ACADEMIC SENATE

The next meeting (Meeting 13/03) of the Academic Senate of the University of Western Sydney will be held on Friday 21 June 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.

This is the first meeting for:

- Ms Tahani Husari who was elected to the position of “one of two postgraduate students, elected by and from the postgraduate students of the University” for a term which ends on 31 May 2015.
- Mr Dean Walker who was elected to the position of “one of two undergraduate students, elected by and from the undergraduate students of the University” for a term which ends on 31 May 2015.
- Mr Michael Robertson who was elected to the position of “one of two undergraduate students, elected by and from the undergraduate students of the University” for a term which ends on 31 May 2015.

At the time of writing, apologies had been received from Professor Ian Anderson, Professor Rhonda Griffiths and Professor Clive Smallman. 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
• 3.2 Academic Standards And Quality, including Draft Threshold Standards for Research and Research Training
• 3.5 Curriculum Planning
• 3.6 Academic Year Review
• 3.8 Blended Learning Update
• 3.9 Doctor Of Letters And Doctor Of Science Degrees 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.

At the 16 August 2013 Academic Senate meeting the Pro Vice-Chancellor (Students and International), Mr Angelo Kourtis, will provide a presentation on ‘The Academy’; A new initiative to provide high achieving students with a bespoke learning and leadership experience.

‘The Academy’ will be designed to create a community of high achieving students at UWS through the use of advanced coursework units and extracurricular civic engagement and leadership programs, and promote personal, professional and academic development. Through ‘The Academy’ students will be provided with a platform for success that will be of benefit to the individual, the University and to the community.

1.6 MINUTES OF THE PREVIOUS MEETING

The minutes of the Academic Senate meeting held on 3 May 2013 are appended.

It is recommended:

That Academic Senate confirms the minutes of the Senate meeting held on 3 May 2013 as an accurate record.

2 BUSINESS ARISING

2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

2.1 MINUTE 3.10 – DOCTORATE POLICY

At the 3 May meeting…

It was resolved (AS13:02/03):

To approve the Doctorate Policy as amended (Clause 188), 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.

An inconsistency with other areas and timelines stated in the policy was identified in clause (188) and Senate agreed to the removal of the following two sentences from that clause:

Remove

“The DBA may be completed over three years of full time study and research, or the part-time equivalent. The minimum period of candidature is three years full-time, or the part-time equivalent and the maximum period of candidature is three years full-time, or the part-time equivalent.”

New Clause (188)

“Coursework units will be presented one per term over four consecutive terms for full-time candidates; and part-time candidates may spread coursework subjects over two years. All candidates must undertake the coursework program in the order as specified by the University and outlined in Appendix 1 - Coursework Outline for Doctor of Business Administration.”

Arrangements are being made for the new consolidated Doctorate Policy, with the above amendment, to be published on the DDS.

2.2 MINUTE 3.11 - EXAMINATIONS POLICY – MOBILE PHONE PROBLEMS IN FORMAL EXAMINATIONS PERIOD

At the 3 May 2013 meeting...

“Without discussion...

It was resolved (AS13:02/04):

To 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.

The revised Examinations Policy has now been published on the Policy DDS.

2.3 MINUTE 3.12 - HONOURS IN BACHELOR AWARDS POLICY

At the 3 May 2013 meeting...

It was resolved (AS13:02/05):

To approve the changes to the Honours in Bachelor Awards Policy, from the date of publication of the revised Policy.

Arrangements are being made to publish the revised Honours in Bachelor Awards Policy on the Policy DDS.
3 GENERAL BUSINESS

3.1 CHAIR’S REPORT

A written report from the Chair covering activities undertaken on behalf of the Senate since 3 May 2013 is appended.

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

3.2 ACADEMIC STANDARDS AND QUALITY, INCLUDING DRAFT THRESHOLD STANDARDS FOR RESEARCH AND RESEARCH TRAINING

The interim Deputy Vice-Chancellor, Professor Andrew Cheetham, will lead discussions regarding the recently released Higher Education Standards Panel set of draft Threshold Standards for Research, Research Training, and Learning Outcomes (Research Training). The closing date for comments is Wednesday 10 July 2013.

The consolidated Research Standards document is attached and more information is available at [http://www.hestandards.gov.au/engagement/call-comment-number-2](http://www.hestandards.gov.au/engagement/call-comment-number-2). The document has also been referred to Academic Senate’s Research Committee for comment.

The Higher Education Threshold Standards are mandatory for all universities, and are the basis for regulation by TEQSA. The draft standards make extensive reference to the role of academic governance in research, and cover a range of matters that are relevant to research training, including the supervision and management of Higher Degree Research candidatures, and the learning outcomes of Doctoral and Research Masters degrees, including a range of more generic research skills.

Members will be invited to provide comment and feedback on these draft Threshold Standards and any other TEQSA or AQF-related matters that have arisen in their professional or disciplinary communities.

3.3 SENATE WORK PLAN

At the 22 February meeting Senate discussed the latest draft Work Plan, and 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.

At the 3 May meeting the Chair indicated that he will continue putting relevant items on the agenda, when they have not already been suggested by Senate Standing Committees. For this meeting, the relevant items include 3.5, 3.6 and 3.8 below, and some references in the Chair’s Report under item 3.1. He noted that members, including student members, are welcome to raise issues for discussion by Academic Senate.

3.4 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 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 3.5 – 3.8 of this agenda paper.

3.5 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.

The Deputy Vice-Chancellor Academic Planning, Steve Wilson will be invited to provide an update on the principles and process for the review, to enable Senate 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.

3.6 ACADEMIC YEAR REVIEW

This item relates to the “Optimising the Use of the Academic Year and Infrastructure” activity stream of the Our Future Program. The initiative for this review came from the Board of Trustees and was premised on the need to maximise the use of resources as the University grew.

At the 3 May 2013 Senate meeting the Deputy Vice-Chancellor (Academic Planning) updated Senate members on the new UWS Summer. He provided a further update to Senate Education Committee at its meeting on 3 June 2013 (see also the report at item 4.4 below).

The Chair of Senate, with the Academic Registrar and Associate Director, Secretariat, has undertaken a preliminary review of the policy implications of the UWS Summer program and has established a joint working party of APCAC and Senate Education Committee to further consider 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, including the arrangements that are being made for UWS Summer, commencing in December 2013.

3.7 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 project reports from the Taskforce established by the DVC Academic Planning. No matters have been raised for consideration at this meeting, but further updates will be provided to later meetings.

3.8 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 two further items within the Curriculum Support and Curriculum Delivery Domain of the Blended Learning Strategy. They are:

- The *Learning Space Design – Threshold Standards* endorsed by the Senate Education Committee at its meeting on 3 June 2013, provide a clear baseline for all Collaborative Learning Spaces and a default standard for flat floor teaching space (where space allows).

- A set of ‘Measuring the Blend’ in Learning Activities principles were articulated in a paper by Dr Carol Russell around student centred measures of embedded work and blended learning experiences, and endorsed by the Senate Education Committee at its meeting on 3 June 2013 (see also the report at item 4.4 below).

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

3.9 DOCTOR OF LETTERS AND DOCTOR OF SCIENCE DEGREES POLICY

Appended is a revised *Doctor of Letters and Doctor of Science Policy* endorsed by the Research Studies Committee of Academic Senate, comprising changes to reflect the leadership and management changes that have taken place during 2012, to include references to both the Schools and University Research Institutes, and address clauses in which the Higher Doctorate Panel makes a confidential recommendation to Academic Senate about the award of a degree.

The attached paper by the Chair of Senate explains the background of this Policy and requested revisions.
It is recommended:

That Academic Senate approves the revisions to the Doctor of Letters and Doctor of Science Policy, effective from the date of publication of the new Policy.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

The Senate Executive Committee held an electronic meeting between 13 and 16 May 2013. The Report of this meeting is appended.

It is recommended:

That Academic Senate note the report of the Senate Executive Committee electronic meeting conducted between 13 and 16 May, 2013.

4.2 RESEARCH COMMITTEE

The Research Committee met on 7 May and 4 June 2013. The minutes of the 7 May and 4 June meetings are appended.

It is recommended:

That Academic Senate note the minutes of the 7 May 2013 and 4 June 2013 Research Committee meetings.

4.3 RESEARCH STUDIES COMMITTEE

The Research Studies Committee met on 7 May and 4 June 2013. The minutes of the 7 May and 4 June meetings are appended.

It is recommended:

That Academic Senate note the minutes of the 7 May 2013 and 4 June 2013 Research Studies Committee meetings.

4.4 EDUCATION COMMITTEE

The Education Committee met on 3 June 2013. A report of this meeting is appended.

It is recommended:

That Academic Senate note the report of the Education Committee meeting held on 3 June 2013.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

The Academic Planning and Courses Approvals Committee (APCAC) conducted an inquorate face-to-face meeting on 12 June 2013, and a subsequent e-meeting from 17 to 20 June to endorse and approve curriculum items.
A report of the 12 June 2013 face-to-face meeting (which includes a report of the electronic meeting conducted between 17 and 20 June 2013), will be provided at the meeting.

**It is recommended:**

*That Academic Senate note the report of the 12 June 2013 Academic Planning and Courses Approvals Committee meeting, including the electronic meeting conducted between 17 and 20 June 2013, and ratifies the recommendations contained therein.*

4.6 **BACHELOR (HONOURS) COMMITTEE**  

No meeting of the Bachelor (Honours) Committee has occurred since the last Academic Senate meeting. The minutes of the 21 March 2013 meeting are appended.

**It is recommended:**

*That Academic Senate note the minutes of the Bachelor (Honours) Committee meeting held on 21 March 2013.*

4.7 **UWS COLLEGE ACADEMIC COMMITTEE**  

The UWSCollege Academic Committee held a face-to-face meeting on 8 May 2013. The minutes of the meetings are appended.

**It is recommended:**

*That Academic Senate note the minutes of the UWSCollege Academic Committee meeting held on 8 May 2013.*

4.8 **BOARD OF TRUSTEES**

The Board of Trustees met on 5 June 2013.

The next meeting is scheduled for 11 September 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](http://www.uws.edu.au/boardoftrustees).

5 **FOR INFORMATION**

No items

6 **NEXT MEETING**

The next Academic Senate meeting is arranged for Friday 16 August 2013. Senate meeting dates for the remainder of 2013 are as follows:

- 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.