



ACADEMIC SENATE MEETING MINUTES 31 MAY 2023

Minutes of the 366th meeting of Academic Senate held at 9:30am on Wednesday, 31 May 2023, Building 20, room 20.5 and via WebEx.

PART 1 – PRELIMINARY BUSINESS

MEMBERS PRESENT:

Prof Nina Reynolds (Chair)
A/Prof Julie Kiggins (Deputy Chair)
Prof Patricia Davidson
Prof Gursel Alici
Mr Ahsan Anees
Prof Thomas Astell-Burt
A/Prof Stephen Beirne
Prof Sue Bennett
Ms Jaymee Beveridge
Dr Kate Bowles
Prof Sean Brawley
Dr Kellie Buckley-Walker
Dr Jane Carey
Prof Karen Charlton
Prof David Currow
Ms Abbey Dawson
Prof Theo Farrell
A/Prof Azdiar Gazder
Dr Belinda Gibbons
Prof Faisal Hai
Prof Louise Hickman A/Prof
Chris Hyland
Mr Peter Janu
Prof Zhengyi Jiang
A/Prof Niamh Kinchin
A/Prof Tracey Kuit
Mr John Littrich
Mr Bayley Mathai
Dr Kimberley McMahan-
Coleman
Dr Germanas Peleckis
Prof Colin Picker
Prof Ann Rogerson
A/Prof Montse Ros
Prof Guang Shi
Dr Lisa Slater
Dr David Tan
Ms Durga Tandon
Mr Michael Valceski
Prof Wilma Vialle
Dr Elena Vlahu-Gjorgievska
Dr Marian Wong
A/Prof Yanguang Yu

APOLOGIES & LEAVE OF ABSENCE:

Dr Jenny Atchison
Ms Razan Habara
Prof Konstantin Konstantinov
A/Prof Wanqing Li
S/Prof Eileen McLaughlin
Prof Lee Moerman
Prof Danielle Skropeta
Ms Grace Walker
A/Prof Ika Willis
Ms Nadia Verrucci

IN ATTENDANCE:

Ms Claire Carter, Program Manager, Research and Sustainable Futures
Ms Paola Ciccarelli, Interim Senior Manager, Governance Unit
Ms Marcela Herrera, Academic Senate Executive Officer
Ms Theresa Hoynes, Director, Student Life
Ms Margie Jantti, Director, Library
Ms Beth Just, Deputy Director, Admissions, Fees and Scholarships
Prof Simon Moss, Dean Graduate Research
Prof Trish Mundy, Chief Integrity Officer
Mr Robert Oldfield, Chief Risk and Assurance Officer
Prof Marc in het Panhuis, Dean of Sport
Dr Kellie Ridges, Director, Students Administration Services
Mr Dominic Riordan, Director, Academic Quality and Standards
Ms Jan Sullivan, Manager, Academic Policy and Standards

OBSERVERS:

Dr Kamal Azmi, Senior Research Fellow, Faculty of Business and Law
Ms Julie Evans, EA to the Director, Research Services Office
Mr Jordan Matthews, Chief of Staff
Mr Prashad Navaranjan, Admissions Assistant, Admissions, Fees and Scholarships
Ms Safoora Pitsi, Casual Academic Tutor, Faculty of Business and Law
Mr Mark Roberts, Interim Chief Governance Officer
Mr Muhammad Sarwar, Casual Academic Tutor, Faculty of Business and Law
Ms Maha Tariq, Governance and Policy Coordinator

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

As it is National Reconciliation Week, the Chair delivered the long version of the Acknowledgement of Country and encouraged staff to attend National Reconciliation Week events being held at the University.

The Chair welcomed all members to the Academic Senate meeting and extended a special welcome to Mr Peter Janu, Interim Chief Operating Officer, to his first meeting of Academic Senate. The Chair noted that there would be no COO report at this meeting.

The Chair advised that one of the observations from the review of Academic Senate's role and function was that there is ambiguity across the University about what happens at Academic Senate meetings, the nature of the issues discussed and the significance of these matters to the University Community. Consequently, a University wide email was circulated inviting academic and professional staff to attend Academic Senate as observers, which was received positively, resulting in six observers at today's meeting.

In addition, the Chair noted the apologies.

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 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 Academic Senate Role and Function Review
- 1.8 Membership Business
- 2.1 Presentation – Academic Risk Update
- 2.2 Presentation – Integrity Framework
- 2.3 TEQSA Reregistration
- 2.4 Academic Integrity Report
- 2.5 Research Strategy Update
- 2.11 Subject and Teacher Evaluation Procedures (at the meeting, it was requested this item be starred)
- 4.1 Reports from the Senior Executive

- 4.2 Student Members' Reports
- 4.3 Members' Reports
- 4.4 Questions on Notice
- 5.1 Business from Academic Senate Committees
- 5.2 URC Chair's Report
- 6.2 Other Business

A member requested that 2.11 Subject and Teacher Evaluation Procedures be starred.

RESOLVED 2023/28

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

***1.3 Confirmation of Minutes**

RESOLVED 2023/29

that the minutes of the previous meeting of Academic Senate held on 8 March 2023 and on 17 May 2023, as attached to the agenda paper, be confirmed and signed as a true record.

***1.4 Business/Actions Arising from the Minutes**

There were no business/actions arising from the Minutes

***1.5 Chair's Report**

The Chair reported as follows:

- **CoCABS update**

The Chair attended the NSW and Territories Committee of Chairs of Academic Boards (CoCABS) at Western Sydney University on 4 May 2023.

The Chair reported that there were two principal areas of concern discussed at CoCABS.

The first was a presentation on priority issues related to the Accord report, provided by the Vice-Chancellor, Professor Barney Glover. Some of the key issues of importance highlighted by Professor Glover included

- Equity groups access, for example barriers; income support for students; scaffolding of learning.
- Skills: micro-credentials (skills shortage and lifelong learning); Work Integrated Learning and placements (earn as you learn method). The ability of students to move between VET and Uni system and how that system can be harmonised.
- Governance at institutional and sector level and how it should be managed; and
- Casualisation and the potential for structural reform.

The Chair mentioned the other topic, particularly pertinent to UOW in the leadup to TEQSA, is the presentation provided by Dr Mary Russell (Executive Director, Regulatory Operations at TEQSA). Dr Russell stated that TEQSA is moving towards a risk-based strategy in relation to the function of Academic Senate with focus on academic risk detection and management. Two broad areas of risk were identified (i) routine/ongoing risks like admissions integrity and academic integrity and (ii) episodic/dynamic risks and their academic impact, COVID being a clear example. The underlying risk that TEQSA is concerned is the integrity of Australian awards. TEQSA is focused on ensuring that academic governance is an active process.

- **Academic Senate Elections**

The Chair advised Academic Senate members that Professor Julie Kiggins will be commencing a secondment in ASSH as an Acting Head of School commencing 1 June 2023. As a result, the position of ex-officio Associate Dean (Education) ASSH will be vacant until a replacement is appointed. Professor Kiggins was acknowledged by the Chair for her contributions to Academic Senate as an ex-officio and Deputy Chair of Academic Senate and wished her well in her position as Head of School.

The Chair informed Academic Senate that once all elections were completed, on 15 June 2023, a call for nominations for the role of Deputy Chair of Academic Senate will be released. Members who are interested and eligible for the position of Deputy Chair are invited to meet privately with the Chair to discuss further.

- **Presentations at Academic Senate**

The Chair advised that presentations at Academic Senate will be the starting point for discussions and invited Academic Senate to discuss the presentations, ask questions, provide input and feedback. The three presentations today, Academic Risk, Integrity Framework and Research Strategy are to provide information on tasks required and the process of achieving desired outcomes. The goal is for Academic Senate to be informed during the development phase and to have the opportunity to contribute ideas and concerns, rather than Academic Senate receiving the information when it is at final stage.

- **Academic Voice World Café Workshop update**

The Chair advised that although this is an unstarred item on today's agenda, (item 2.9), she wanted to inform Academic Senate that a report with several recommendations, has been submitted to the University Leadership Group (ULG). The report was included in this Academic Senate for transparency however it will be a starred item on the Academic Senate 26 July 2023 agenda, where it will be open for discussion.

The next workshop will be scheduled for September/October 2023. Expressions of Interest will be requested from elected Academic Senate members who are not a member by virtue of their positions. Following the expression of interest, invitations will be released more broadly.

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

Prior to providing her report, the VC shared her reflections on misinformation that affects Academic Integrity noting that it is being claimed in the media that some universities, including the University of Wollongong, had banned some Indian states, which is incorrect. The VC advised members that the new processes implemented by the recruitment teams align with government regulations and asked all academic leaders to correct people if they hear this misinformation to ensure that people from minority groups are treated equally. The University of Wollongong has a robust student recruitment process which applies to everyone regardless of nationality.

The VC highlighted the following:

- The benefits of the new organisational structure are already visible. Special thanks to everyone for embracing the new organisational structure, particularly in the Strategy and Assurance portfolio which required several changes and recalibration.
- A vote of thanks to the leadership of the Chair of Academic Senate for emphasising the role and importance of Academic Senate as stewards of our destiny. It is pleasing to see that Academic Senate's recognition is increasing and is being looked at by the University Council for direction and leadership.

- The University of Wollongong’s Annual Report for 2022 was tabled in the NSW Parliament on 31 May 2023. The Annual Report highlights the University’s success in delivering on its core missions of teaching, research and making a difference for our communities, while prioritising student satisfaction, staff wellbeing and financial sustainability.
- The University’s income and expenditure are still affected by the effects of the pandemic however it continues to meet significant milestones, build strong partnerships with community, and deliver education and research.
- UOW maintained its position among the top 1% of universities in the QS World University Rankings and while the financial impacts of the pandemic linger, the University remains sound and sustainable through its financial stability. A gradual increase of the return of international students to UOW’s Australian campuses is a positive sign for the future.
- The Australian Government’s Quality Indicators for Learning and Teaching (QILT) 2022 Student Experience Survey reported a 20% increase in undergraduate learning engagement, a 9% increase in undergraduate students’ overall satisfaction and improved results across all student experience indicators. In the QILT 2022, UOW graduates were placed as the best employees in Australia, and the QS Graduate Employability Rankings placed UOW graduates in the top 200 universities in the world for the quality of its graduates.
- The Accord report will be an important document and the University of Wollongong’s submission to the Accord will be made available to Academic Senate.
- The VC congratulated Professor Justin Yerbury for receiving the premier’s prize for Medical Biological Sciences acknowledging that there would have been a team of staff and students who supported and contributed towards this prize.
- Regarding the Enterprise Bargaining, the University continues with good faith bargaining with the NTEU and is moving towards finalising negotiations.

In closing, the VC thanked Academic Senate members for their time and left the meeting.

***1.7 Academic Senate Role and Function Review**

The Chair of Academic Senate provided the following update:

- The Academic Senate Role and Function Review working group met three times in December 2022, and again in February and May 2023).
- At the 18 May 2023 meeting, the working group discussed the questions and concerns raised at Academic Senate’s Extraordinary meeting on 17 May 2023. The responses to these can be found on pages 27-30 of the agenda alongside the comments.
- An implementation plan is being developed and will be finalised after the report has been reviewed and approved by Council.
- A further update will be provided back to Academic Senate at the 26 July 2023 meeting.

RESOLVED 2023/30

that Academic Senate endorse the report on the Academic Senate Role and Function Review as provided in the agenda paper and forward it to Council for approval.

***1.8 Membership Business**

The Chair warmly thanked all exiting Academic Senate members for their valued contributions to Academic Senate. She advised that the Academic Elections are almost complete and there are many

new members coming on board. Once all elections have been finalised, a new Academic Senate membership list will be uploaded to Moodle and the Academic Senate web page.

The Chair mentioned she is looking forward to welcoming the new members at the 26 July 2023 Academic Senate meeting. When all membership positions are filled, a Deputy Chair will be sought.

PART 2: GENERAL BUSINESS

***2.1 Presentation – Academic Risk Update**

The Chief Risk and Assurance Officer, (CRAO) spoke to the presentation and highlighted the following:

The CRAO introduced himself and advised he leads the Risk and Assurance Division (RAD). He explained the RAD's role is to ensure the University has appropriate risk methodology procedures in place, including how risks are identified and more crucially how risks are accessed to ensure they are managed by the relevant team to make smart strategic decisions. Currently the risk management hierarchy process includes the RAD team, the Risk, Resilience and Assurance Group (RRAG), the University Leadership Group (ULG), Risk Audit Compliance Committee (RACC), Academic Senate and University Council.

He advised it is particularly important that academic risks are highlighted and discussed at Academic Senate, particularly considering that Academic Senate's Terms of Reference states that Academic Senate should have oversight of Academic risk and integrity including monitoring of potential risks.

He also noted that since commencing in this role, he has identified that the university has many opportunities, effective systems and robust processes in place however there is room for improvement and will work to improve the current processes to ensure the right risks are going to the right people/departments.

The RAD is currently focusing on three major projects; the review of risk registers and controls and the identification of potential risks that are not correctly recorded or in some cases, not recorded; identifying emerging threats, which unlike risks are not measurable either by likelihood or impact; and optimising a system called Protecht, which is a system where risks, controls and risk information can be effectively managed and accessed by the correct and relevant people. With risks being managed by those deemed accountable, the CRAO proposed that the Senate periodically discuss risk themes. A discussion was had regarding potential themes. It was agreed that the Senate could undertake a deep dive on any risk theme or associated risks.

The themes currently in discussion across the university are academic integrity, research integrity, unethical execution of academic duties, student experience, academic strategic readiness and mental health and wellbeing.

The CRAO asked Academic Senate for feedback or any further themes that could be included to this list and any questions. Academic Senate members provided the following comments.

- That a substantial proportion of staff and students, especially international students, still experience loneliness due to isolation and perhaps this can be a key driver in assessing mental health risks.
- There is increasing concern surrounding casual and fixed term contracted staff and how they can be supported to feel valued rather than workhorses. As there are no means of monitoring the workload of casual staff, their workloads is of great concern.
- Retention is also a risk since workloads are unmanageable causing staff to burn-out and leave academia.

- The University needs a case management system that has the availability for consolidated reporting.
- How the financial pressures and high workloads impacts the student experience.
- Identification, understanding and management of academic risks is a key part of our TEQSA preparations and a key part of our ongoing operations. It is appropriate that Academic Senate and the core functions under the Higher Education Standards, that we maintain oversight of Academic risks.

In closing, the CRAO invited anyone that wishes to further discuss these matters with him to contact him directly.

RESOLVED 2023/31

that Academic Senate note the presentation on the Academic Risk Update as presented at the meeting and provided in the agenda paper.

***2.2 Presentation - Integrity Framework**

The Chief Integrity Officer (CIO) spoke to the presentation and highlighted the following:

The Integrity Division, which is part of the Strategy and Assurance Portfolio, was established at the beginning of 2023. It includes the Complaints Management Centre, which receives general complaints from the university community and external people; the Safe and Respectful Communities team who deals with allegations of general misconduct and provides support to students who may be experiencing sexual harm whether occurring on or off campus; the Office of Student Ombudsman; and the Student Advocacy Service. There is the possibility of future consolidations into the Division to include more staff related matters, however for now, the division primarily serves the student sphere.

The CIO advised that, to date, in addition to establishment of the division and formation of the team, the division has been articulating the mission, vision and values statements, and determining how the division can best serve the university community as a holistic single point of contact in relation to alleged misconduct and support of staff and students. She also stated that, owing to the nature of the job performed by division staff, she has been undertaking a risk assessment relating to the psychological impacts that may emerge from the nature of the work, and monitoring their wellbeing remains a priority. Additionally, policies and internal reporting procedures are being reviewed to ensure they adhere to the guidelines set out by the legislation and governing bodies.

Furthermore, as CIO she has responsibility to develop a broader institutional integrity framework. She has been conducting benchmarking and reviewing industry best practices to capture all elements of integrity, including *Defining Integrity (Policy and Values)*, *Acting with Integrity (Leadership and Culture)*, *Monitoring Integrity (Processes and Controls)* and *Assuring Integrity (Transparency & Accountability)* (as per the presentation). It is important this framework captures the university's values and policies, our leadership and culture, builds in adequate processes and controls to ensure we remain transparent and accountable. The CIO stated that while the integrity framework is in the development stages, she will continue to consult with staff and students across the university for input into what should be included in the integrity framework.

At the conclusion of the presentation, the CIO asked Academic Senate for comments and feedback and welcomed members to contact her directly if they wished to discuss this further.

In response to comments raised by Academic Senate members, the CIO shared her vision for the Integrity Division as a single point of contact for investigations and related support for staff and students. Currently these matters are disbursed across various parts of the university with different reporting practices and processes.

In closing the Chair of Academic Senate reiterated that the Integrity Framework is still in the initial stages of development and that further discussions are needed to move it forward. She also expressed gratitude to the CIO for bringing this to Academic Senate for discussions and consultations while it was still in the development stage.

RESOLVED 2023/32

that Academic Senate note the presentation on the UOW Integrity Division and Integrity Framework as provided by the Chief Integrity Officer.

***2.3 Presentation - TEQSA Reregistration Update**

The Chair informed Academic Senate members that the external review of the University's academic governance has commenced and will continue until August 2023, and that the reviewers, Emeritus Professor Mairead Browne and Emeritus Professor Joyce Kirk, are expected to attend Academic Senate as observers at the next meeting, on 26 July 2023.

The Chair invited the Deputy Vice-Chancellor (Strategy and Assurance) (DVCSA) to provide the TEQSA Reregistration Update. The DVCSA shared the following:

The DVCSA stated that there is significant work being done in Strategy and Assurance pertaining to TEQSA and the review, and that things are proceeding well. The most pressing issues soon relate to the external review of academic governance and corporate governance.

The DVCSA requested that the Director, Academic Quality and Assurance D/AQS provide further information for this item.

The D/AQS highlighted that a gap analysis has been undertaken to verify that the university conforms with the core standards requirements as set out in the Higher Education Standards Framework and that at a recent meeting, the working group began conducting a rigorous check to ensure the self-assessment records are accurate. The gap analysis process will continue to be monitored to ensure the university, including its offshore delivery locations, continues to meet the Higher Education Standards Framework.

The D/AQS advised members that critical to our preparations is the work of identifying areas where there are either compliance gaps or opportunities for improvement to our practices. While we aim to find these gaps during our internal reviews, guidance provided from our external reviewers of academic governance (in August 2023) and our corporate governance reviewers (by the end of 2023) will be welcome additions to our own self-assessment. The outcomes of the reviews will inform us on how well prepared we are prior to our reregistration submission in September 2024.

There were no questions asked by Academic Senate for this item.

RESOLVED 2023/33

that Academic Senate note the TEQSA Re-registration Update as provided in the agenda papers.

***2.4 Presentation - Academic Integrity Report 2022**

The Manager, Academic Policy and Standards (M/APS) spoke to the Academic Integrity Report 2022.

She mentioned that the report includes academic misconduct data for the previous year; a summary of academic integrity activities undertaken; an analysis of new and emerging risks; sector benchmarking; results of an Academic Integrity Officer Needs Analysis Survey and some case studies to highlight some of the issues at the University that relate to underreporting and the increase in misconduct cases associated with final exams.

The M/APS highlighted the following findings of the report:

- Serious cases of misconduct have increased by 90% on the previous year and by 155% since 2019.
- The number of cases involving a final exam has increased by 184% since 2019.
- The number of contract cheating cases, not including the TEQSA-referred cases involving graduates, has fallen by 35% on the previous year. This finding, however, is contrary to what is being reported across the sector, therefore indicating our detection of contract cheating requires improvement.

The M/APS said the report presents a case for a change to our approach to managing academic integrity at UOW given the new challenges and risks posed by contract cheating and file sharing websites and generative artificial intelligence tools, which TEQSA has described as “*potential existential threats*” to the integrity of higher education. Adding to the case for change were: the continuing rise in the number of serious academic misconduct cases and the resultant workload pressures; the greater use of online assessments; under-reporting of suspected misconduct; and a detection gap in picking up contract cheating as evidenced by the TEQSA-referred cases and the case study cited in the Faculty of Business and Law. She said that UOW’s reliance on volunteer effort and the goodwill of staff had its limits and benchmarking indicates UOW is falling behind the sector on how it is responding to the new challenges to maintaining academic integrity standards.

The M/APS then made mention of the twelve recommendations contained in the report and highlighted that a number of them had resourcing implications.

The Chair noted that as Academic Senate is not an operational committee, questions regarding resourcing cannot be addressed by Senate.

Academic Senate members thanked the M/APS for the comprehensive report and expressed concern that TEQSA has referred to this as a “potential existential threat,” referring to the risks of the integrity of Australian awards and that the risk of not getting this right is too high, and that under-resourcing is a contributing factor of these results.

Additional discussions included that the good-will and volunteer effort by staff be acknowledged by Academic Senate as staff have increased work assisting students with stressors in addition to the high work volumes generated from dealing with historic cases. The Chair of the Academic Integrity Advisory Group, Professor Ann Rogerson, noted that the University has had a workflow and recording system for managing academic misconduct since 2017 and an intervention module which, as the recidivism data shows, is highly effective in deterring repeat behaviours. Despite being one of the first institutions to have these tools in place, the University has now fallen behind in the way it detects and investigates academic misconduct. Professor Rogerson advised that TEQSA has developed a masterclass in detecting contract cheating which is available to all Australian higher education institutions. The masterclass includes self-paced modules and will be followed up by a workshop in Sydney in August 2023. A link to the website will be uploaded to the Senate Moodle site.

In response to a question about what UOW has learned about academic integrity from the benchmarking exercise, the Director, Academic Quality and Standards stated that the issues associated with monitoring and acting on evidence of misconduct in a subject, in addition to the other demands on subject coordinators, are a difficult blend of challenges. To be proactive in identifying threats, detection technology is essential, but the University also needs to be ready to provide subject coordinators with additional investigative expertise.

The Academic Senate Chair changed the draft resolution, noting the amendment to the draft resolution, Academic Senate resolve the resolution below.

RESOLVED 2023/34

that Academic Senate:

- (i) *note the level of goodwill involved in the University's current approach to managing academic integrity and that this is not sustainable.*
- (ii) *note the Academic Senate Integrity Report 2022 as provided in the agenda paper and endorse the recommendations contained therein.*

***2.5 Research Strategy Update**

The Deputy Vice-Chancellor (Research and Sustainable Futures) (DVC R&SF) provided the following update.

- The University Research Committee's (URC) role in providing advice to Academic Senate is important.
- As noted by the VC in her update, the University's QS World University ranking is positive.
- The University's 2021 figures for research funding have been audited and the 2022 figures will be submitted to the Commonwealth Government, for auditing, by 30 June 2023.
- The University's grants have decreased by approximately 5%. Changing affiliations with different research centres can lead to fluctuations in the University's income which has been a challenge. UOW's competitive funding however, continues to grow and improve with industry relationships with over 275 commercial contracts, 47 of which have a value greater than \$100,000 each.
- Molecular Horizons has signed its largest ever research grant, a \$3.5 million partnership with Protein Evolution Inc, a company based in the United States. Together they will research to develop groups of protein molecules that can detect multiple diseases at the molecular level, allowing for the detection of several diseases from a single blood sample.
- Senior Professor Gerhard Swiegers has been named a 2023 Australian Research Council (ARC) Industry Laureate Fellow and awarded a grant of \$3.7 million to further his green hydrogen research. Prof Swiegers' grant was the only non G8 award of industry Laureate Fellow this year and one of only eight nationally, which is an extraordinary accomplishment. Four ARC Future Fellows from UOW received grants from the ARC to continue with their research.
- The Australian Health Services Research Institute is receiving \$12 million commonwealth grant funding. UOW will also be receiving \$10 million for the Energy Futures Skill Centre.
- The Australian Centre for international Agricultural Research is to receive \$9.9 million, while the Michael J Fox Foundation will be donating \$1.3 million to investigate Parkinson's disease in Australia.
- The Graduate Research School has recently appointed a new Director, Graduate Research, Mr Matthew Perry, reporting to Dean of Graduate Research.
- There have been 1339 Higher Degree Research graduates, with 47% being international students and 2.4% being Aboriginal and Torres Strait Islanders.
- iAccelerate scholarships were awarded to ten scholars and two candidates. These results are pleasing and demonstrate how the University is driving forward due to remarkable success across faculties.
- The HDR Supervisor Registration and Professional Development Program, endorsed by URC in May 2023, has commenced. This program will assist in ensuring the University provides scholars with the best possible supervision and equips them with the best possible experience and best outcomes.
- The strategies within the Research and Sustainable Futures Portfolio aligns with the University's Strategic Plan. The portfolio continues to work with strategic objectives for research excellence, global impact and best practice graduate research.
- The Illawarra Shoalhaven Local Health District is withdrawing from working with UOW on a joint research project.

- Accreditation has been extended by the NSW Department of Primary Industries for the animal research facility.
- The UOW Indigenous Research Strategy and the Research Entities review both continue through a process of consultation.
- The Research Active Policy is being incorporated into the APF Framework which will be finalised by the end of 2023.

In noting the DVC R&SF's update included information regarding the URC Chair's Report, the Chair asked the DVC R&SF if there are work plans going forward on the research strategy that he would like to provide further comment on. The DVC R&SF noted that the UOW Indigenous Strategy, the Research Entities review and the Research Active Policy are in the consultative stages and encouraged Academic Senate members to provide input and feedback. He added that the new strategies, which transcend school and faculty boundaries, have been positively supported and further consultation is underway.

RESOLVED 2023/35

that Academic Senate note the verbal update on UOW Research Strategy as provided by the Deputy Vice-Chancellor (Research & Sustainable Futures).

2.6 HDR Supervisor Registration and Professional Development Program

RESOLVED 2023/36

that Academic Senate endorse the HDR Supervisor Registration and Professional Development Program as provided in the agenda paper.

2.7 Student Complaints and Appeals Report 2022

RESOLVED 2023/37

that Academic Senate note the Student Complaints and Appeals Report 2022, as provided in the agenda paper, and endorse the recommendations contained therein.

2.8 Collaborative Delivery Report 2022

RESOLVED 2023/38

that Academic Senate note the 'UOW Collaborative Delivery Summary Report 2022' as provided in the agenda paper.

2.9 Academic Voice World Café Workshop Report

RESOLVED 2023/39

that Academic Senate note the report on the Academic Voice World Café workshop held at the Moss Vale Campus on the 17 April 2023.

2.10 Research Data Management Policy and Guidelines

RESOLVED 2023/40

that Academic Senate:

- endorse the Research Data Management Policy and Guidelines, as provided in the agenda paper;*
- note and provide feedback on the Research Data Management Strategy; and*
- forward the Policy and Guidelines to the Finance and Infrastructure Committee for approval.*

***2.11 Subject and Teacher Evaluation Procedures**

The Chair of Academic Senate invited the Director, Academic Quality and Standards (D/AQS) to speak to this item.

The D/AQS advised the draft Subject and Teacher Evaluation Procedures were created to replace three policy documents *Subject Evaluation Procedures*, *Subject Evaluation Guidelines* and *Teacher Evaluation Procedures* as they were outdated and deemed obsolete because they referenced previous paper-based procedures.

The D/AQS highlighted that the new Subject and Teacher Evaluation Procedures reflect that the process is now based around an online system and incorporates the management of data, its use and distribution. He added that further updates to the procedures will be required as the system use and capabilities progress.

In response to questions from Academic Senate members, the D/AQS reported that there is a greater need for transparency in communicating survey results and actions taken to students. A fundamental problem in being able to provide students with results from surveys is the low response rates. He acknowledged that response rates would improve if participants felt confident that their feedback is being considered and if communications with students were improved. Finally, he noted there are existing results available, but there are plans to work with the Student Advisory Council later in 2023 on ways to better report results to students.

RESOLVED 2023/41

that Academic Senate:

- (i) *endorse the consolidated Subject and Teacher Evaluation Procedures as set out in the agenda papers; and*
- (ii) *note the draft Subject and Teacher Evaluation Procedures will be submitted to the Deputy Vice-Chancellor (Strategy and Assurance) for approval, to become effective immediately.*

2.12 Amendments to Admissions Procedures**RESOLVED 2023/42**

that Academic Senate:

- (i) *endorse the amendments to the Admissions Procedures as provided in the agenda papers; and*
- (ii) *note that these changes will be submitted to the Delegated Authority for approval, to become effective on approval.*

PART 3: COURSE APPROVALS**3.1 2022 Course Activities Summary Report****RESOLVED 2023/43**

that Academic Senate note the 2022 Course Approval and Review Activities Report as provided in the agenda paper.

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 (Academic and Student Life) (DVC[A&SL]) reported on an exercise to replace UOW's 2016 Campus Master Plan. This exercise will be shaped by a number of considerations, including

- The need for an over-arching future vision for UOW as a multicampus global and Australian university;
- Recognition that digital technologies have transformed the way we learn, research and collaborative, and that automation technologies will bring yet more change;
- The centrality of environmentally sustainability in how we design our campuses for the future; and
- Of equal importance is our connection to Country, working with First Nations leaders and knowledge holders, and continuing with purpose on the path towards reconciliation.

This exercise will be strongly aligned with UOW strategy. Working with students as partners will be core to our approach. This exercise will proceed in two stages.

Stage 1 will involve developing a UOW Multicampus Future Vision for the university's regional, metro, Wollongong and global campuses. This vision will articulate our unique value proposition, UOW's role as an anchor institution and global university, our view of how the world will change and how we will change to support our students, staff and external stakeholders.

Stage 2 will involve a set of UOW Campus and Infrastructure Plans for UOW's onshore campuses. These will guide capital investment in estates and infrastructure, articulating development priorities and associated timelines.

This exercise will involve consultation with student, staff and community stakeholders. Questions we will be exploring include:

- How do we make our campuses more accessible, inclusive and welcoming for all?
- How do we design campuses to support digital learning and collaboration?
- How will students use campuses in the future?
- How can we accelerate towards net-zero?
- How can we better connect our onshore campuses with Country?
- How can we make our campuses more data-enabled?
- How can our campuses reflect our global identity?
- How can we enhance the student experience at Liverpool and our regional campuses?

Stage 1 begins this month and will be facilitated by the Strategy Division. We aim to have a draft vision produced by August. Stage 2 will then follow and will be facilitated by Facilities Management Division. We aim to have a Wollongong Campus and Infrastructure Plan produced by December 2023.

- ❖ The Deputy Vice-Chancellor (Strategy and Assurance) (DVC[S&A]) noted that there has been extensive activity within the portfolio and mentioned one of the key initiatives to report is the Data Hub. This is a data cleansing collaboration with Data and Analytics that will be launched in the coming months.

He also noted that one of the main focuses of the Strategy and Assurance Division is Council's Strategy Day on 16 June 2023. He does not expect that the next strategy will be overly different to the previous, however it is important to look to the future and discuss what the University may look like in the next decade to draft a strategy for 2025 to 2030.

The DVC(S&A) reported to Academic Senate that the Dean of Sport is working on several initiatives and collaborating closely with the People and Culture Division on employment-related matters. More information on both topics will be provided at upcoming Academic Senate meetings.

At last year's Strategy Day, the importance of connecting across UOW campuses was discussed. UOW Dubai's promotions system is different to that of UOW Wollongong campus. Therefore, after the

discussions at Strategy Day, it has been decided to work with UOW Dubai to change the promotion system to align with UOW. These are the first steps to aligning processes across campuses, with more to come.

- ❖ Pro Vice-Chancellor (Global) (PVC [G]) provided the following.

The PVC(G) mentioned that UOW Global Enterprises continues to collaborate with Academic Quality and Standards on the TEQSA registration gap analysis, as highlighted by the D/AQS. She also mentioned that it is important to point out that UOWGE controls the Dubai, Malaysia and Hong Kong operations and that the University has other international partners which are managed by the Transnational Education Unit (TNE) who also work closely with AQS.

Approval has been granted for operations of the University of Wollongong, India. Initially, it was thought that the Certificate and Masters of Computing courses could commence in September 2023, but it is more likely not until early 2024. However, it is likely that the Research Centre, an initiative of the Senior Deputy Vice Chancellor (SDVC), could be completed and operational, in GIFT City by the end of 2023.

The UOWGE Board of Academic Governance March 2023 minutes have been ratified.

After discussion with the Future Education Division, the UOWGE Strategic Course Development Committee (SCDC) will be renamed the UOWGE Course Portfolio Committee. This will then feed into the University's Course Portfolio Development Program at the beginning of each year to note the 3-year and 5-year plan for course development at Global Entities (controlled entities offshore).

The PVC (G) announced that this is the final time she will report as Pro Vice-Chancellor (Global) as when her contract term ends on 30 June she has decided to step down. She advised that the PVC (G) role ceases to exist from 1 July 2023 however there is a new Pro Vice-Chancellor Global Strategy role, created by the Senior Deputy Vice-Chancellor, to head up the Global Strategy Division. She thanked Academic Senate for the ongoing support and the efforts afforded to Global Enterprises and wishes everyone the best.

In response to questions regarding the sign off for course approvals, the PVC (G) said she envisages that there would need to be a role in Global Enterprises, particularly due to Global Enterprises operations involvement with TEQSA reregistration. An announcement from the University Leadership Group should be received in the coming weeks, however, in the interim, members are encouraged to contact Tom Bambrick, Global Academic Quality and Performance Manager for assistance.

The Chair thanked Professor Wilma Vialle for her significant contributions during her tenure at the University.

***4.2 Student Members' Report**

A Postgraduate Representative reported that because of discussions on Artificial Intelligence (AI) held at Academic Senate on 8 March 2023, the Student Advisory Council (SAC) also had a robust discussion on AI, the related opportunities provided by AI and the impact on higher education. The Postgraduate Representative highlighted the following key points from that discussion.

- Identification and mitigation of risks using AI needs monitoring to ensure the upkeep of academic integrity and security. Students would like to be kept informed and involved in consultation.
- There is currently no formal response from the University for the use of AI other than to watch and observe as AI technologies are rapidly evolving.
- It would be beneficial for the University to consult with industry leaders to highlight the potential of AI.

- That the University should focus on promoting and communicating to students the existing digital resources and learning tools available on the Learning Teaching & Curriculum (LTC) website.
- AI technology does offer opportunities and similar discussions are taking place at other universities.

In closing, the student representative added that SAC would like to distribute useful resources like those on the LTC page and LibGuides to students through social media. SAC would also like to invite the DVCA and ADE (BAL) to attend a future SAC meeting this year to discuss AI, it's risks and opportunities with the student representatives on SAC.

*4.3 Members' Reports

There were no Members Report

*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

*5.2 URC Chair's Report

An update on the URC Chair's Report was provided by the DVC R&SF under item 2.5 Research Strategy Update.

RESOLVED 2023/44

that Academic Senate note the University Research Committee Chair's Report as provided in the agenda paper.

5.3 Committee Minutes

RESOLVED 2023/45

that Academic Senate note the minutes from the following Academic Senate Committees and affiliate UOW entity meetings, as set out in the agenda paper:

- (i) *Minutes of UEC meeting – 15 February 2023 (ratified);*
- (ii) *Minutes of UIC meeting – 21 February 2023 (unratified);*
- (iii) *Minutes of URC meeting – 26 October 2022 (ratified);*
- (iv) *Minutes of QARG meeting – 20 April 2023 (unratified); and*
- (v) *Minutes of the UOWGE Board of Academic Governance meeting – 29 November 2022 (ratified), and 14 March 2023 (unratified).*

PART 6: FUTURE MEETINGS AND OTHER BUSINESS

6.1 Next Meetings

Wednesday 26 July 2023
Wednesday 20 September 2023
Wednesday 8 November 2023

*6.2 Other Business

The meeting closed at 11:59am

ACADEMIC SENATE MINUTES – 31 MAY 2023

Signed as a true record:

A handwritten signature in blue ink, consisting of a large, stylized initial 'R' followed by several loops and a final flourish.

Chair, Academic Senate

Date: 26 / 07 / 2023