareness of the specialist and culturally appropriate services available to the University's Indigenous students that augment existing 'mainstream' services. It provided a suite of resources to be used as a tool by staff in all pockets of the University to help achieve shared outcomes.

The Plan was purposefully developed in this unique format in consideration of the current climate and potential change fatigue. The document would be expanded to include appropriate UOW planning measures in its next iteration. It is currently provided to staff as a guide to the activities, events and resources available at all touch points of an Indigenous Students' education journey, and highlights the elements measured by the Commonwealth funding body.

The ED/IS informed members that the Plan has been provided to Academic Senate with the hope that members will take it forward and disseminate widely within their respective areas.

A member commended the Plan and remarked that it would greatly assist with the work her faculty has undertaken in partnership with WIC. Further affirmations were received and it was agreed that the Secretariat would provide the Plan to members as a stand-alone document for dissemination.

RESOLVED 2021/32

that Academic Senate receive the Indigenous Student Completion Plan as provided in the agenda papers.

*2.2 Short Course Policy Suite

The Deputy Vice-Chancellor (Education) (DVC(E)), spoke to this item providing the following overview:

- Substantial work was undertaken to bring Short Courses to fruition and embed UOW's vision for lifelong learning.
- Work was led by the DVC(E) portfolio, with extensive consultation across the University, including engagement from Faculties, SASD, SMCU and IMTS, and other stakeholders.
- The Open Learning Platform went live in early June and work is underway to get the first courses for microcredentials onto the platform.

With regard to the policy documents provided for Senate's endorsement, the following points were highlighted:

- The policies and procedures are based on the Lifelong Learning Framework, which was endorsed by Academic Senate on 20 May 2020.
- The Course Policy has been amended to take account of all of UOW's course offering, now including short courses alongside award and non-award courses.

- The Short Course Management Procedure outlines a simplified approval, design and review process tailored to short course requirements.
- The Short Course Learner Policy document governs the whole process for learners from registration to completion.
- It was important to note that ‘learners’ are not considered UOW students and there were conscious efforts made to keep these cohorts distinct.
- These policy documents have moved quickly between the approval committees and all feedback received following endorsement by the Education Policy and Quality Subcommittee (EPAQ) is provided in the agenda papers.
- At UEC it was agreed that further work around disability provisions may be required. The Future Education Division (FED) is continuing to work with the PVC(Students) Portfolio in this area.
- Following the receipt of student feedback regarding the fees process, provisions were amended such that:
 - 15 days prior to commencement learners can receive a full refund;
 - Within 15 days, but prior to commencement, learners can receive an 80% refund; and
 - After commencement or when a course doesn’t have a commencement date, exceptional circumstances for fee refunds apply (self-paced courses).
 - It was also acknowledged that the outcome of being transferred to another course must be agreed to by the learner.

In closing, the DVC(E) recommended that the documents be endorsed with a 12 month review date in acknowledgment of their newly created status. He noted that process refinements may be required once delivery of short courses had commenced.

The Chair congratulated the Academic Quality and Standards Unit (AQS) for the volume of work that has gone into developing this suite of policy documents.

RESOLVED 2021/33

that Academic Senate:

- endorse the amendments to the Course Policy;*
- endorse the new Short Course Learner Policy;*
- endorse the new Short Course and Non-Award Course Management Procedures; as set out in the agenda papers and identified at the meeting; and*
- forward to the delegated authority for approval.*

***2.3 Credit for Prior Learning Policy Amendments**

The Chair referred members to the Moodle site, drawing their attention to a late revision of this agenda paper. The Director, Academic Quality and Standards (D/AQS) was invited to speak to this item.

The D/AQS advised members that this was a light touch review of the Credit for Prior Learning Policy (CPL) in response to issues arising around definitions of internal and external credit. During the review a number of other changes were made to: align definitions; update the policy to reflect changes to Australian Qualification Framework (AQF) taxonomy; and include references to lifelong learning and the assessment of microcredentials.

He advised that student feedback received just prior to Senate’s meeting highlighted that streamlining the appeals process in the original amendment proposal had inadvertently reduced the range of matters on which students could appeal credit assessment decisions. As that was not the intention, an alternative configuration has now been included under clause 16 of the policy document. It reinstates initial merit-based appeal rights, and provides students with opportunities to appeal under the Review and Appeal

of Academic Decision Policy and Procedures for the Review of Marks or Grades and Other Academic Decisions (Coursework).

The Chair clarified that even though the late change hadn't been approved by UEC, it was simply a reinstatement of clauses from the original policy.

RESOLVED 2021/34

that Academic Senate:

- (i) *endorse the proposed amendments to the Credit for Prior Learning Policy as set out in the agenda papers and identified at the meeting; and*
- (ii) *forward the revised policy to the Vice-Chancellor for approval.*

***2.4 Job Ready Graduates Legislation and Impact on Course Progress Policy Requirements**

The Associate Dean (Education) of the Faculty of Arts, Social Sciences and Humanities (ADE/ASSH) was invited to speak to this item.

She advised members that following initial reviews by the Education Policy Review Subcommittee (EPRS) and the Education Policy and Quality Subcommittee (EPAQ), a Working Party was established to further examine the impacts of legislative changes under the Job Ready Graduates (JRG) Package on domestic student entitlements to a Commonwealth Supported Place (CSP).

Members were referred to the detailed agenda paper and the ADE/ASSH noted her thanks to the Working Party who worked very quickly to find resolutions for the questions facing UOW in light of the legislative change. She highlighted the following key points:

- The Working Party looked at the UOW and government definitions/criteria around low completion rates and CSP eligibility.
- Special circumstances under JRG reforms are broader than UOW criterion under the Compassionate and Compelling Circumstances Guidelines.
- Based on 2019 data, less than 2% of UOW students (i.e. 160) would have potentially been at risk of losing their CSP funding under this legislation after failing eight (8) subjects. In 2019 50% of these students left the University of their own accord.
- The Working Group determined that this small cohort was manageable on a case-by-case basis within the current scope of the Course Progress Policy which is scaffolded to provide support along the way. Collaborative monitoring by the Admissions, Fees and Scholarships Team, and the ADE's, and HOS's, would be sufficient to manage support for the impacted students.
- No changes to the UOW Course Progress Policy were required at this time.

A student member emphasised that the most important aspect of implementation will be clear communications with students to alleviate any confusion in this matter.

Offering the student perspective, he also made the following comments on the Working Party Recommendations provided with the agenda paper:

- Recommendation 4 – Suggested amending the wording under item 4.3 advising students that they are '*required to claim special circumstances within 12 months*' in order to encourage timely applications. He noted that this statement is false (as there is no time limit), and may prevent students from enacting their entitlement of later appeals because they have been misled by the University.

- He suggested that the December review of the Student Academic Consideration Policy would be a good opportunity to align UOW's Compassionate and Compelling Circumstances Guidelines with the government approach to JRG Special Circumstances.
- Recommendation 6 – The member inquired if the current Course Progress Policy includes 'between session' monitoring, and expressed concern that - if students fail one course in Session 1 and three courses in Session 2 - it may otherwise be too late to address the risk of losing their CSP.

The ADE/ASSH advised that these recommendations would be taken under consideration and affirmed that the current Course Progress Policy and processes are scaffolded and comprehensive allowing for early identification of students at risk. She advised that multiple student progress reports are provided at the end of every examination period so students are identified and monitored from the outset. She advised that many schools also undertake mid-session reviews.

In response to another question, the ADE/ASSH confirmed that work will be undertaken in conjunction with the Admissions, Fees and Scholarships Team to provide tailored information for students at risk to ensure academic staff do not have to provide fees advice.

A member noted that late withdrawals, while not fails, may impact the monitoring and review timeframes now required. This point was taken on advisement and the ADE/ASSH reiterated that the Working Party has been a collaborative undertaking with engagement from all key stakeholders. She advised that the recommendations would be reviewed after the legislation was in effect for 12 months, when actual impacts could be assessed.

The Chair commended the Working Party on charting the path between course progress and commonwealth support.

RESOLVED 2021/35

that Academic Senate endorse the set of recommendations pertaining to the Jobs Ready Graduate Package Amendments and impact on UOW Course Progress Policy.

PART 3: COURSE APPROVALS

There were no course approvals.

PART 4: MEMBERS' REPORTS

***4.1 Reports from Senior Executive**

The Chair invited Senior Executive members to provide portfolio reports to Academic Senate.

The Deputy Vice-Chancellor (Education) (DVCE) reported on the following key items:

- The *Blended Learning Enhancement Initiative* has now been launched, to support improvement of online courses in the new learning environment. Members were referred to the VC's opinion piece in the latest issue of Campus Review, which strongly makes the case that blended and hybrid learning is here to stay. A new online Learning & Teaching Hub has been developed by Learning, Teaching and Curriculum (LTC) which provides a host of terrific resources for academic colleagues' engagement.
- A six month trial of *Studiosity* has commenced. This is a free, 24/7, on-demand, online service providing students with guidance and feedback on their academic skills. The service will benefit students in the current remote learning environment and will also be an excellent companion service for students upon return to face-to-face teaching. It was noted that Studiosity has been in use at UOW College since 2015 and UOW Dubai since 2018.

- Establishment of a *Student-Staff Partnership Innovation Hub* is underway to provide guidelines for online classes and associated online activities. The University is working with the Student Advisory Committee (SAC) on ways to help students and staff to get the most from online learning and teaching interactions.
- The *Student Experience Survey (SES)* is in the field in August. As the University was unable to return to a vibrant campus due to the lockdown, the “You Told US, So We Are” campaign has been launched to encourage student participation in the SES and to demonstrate that student feedback is valued at UOW. The Campaign communicates the lessons learned from student feedback.

In response to questions about consultation and feedback regarding Studiosity, the DVC(E) advised that comprehensive FAQs will be provided to address questions and invite further feedback via a designated email. FAQs will be updated in response to new feedback, and all perspectives will be considered during the review of the pilot.

A member noted that the Studiosity link had simply appeared in Moodle sites and suggested a better communication strategy for initiatives of this magnitude (other than email) is needed to ensure academics and students are fully informed. The DVC(E) acknowledged this comment, advising that students have been advised, and the quick rollout was to meet an urgent service need with the return to fully online delivery.

The Deputy Vice-Chancellor (Research and Innovation) (DVC(RI)) provided a brief update on the following:

- *Essential Research* - Updated guidelines for essential research during stay at home orders have been released. All research staff and students were encouraged to review the guidelines and to document the impacts of Covid-19 restrictions on research activity.
- *Grants* – To prioritise emerging researchers, funding from the Federal Government’s Research Support Program has been allocated to 28 of the University’s most vulnerable research fellows, including three indigenous fellows. Over 50 grants have also been awarded as part of the UOW’s RevITALise (RITA) Research Grants Scheme, with more than 50% of those grants awarded to projects led by women.
- *External Grant Success* – UOW was awarded national funding for an ARC Training Centre in Energy Technologies for Future Grids, led by Prof Kashem Muttaqi. In ARC Linkage Project success, UOW was awarded a grant for the exploration of Indigenous approaches towards ocean governance, led by Dr Michelle Voyers and the Australian National Centre for Ocean Resources and Security (ANCORS). A/Prof Ting Reng from EIS was also involved in a successful Linkage Project led by UNSW.

An information session to update staff on the Sabbatical Policy review would be held at 3.30pm that day. Review of the policy, now called Special Studies Program Policy, was a collaboration between DVC(RI) and SDVC as it crosses research, education and knowledge exchange.

A member expressed staff gratitude that there was progress on the Sabbatical Policy review and asked if feedback and actions in response to feedback could be made available to staff when the consultation period has closed. She noted that there was already a volume of staff feedback in relation to special studies being taken overseas, and an issue of particular concern was the bottle neck that exists due to Sabbatical Leave cancellations over 2020-2021.

She noted that there is a strong desire at faculty and school level for the University to provide some uniform policy criteria or guidance on how this should be dealt with.

The DVC(RI) thanked the member for raising those points and observed that the wording of the revised policy may need revision as there appears to be some misinterpretation around the special studies requirement. The Chair noted the deadline for feedback as Friday 6 August, 2021.

The Chief Operating Officer (COO) briefly noted an update on the following:

- *Covid-19* - There has been a strong operational focus on analysing the daily Government announcements regarding public health orders and the evolving Covid-19 situation, with communications relayed to UOW staff and students as quickly as possible.
- *Cyber Security* – The COO advised that there are heightened cyber risks associated with the remote working environment and asked members to ensure they remain vigilant and be aware of spam emails, etc., and to encourage colleagues to be the same. Security education awareness training is available for staff.

*4.2 Members' Reports

4.2.1 UOWGE's role in UOW's Internationalisation Strategy

The Chair invited Professor Wilma Vialle, Pro Vice-Chancellor (Global) (PVC(G)) to report on academic alignment between UOW and its global enterprises, noting that annual reports will be made to Senate on this topic, due to its importance.

The PVC(G) informed members that a key aspect of her role is to improve the alignment between UOW entities and remove unnecessary barriers to sharing expertise. She provided a presentation on UOWGE's role in UOW's Internationalisation Strategy, sharing the following information:

- Internationalisation at the University of Wollongong is a broad concept that goes well beyond international students.
- UOWGE is a wholly owned subsidiary of UOW with a vision to be a dynamic global education provider. Its mission is to deliver UOW's ambition to be a global network, through development and operation of offshore campuses and pathways to university.
- UOWGE's values of; excellence, collaboration, innovation, integrity, passion and courage guide all its operations and Staff Awards centre on these values. Upon commencement, every UOWGE staff member selects one value that most resonates with them, which is signified by the presentation of a symbolic engraved rock.
- The PVC(G) noted that UOWGE delivers one component of UOW's internationalisation strategy and provided members with an overview of the global network, including a detailed breakdown of academic offerings, campus locations and details of premises:
 - UOW Dubai (UOWD), commenced in 1993 and has one newly constructed campus. The President of UOWD is Prof Mohamed Salem. All programs are accredited by the UAE Commission for Academic Accreditation and have full equivalency as UOW accredited programs with the exception of one partnership program for luxury brand management. The new state-of-the-art Dubai campus opened in 2020.
 - UOW College Australia (UOWC), commenced in 1988 and has five campus locations across NSW. The oldest UOW Entity has undergone several name changes since its inception and is headquartered on UOW's main campus at Wollongong. Besides operating on campus in five domestic locations, UOWC also works in various overseas partnerships including China.
 - UOW College Honk Kong (UOWC/HK), commenced in 1985 and became part of UOWGE in 2015. It has one campus that was newly established in 2021, and one campus is currently under construction with expected completion in 2024. The President is Ms Vanessa Bourne. UOWC/HK was acquired over a five year period from City University. It does not presently have University status but the long term aim is to transition from College to University status by increasing bachelor degree offerings. All programs are fully accredited with the Hong Kong Council for the Accreditation of Academic and Vocational Qualifications. Particular areas of

expertise are Social Work, and Aviation which provides an interesting link with the Multiversity's Aerotropolis-focussed courses in Australia.

- UOW Malaysia KDU (UOWM), commenced in 1983 and became part of UOWGE in 2019. It has one newly constructed campus in Kuala Lumpur, and two campuses in Penang-Georgetown and Batu Kawan. The CEO Asia, is Ms Jennifer Ng. UOWM emerged from the acquisition of two University College licenses and one College licence and it does not currently have University status. It is known as a centre of excellence for Gaming, Culinary Arts, Hospitality Management, and Tourism Management. All programs are fully accredited with the Ministry of Higher Education in Malaysia. At this point there are no UOW accredited programs. The Ramsay Sime Darby Healthcare College will join UOWM once acquisition approval has been given by the Malaysian government.
- It was noted that UOWGE makes a significant contribution to the academic delivery of UOW worldwide.
- Members were advised that following the creation of a new reporting structure, academic governance at UOWGE now aligns with UOW. Each of the four entities has its own Academic Board or Senate, which reports up to an oversight committee - the UOWGE Board of Academic Governance (BOAG), chaired by the SDVC. All boards have high UOW participation and the PVC(G) noted a clear line of communication has been established between Academic Senate and the BOAG, including the exchange of minutes of meetings. She advised that all matters of academic importance are addressed by the BOAG and disseminated to each entity. An Academic Risk Register across all entities is also maintained and regularly reviewed.
- Together these entities deliver over 200 unique courses and approximately 30 are delivered at more than one teaching location. This provides multiple opportunities for staff and student collaborations. The crossovers represent an opportunity for students to utilise UOW's global network of campuses during their studies, i.e. start anywhere and finish anywhere.
- Other intersections include current projects to ensure UOWGE's processes are aligned with UOW on matters such as course approvals, blended learning and microcredentials.

The PVC(G) closed her presentation with an invitation to members to participate in the 2021 UOWGE Global Collaborate Conference from 16-18 November. The conference will focus on: Research collaboration; Collaboration in teaching and learning; and Student and Staff mobility amongst entities.

Given time constraints the Chair tabled questions for the PVC(G) until the next meeting and on behalf of Senate thanked the PVC(G) for an interesting, informative and important presentation.

RESOLVED 2021/36

that Academic Senate note the presentation on UOW Global Enterprises role in the University of Wollongong's Internationalisation Strategy provided by the Pro Vice-Chancellor (Global), Professor Wilma Vialle.

***4.3 Student Members' Report**

There were no reports.

PART 5: ACCADEMIC SENATE COMMITTEE BUSINESS

***5.1 Business from Academic Senate Committees**

There was no business from Academic Senate Committees.

5.3 Committee Minutes

RESOLVED 2021/37

that Academic Senate note the minutes from the following Academic Senate Committees and affiliate UOW entity meetings, as attached to the agenda papers:

- (i) UEC Minutes 5 May 2021 – ratified;*
- (ii) UIC Minutes 23 February 2021 – ratified;*
- (iii) UIC Minutes 18 May 2021- unratiied;*
- (iv) URC Minutes 18 February 2021 – ratified;*
- (v) QARG Minutes 8 April 2021 – ratified;*
- (vi) QARG Minutes 10 June 2021 – unratiied; and*
- (vii) UOWGE Board of Academic Governance Minutes 18 May 2021 – unratiied*

PART 6: FUTURE MEETINGS AND OTHER BUSINESS

6.1 2021 Meeting Dates

Wednesday, 15 September 2021
Wednesday, 17 November 2021

***6.2 Other Business**

There being no other business, the meeting closed at 11.47am.

Signed as a true record:

GregRose
GregRose (Nov 17, 2021 18:16 GMT+11)

Chair, Academic Senate

Date: Nov 17, 2021

ACTIONS ARISING

| SENATE DATE/ ITEM | ACTION | STATUS/ DUE DATE |
|---|---|-----------------------------|
| 4 August 2021: Item 1.5 Chair's Report | Casualisation: Chair to provide an update on the Working Party at the next meeting. | 15 September 2021 |
| 4 August 2021: Item 2.1 Indigenous Student Completion Plan | Secretariat to circulate the Plan to members as a stand-alone document for dissemination. | Complete |






Academic Senate | Ratified Minutes of the Meeting 4 August 2021

Final Audit Report

2021-11-17

| | |
|-----------------|--|
| Created: | 2021-11-17 |
| By: | Tanya Barton-Saad (tanyab@uow.edu.au) |
| Status: | Signed |
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