

ACADEMIC SENATE

Academic Senate met from 9:30am to 12:30pm on Wednesday 14 February 2024 in Building 20, room 20.5 and via videoconference.

Members Present:

Professor Nina Reynolds (Chair, Academic Senate)

Professor Patricia Davidson (Vice-Chancellor and President)

Senior Professor Eileen

McLaughlin (Interim Deputy Vice-Chancellor (Academic and Student Life))

Professor David Currow (Deputy Vice-Chancellor (Research & Sustainable Futures))

Professor Sean Brawley (Deputy Vice-Chancellor (Strategy & Assurance))

Professor Christian Ritz (Dean, Global Academic Affairs)

Senior Professor Sue Bennett (Executive Dean, Faculty of Arts, Social Sciences and Humanities)

Professor Colin Picker

(Executive Dean, Faculty of Business and Law)

Senior Professor Gursel Alici

(Executive Dean, Faculty of Engineering and Information Sciences)

Professor Adam Trevitt (Interim Executive Dean, Faculty of Science, Medicine and Health)

Jaymee Beveridge (Vice-President Indigenous Strategy & Engagement)

John Littrich (Student Ombudsman)

Professor Ann Rogerson

(Associate Dean (Education), Faculty of Business and Law)

Associate Professor Montse

Ros (Associate Dean (Education), Faculty of Engineering and Information Sciences)

Associate Professor Tracey

Kuit (Associate Dean (Education), Faculty of Science, Medicine and Health)

Professor Stuart Johnstone

(Faculty of the Arts, Social Sciences and Humanities)

Associate Professor Cathrine

Neilsen-Hewett (Faculty of the Arts, Social Sciences and Humanities)

Doctor Gai Lindsay (Faculty of the Arts, Social Sciences and Humanities)

Doctor Sam Moreton (Faculty of the Arts, Social Sciences and Humanities)

Professor Lee Moerman (Faculty of Business and Law)

Doctor Nadia Zainuddin (Faculty of Business and Law)

Associate Professor Andy

Schmulow (Faculty of Business and Law)

Doctor Sarah Lothian (Faculty of Business and Law)

Vacant (Faculty of Business and Law)

Professor Jun Shen (Faculty of Engineering and Information Sciences)

Associate Professor Hongtao

Zhu (Faculty of Engineering and Information Sciences)

Associate Professor Jun Yan

(Faculty of Engineering and Information Sciences)

Doctor Jie (Jack) Yang (Faculty of Engineering and Information Sciences)

Professor Lezanne Ooi (Faculty of Science, Medicine and Health)

Associate Professor Gokhan

Tolun (Faculty of Science, Medicine and Health)

Professor Yenna Salamonson

(Faculty of Science, Medicine and Health)

Doctor Bonnie Dean (Non-faculty)

Professor Peter Innis (Non-faculty)

Professor Peter Kelly (Associate Deans (Research) Faculty of the Arts, Social Sciences and Humanities)

Doctor Lisa Slater (Associate Deans (EDI) Faculty of the Arts, Social Sciences and Humanities)

Amity Lees (Undergraduate Student Representative)

Joshua Lane (Undergraduate Student Representative)

Connor Da Lapa-Soares (Undergraduate Student Representative)

Durga Tandon (Postgraduate Student Representative)

Bharadwaja Satya Vinod

Tondapu (Onshore International Student Representative)

Attendees:

Alyssa White (Chief Governance Officer and Secretary to Council)

Lucinda Wright (Deputy Secretary to Council)

Brenden Hooke (Deputy Chief Governance Officer)

Theresa Hoynes (Director, Student Life)

Margie Jantti (Director, Library)

Doctor Anthony McKnight

(Senior Lecturer, Curriculum Transformation Lead)

Dominic Riordan (Director, Academic Quality and Standards)

Jan Sullivan (Senior Manager, Academic Policy and Standards)

Kellie Ridges (Director, Student Administration Services)

Michael Valceski (Chair, Student Advisory Council)

Chris Brown (Senior Manager, Operations Development)

Georgina Konstanta (Associate Director, Research and Learning)

Pippa Spence (Senior Manager, Reputation & Engagement Communications)

Vicky Caligari (Student Operations Adviser

(Examinations))

Visitors:

Professor Timothy McCarthy (Director, Sustainable Buildings Research Centre and Chair of the Sustainable Future Committee) *was present for item 2.1*

Ray Coury (Chief Information and Digital Officer) *was present for item 6.2*

Apologies:

Professor Penny Van Bergen (Deputy Chair, Academic Senate)

Adam Malouf (Chief Operating Officer)

Doctor Joshua Lobb (Associate Dean (Education), Faculty of the Arts, Social Sciences and Humanities)

Professor Faisal Hai (Faculty of Engineering and Information Sciences)

Doctor Jeremy Lum (Faculty of Science, Medicine and Health)

Associate Professor Khay Wai See (Non-faculty)

Doctor Kate Bowles (Associate Deans (International) Faculty of

the Arts, Social Sciences and Humanities)

Abbey Dawson (Undergraduate Student Representative);

Muhammad Sarwar (Postgraduate Student Representative)

01/2024

CONFIRMED MINUTES

1 PROCEDURAL MATTERS

1.1 Welcome and Apologies

Resolution AS-24/01-01

Academic Senate resolved to note the welcomes and apologies as reported at the meeting.

Note for the Record

The Chair provided an Acknowledgement of Country and welcomed members, attendees and visitors to the 371st meeting of Academic Senate. The Chair extended thanks to the Woolyungah Indigenous Centre and staff facilitators for an opportunity to be involved in an On Country experience. The Chair recommended the program, and several Australian Institute of Aboriginal and Torres Strait Islander Studies learning modules available through the intranet to staff seeking to deepen their cultural awareness.

The Chair welcomed Professor Adam Trevitt who was acting as interim Executive Dean of the Faculty Science, Medicine and Health while Professor Eileen McLaughlin acted as interim Deputy Vice-Chancellor, Academic and Student Life. The Chair noted several apologies conveyed to the Executive Officer of Academic Senate.

The Chair informed members that due to a Vice-Chancellor cross-campus commitment, item 1.6 Report for Vice-Chancellor would be discussed immediately after this item.

1.2 Arrangement of Agenda

Resolution AS-24/01-02

Academic Senate resolved to

1. star items 1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 2.1, 2.3, 2.4, 4.1, 4.2, 4.3, 5.1, 5.2, 5.3 and 6.2; and
2. adopt all unstarred items.

Note for the Record

No conflicts of interest were declared by any members of Academic Senate following a call from the Chair.

1.3 Minutes of the Meetings held on 8 November 2023 and 12-18 December 2023

Resolution AS-24/01-03

Academic Senate resolved to confirm the minutes of the previous meetings of Academic Senate held 8 November 2023, and the minutes of the Circular Resolution meeting held 12 December to 18 December 2023, as attached to the agenda paper, be confirmed and signed as a true record.

1.4 Actions Arising

Resolution AS-24/01-04

Academic Senate resolved to note there were no actions arising from the minutes of the previous meetings.

1.5 Chair's Report

Resolution AS-24/01-05

Academic Senate resolved to note the report of the Chair.

Note for the Record

The Chair provided members with an overview of several executive leadership updates that had occurred since the last meeting. Mr Michael Still had been appointed the fifth Chancellor of the University, Senior Professor Eileen McLaughlin had been appointed as Interim Deputy Vice-Chancellor (Academic and Student Life) until 31 March 2024, after which Senior Professor Sue Bennet would commence in the role. Professor Adam Trevitt had been appointed to act as Interim Executive Dean, for the Faculty of Medicine, Health and Science.

The Chair discussed the progress in internal and external reviews of academic governance, with an Action Plan to be finalised by 24 April. The Chair noted the Deputy Chief Governance Officer would be leading this body of work.

The Support for Students Policy, required for compliance with the *Higher Education Provider Amendment Guidelines 2023*, was endorsed through a meeting by circulation of Academic Senate and was now in effect. The Chair noted that, given the speed at which the policy had to developed and implemented, it will be reviewed in April to May 2024 to incorporate academic feedback, new requirements and support student retention processes.

The Chair addressed work underway across the University to respond the risks associated with generative artificial intelligence, with updates expected at the 24 April 2024 Academic Senate meeting.

A recent cyber incident was acknowledged, with a detailed report to be presented by the Chief Information & Digital Officer.

Additionally, the Chair mentioned the forthcoming final report from the Australian Universities Accord process, and congratulated those who achieved academic promotions at the end of last year.

1.6 Report of the Vice-Chancellor

Resolution AS-24/01-06

Academic Senate resolved to note the report of the Vice-Chancellor and President.

Note for the Record

The Vice-Chancellor and President provided members with an overview of key activities currently underway and that had taken place since the last meeting of Academic Senate. The Vice-Chancellor and President extended deep thanks and congratulations to staff involved in the Steel Research Hub symposium, development of commencement initiatives for 2024, and student recruitment and conversion activities. The passing of a First Nations member of staff was reported, with The Vice-Chancellor and President expressing deep condolences for this loss.

Despite the commendable efforts to support the University's student recruitment targets, changes to the federal government's migration strategy had resulted in a lowering to UOWs ranking with the Department of Home Affairs, causing slower processing of student visas and impacting international student enrolments. The student impact of these changes was also being felt through restriction of enrolment actions until students had arrive in country, and the uncovering of poor recruitment practices across some agents.

The Vice-Chancellor and President also provided members with a brief update on Australian Universities Accord Process, which was expected to deliver several recommendations focusing on institutional accountability. The Vice-Chancellor concluded with a reminder for all staff and students to remain vigilant in light of the recent cyber security breach, and to avail themselves of the comprehensive cyber security online training modules.

Secretary's Note: The Vice-Chancellor and President departed shortly after the conclusion this item.

1.7 Membership Business

Resolution AS-24/01-07

Academic Senate resolved to note the update provided on membership of Academic Senate.

Note for the Record

The Chair reported that Dr. Elizabeth Dale, previously a Faculty of Science, Medicine and Health Academic Representative on Senate, commenced a new role and had stepped down, necessitating an election for her replacement. This election, to be held by the 24 April Meeting of Academic Senate, aligns with filling a vacancy from the Business and Law faculty. The Academic Senate welcomed four new Student Representatives: Amity Lees and Connor Da Lapa-Soares as Undergraduate Representatives, Muhammad Sawar as the Postgraduate Representative, and Bharadwaja Satya Vinod Tondapu as the Onshore International Student Representative. Following Bayley Mathai's early departure due to the conclusion of studies, and his position having less than one year remaining, Joshua Lane was appointed to the resulting vacancy by the Director of Student Administration Services.

2 STRATEGIC ITEMS

2.1 UOW Sustainability Strategy - Sustainable Futures Committee

Resolution AS-24/01-08

Academic Senate resolved to note the presentation on the UOW Sustainability Update.

Note for the Record

The Director, Sustainable Buildings Research Centre and Chair of the Sustainable Future Committee (Professor Tim McCarthy, referred to solely as Director, Sustainable Buildings Research Centre hereafter), provided an update to Academic Senate on the Committee's activities and achievements.

The Committee, comprising members from various divisions including two from the Facilities Management Divisions and representatives for undergraduate and postgraduate students, operates through five working groups meeting quarterly. The Committee's key achievements include setting a target for carbon neutrality by 2030, achieving 100% renewable energy for the Shoalhaven and Bega campuses, and saving significant electricity through an LED replacement program.

The Director, Sustainable Buildings Research Centre highlighted two major funded projects: the Clean Energy Living Lab and a microgrid control system, as well as a digital infrastructure for sustainability research project. He discussed curriculum developments, noting over 135 subjects addressing climate change and environmental sustainability. A carbon literacy program initiative

was underway, aiming to ensure all graduates are carbon literate. Professor McCarthy also outlined the progress in developing a Sustainability Strategy, set for launch in mid-2024, and addressed the university's emissions, including reductions in energy consumption and the ongoing prioritisation of renewable energy procurement.

In the discussion following the presentation, members focused on the Sustainable Futures Committee's communication strategies and the inclusion of diverse perspectives in sustainability efforts. Concerns were raised about effectively communicating sustainability initiatives, such as the library's lighting renewal, to engage students better. Professor McCarthy acknowledged the need for more dynamic communication and addressed the unexpected benefits and challenges of the LED lighting upgrade.

Members also discussed integrating First Nations perspectives into the Committee's activities, recognising the importance of Indigenous voices in sustainability governance. The university's carbon footprint, particularly the impact of international student travel and offset methods was queried by members. The challenges inherent in these offset methods underscored the urgency to meet the 2030 carbon neutrality target.

The Chair thanked the Director, Sustainable Buildings Research Centre for the presentation and ongoing efforts in this space.

The Director, Sustainable Buildings Research Centre departed at the conclusion of this item.

2.2 TEQSA Re-registration Update

Resolution AS-24/01-09

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

2.3 ESOS Internal Audit Report 2023

Resolution AS-24/01-10

Academic Senate resolved note the ESOS Internal Audit Report 2023 and endorse the recommendations contained therein.

Note for the Record

Taking the report as read, the Deputy Vice-Chancellor (Strategy and Assurance) (Professor Sean Brawley), and Director of Academic Quality and Standards (Dominic Riordan) provided further context to the report's findings and an update on next steps.

The internal audit had identified several areas of non-compliance with respect to education agents and the management of deferring, suspending, and cancelling student enrolments. The recommendations from this audit were expected to be reflected in an external audit currently in a final drafting and rectification process. An action plan for administrative and faculty areas would be developed, aiming for compliance by September. The Director of Academic Quality and Standards also discussed implementing a more rigorous ongoing compliance process for ESOS standards within academic governance.

Responding to a question about the severity of the anticipated findings from the external audit, the Director of Academic Quality and Standards expressed confidence in resolving most of the draft non-compliance issues, citing excellent support from various divisions. He acknowledged that some items still required attention but was optimistic about the progress made and the University's readiness for the September deadline.

The Chair thanked the Deputy Vice-Chancellor (Strategy and Assurance), and Director of Academic Quality and Standards for their update.

2.4 UOW Student and Staff Partnerships Framework

Resolution AS-24/01-11

Academic Senate resolved to note the Student and Staff Partnerships Engagement Framework as provided in the agenda papers.

Note for the Record

The Chair informed members that this item was not originally starred for discussion but had been done so following a member request to raise a question about the framework. The member concerned, Associate Professor Gökhan Tolun, queried phrasing within the framework that implied that students would be making judgement on the educational needs of their learning within subjects, to the extent that teaching staff would be required to change content accordingly. Of particular concern was the notion that students, who may have limited knowledge of a subject area, might not be in the best position to understand what learning outcomes they should achieve from a subject.

The Chair of the Student Advisory Council (Michael Valceski) respond to the question, emphasising that students were not experts of subject matter, but were experts of their learning experience. The purposes of the framework, in this context, was to support student feedback into the methods of learning and content delivery. The Interim Deputy Vice-Chancellor (Academic and Student Life) (Senior Professor Eileen McLaughlin) agreed with this response, emphasising the need for an integrated iterative approach to subject reviews that embedded student feedback in the process. Members acknowledged the shift in teaching methodologies this reflected, particularly as it related to explicitly recognising inherent student diversity as a baseline principle.

2.5 Updating the Standards and Quality Framework for Learning, Teaching and Research Training

Resolution AS-24/01-12

Academic Senate resolved to

1. note the report on updates made to the Standards and Quality Framework for Learning, Teaching and Research Training; and
2. approve the revised Standards and Quality Framework for Learning, Teaching and Research Training as provided in the agenda paper, to take effect on approval

2.6 Resolution AS-24/01-13

Academic Senate resolved to endorse:

1. the revisions to the HDR Admission Procedures (previously titled Admission Procedures (HDR));
2. the revisions to the HDR Progression Procedures (previously titled Higher Degree Research (HDR) Progress Guidelines);
3. the reclassification of the Higher Degree Research (HDR) Scholarship Policy to a procedure titled HDR Research Training Program Funding and Scholarship Procedures;
4. the reclassification of the Higher Degree Research (HDR) Supervision and Resources Policy to a procedure titled HDR Supervision and Resources Procedures;
5. the reclassification of the Higher Degree Research (HDR) Thesis Preparation, Submission, and Examination Policy to a procedure titled HDR Thesis Preparation, Submission, and Examination Procedures; and
6. the consequent policy document rescissions required from the above classification.

and forward to the delegated authority for final approval.

2.7 Managing and Investigating Potential Breaches of the Research Code Policy and Procedure Review

Resolution AS-24/01-14

Academic Senate resolved to note the final versions of:

1. the revised Research Integrity and Conduct Policy: Breaches, Concerns and Complaints – now titled Managing and Investigating Potential Breaches of the Research Code Policy; and
2. the new Managing and Investigating Potential Breaches of the Research Code Procedure replacing the rescinded Research Misconduct and Complaints Management Procedure;
3. the consequent policy document rescissions required from the above actions and forward to the delegated authority for final approval.

2.8 Course and Subject Approval Procedures – Faculty Delegated Course and Subject Amendments

Resolution AS-24/01-15

Academic Senate resolved to

1. endorse the proposed amended Course and Subject Approval Procedures – Faculty Delegated Course and Subject Amendments and the related minor consequential amendments as provided in the agenda papers; and
2. note that the amended Procedures and minor consequential amendments will be forwarded to the Deputy Vice-Chancellor (Academic and Student Life) for approval, to become effective on approval

2.9 Open Access Policy Rescission

Resolution AS-24/01-16

Academic Senate resolved to endorse the rescission of the Open Access policy as provided in the agenda paper.

2.10 Draft Graduate Researcher Development Framework

Resolution AS-24/01-17

Academic Senate resolved to note the Graduate Researcher Development Framework as provided in the agenda paper

2.11 Amendments to the Short Course Policy Suite

Resolution AS-24/01-18

Academic Senate resolved to endorse the amendments to the Short Course Learner Policy and associated Procedures and submit to the Vice-Chancellor for approval, to become effective on approval

3 COURSE APPROVALS

No business under this section

4 MEMBERS REPORTS

4.1 Reports from Senior Executive

Resolution AS-24/01-19

Academic Senate resolved to note the verbal updates provided by Senior Executive.

Note for the Record

The update provided by Deputy Vice-Chancellor and Vice-President (Research and Sustainable Futures) (Professor David Currow) outlined work scheduled to place in the second half of the year to revitalise the UOW Health Strategy, and the next iteration of the Global Challenges Program. Reporting on key achievements within the portfolio the Deputy Vice-Chancellor and Vice-President (Research and Sustainable Futures) informed members that the Australian Institute for Innovative Materials had been successfully integrated within the Faculty of Engineering and Information Sciences, along with the launch of a dedicated administrative team to support

management of policies and procedures for research partnerships. The Deputy Vice-Chancellor and Vice-President (Research and Sustainable Futures) further noted that applications for the Vice-Chancellor's Research Fellowships were to open shortly.

The Interim Deputy Vice-Chancellor (Academic and Student Life) and Chair of the Education Committee (Senior Professor Eileen McLaughlin, referred to solely as the Deputy Vice-Chancellor (Academic and Student Life) hereafter) presented a report highlighting key initiatives and accomplishments of the past year, along with plans for the upcoming year. The report acknowledged the hard work of various staff members, including the previous Deputy Vice-Chancellor (Academic and Student Life), in implementing the government's Support for Students policy and overseeing efforts to rectify ESOS compliance issues. Efforts in improving software systems for monitoring student progress, and the proactive work of the Outreach and Future Students teams in student admissions were emphasised. The report also discussed the division's focus on student retention, accommodation services, and enhancing the student experience through new pathway systems.

Looking forward, the Deputy Vice-Chancellor (Academic and Student Life) discussed the ongoing work in course portfolio growth, adapting to changing student engagement preferences, and enhancing digital literacy among staff and students. The importance of early STEM subject exposure for prospective students was highlighted, and plans for embedding sustainability and First Nations literacy into the curriculum were mentioned as key objectives.

The Vice President, Indigenous Strategy and Engagement (Jaymee Beveridge) reported on work underway to shift from a Reconciliation Action Plan toward a Recognition and Healing Plan, for which an update would be provided at the next meeting of Academic Senate. The Vice President, Indigenous Strategy and Engagement was pleased to report the Indigenous Education and Engagement Strategy had been launched, based on 8 guiding principles of self-determination. Interested staff would find further information in upcoming Universe articles.

The Deputy Vice-Chancellor (Strategy and Assurance) (Professor Sean Brawley) began his report by informing members of the successful launch of the University Executive, a third governance stream focused on providing a forum for collective executive decision making and oversight. Current areas of focus within the portfolio included concluding the current university strategy and developing the next five year strategy for presentation to Council, the development of a new Academic Performance Framework and discipline specific consultation, and production of resources to support academic leadership within the University. The Deputy Vice-Chancellor (Strategy and Assurance) also announced the commencement of Rebecca Lim as General Counsel.

Some members raised queries about the implementation scheduled for the new Academic Performance Framework, particularly in respect of planning expressions of interest for academic promotions. The Deputy Vice-Chancellor (Strategy and Assurance) advised that a communication and education strategy for the new framework would take place midway through the year, but was doubtful all required administrative processes would be in place before the August expression of interest deadline.

4.2 Student Members' Reports

Resolution AS-24/01-20

Academic Senate resolved to note the verbal updates provided by Student Members.

Note for the Record

Student members informed Academic Senate of transition activities currently taking place with outgoing and incoming members, including key governance inductions sessions and participation in the staff and student leadership retreat earlier this year. The Chair of the Student Advisory Council reported on the 2023 TEQSA annual conference, thanking the University for its support of student representation at this event and noting the positive trend of increasing student attendance at the conference.

4.3 Members' Reports

Resolution AS-24/01-21

Academic Senate resolved to note there were no reports from members.

5 ACADEMIC SENATE COMMITTEE BUSINESS

5.1 Business from Academic Senate Committees

Resolution AS-24/01-22

Academic Senate resolved to note there were no reports of committee business additional to items listed on the agenda.

5.2 University Education Committee (UEC) Annual Chair's Report

Resolution AS-24/01-23

Academic Senate resolved to note the University Education Committee Chair's Report to Academic Senate.

Note for the Record

The Chair, Academic Senate reminded members that the University Education Committee (UEC) Annual Chair's Report had been addressed in item 4.1 and moved to adopt the resolution.

5.3 Quality Assurance Review Group (QARG) Annual Chair's Report

Resolution AS-24/01-24

Academic Senate resolved to note the 2023 Quality Assurance Review Group Chair's Report as provided in the agenda paper.

Note for the Record

The Chair of the Quality Assurance Review Group (QARG) (Professor Nina Reynolds) took the report as read and summarised to members key themes of QARG's activities in 2023, which included assessment of UOWs course portfolio to address relevancy, administrative burden and sustainability.

5.4 Committee Minutes

Resolution AS-24/01-25

Academic Senate resolved to note the minutes of the University Research Committee and Quality Assurance Review Group

5 FUTURE MEETING & OTHER BUSINESS

6.1 2024 Meeting Dates

Resolution AS-24/01-26

Academic Senate resolved to note the 2024 meeting dates of Academic Senate.

6.2 Cybersecurity Update

Resolution AS-24/01-27

Academic Senate resolved to note the briefing on the cyber security breach.

Note for the Record

The Chief Information and Digital Officer (Ray Coury) joined the meeting to present this item, providing an overview of the University's response to a cyber security breach on 7 December 2024. The breach targeted a cloud service containing temporary data and was quickly contained by the university with assistance from forensic partners and authorities. The impact mainly

involved staff payslip information and non-personal student data, with affected individuals being notified.

Key measures taken in response included a comprehensive forensic investigation, enhanced communication with staff and students, and engagement with international authorities due to the university's global presence. The incident highlighted the importance of a pre-existing response plan, effective coordination with appropriate teams, and the need for rigorous cybersecurity measures.

Post-incident actions included implementing multi-factor authentication, email controls, and 24/7 monitoring, as well as launching a cybersecurity awareness campaign tailored to different university cohorts. The need for careful data management and stewardship had been identified, and an uplift program was initiated to improve cybersecurity maturity. The presentation concluded with a focus on collective responsibility in data handling and cybersecurity vigilance.

Members raised questions about the breach's origin and the university's response. It was clarified that the breach involved leaked technical credentials from a third-party-managed system. Concerns were expressed about the timing and content of communications to staff and students, with a focus on the challenges of providing accurate and timely information. The importance of not retaining unnecessary data was highlighted, aligning with privacy principles. Technical queries were deferred for more specialised discussions.

The Chair thanked the Chief Information and Digital Officer for his update and efforts in this space.

6.3 Other Business

No other business was raised at this meeting.

Meeting Close 12:20pm

Next meeting

The next meeting of the Academic Senate is scheduled on 24 April 2024.