



ACADEMIC SENATE MEETING MINUTES 15 MAY 2019

Minutes of the 345th meeting of Academic Senate held at 9:30am on Wednesday 15 May 2019 in Room 20.5, the Communications Building.

PART 1 - PRELIMINARY BUSINESS

MEMBERS PRESENT:

Prof Wilma Vialle (Chair)	Ms Theresa Hoynes	Prof Melanie Randle
A/Prof Lee Moerman (Deputy Chair)	Ms Loretta Iskra	Ms Julie Renwick
Dr Stephen Beirne	Prof Zhengyi Jiang	Prof Nina Reynolds
Prof Mitch Byrne	A/Prof Julie Kiggins	Mr Dominic Riordan
Prof Peter Caputi	Dr Jon Knott	Prof Christian Ritz
Prof Karen Charlton	Prof Valerie Linton	A/Prof Ann Rogerson
Dr Robyn Coman	Dr Kimberley McMahon-Coleman	Mr Sandeep Satapathy
Prof Julia Coyle	Dr Xiaoping Lu	Ms Samantha Sharpe
Ms Melva Crouch	A/Prof Chris Magee	Dr Lynn Sheridan
Prof Theo Farrell	Dr Katarina Mikac	Dr Lynnaire Sheridan
Ms Lorraine Fields	Mr Jacob Morath	A/Prof Neaz Sheikh
Dr Luis Gomez Romero	Prof Tracey Moroney	Dr Mark Sifer
A/Prof Robert Gorkin III	A/Prof Trish Mundy	Dr Marcelo Svirsky
Dr Penny Harris	Prof Allen Nutman	A/Prof Rodney Vickers
Dr Jane Herbert	Mr Aibek Niyetkaliyev	Prof Paul Wellings
Ms Margie Jantti	Prof Will Price	Ms Grace Welsby
	Prof Fiona Probyn-Rapsey	A/Prof Khin Win

APOLOGIES & LEAVE OF ABSENCE:

Ms Jaymee Beveridge	Prof Marc in het Panhuis	Prof Colin B. Picker
Prof Sue Bennett	Prof Roger Lewis	Professor Glenn Salkeld
Prof Joe Chicharo	Prof Tim Marchant	Prof Nadia Solowij
Prof Paul Chandler	Prof Sarah O'Shea	Prof Nan Seuffert
Prof Alex Frino	A/Prof Germanas Peleckis	A/Prof Margaret Wallace

IN ATTENDANCE:

Ms Antoinette Faddoul, Executive Officer
Ms Tori Funnell, Senior Manager, Governance Unit

OBSERVERS:

Ms Siobhan Christian, Student Advocacy Officer
A/Prof Georgine Clarsen, School of Humanities and Social inquiry, LHA
Ms Catherine Pietracci, Manager, Business Assurance, BIAD

*1.1 Welcome, Apologies and Leave of Absence

The Chair welcomed members to the 345th meeting of Academic Senate.

Members granted permission for the meeting to be recorded using the smart pen, the Chair noting that the recoding is used as a tool to assist with the minutes and then deleted. The Chair asked that, in

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keeping with the Academic Senate Standing Orders, devices be turned to silent and not used to record proceedings.

The Chair thanked Associate Professor Lee Moerman for her work and contribution to Academic Senate in her capacity as Deputy Chair. The Deputy Chair term officially concludes on 30 June 2019 with this being the last official Senate meeting for Associate Professor Moerman.

The Chair welcomed Professor Jenny Martin, Deputy Vice-Chancellor (Research and Innovation) (DVC(R&I)) to her first meeting. The Chair announced that Professor Mitch Byrne, Associate Dean Education (IntoHealth) now holds a proxy for Professor Alison Jones in her capacity as Deputy Vice-Chancellor (Health and Communities) (DVC(H&C)) and will continue to attend meetings in that capacity. The Chair also welcomed Mr Dominic Riordan as Acting Deputy Vice-Chancellor (Academic) (DVC(A)).

*1.2 Arrangement of Agenda

1.2.1 Conflict of Interest

1.2.2 Confidential Items

There were no confidential items. The Chair noted that should any of the matters become confidential the meeting would move to a closed session.

*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 Arising from the Minutes
- *1.5: Chair's Report
- *1.6: Vice-Chancellor's Report
- *1.7: Membership Business
- *2.1: Student Complaints and Appeals 2018
- *2.2: Academic Integrity Report
- *4.1: Reports from Senior Executive
- *4.2: Members' Reports
- *4.3: Student Members' Report
- *4.4: Questions on Notice
- *5.1: Business from Academic Senate Committees
- *6.1: 2019 Meeting Dates
- *6.2: Other Business

RESOLVED 2019/20:

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

*1.3 Confirmation of Minutes

The Chair reminded members that the Moodle attendance system had failed at the previous meeting and asked those members whose name did not appear in attendance on the draft minutes to contact the Executive Officer after the meeting. The Chair put the resolution to the meeting. The Executive Dean (EIS) noted that there were some very minor edits to 2.1 in the draft minutes; the amendments did not change the intent of what had been recorded in the minutes. The Executive Dean (LHA) also noted

that there were some minor edits to 2.2 which would not change the intent of what had been recorded in the minutes.

A member noted that he was an apology for the March meeting and requested some points of clarification regarding item 2.2. Another member asked how the minutes would be reconciled given there were objections to the debate.

The Chair noted that members could vote to not ratify the minutes and read the following statement:

The University understands and appreciates that there has been a level of interest both within and outside the University in relation to the approval of the Bachelor of Arts in Western Civilisation degree. As there are current legal proceedings on foot, it is not appropriate for the University to comment on this issue at this present time. At the conclusion of the legal proceedings, the University will be in a position to enable its committees to reconsider issues raised in relation to this matter, if deemed appropriate by the relevant committee at the relevant time.

The draft resolution was put to vote and was passed on a majority vote by members. Two members, Dr Luis Gomez Romero and Dr Marcelo Svirsky, recorded their objection to the confirmation of the minutes.

RESOLVED 2019/21:

that the minutes of the previous meeting held on Wednesday, 20 March 2019, as attached in the agenda paper, be confirmed and signed as a true record.

***1.4 Business Arising from the Minutes**

There was no business arising.

***1.5 Chair's Report**

The Chair reported that the Intellectual Property policy suite has been under review and encouraged members to provide feedback, she noted the documents are available via the policy website. The Chair also reported that the French Review on academic freedom of speech is available for members to view on the Moodle site.

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

The Vice-Chancellor (VC) reported that current session student numbers have been reported since the last meeting and noted that the 2018/19 budget is tight. An academic planning session associated with the Performance Expenditure Review Group (PERG) was held yesterday. The session looked at budgets and helped set a framework for 2020 targets and beyond. The VC extended his thanks to all those who contributed to providing the detailed work in preparation for the session.

The VC reported that he would prepare a briefing on the outcome of the upcoming Federal national election. He noted an article published in the Australian outlining each party's promises and noted some Wollongong Labor Party promises had been omitted, such as: the initiative associated with the Early Start facility to have a 'discovery' bus based out of Nowra with \$2.5M funding attached to that; the EIS facility for intelligent fabrication, the joint proposal with Welding Australia and TAFE NSW, with a \$10M initiative for that; and an initial \$1M for an additional commercialisation facility involving EIS, AIIM and SMAH for 'Tricep' on Montague Street. In addition to those specific initiatives there may be additional plans for uncapping student numbers and there may be ancillary issues in the health portfolio that will fall back on the University.

The Times Higher Education (THE) Young Universities Summit will be held in June in the UK. The conference will be jointly held for the first time, with UOW and the University of Surrey hosting. The VC noted that a lot of work has been done in curating a great program which is available on the THE website, and that the Summit will be a great opportunity for UOW to highlight some of its engagement and research.

***1.7 Membership Business**

The Chair reported that on Wednesday, 24 April 2019 nominations were invited from eligible academic staff members, Professors and Associate Professors for the position of Deputy Chair of Senate, for the term of two years commencing on 1 July 2019. Nominations closed on 5pm on 8 May 2019. At the time of the close of nominations, one nomination was received. The Chair declared and congratulated Professor Nan Seuffert as incoming Deputy Chair of Academic Senate for the term 1 July 2019 to 30 June 2021.

The Chair noted that each of the faculties have undergone an election process for nine faculty academic positions and thanked the faculties for their work. The results from these elections are available on the Moodle site. The Chair thanked all of those members for their work on Senate and congratulated those members who are continuing on.

RESOLVED 2019/22

that Academic Senate:

- i) note the outcome and congratulate Professor Nan Seuffert on being elected as Deputy Chair of Academic Senate for the term 1 July 2019 to 30 June 2021; and*
- ii) note the outcome of the elections for academic staff members on Senate, and congratulate all newly elected academic members, as attached to the agenda paper, on being elected to Academic Senate for the term 1 July 2019 to 30 June 2021.*

PART 2: GENERAL BUSINESS

***2.1 Student Complaints and Appeals Report 2018**

A student member noted that this item was previously discussed at a recent meeting of the University Education Committee and, referring to point five in the recommendations of the Report, asked if there will be engagement with the faculties and with HDR students as a part of the working group to determine the factors that may contribute to low numbers of formal HDR academic complaints.

The A/DVC(A) noted that there are a number of issues with HDR complaints. The NSW Ombudsman has conducted a review in this area and UOW has undertaken work in the policy area with the view to engaging with faculty and students regarding HDR-specific issues that were identified by the NSW Ombudsman. These include the ease with which students who are having issues of a supervisory nature can raise those issues, and what universities can do to deal with them in the context of how we are managing complaints. It is important to note that a multi-faceted approach is being taken to resolving problems relating to HDR student/supervisor relationships.

The A/DVC(A) gave assurances that HDR representation would be included in the working party.

RESOLVED 2019/23

that Academic Senate:

- i) note the Student Complaints and Appeals Report for 2018, as attached to the agenda paper;*
- ii) endorse the recommendations contained within the report;*
- iii) note the Student Ombudsman's Report for 2018, as attached to the agenda paper; and*
- iv) endorse the recommendations contained within the report.*

***2.2 Academic Integrity Report**

The A/DVC(A) noted that academic integrity is a live issue in higher education policy, and in institutions, and more broadly there is community concern about higher education quality. He highlighted the main points in the Report; namely the changes to the way in which UOW manages academic integrity matters, following the first full year of operation of the academic misconduct system. There has been an increase in the number of cases reported, which reflects an increase of staff awareness and an increase in the level of confidence staff have in the system. The data has shown high rates of low level academic issues reported in the system. In addition, there was a decrease in matters that are more medium and high level, which will continue to be monitored over time.

Students who are reported to have poor academic practice are referred to undertake the Academic Integrity Model. There were approximately 400 students who were reported and found to have committed poor academic practice in the first half of the year and of those students who completed the Academic Integrity Model, only eight were detected in the second half of the year which is a positive sign. These numbers will continue to be monitored. There is a higher proportion of international students who present with poor academic performance, which is in keeping with the sector. An Office of Academic Integrity has been established and the Academic Advisory Group continues to operate.

The Government has forwarded draft legislation targeting contract cheating; this does not criminalise students who access the services but is targeted at those offering and marketing the services. The legislation is open for comment until the middle of the year.

Charles Sturt University (CSU) were in the media last week with negative outcomes from their TEQSA re-registration. CSU were prohibited from enrolling students in partner offerings until they resolved some issues in relation to monitoring academic performance with partnering institutions. This signals that the regulator considers academic integrity to be an important and ongoing issue. UOW actively monitors misconduct trends with its partnering institutions.

Associate Professor Anne Rogerson, Chair of the Academic Advisory Group, will be attending the European Academic Integrity conference in June. The Group is currently refreshing some of the intervention modules and the staff modules available on Moodle.

AQS will hold a forum on academic integrity processes on Thursday 16 May.

RESOLVED 2019/24

that Academic Senate:

- i) note the Academic Integrity and Academic Misconduct Report 2018; and*
- ii) refer the report to University Council for noting.*

PART 3: COURSE APPROVALS**3.1 Course Review and Re-Approval – Corrections to the Future of the EMBA Cluster Faculty of Business****RESOLVED 2019/25:**

that consequent upon the review of the EMBA Cluster and the correction to the previous resolution noted in the agenda paper, Academic Senate:

- i) rescind the resolution 2019/0; and*
- ii) re-approve the Master of Business Administration (Executive) – Dubai (1648), as outlined in the agenda papers, to be offered for an additional five year period until 2024.*

**3.2 Graduate Diploma in Arts (Japanese) – 2020LHA01
Course Discontinuation**

RESOLVED 2019/26:

that Academic Senate approve the proposal to discontinue the Graduate Diploma in Arts (Japanese), as outlined in the agenda papers, to become effective from Autumn, 2020.

**3.3 Indonesian Major Study – 2020LHA09
Discontinuation of Major Study**

RESOLVED 2019/27:

that Academic Senate endorse the course proposal, to discontinue the Indonesian major, as outlined in the agenda papers, to become effective from Autumn, 2020.

**3.4 Bachelor of Communication and Media (and Suite of Double Degrees) – 2020LHA06
New Delivery Location (UOW South Western Sydney)**

RESOLVED 2019/28:

that Academic Senate approve proposal to introduce the following courses at UOW South Western Sydney, as outlined in the agenda papers, to become effective from Autumn Session, 2020:

- i) Bachelor of Communication and Media, and the Digital and Social Media major study;*
- ii) Bachelor of Communication and Media - Bachelor of Laws;*
- iii) Bachelor of Communication and Media - Bachelor of Commerce; and*
- iv) Bachelor of Communication and Media - Bachelor of International Studies.*

**3.5 Bachelor of Communication and Media – 2020LHA11
New Delivery Location (UOW College Hong Kong)**

RESOLVED 2019/29:

that Academic Senate approve the proposal to introduce a new delivery location for the Bachelor of Communication and Media, as outlined in the agenda papers, to become effective from UOWCHK Semester A, 2020.

**3.6 Bachelor of Communication and Media Studies – 2020LHA12
Discontinuation of Course (UOW College Hong Kong)**

RESOLVED 2019/30:

that Academic Senate approve the proposal to discontinue the Bachelor of Communication & Media Studies at UOW College Hong Kong, to become effective from 2020.

PART 4: MEMBER'S REPORTS AND QUESTIONS ON NOTICE

***4.1 Reports from Senior Executive**

The A/DVC(A) provided the report on behalf of Professor Chicharo. The Learning Teaching and Curriculum Review which ran over two days, took place two weeks ago. The Review panel was a mix of staff from UOW as well as two eminent external members, the DVC(A) from the University of Canberra Geoffrey Crisp, and former DVC(A) of James Cook University, Sally Kift. The A/DVC(A) noted on behalf of Professor Chicharo that the panel was well briefed and prepared, and

thanked all staff for their extensive work in supporting the panel and the Review. The Review Report will be available in June.

In addition the A/DVC(A) noted that work on Lecture Capture has commenced. The Working Group has met twice and proposals will come forward to Senate to endorse in policy in due course.

Annual Comparative Student Outcome reviews are underway with faculties, focused on academic quality issues. The A/DVC(A) expressed appreciation for staff engagement, particularly in addressing issues as they have arisen.

As her first report to the Academic Senate, the DVC(R&I) reported that she had been a member of the equivalent Academic Board at the University of Queensland and noted the importance and value of the forum. Further to this the DVC(R&I) noted that as her appointment with UOW has been less than two months, she is still in the information gathering phase.

There is currently a survey available to academics about what is important, what works well, and what can be done better in the portfolio. The DVC(R&I) encouraged members to complete the survey and also let others know about it. A similar survey will occur a few times a year and will expand to professional staff and students. The link to this survey is provided in the Universe.

The DVC(H&C) report was provided by Professor Mitch Byrne who reported on the Health and Wellbeing precinct, as follows:

- The contracts have now been signed and marketing and analysis is underway;
- Consideration is being given to opportunities that lie outside the usual, including the need to identify what the employment market is looking for;
- The team is working with Lendlease on branding and how we market the new facility and recognise the existing brand structures;
- Work is underway to establish governance structures for the precinct;
- A selection process is underway to appoint architects; and
- Consultation across the campus has commenced to identify teaching and learning opportunities across faculties and research.

The Chief Administrative Officer (CAO) reported that:

- A number of building constructions are occurring across campus;
- The new Human Capital Management System is up and running;
- Human Resources Division is undergoing a review; and
- Planning is underway for early admissions and Open Day.

The CAO noted that the Governance and Legal Division are looking at how the outcomes of the French Report will be operationalised. She encouraged members to engage with the Report which was available on the Moodle site.

***4.2 Members' Reports**

There were no members' reports.

***4.3 Student Members' Reports**

There were no student members' 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 reported from Academic Senate Committees.

5.2 Strategic Course Development Committee Membership Terms of Reference

RESOLVED 2019/31:

that Academic Senate approve the update to the Membership and Terms of Reference of the Strategic Course Development Committee.

5.3 Committee Minutes

RESOLVED 2019/32

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

- i) UEC Minutes 6 February 2019 - Ratified; and*
- ii) SCDC 14 February 2019 – Ratified.*

PART 6: FUTURE MEETINGS AND OTHER BUSINESS

6.1 2019 Meeting Dates

Wednesday, 10 July 2019
Wednesday, 4 September 2019
Wednesday, 20 November 2019

***6.2 Other Business**

The next meeting is scheduled to be held at 9:30am on Wednesday, 10 July 2019.

Meeting closed at 10.11am

Signed as a true record:



Chair

10/7 / 2019