



ACADEMIC SENATE MEETING MINUTES 9 NOVEMBER 2022

Minutes of the 363rd meeting of Academic Senate held at 9:30am on Wednesday, 9 November 2022, Building 20, room 20.5 and via WebEx.

PART 1 – PRELIMINARY BUSINESS

MEMBERS PRESENT:

Prof Nina Reynolds (Chair)	Prof Danielle Skropeta	Prof Gursel Alici
Prof Patricia Davidson	Prof David Currow	Prof Karen Charlton
Prof Ann Rogerson	Prof Faisal Hai	Prof Sean Brawley
Prof Colin Picker	Prof Guang Shi	Prof Sue Bennett
Prof Theo Farrell	Dr Elena Vlahu-Gjorgievska	Mr Ahsan Anees
Prof Trish Mundy	Dr Germanas Peleckis	Mr Benjamin Hamill
Prof Zhengyi Jiang	Dr Jane Carey	Mr Dominic Riordan
S/Prof Eileen McLaughlin	Dr Jenny Atchison	Mr Jack Mansell
A/Prof Azdiar Gazder	Dr Kate Bowles	Mr John Littrich
A/Prof Chris Hyland	Dr Kellie Buckley-Walker	Mr Michael Valceski
A/Prof Ika Willis	Dr Kimberley McMahan-	Ms Nadia Verrucci
A/Prof Montse Ros	Coleman	Ms Tiana Myers
A/Prof Stephen Beirne	Dr Lisa Slater	

APOLOGIES & LEAVE OF ABSENCE:

Prof Lee Moerman	Dr Belinda Gibbons
Prof Louise Hickman	Dr David Tan
Prof Karen Walton	Dr Marian Wong
Prof Thomas Astell-Burt	Ms Cathy Duncan-Ross
Prof Wilma Vialle	Ms Jaymee Beveridge
A/Prof Julie Kiggins	Ms Katherine Minns
A/Prof Konstantin Konstantinov	Ms Margie Jantti
A/Prof Wanqing Li	Ms Tarneet Kaur
A/Prof Yanguang Yu	

IN ATTENDANCE:

Dr Nancy Huggett, Director Governance and Safe and Respectful Communities
Ms Lorraine Deny, Manager, Professional and Organisational Services
Ms Paola Ciccarelli, Interim Senior Manager, Governance Unit
Ms Marcela Herrera, Academic Senate Executive Officer
Ms Theresa Hoynes, Director, Student Services and Accommodation Division (SASD)

OBSERVERS:

Ms Maha Tariq, Governance and Policy Coordinator

*1.1 Welcome, Acknowledgement of Country, Apologies and Leave of Absence

The Chair delivered the Acknowledgement of Country and welcomed all members to the Academic Senate meeting.

The Chair reminded all members of attendance requirement and obligations as per the Academic Senate Electoral Rules section 13.1e.

1.2 Arrangement of Agenda

1.2.1 Conflicts of Interest

The Chair called for conflicts of interest with any matters before the Academic Senate. 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 Welcome, Apologies and Leave of Absence
- 1.2 Arrangement of Agenda
- 1.3 Confirmation of Minutes
- 1.4 Business / Actions Arising from Minutes
- 1.5 Chair's Report
- 1.6 Vice-Chancellor's Report
- 1.7 Membership Business
- 2.1 Presentation - Faculty of the Arts, Social Sciences and Humanities (ASSH)
- 2.2 Draft Regional Campus Strategy 2023 - 2025
- 2.3 Draft Sports Strategy 2023 - 2025
- 2.4 Academic Senate Role and Function Review
- 2.5 Amendments to the Academic Promotion Appeals Procedure
- 2.6 Comparative Student Outcomes and Interim Course Monitoring Report for 2021
- 4.1 Reports from the Senior Executive
- 4.2 Members' Reports
- 4.3 Student Members' Reports
- 4.4 Questions on Notice
- 5.1 Business from Academic Senate Committees
- 6.2 Other Business

No other items were starred for discussion.

RESOLVED 2022/52

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

*1.3 Confirmation of Minutes

RESOLVED 2022/53

that the minutes of the previous meeting of Academic Senate held on 21 September 2022, as attached to the agenda paper, 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 as follows:

Academic Senate facilitating the Academic Voice Workshops

The Chair has discussed a proposal with the Vice-Chancellor (VC) concerning how Academic Senate can facilitate the Academic Voice. This would involve elected members and other invited stakeholders taking part in 2 or 3 workshops in 2023 where 'big picture' issues concerning academia, Higher Education and UOW are explored. A 'save-the-date' invitation will be issued to relevant members either later in 2022 or early in 2023. If an invited elected member is not available to attend the meeting, they are able to nominate a colleague of the same classification in the same faculty/school.

Following questions from a member regarding what topics will be discussed, how the working group will arrive at those topics and how will the findings be fed onto portfolios, the Chair confirmed that

details are yet to be finalised and further discussions are required for the preliminary topics. Stakeholders may be invited to give presentations depending on the topics of discussions agreed upon however more details will be provided once they are available.

NSW CoCABS

The NSW Committee of Chairs of Academic Boards and Senate (CoCABS) will be holding meetings at UTS on 10 and 11 November 2022. The Chair is not available to attend however a report will be provided once the minutes from CoCABS are made available.

*1.6 Vice-Chancellor's Report

The VC highlighted the following in her report to Senate:

- The University's newest potential students have been welcomed to UOW in a series of events across our domestic campuses.
- Due to global, inflation, geopolitical instability, and market volatility, all institutions are in a period of recalibration and refocus. The University is mindful of the challenges and is refining our recovery plan as needed.
- The recently held graduation ceremonies were a resounding success. Thanks to all staff that were involved.
- **Financial Position:** Concerns about the possible recession in the United States, its potential global repercussions, rising living costs and rising interest rates continue to impact global financial markets. However, the University has been encouraged by international student numbers and our financial situation is slowly improving.
- **People and Culture:** Recruitment for a Chief People and Culture Officer and a Vice-President (Operations) has continued. The two positions will be filled within the few weeks. In addition, the Interim Director of HR has led discussions with faculties and divisions to analyse the findings of the Voice Survey. A presentation of the findings and the university's action plan will be provided. The establishment of the Committee for Equity, Diversity and Inclusion (CEDI) is also making good progress.
- **Our Strategic Focus:** As part of the overarching post-pandemic strategic vision, Strategic Planning has begun a consultation process regarding the proposed Roadmap 2023-2025. Feedback received has reinforced the short-term roadmap's goal of creating a focused agenda to rebuild our strong and resilient enablers considering the current environment's volatility. To move forward with our long-term goals, people, culture, finances, infrastructure, our strategy and our assurance procedures must be taken into account.
- **Information Protection and Cyber Security:** The major cyber breach suffered by Optus, which occurred via a public facing interface to a test system, involved the compromise of the sensitive data of millions of customers. UOW hold a wide range of sensitive data, including tax file numbers, medical records, identity documents in addition to research data, which has potential commercial value. Credit card and bank details are held outside of the UOW environment by third party providers. All our processes are currently being reviewed and continuously monitored. The VC asked staff to exercise caution and diligence. The retention of sensitive data that has served its purpose is under review so as to delete the records and reduce exposure.
- **International Student Recruitment:** The Chinese and Malaysian governments sent a delegation to Wollongong to demonstrate their strong support for our programs. The VC and SDVC & SVP(IEER) had a positive meeting with the Minister Jason Clare and Indian Education Minister the Honourable Shri Dharmendra Pradhan. Minister Pradhan also serves as the Minister for Entrepreneurship and Skill Development. Trends in the UOWGE enrolments are very encouraging.
- **Domestic Student Recruitment:** Early admission applications for 2023 closed on 12 August 2022, with results announced on 13 September 2022. Application numbers decreased by -5.9% compared to 2021. This was somewhat expected given the continued Early Entry programs and the competitive domestic environment. These results emphasise the case for change for 2023 Early Admission and the need to review the student engagement model. The decrease in undergraduate numbers is being balanced by an increase in postgraduate student numbers.
- **Recruitment to Future Sessions:** In accordance with the undergraduate cycle, planning for domestic undergraduate enrolments for 2024 will begin in December. Planning for 2023 postgraduate domestic recruitment has already begun with events and tactics in October for Session

One intake. Commonwealth Supported Places continue to be an effective strategy for increasing enrolments and the recent additional places are appreciated.

- **Creating Knowledge for A Better World (Research):** The Australian's annual Research magazine, which was published 2 November 2022, named the top Australian researchers and top institutions in 250 fields of research. UOW was named in the fields of Computer Security & Cryptography and Manufacturing & Machinery.
- **Staff Achievements:** A very special congratulations to our respected colleague Professor Justin Yerbury AM who was awarded the prestigious Eureka Prize for Scientific Research and prestigious NSW Premier Award for Science. This recognition reflects Professor Yerbury and his team's dedication to this important study of Motor Neuron Disease, which has transformed understanding of this disease. His research has been accessed over 25,000 times indicating it's significance.
- **Australian Research Council (ARC) Funding:** The ARC funding model and the Excellence in Research for Australia (ERA) program have undergone significant changes. In late August, the Federal Education Minister, the Hon Jason Clare MP announced a review of the ARC and gave a direction to discontinue preparations for ERA 2023. The Minister clarified the National Interest Test and announced a review of the ARC and the enabling legislation. The VC would like to acknowledge the time and effort invested by colleagues towards the ERA 2023 preparations. UOW's research processes and systems have been significantly improved because of this work, positioning UOW well for quality and impact assessments in the future.
- **2022 ARC Future Fellow recipients:** Four of UOW's researchers Professors Karen Charlton, Thomas Astell-Burt, Fuchun Guo and Associate Professor Jiakun Liu, received 2022 Future Fellowships under the ARC funding scheme, a total close to \$4 million in total. Future Fellowships are awarded to mid-career researchers to conduct research in areas of national importance.
- **Global Climate Change Week (GCCW):** The VC attended GCCW which was held from 11-20 October 2022 and found it uplifting to see the students and staff, from all campuses speaking about their actions and research to reduce climate change. UOW has engaged with GCCW since 2015 and partnered with Healthy Cities Illawarra, Wollongong City Council and Green Connect in this year's event.
- **Surfing as a Science:** UOW launched a Surf Engineering Research Fund and hosted Surfing as a Science, highlighting the power of science and connection with community. The VC congratulated Professor Marc in het Panhuis, Professor of Materials Science and Surf Engineering and his team for their innovative work. Shoalhaven Mayor, who is also Deputy Chair of National Surfing Reserves and a Board Director of Surf rider Foundation Australia, Chris Homer was in attendance as well the event attracted alumni and strong support from the community.

In closing, the VC expressed her appreciation to all staff for their hard work, acknowledging it has been a challenging time. She also requested that all staff continue to be passionate advocates for UOW and promote the University as much as possible.

*1.7 Membership Business

The Chair reported that the three student member vacancies for Academic Senate members have been filled as follows:

- The vacancy for the Postgraduate Student Representative, for the two-year term, 1 January 2023 to 31 December 2024, has been filled by Durga Tandon
- The vacancies for the Undergraduate Student Representative, for the two-year term, 1 January 2023 to 31 December 2024, be filled by Abbey Dawson and Bayley Mathai

RESOLVED 2022/54

that Academic Senate:

- note the outcome of the 2022 UOW Annual General Elections as provided in the agenda paper, and welcome incoming Academic Senate Student Representatives commencing 1 January 2023; and*
- extend appreciation and thanks to the outgoing Academic Senate Student Representatives whose term of office ends on 31 December 2022, for their contributions to Academic Senate and University Governance.*

PART 2: GENERAL BUSINESS

*2.1 Presentation – Faculty of the Arts, Social Sciences and Humanities (ASSH)

The Executive Dean of the Faculty of the Arts, Social Sciences and Humanities (ASSH) provided her presentation and highlighted the following key points:

- The presentation given at Academic Senate is an updated version of the one presented to UOW's University Council.
- ASSH consists of seven schools plus Early Start and the UOW Art Collection. It also has two community facing facilities one of which is Northfields Clinic which provides mental health services for adults and a separate clinic for young people and children, and the other is the Discovery Space which is part of Early Start.
- ASSH is the largest faculty by enrolment comprising of over 9000 students, mostly domestic and with a large undergraduate cohort, plus around 500 international on-shore and 600 international off-shore students.
- Current staff numbers are approximately 400, comprising of academic and professional, continuing and fixed term. It is a female dominated faculty with nearly 70% of staff being female.
- It is geographically diverse, with courses delivered at Wollongong, Bega, Batemans Bay, Shoalhaven, Southern Highlands and South Western Sydney campuses. In addition, it has students located in UOW Dubai and UOW Hong Kong and at the Singapore Institute of Management.
- The Faculty has a diverse range of specialisations providing opportunities to make inter-disciplinary connections within the faculty and with other faculties. It offers accredited professional programs, broad degrees with specialisations, a range of degree structures including double degrees, and cross various study modes.
- The Faculty's publications are on a consistent upward trajectory, and include scholarly and non-traditional outputs.
- The Faculty's research income has gradually increased over the last five years. Currently, there are 414 HDR students, 81 commenced this year and 50 completed and graduated up to November 2022.
- In relation to ranking, the Faculty is performing well. Across various methodologies it is ranked highly for Geography, Philosophy, Education, Social Sciences & Management, Arts & Humanities, and Public Health.
- The Faculty collaborates closely with numerous partners in the health and education sectors, many of whom provide financial support for research projects. The Faculty works with government partners to offer bespoke courses and professional learning for specific qualifications. It also collaborates with not-for-profit organisations on smaller projects which are very important to the community.
- The priorities for the Faculty are further developing the courses on offer, improving the student experience, enhancing our research quality and impact, and supporting staff through a range of initiatives in the EDI space.

In closing the Executive Dean outlined the Faculty's commitment to continually make improvements and progress on their action plan, ensuring staff, particularly those that commenced during COVID, are supported and given opportunities to connect with colleagues and senior staff. She also thanked all colleagues in ASSH for all their efforts, dedication and commitment.

RESOLVED 2022/55

that Academic Senate note the presentation on the Faculty of the Arts, Social Sciences and Humanities (ASSH) as provided by the Executive Dean ASSH.

*2.2 Draft Regional Campus Strategy 2023 -2025

The Pro Vice-Chancellor (Strategy & Planning) PVC(S&P) spoke to the Draft Regional Campus Strategy 2023-2025 as attached to the agenda papers and highlighted the following:

- The Draft Regional Campus Strategy 2023-2025 resulted from the VC's request to re-examine the value of our regional campuses and their fitness for purpose.

- This built on previous strategic work in this area and addressed issue such as a significant fall in headcount over the last decade.
- Partnerships with local communities that have endured flood, fire and the COVID emergency were seen as important and the new approach to Aged Care training at the Bega Valley campus was noted.
- New opportunities in the Southern Highlands were being explored.
- The DVCE added there is work being undertaken to attract students to regional campuses.
- PVC(S&P) thanks colleagues engaged in finalisation of the strategy.

RESOLVED 2022/56

that Academic Senate endorse the draft Regional Campus Strategy 2023-2025 as provided in the agenda paper.

***2.3 Draft Sports Strategy 2023-2028**

The PVC (S&P) noted the Strategy was in the agenda pack, took the paper as read and highlighted the following:

- UOW's international ranking in Sports Related Studies and the significant benchmarking which informed the strategy.
- UOW was performing well without any concerted effort to realise our synergies.
- The University of Canberra's approach was seen as providing useful guidance.
- We have Alliances with various sporting organisations and have identified potential for new opportunities.
- The Strategy's development was greatly assisted by a 'Brain's Trust' of academic and professional colleagues.
- The PVC(S&P) thanked colleagues for their work and collaboration creating the Sports Strategy.

An Academic Senate member asked about student engagement within the Strategy. The PVC(S&P) highlighted those connections in the document. In addition, the VC mentioned this will require a multi-layered approach with increased marketing and scholarships offered through alliances with professional sporting teams such as the St George Illawarra Dragons and Illawarra Hawks.

Various Academic Senate members expressed their support and provided positive comments towards the Sports Strategy which the PVC(S&P) said he will relay to relevant colleagues.

RESOLVED 2022/57

that Academic Senate endorse the draft Sports Strategy 2023-2028 as provided in the agenda paper

***2.4 Academic Senate Role and Function Review**

The PVC (S&P) spoke to the Academic Senate Role and Function Review and highlighted the following:

- This is work that began in 2020 with the former Deputy Senior Vice-Chancellor where there was work around the review of Academic Senate membership which began in April 2021.
- During that process, it was identified that alongside the membership review of Academic Senate, a role and function review of Academic Senate was also needed.
- Reviews undertaken will ensure role and function aligns with best practice and is compliant with TEQSA as UOW enters its re-registration cycle.
- The self-review needs to be carried out by Academic Senate within the context of our external review of academic governance as part of our re-registration cycle.
- In response to expressions of interest sought, the working group, which is shown in the agenda paper, has been completed and confirmed. The External Council member will be Mr Greg West, whom is the Chair of the Risk and Audit Committee of Council
- We will commence with this shortly and will present the work done in Q1, 2023.

RESOLVED 2022/58

that Academic Senate note the update on the Academic Senate Role and Function Review as provided in the agenda paper.

***2.5 Amendments to the Academic Promotion Appeal Procedure**

The PVC(S&P) spoke to the amendments to the Academic Promotion Appeal Procedure and highlighted the following:

- Academic Senate was previously briefed regarding the work carried out by Human Resources and the Executive Sponsor regarding academic promotions.
- This required a two-step approach as it required a review of the policy and procedures that will form the 2023 round. The work on the Promotion Appeals Procedure was phase one and the process undertaken by this review involved cross sector benchmarking on best practice examples.

Prior to the Academic Senate meeting, several enquiries were sent to the Chair, regarding the proposed amendments to the Academic Promotion Appeal Procedure. Academic Senate discussed the amendments, and the following matters were noted:

- Concerns regarding the timeframe were raised. It was suggested that approval of the procedures be put on hold until the revised Promotion Policy is in place.
- Committee membership and the rationale for the size and composition of the committee was questioned.
- The consultation process and why only one point out of five issues raised by the NTEU was acted on.

The PVC(S&P) addressed the concerns and supported several amendments. In response to concerns, it was suggested that the review date for the procedure be brought forward to September 2023.

Resulting from the discussions, the Chair suggested amendment to the draft resolution. Academic Senate voted on the amended resolution, and it was passed by majority of members.

RESOLVED 2022/59

that Academic Senate endorse the Amendment to the Academic Senate Appeal Procedure as set out in the agenda paper with a revised review date of September 2023

***2.6 Comparative Student Outcomes and Interim Course Monitoring Report for 2021**

The Director, Academic Quality and Standards (AQS) took the paper as read and highlighted the following.

- The comparative student annual process is an important part of the interim monitoring and internal quality assurance processes and is in addition to the important work carried out by subject coordinators and academic program directors, who carry out quality assurance of courses and subjects.
- The review processes evolved due to the disruptions caused by COVID to teaching and learning and look to data that assists with subject performance.
- An analysis of coursework, subject data and performance trends was undertaken in 2022 across all campuses providing data on where to focus for student performance improvements. This is analysed and discussed at a school level with heads of school and academic program directors.
- Key recommendations include work on the teaching and support model at the West Sydney campus and international student retention in SMAH.
- One of the identified issues relates to options to assist students with understanding of heavily accented English (of Australian and international staff). There can be language barriers caused by academic staff accents and pronunciation.

Following a question raised by an Academic Senate member, the Director, AQS advised that comparative data on academic misconduct has been looked with a focus on cheating. There is a significant focus on this issue by TEQSA and highlights our obligations to ensure that students do the right thing. He also noted the importance of academic staff being supported in detecting and reporting instances of student misconduct.

With regard to the feedback that some students were finding it difficult to understand accented English and their lecturers, Academic Senate discussed the language barrier issues and what the University can make available to support students in these situations, including providing subtitles. It was noted however, that students need to be able to adjust and attune to how people from different backgrounds speak as they would also experience cultural diversity in the workplace.

RESOLVED 2022/60

that Academic Senate note the Comparative Student Outcomes and Interim Course Monitoring Report for 2021 and endorse the actions to improve the student experience.

2.7 Update on Management of Student Complaints and Appeals

RESOLVED 2022/61

that Academic Senate note the update on Management of Student Complaints and Appeals.

2.8 Amendment to Coursework Rules – Leave of Absence

RESOLVED 2022/62

that Academic Senate note the proposed amendments to the Coursework Rules as provided in the agenda paper prior to submission to Council for approval.

2.9 Policy Approvals

RESOLVED 2022/63

That Academic Senate note the Academic Policy Approval Report as set out in the agenda papers, which lists academic policy documents approved by the Vice-Chancellor from October 2021 to October 2022, as set out in the agenda papers.

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 (Health and Sustainability Futures) and Interim Deputy Vice-Chancellor (Research and Innovation) DVC(H&SF and R&I), highlighted the following:

- He congratulated Professor Anatoly Rozenfeld has been awarded NSW Premier's Outstanding Cancer Researcher of the Year, 2022.
- First round of feedback from the ARC Academy has been received by potential funding applicants. The Health and Medical Research Academy has its first meeting this Friday.
- The Commercialisation and Intellectual Property Academy will be operating by the end of this year.
- The Graduate Research School Head interviews were this week. This vacancy attracted strong applicants, which is a testament to Wollongong being a sought-after place of work.

- UOW was successful in obtaining 4 grants through the Australian Nuclear and Science and Technology Organisation and with the University's partnership network.
- Feedback is requested from Academic Senate regarding how to ensure that the National Interest Tests are of high quality when first submitted. There will be no option to modify the document once the application has been submitted.
- UOW will benefit directly from the ARC Centre of Excellence in Quantum Biotechnology at the University Queensland.

The Deputy Vice-Chancellor (Academic and Student Life) DVC(A&SL) highlighted the following key points:

- The Early Admissions event had over 1800 attend and thanked to all who supported the event.
- Graduations in early November was a huge success with 2400 students graduating and there were approximately 14000 on campus. DVC(A&SL) thanked all staff and volunteers for their efforts.
- In 2023 we would like to see more students and staff return to campus particularly as this will enhance the student experience. We will be returning large lecture classes, as this provides opportunities whole course cohorts to develop sense of belonging. We will also continue to leverage digital assets to provide flexible delivery of courses.
- The workplace change consultation regarding the DVCA re-structure has been completed and the final proposal has been sent to the VC for approval. This new structure will see the PVCS Division disestablished, and a new Division of Student Life established. The new structure will enable us to create unified service delivery teams and significantly enhance our support for students, especially in wellbeing and mental health.
- UOW has received \$1 million grant from NSW Department of Education to develop entrepreneurial education opportunities at scale for all students at UOW, targeting especially undergraduate students.

The Pro Vice-Chancellor (Strategy and Planning) PVC(S&P) noted that the positions of Chief Risk and Assurance Officer, Chief Data and Analytics Officer and Chief Integrity Officer, for the new Strategy and Assurance portfolio are now being advertised.

***4.2 Members' Reports**

There were no reports.

***4.3 Student Members' Report**

There were no reports.

***4.4 Questions on Notice**

There were no questions on notice.

PART 5: ACADEMIC SENATE COMMITTEE BUSINESS

***5.1 Business from Academic Senate Committees**

There was no business from Academic Senate Committees.

PART 6: FUTURE MEETINGS AND OTHER BUSINESS

6.1 Next Meetings

Wednesday 8 March 2023

Wednesday 31 May 2023

Wednesday 26 July 2023

Wednesday 20 September 2023

Wednesday 8 November 2023

***6.2 Other Business**

The meeting closed at 12.02 pm

Signed as a true record:

A handwritten signature in blue ink, consisting of a large, stylized initial 'A' followed by a surname that appears to be 'Lus'.

Chair, Academic Senate

Date: 15 / 3 / 2023