ACADEMIC SENATE

The next meeting (Meeting 13/02) of the Academic Senate of the University of Western Sydney will be held on Friday 3 May 2013 at 9:30am in the Board Room, Building AD, Werrington North Campus.

For apologies and enquiries, telephone (02) 9678 7820, fax (02) 9678 7831 or email gillian.brown@uws.edu.au.

AGENDA

1 PROCEDURAL MATTERS

1.1 INTRODUCTION, WELCOME, AND APOLOGIES

The Chair of Academic Senate, Associate Professor Paul Wormell, will chair the meeting.

At the time of writing, apologies had been received from Associate Professor Anne Power, Professor Kevin Dunn, Professor Ian Anderson, Mr Angelo Kourtis, Dr Peter Mauch, Dr Awais Piracha, Professor Deborah Stevenson and Professor Lynette Sheridan-Burns. Any further apologies will be reported.

1.2 DECLARATIONS OF INTEREST

Members are requested to declare any interests, in terms of the Conflict of Interest Policy, they may have in relation to the items on this agenda. This policy is available on the Policy DDS at: http://policies.uws.edu.au/view.current.php?id=00093 and further information for members regarding declarations of interest is available at http://www.uws.edu.au/__data/assets/pdf_file/0003/406344/Declarations_of_Interest.pdf

Members are reminded that they should also declare any interests that become apparent during a meeting of Academic Senate or one of its committees.

1.3 STARRING OF ITEMS

Senate members will be asked which items they wish starred for discussion.

Apart from procedural items, items already starred on the agenda are:

- 3.1 Chair's Report
- 3.3 Autonomous Sanctions Regulations
- 3.4 Senate Work Plan
- 3.6 Curriculum Planning
- 3.7 Academic Year Review
- 3.8 Red Tape Taskforce
- 3.9 Blended Learning Update
- 3.10 Doctorate Policy

It is recommended:
That the documents for all unstarred agenda items be noted and, except where alternative action is noted as appropriate, all recommendations contained in those items be endorsed.

1.4 ORDER OF BUSINESS
If a re-arrangement of the order of business is required.

1.5 OTHER BUSINESS
Members are invited to nominate other relevant matters, noting that such items will normally be included on the agenda for a future meeting.

1.6 MINUTES OF THE PREVIOUS MEETING AS13/02-1.6
The minutes of the Academic Senate meeting held on 22 February 2013 are appended.

It is recommended:
That Academic Senate confirm the minutes of the Senate meeting held on 22 February 2013 as an accurate record.

2 BUSINESS ARISING

2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

2.1 MINUTE 3.4 and 3.6 - ACADEMIC GOVERNANCE MATTERS
At the 22 February meeting it was resolved (AS13:01/04):

To note the changes to the membership of Academic Senate contained in the Academic Governance Policy, and the changes to the membership of the Academic Senate’s standing committees.

Arrangements are being made for the administrative updates to the Academic Governance Policy, for updates to the Academic Senate Standing Committees web pages and for the Academic Senate Standing Committees Policy to be repealed.

Part of the resolution (AS12:04/06) at the 17 August 2012 meeting, which was subsequently approved by the Board of Trustees on 21 November 2012, was the repealing of the Academic Senate Standing Committees Policy and that Senate approve the role, terms of reference and membership of its committees as need be for publication on the Senate website.

This website is available at http://www.uws.edu.au/about_uws/uws/academic_senate

2.2 MINUTE 3.7 - HONOURS IN BACHELOR AWARDS POLICY
At the 22 February 2013 meeting...

“Without discussion...

It was resolved (AS13:01/05):
To approve the changes to the Honours in Bachelor Awards Policy, from the date of publication of the revised Policy.
The revised *Honours in Bachelor Awards Policy* has now been published on the Policy DDS.

2.3 **MINUTE 3.8 - ARTICULATION PATHWAYS POLICY**

At the 22 February 2013 meeting...

**It was resolved (AS13:01/06):**

To approve the changes to the Articulation Pathways Policy, from the date of publication of the revised Policy.

Arrangements are being made to publish the revised *Articulation Pathways Policy* on the Policy DDS.

2.4 **MINUTE 3.9 - GRADUATE ATTRIBUTES**

At the 22 February 2013 meeting...

**It was resolved (AS13:01/07):**

To approve the changes to the Graduate Attributes, from the date of publication of the revised Policy.

Arrangements are being made to publish the revised *Graduate Attributes* on the Policy DDS.

2.5 **MINUTE 3.10 - ENROLMENT POLICY**

At the 22 February 2013 meeting...

**It was resolved (AS13:01/08):**

To approve the proposed minor amendments to the Enrolment Policy relating to eligibility for leave of absence, effective from the date of publication of the Policy.

The revised *Enrolment Policy* has now been published on the Policy DDS.

2.6 **MINUTE 3.11 - SPECIAL CONSIDERATION POLICY**

At the 22 February 2013 meeting...

**It was resolved (AS13:01/09):**

To approve the proposed minor amendments to the Special Consideration Policy related to the introduction of the e-form, effective from the date of publication of the Policy.

The revised *Special Consideration Policy* has now been published on the Policy DDS.
3.1 CHAIR’S REPORT

A written report from the Chair covering activities undertaken on behalf of the Senate since 22 February 2013 is appended.

The Chair will answer any questions in relation to the report, if requested.

3.2 ACADEMIC STANDARDS AND QUALITY, INCLUDING THE AUSTRALIAN QUALIFICATIONS FRAMEWORK (AQF)

At the 22 February 2013 meeting, the Chair provided an update on developments in relation to the Higher Education Standards, TEQSA regulation and Quality Assessments.

Further information and regular updates are available from the UWS Understanding the AQF and TEQSA website at:

The AQF Council has published a set of “Explanations” at: http://www.aqf.edu.au/

TEQSA has recently published a set of responses to frequently asked questions about the Australian Qualifications Framework (AQF) at:

A paper on recent developments will follow, and members of Academic Senate are invited to forward this to their academic and professional colleagues.

Members are invited to comment briefly on any Threshold Standards, TEQSA or AQF-related matters that have arisen in their professional or disciplinary communities.

3.3 AUTONOMOUS SANCTIONS REGULATIONS

One of the University's legislated objects under the University of Western Sydney Act 1997 is the promotion of free inquiry, with Academic Senate as the “primary custodian of academic values and standards for the University”, where the University’s values include “academic responsibility and freedom”. This is a crucial aspect of a university’s identity and role in Australian society, but there is the potential for this to be curtailed by Commonwealth legislation, with substantial penalties in some cases.

The interim Deputy Vice-Chancellor (Research) will present a paper on the Autonomous Sanctions Regulations and other pieces of related legislation, addressing in particular the UWS legislated objectives of promoting free inquiry, and potential consequences of this legislation for the University's research programs and individual researchers.

For comment, questions and any suggested actions.

3.4 SENATE WORK PLAN

At the 22 February meeting Senate discussed the latest draft Work Plan, and a paper entitled Raise and Enhance by the Deputy Chair of Academic Senate.
As well as setting the University context, which included the Our Future Program projects, the draft Work Plan contained a set of suggested priorities in the areas of academic standards and assessment, curriculum renewal, and ethical scholarship and academic honesty in research and teaching. Academic Senate decided that curriculum planning should be added to the list of priorities.

Senate then discussed the paper Raise and Enhance, which included a series of recommendations for action and exploration in 2013, including wide consultation and communication with the University community. As proposed in the paper, there was “a robust discussion at February 2013 Senate of the motion below which is formally proposed by the writer of this paper”.

The view was that Senate was performing well in assuring the quality of academic policies and the curriculum, but Senate wished to raise and enhance its role within the University, including its capacity to influence University decision making. In seeking to enhance the influence the Senate had about the future directions of the University, the intent was not to usurp the roles of the Board of Trustees and Executive Management. Rather, the intent was that greater cognisance should be given to the debates and deliberations of Academic Senate in University decision making, and that Senate should exercise more fully its functions under the Academic Governance Policy, including its extensive advisory powers, as the peak body representing the academic community.

At the conclusion of the debate Academic Senate agreed to a resolution that affirmed its commitment to the spirit and letter of its role as “the primary custodian of academic values and standards for the University”, and its functions and powers under clauses (3) and (6) of the Academic Governance Policy, and did so …

both in general, and also with special reference to the approval and/or implementation of the following types of proposals, wheresoever they may have originated:-

1. Any change to the length or frequency of the UWS teaching semester;
2. Any replacement of traditional teaching methods by online instruction howsoever the latter may be named;
3. Any significant change to the establishment or portfolio of any academic unit; and
4. Any proposal whose effect could foreseeably be to change the ratios of staff, whether full time to casual or academic to professional, so significantly in any unit that there are clear academic issues raised over and above any resource, cost or other issues.

Accordingly, in order to discharge its mandate, Senate will discuss, and form an explicit view on, every proposal of the type listed, before any such proposal is implemented within the University.

This resolution was reported to the Board of Trustees, and Board members were circulated with a copy of the Raise and Enhance paper. The Chair of Academic Senate has discussed the paper and resolution with the Vice-Chancellor, Deputy Vice-Chancellors and other senior officers of the University, to determine how Senate’s decisions might be implemented. Following consultation with the UWS Executive Group, the Vice-Chancellor has written to the Chair of Senate, who has prepared a paper to report on the range of actions that he has taken since the 22 February meeting. This paper is attached, together with a document about university governance relationships
that has been endorsed by the recent National Conference of Chairs of Academic Boards and Senates. The paper includes the full text of the resolution.

For comment and advice to the Chair of Academic Senate.

3.5 OUR FUTURE ACTION PROGRAM

The Our Future Program is an integrated group of initiatives that were developed during 2012 in response to a set of resolutions by the UWS Board of Trustees that aim to strengthen the University’s position in the increasingly competitive higher-education sector, both in Australia and internationally.

The Our Future Program website may be found at the following URL, and it includes the statement that “Academic Senate and its committees will be closely involved in the Program, with regular communication and engagement with the various academic projects.”

http://uws.edu.au/our_future_program/our_future_program

The Our Future Program work falls within six broad activity streams:

1. Learning and Teaching Flexibility: Beyond the Classroom
2. Optimising the Use of the Academic Year and Infrastructure
3. Staffing for Development
4. Financial Sustainability
5. Academic Program and Pathways
6. Marketing the University: Branding and Identity

This comprehensive and integrated initiative involves all staff across all areas of the University, and Academic Senate members will receive briefings at the School level and through regular reports to Senate.

Although the activity streams do not refer explicitly to the University’s research programs, there are strong and clear links which are being promoted through the relevant research portfolios and committees.

This will be a standing item on Academic Senate agendas for 2013, and a series of briefings, discussions and items for comment and decision will be organised around it, including items 3.6 – 3.9 of this agenda paper.

3.6 CURRICULUM PLANNING

This item relates to the “Learning and Teaching Flexibility: Beyond the Classroom” and “Academic Program and Pathways” activity streams of the Our Future Program.

At the electronic meeting held between 12 and 14 December 2012, Senate Executive Committee was advised that …

“UWS courses and units are continually being reviewed and updated, but the scope and volume of curriculum renewal will increase significantly in the remaining months of 2012 and 2013, owing to the following university and sector-level priorities.”
The Senate Executive Committee recognised that for relatively small changes, principally involving changes to unit delivery, development of a fast-tracked process for considering and approving these changes was appropriate. Other courses may require more substantial changes, and new courses may require approval as outcomes of the existing School Course Management Plans and, in the longer term, the Academic Program Project.

At its meeting on 13 February 2013 the Academic Planning and Courses Approvals Committee (APCAC) discussed a range of short, medium and long term issues in relation to academic planning and curriculum approval, including the development of new courses that draw on academic expertise from across the University.

APCAC discussed these matters further at its 24 April 2013 meeting.

The Chair of Academic Senate and the Chair of the Academic Planning and Courses Approvals Committee will provide a brief update on these curriculum planning issues.

The detailed project scope for the Academic Program and Pathways Project has not yet been finalised, but it is anticipated that an options paper will be prepared for comment, followed by a green paper for consideration by the Board of Trustees. Meetings will be scheduled to ensure that Senate is able to give advice and express a position on the development of the University’s academic program profile.

**For discussion and advice to the Chair of Academic Senate and the Chair of the Academic Planning and Courses Approvals Committee.**

### 3.7 ACADEMIC YEAR REVIEW

This item relates to the “Optimising the Use of the Academic Year and Infrastructure” activity stream of the *Our Future Program*.

At the 22 February 2013 Senate meeting the Deputy Vice-Chancellor (Academic Planning) updated Senate members on the Academic Year Review.

The initiative for the review came from the Board of Trustees and was premised on the need to maximise the use of resources as the University grew. The Deans had been asked to comment on two possible models – firstly, a three equal trimester pattern, and secondly, an extended summer session. The School of Business had favoured the three equal trimester pattern, while the other schools supported the extended summer session, and it was proposed that both models would operate. The School of Business trimester pattern would commence in 2015, and the extended summer session in 2013-2014. The University hoped to increase student load by offering summer sessions – currently, many UWS students studied elsewhere during summer, often at Sydney University.

The Schools have proposed a total of 104 units for offer in Summer 2013-2014, encompassing a range of core and elective units, and including units that will enhance student progression and choice, and facilitate some teach-out arrangements.

Chairs of Academic Senate Committees have been closely involved in consultations about the Summer program, and the Chair of Senate has requested that a joint working party of APCAC and Senate Education Committee be established to consider its implications for academic policies and procedures, including curriculum, progression, assessment and graduations. Recommendations will be made to Senate, through APCAC and Education Committee, with advice to the Academic Year Review team.

The working party, in collaboration with other working parties of the Academic Year
Review team, will also consider the implications for academic policies and procedures of the School of Business trimester model, both as a standalone arrangement and in combination with courses that are operating on an Autumn/Spring calendar. Again, recommendations will be made to Senate through the relevant Standing Committees.

The Deputy Vice-Chancellor (Academic Planning) will give a further update on this project.

For discussion and advice to the Deputy Vice-Chancellor (Academic Planning).

3.8 RED TAPE TASKFORCE

The Red Tape Taskforce has been established to review a range of administrative tasks required in support of teaching and research programs. The project lies within the Financial Sustainability stream of the Our Future Program, and is being led by the DVC Academic Planning, supported by the Chair of Academic Senate. The Board of Trustees has commended this initiative, noting that this is an opportunity to free up academic time currently spent on administration, while improving efficiencies and processes. The final report will be provided to Academic Senate and the Audit and Risk Management Committee and then to the Board of Trustees in December 2013.

We anticipate that Academic Senate will be asked to make a range of decisions about academic policies and procedures in response to the project report.

A short background paper is attached, and members of Academic Senate are invited to suggest areas for the Taskforce’s attention. Further advice will be sought when the Taskforce is fully established. Members are also invited to express an interest in contributing to the Taskforce’s activities.

For comment and preliminary advice to the Red Tape Taskforce.

3.9 BLENDED LEARNING UPDATE

Following on from the presentations on Blended Learning at the last Senate meeting, the interim Deputy Vice-Chancellor (Education) will update Senate on developments with Blended Learning, including the iPad initiative.

The Senate Assessment and Education Committees are currently considering the implications of this program of work for the University’s academic policies. Proposed changes will be presented to Senate for consideration and decision.

For comment and advice to the interim Deputy Vice-Chancellor (Education).

3.10 DOCTORATE POLICY

Appended is a new Doctorate Policy recommended by the Research Studies Committee of Academic Senate. This is a consolidation of eight doctoral policies into a single policy, encompassing the Doctor of Business Administration Policy, Doctor of Creative Arts Policy, Doctor of Cultural Research Policy, Doctor of Education Policy, Doctor of Medicine Policy, Doctor of Philosophy (Political and Social Thought) Policy, Doctor of Philosophy Policy and Professional Doctorate Policy.

The attached paper explains how the new Policy will simplify the current policy documentation, simplify the procedure for introducing a new doctoral award, and reduce the risk of vital information being missed by staff or students.
It is recommended:

That Academic Senate approve the Doctorate Policy, to replace the Doctor of Business Administration Policy, Doctor of Creative Arts Policy, Doctor of Cultural Research Policy, Doctor of Education Policy, Doctor of Medicine Policy, Doctor of Philosophy (Political and Social Thought) Policy, Doctor of Philosophy Policy and Professional Doctorate Policy, effective from the date of publication of the new Policy.

3.11 EXAMINATIONS POLICY – MOBILE PHONE PROBLEMS IN FORMAL EXAMINATIONS PERIOD

At the 5 November 2012 meeting the Education Committee considered a proposal to detect and deter mobile phone usage at examination venues during the formal and deferred examination periods. The proposal included changes to existing ‘Exam rules’ (published under the student pages on the ARO website), a proposed internal procedure for management of mobile phones during formal examination periods, draft changes to the Misconduct – Student Academic Misconduct Policy, and draft changes to the Examinations Policy.

The Committee noted the increasing problems associated with mobile phones causing disturbances during examinations, or being concealed when students go to the bathroom and used to access information. The use of mobile phone detectors is proposed, with a fine of $150 proposed for students who infringe the rules requiring them to have the phone switched off and visible on the desk to the Exam Supervisor. An active networking group with other universities had provided examples of similar deterrent practices elsewhere.

The proposed policy changes were published on the Policy DDS Bulletin Board and feedback sought from the broader UWS community. A notice was also placed on vUWS.

At the 8 April meeting the Education Committee supported the proposal and noted that a communication campaign will be undertaken to ensure that students and staff know that all alerts and alarms must be switched off so that no disturbance is caused. If a device sounds for any reason and causes a disturbance a fine will be applied. It was agreed that the Exam rules should be amended to ensure that it is clear that phones should not ring or omit any sounds or alarms. The Committee asked that the rules should also apply to staff supervising examinations, and it was noted that their training covers the need for mobile phones to be switched off.

The appended paper Examinations Policy – Proposed Amendments to Deter Mobile Phone Use details the proposed amendments.

It was resolved that (ED13:03/04):

(i) the Examinations Policy be modified to remove reference to “Unauthorised Material at the Examination”, and addition of a new clause 42, and that the ARO Exam rules be amended as suggested;
(ii) the use of mobile phone detectors be endorsed to deter students from concealing mobile phones on their person and not storing them correctly within the exam venue;
(iii) a fine be imposed on students who bring mobile phones or similar communication devices into examination venues and do not follow the Exam rules;

(iv) the Misconduct – Student Academic Misconduct Policy and Misconduct – Student Non-Academic Misconduct Policy be amended to align with the Examinations Policy;

(v) it be recommended to Academic Senate that the proposed amendments to the Examinations Policy, the Misconduct – Student Academic Misconduct Policy and the Misconduct – Student Non-Academic Misconduct Policy, be approved.

It is recommended:

That Academic Senate approve the changes to the Examinations Policy, and amendments to the Misconduct – Student Academic Misconduct Policy required to align it with the Examinations Policy, from the date of publication of the revised Policy.

That Academic Senate endorse and recommend the amendments to the Misconduct – Student Non-Academic Misconduct Policy required to align it with the Examinations Policy, from the date of publication of the revised Policy.

Note: Academic Senate is not the approving authority for the Misconduct – Student Non-Academic Misconduct Policy.

3.12 HONOURS IN BACHELOR AWARDS POLICY

Proposed policy amendment - Appeals against Honours Levels

At the 21 March 2013 meeting the Bachelor (Honours) Committee endorsed a proposed amendment to the Honours in Bachelor Awards Policy.

The Senate Appeals and Integrity Committee (SAIC) hearings in January 2013, considered two appeals against the level of honours awarded. The SAIC members supported ‘in-principle’ that trivial or vexatious appeals need not be heard if the Chair of the Senate’s Appeals and Integrity Committee was given a delegation similar to that contained within the Misconduct - Student Academic Misconduct Policy:

“The Chair or, in the Chair’s absence, the Deputy Chair of Academic Senate, may determine that there are no valid grounds for appeal, and that the appeal will therefore not be heard.”

It was noted that the Chair of Senate has exercised a similar delegation under the Misconduct - Student Academic Misconduct Policy and the Misconduct - Higher Degree Research Candidate Misconduct in Research Policy. This has saved a significant amount of time and effort for all concerned, and prevented false hopes from being raised for a number of appellants.

Several appeals have simply reiterated points that have already been considered in accordance with policy, and clearly documented, at a lower level in the appeal process. Accordingly, they did not provide valid grounds for appeal. The Chair of Senate always considers the “reasonable application of policy” test in addition to the formal grounds for appeal, when he has exercised the delegation under the two policies mentioned above.

The Honours in Bachelor Awards Policy provides in Part M Clauses 50 and 51 that:

(50) Where honours level is awarded only on the basis of results in the significant research component, appeal will be through the review of grade policy;
(51) Where the honours level is awarded on the basis of the significant research component and other course components, appeals against level of honours should be made to the Academic Senate Academic Appeals and Integrity Committee. The only grounds for appeal are those arising from procedural irregularity. The Committee’s decision is final.

Students also have the right to use the UWS Complaints Resolution process if they are not satisfied with the Chair or Deputy Chair’s determination.

It was resolved (BHonsC 13:01/02), and it is recommended:

That the following provision be incorporated into the Honours in Bachelor Awards Policy:

The Chair or, in the Chair’s absence, the Deputy Chair of Academic Senate, may determine that there are no valid grounds for appeal, and that the appeal will therefore not be heard.

It is recommended:

That Academic Senate approve the changes to the Honours in Bachelor Awards Policy, from the date of publication of the revised Policy

3.13 APPROVAL OF SCHOLARSHIPS

Appended is a proposal for a new University Scholarship, prepared by the Office of Development, as follows:

Sydney Catchment Authority Engineering Scholarship - This is intended for students currently enrolled in their third year of the Bachelor of Engineering (Civil Engineering) with a commitment to a career in the water industry. Applicants will be assessed on their results in three hydrology subjects and must be willing to undertake paid work experience.

It is recommended:

That Academic Senate approve the proposed Sydney Catchment Authority Engineering Scholarship.

3.14 AWARDS OF THE UNIVERSITY MEDAL

The following students were awarded the University Medal at the April 2013 Graduation ceremonies, as approved by the Chair of Academic Senate, on behalf of the Senate.

- Chun GAO (SID 13519461) Bachelor of Computer Science (Honours), Honours Class 1
- Daniel Lee GRECH (SID 16438385) Bachelor of Computer Science (Honours), Honours Class 1
- Patricio Javier ALZAMORA (SID 16293957) Bachelor of Computer Science (Honours), Honours Class 1
- Andrew O’BRIEN (SID 16723489) Bachelor of Computer Science (Honours), Honours Class 1
- James DEBONO (SID 16758227) Bachelor of Engineering (Advanced), Honours Class 1
- Erin Louise BURKE (SID 16764705) Bachelor of Engineering (Advanced), Honours Class 1
• Francis George LANE (SID 16775998) Bachelor of Engineering, Honours Class 1
• Andrew Joshua AGIUS (SID 16786006) Bachelor of Social Science (Honours), Honours Class 1
• Gabrielle Louise BETTERIDGE (SID 16386088) Bachelor of Psychology, Honours Class 1
• Sara CIBRALIC (SID 16752577) Bachelor of Psychology, Honours Class 1
• Anne Rochelle DWYER (SID 16350191) Bachelor of Psychology, Honours Class 1
• Tamkin NOORZAD (SID 16518256) Bachelor of Psychology, Honours Class 1
• Jamila Ruth SOLOMON (SID 17064095) Bachelor of Psychology, Honours Class 1
• Peta Fiona TRAM (SID 15777863) Bachelor of Psychology, Honours Class 1
• Angela MCILWAIN (SID 16716487) Bachelor of Economics (Honours), Honours Class 1
• Jerikho Christian Yap BULANADI (SID 16752290) Bachelor of Medical Science (Honours), Honours Class 1
• Melia CONDON (SID 16724365) Bachelor of Science (Honours), Honours Class 1
• Allison Catherine GEE (SID 16729298) Bachelor of Science (Honours), Honours Class 1
• Jessica Leigh MOWLE (SID 16726776) Bachelor of Science (Honours), Honours Class 1
• Elisa Patricia Mary PRUSS (SID 16726648) Bachelor of Science (Honours), Honours Class 1
• Rhiannon Lee WHITE (SID 16725674) Bachelor of Health Science (Honours), Honours Class 1
• Daniel Michael BOULTON (SID 16764978) Bachelor of Health Science (Honours), Honours Class 1

**It is recommended:**

> That Academic Senate note the awards of the University Medal, approved by the Chair of Academic Senate, on behalf of the Senate.

Following an earlier request from the Vice-Chancellor, the Chair of Academic Senate has initiated a review of the criteria for awarding University Medals. This will be informed by recent benchmarking that has been undertaken of practice across the sector. Any proposed changes will be considered by Senate Education Committee, for recommendation to Academic Senate.

### 4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

#### 4.1 SENATE EXECUTIVE COMMITTEE

*Matters carried forward from the 22 February 2013 meeting of Academic Senate are included below.*

The Senate Executive Committee’s 2012 annual report is appended.

The Senate Executive Committee held electronic meetings between 16 and 21 November, 12 and 14 December, 19 and 21 December 2012, 31 January and 5 February 2013, 22 – 27 March 2013 and a face-to-face meeting on 17 January 2013. Reports of these meetings are appended.
The electronic meetings between 19 and 21 December 2012, 31 January and 5 February 2013 and 22 – 27 March 2013 were held concurrently with the Academic Planning and Courses Approvals Committee, and considered the same course proposals.

**It is recommended:**

*That Academic Senate note the 2012 Annual Report of the Senate Executive Committee.*

*That Academic Senate note the reports of the Senate Executive Committee electronic meetings conducted between 16 and 21 November, 12 and 14 December, 19 and 21 December 2012, 31 January and 5 February 2013, 22 – 27 March 2103 and the face-to-face meeting on 17 January 2013.*

### 4.2 RESEARCH COMMITTEE  AS13/02-4.2

*Matters carried forward from the 22 February 2013 meeting of Academic Senate are included below.*

The Research Committee's 2012 annual report is appended.

The Research Committee met on 2 April 2013. The unconfirmed minutes of the meeting are appended.

**It is recommended:**

*That Academic Senate note the 2012 Annual Report of the Research Committee.*

*That Academic Senate note the minutes of the 2 April 2013 Research Committee meeting.*

### 4.3 RESEARCH STUDIES COMMITTEE  AS13/02-4.3

*Matters carried forward from the 22 February 2013 meeting of Academic Senate are included below.*

The Research Studies Committee's 2012 annual report is appended.

The Research Studies Committee met on 6 November 2012, 5 February 2013, 5 March 2013 and 2 April 2013. The minutes of these meetings are appended.

**It is recommended:**

*That Academic Senate note the 2012 Annual Report of the Research Studies Committee.*

*That Academic Senate note the minutes of the 6 November 2012, 5 February 2013, 5 March 2013 and 2 April 2013 Research Studies Committee meetings.*

### 4.4 EDUCATION and ASSESSMENT COMMITTEES (incorporating Student Experience and Engagement Committee)  AS13/02-4.4

*Matters carried forward from the 22 February 2013 meeting of Academic Senate are included below.*
The Education Committee’s 2012 annual report is appended. This report covers the Assessment Committee and the Student Experience and Engagement Committee.

A combined report is appended covering the Education Committee meetings of 5 November and 3 December 2012, the Assessment Committee meeting of 4 February 2013, and the Student Experience and Engagement Committee meeting of 13 December 2012.

A second report covering the Education Committee meetings of 4 March and 8 April 2013 and the Student Experience and Engagement Committee meeting of 14 February 2013 will be provided before the meeting.

It is recommended:

That Academic Senate notes the 2012 Annual Report of the Education Committee, also covering the Assessment Committee and the Student Experience and Engagement Committee.

That Academic Senate note the reports of the Education Committee meetings held on 5 November, 3 December 2012, 4 March and 8 April 2013, the report of the Assessment Committee meeting held on 4 February 2013 and the reports of the Student Experience and Engagement Committee held on 13 December 2012 and 14 February 2013.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE AS13/02-4.5

Matters carried forward from the 22 February 2013 meeting of Academic Senate are included below.

The Academic Planning and Courses Approvals Committee’s 2012 annual report is appended. This includes annual reports from the two Curriculum Quality Committees.

The Academic Planning and Courses Approvals Committee (APCAC) met face-to-face on 14 November 2012, 10 December 2012, 13 February 2013 and 24 April 2013.

The recommendations for course changes from the November and December meetings were referred to the Senate Executive Committee because of their urgency, and approved at a Senate Executive Committee electronic meeting conducted between 12 and 14 December 2012. See item 4.1.

APCAC conducted electronic meetings between 19 and 21 December 2012, and between 18 and 22 January, 31 January and 5 February 2013, and 22 and 27 March 2013. The electronic meetings held between 19 and 21 December 2012, 31 January and 5 February 2013, and 22 and 27 March 2103 were held concurrently with the Senate Executive Committee, and considered the same course proposals. See item 4.1

A report of the 13 February 2013 face-to-face meeting (which includes a report of the electronic meeting conducted between 18 and 22 January 2013), is appended and the report of the 24 April 2013 meeting will be provided before the meeting.

It is recommended:

That Academic Senate note the 2012 Annual Report of the Academic Planning and Courses Approvals Committee.

That Academic Senate note the report of the 13 February 2013 Academic Planning and Courses Approvals Committee meeting, including the electronic meeting conducted between 18 and 22 January 2013, and the report of the 24
April 2013 Academic Planning and Courses Approvals Committee meeting and ratify the recommendations contained therein.

4.6 BACHELOR (HONOURS) COMMITTEE

Matters carried forward from the 22 February 2013 meeting of Academic Senate are included below.

The Bachelor (Honours) Committee’s 2012 annual report is appended.

The Bachelor (Honours) Committee met on 29 October 2012, 11 December 2012 and 21 March 2013. Minutes of the 29 October 2012 and 11 December 2012 meetings are appended. The minutes of the 21 March 2013 meeting are not yet available.

It is recommended:

That Academic Senate note the 2012 Annual Report of the Bachelor (Honours) Committee.

That Academic Senate note the minutes of the Bachelor (Honours) Committee meetings held on 29 October 2012 and 11 December 2012

4.7 ACADEMIC APPEALS AND INTEGRITY COMMITTEE

Matters carried forward from the 22 February 2013 meeting of Academic Senate are included below.

The Academic Appeals and Integrity Committee’s 2012 annual report is appended.

The Academic Appeals and Integrity Committee met on 17 January 2013 to consider three appeals from students in the School of Science and Health against the level of honours they were awarded December 2012. The Committee members were Professor Gabriel Donleavy (Chair), Professor Deborah Sweeney, and Ms Shaneen McGlinchey.

The Honours in Bachelors Awards Policy states: “The only grounds for appeal are those arising from procedural irregularity.” All three appeals were dismissed as the Committee determined there had not been procedural irregularity.

An appeal against a determination of the Research Student Misconduct in Research Investigation Committee, relating to higher degree research student misconduct, in accordance with the Misconduct - Higher Degree Research Candidate Misconduct in Research Policy was received on 30 November 2012. This related to an allegation of falsifying a document on UWS letterhead. The appeal was not heard as the Chair of the Senate Academic Appeals and Integrity Committee determined that the appeal did not meet the grounds for appeal permitted under the Policy.

An appeal against a determination of the Student Academic Misconduct Committees, relating to academic misconduct, in accordance with the Misconduct - Student Academic Misconduct Policy was received on 11 October 2012. This related to an allegation that a student sat for a tutorial class quiz twice (held on two separate days) in order to gain an unfair advantage. The appeal was not heard as the Chair of the Senate Academic Appeals and Integrity Committee determined that the appeal did not meet the grounds for appeal permitted under the Policy. The Student Academic Misconduct Committee determination was itself the result of an appeal against a Dean of School determination.
It is recommended:
That Academic Senate note the 2012 Annual Report and the report of the Academic Appeals and Integrity Committee

4.8 BOARD OF TRUSTEES

The Board of Trustees met on 27 February 2013 and 10 April 2013.

The next meeting is scheduled for 5 June 2013. Summaries of Board of Trustees meetings, and minutes of Board of Trustees meetings, are available on the web-site at: http://www.uws.edu.au/boardoftrustees.

5 FOR INFORMATION

5.1 CONSULTATION WITH ACADEMIC SENATE MEMBERS AS13/02-5.1

Since the 22 February 2013 meeting, members of Academic Senate and Senate Education Committee have been invited to provide comment on the following matters, for inclusion in the University's consolidated responses.

- Comment on the Terms of Reference of the Coalition’s Online Higher Education Working Group, chaired by Alan Tudge MP. A copy of the University’s response is attached.

- Comment on the Higher Education Standards Panel’s proposed revisions to the Higher Education Threshold Standards, in relation to course design (coursework) standards and the learning outcomes (coursework) standards.

A copy of the advertisement for the position of UWS Vice-Chancellor has also been circulated, and Senate members were invited to draw this advertisement to their colleagues’ attention, at UWS and elsewhere.

5.1 UWS COLLEGE ACADEMIC COMMITTEE AS13/02-5.2

The UWS College Academic Committee had a face-to-face meeting on 19 March 2013.

The minutes of the meetings are appended.

It is recommended:
That Academic Senate note the minutes of the UWS College Academic Committee meeting held on 19 March 2013.

6 NEXT MEETING

The next Academic Senate meeting is arranged for Friday 21 June. Senate meeting dates for 2013 are as follows:
- Friday 21 June
- Friday 16 August
- Friday 25 October
- Friday 6 December (provisional meeting – to be held if necessary)

All the meetings start at 9.30 AM, and will be held in the Board Room, Building AD, at Werrington North.