ACADEMIC SENATE

The next meeting (Meeting 11/05) of the Academic Senate of the University of Western Sydney will be held on **Friday 28 October 2011** at **9:30am** in the **Boardroom, Building AD** at Werrington North.

For apologies and enquiries, telephone (02) 9678 7894, fax (02) 9678 7831 or email m.derby@uws.edu.au.

AGENDA

1 PROCEDURAL MATTERS

1.1 INTRODUCTION, WELCOME, FAREWELLS AND APOLOGIES

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

This is the first Academic Senate meeting for:

- Professor Kerri-Lee Krause, Pro Vice-Chancellor (Education) who joined the University on 17 October
- Professor Suzan Burton, who has been appointed acting Associate Dean (Research) for the College of Business and Law
- Mr Angelo Kourtis who has been appointed Pro Vice-Chancellor (Students)

Associate Professor Craig Ellis is no longer a member of Senate, having been replaced as Acting Executive Dean for the College of Business and Law by Professor Clive Smallman, Dean-elect of the School of Business.

Professor Gary Smith (currently Executive Dean College of Arts) has taken up the role of Pro Vice-Chancellor (Engagement and International) and also continues as Executive Dean (College of Arts) until the end of the year.

Ms Shaneen McGlinchey, previously acting Registrar, has been appointed as Academic Registrar.

As at 21 October, apologies have been received from Professor Wayne McKenna. Any further apologies will be reported.

1.2 DECLARATION OF CONFLICT OF INTEREST

Members are requested to declare any conflict of interest, in terms of the Conflict of Interest Guidelines, they may have in relation to the items on this agenda. The Conflict of Interest Guidelines are available on the Policy DDS at:

Members are reminded that they should also declare any conflicts 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:

- 3.2 UWS Leadership and Management Changes
- 3.3 Quality Management – AUQA Cycle 2 Audit
- 3.4 Advanced Standing and Recognition of Prior Learning 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 MEETINGS

The minutes of the last meeting held on 19 August 2011 are appended.

It is recommended:  
That Academic Senate confirm the minutes of the Senate meeting held on 19 August 2011 as an accurate record.

2 BUSINESS ARISING

2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETING

2.1 MINUTE 3.2 - ACADEMIC GOVERNANCE POLICY AND ACADEMIC SENATE STANDING COMMITTEES POLICY

At the 19 August 2011 meeting …

“It was resolved (AS11:04/04):

To endorse the revised Academic Governance Policy, and recommend it for approval by the Board of Trustees.

To approve the revised Academic Senate Standing Committees Policy with effect from the date of publication of the Policy.”
2.2 MINUTE 3.5 - ARTICULATION PATHWAYS POLICY

At the 19 August 2011 meeting …

“It was resolved (AS11:04/05):

to approve the proposed amendments to the Articulation Pathways Policy, effective from the date of publication of the revised Policy.”

Arrangements are being made for the revised Articulation Pathways Policy to be published on the Policy DDS.

2.3 MINUTE 3.6 - ASSESSMENT POLICY – CRITERIA AND STANDARDS-BASED ASSESSMENT - ATTENDANCE PROVISIONS

At the 19 August 2011 meeting …

“It was resolved (AS11:04/06):

to approve the proposed amendments to the Assessment Policy – Criteria and Standards-based Assessment, effective from the date of publication of the revised Policy.”

The revised Assessment Policy – Criteria and Standards-based Assessment has been published on the Policy DDS.

2.4 MINUTE 3.7 - STRUCTURE AND NOMENCLATURE OF BACHELOR AWARDS POLICY – PROPOSED AMENDMENTS

At the 19 August 2011 meeting …

“It was resolved (AS11:04/07):

to approve the proposed amendments to the Structure and Nomenclature of Bachelor Awards Policy, effective from the date of publication of the revised Policy.”

The revised Structure and Nomenclature of Bachelor Awards Policy has been published on the Policy DDS.

2.5 MINUTE 3.8 - ACADEMIC RECORDS ISSUANCE POLICY

At the 19 August 2011 meeting …

“It was resolved (AS11:04/07):

to endorse the Academic Records Issuance Policy, and recommend it to the Vice-Chancellor for approval.”
The revised Academic Records Issuance Policy was approved by the Vice-Chancellor and has been published on the Policy DDS.

3 GENERAL BUSINESS

3.1 CHAIR’S REPORT AS11/05-3.1

A written report from the Chair, covering recent activities undertaken on behalf of the Senate since 19 August 2011 is appended.

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

3.2 UWS LEADERSHIP AND MANAGEMENT CHANGES AS11/05-3.2

In approving structural changes to the University at the 20 July Board of Trustees meeting, the Board considered a paper “Proposed New Organisational Structure” which stated:

“Academic Governance
The Chair of Academic Senate will work full-time until the end of the year to develop a suite of proposals for consideration by the Board to:
• Implement new academic governance committees within schools and at a UWS-wide level, to revise and refine academic policies as required;
• Propose the distribution of academic delegations; and
• Work with schools to develop a plan to transition to the new arrangements for the 2012 academic year.”

The Chair will update Senate about progress to date and lead a discussion about the changes to academic governance committees and the scope of the policy revisions that will be required.

At this meeting Senate will be invited to consider some proposed changes to the Academic Governance Policy and Academic Senate Standing Committees Policy, encompassing changes to the membership and terms of reference of Academic Senate and its Standing Committees, including University- and School-level committees. Senate’s advice about these proposed changes will be used to produce a set of updated policy proposals for wider consultation, followed by approval by Senate at its November meeting and, for the Academic Governance Policy, recommendation to the Board of Trustees.

The proposed changes are based on consultation with a range of Senate Standing Committees and their Chairs, other University officers and staff, and the Deans-elect. Further consultation will occur before Senate is asked to make a final decision on the proposed changes.

Papers to follow

For discussion and consideration

3.3 QUALITY MANAGEMENT - AUQA CYCLE 2
The Chair of Academic Senate will update Academic Senate on the outcomes from the 8-12 May 2011 AUQA audit.

For discussion and consideration.

POLICY MATTERS

3.4 ADVANCED STANDING POLICY  AS11/05-3.4

Appended is a proposal from the Education Committee for revisions to the Advanced Standing. Although the revised Policy looks very different from the current policy there have not been many actual changes. The changes cover:

- The role of the Academic Registrar, who makes decisions on the recommendation of the Head of Program, and has discretion to vary the maximum allowable advanced standing.
- The University's right to withdraw advanced standing due to documentation being incomplete or misleading or where an error has been made. This is to ensure the University can withdraw advanced standing that was granted incorrectly.
- The inclusion of clauses on relinquishing advanced standing (stating that visa/immigration requirements are not considered to be valid academic reasons).
- Revisions to the timeline on applications for advanced standing to clarify the intent of the policy.
- Revision to the Appeals process.

The proposed Policy was made available for comment via the Policy DDS.

A report is appended.

It is recommended:

That the Academic Senate approves the proposed amendments to the Advanced Policy, effective from the date of publication of the revised Policy.

3.5 CHANGES TO THE AWARD COURSES AND UNITS APPROVAL POLICY

At the 19 August Senate meeting, Senate approved changes to the Structure and Nomenclature of Bachelor Awards Policy. Those changes included the addition of the following clause, covering the circumstances in which the title of a major might appear on the student testamur:

“(31) The title of a major may form part of the degree title and appear on the testamur, provided it has been approved to do so at the time Academic Senate has approved the course, and only if it forms part of the degree as specified in subclause (10d) of this Policy. Otherwise majors will not appear on the testamur.”

The paper Senate considered at the meeting recommended that a consequential change to the Award Courses and Units Approval Policy covering the definition of a major was required, as follows (change in bold):
“(17) Major: an approved sequence of eight units or 80 credit points that makes up an area of special focus within the Bachelors degree. Normally majors will not appear on the testamur. See the Structure and Nomenclature of Bachelor Awards Policy for the only exceptions to this provision.”

The Senate did not explicitly approve this consequential amendment, and, to rectify this …

It is recommended:

That the Academic Senate approves the proposed amendments to the Award Courses and Units Approval Policy, effective from the date of publication of the revised Policy.

3.6 CHANGES TO THE DOCTOR OF PHILOSOPHY (POLITICAL AND SOCIAL THOUGHT) POLICY

The current Doctor of Philosophy (Political and Social Thought) Policy requires that all applicants meet the Director of the University Research Centre or their delegate to discuss the question of fit between them and the program (in person or by phone). The practice has not proved beneficial: it is time consuming and has little demonstrable value, and may imply that the Centre for Citizenship and Public Policy is more committed to a particular applicant than may be correct.

The Centre for Citizenship and Public Policy proposed that this particular clause be amended, and this has been supported by the College of Arts Research and Higher Degrees Committee, and the Research Studies Committee.

A paper is appended.

It is recommended:

That the Academic Senate approves the proposed amendments to the Doctor of Philosophy (Political and Social Thought) Policy, effective from the date of publication of the revised Policy.

3.7 CHANGES TO THE DOCTOR OF CULTURAL RESEARCH POLICY

Proposals to amend the requirements for the Doctor in Cultural Research degree in the Doctor in Cultural Research Policy were considered at the 19 August 2011 Senate meeting. In discussion:

“It was suggested that even with the revisions, the examination requirements remained onerous, and with the emphasis on word counts, students might write too much.”

...and...
“It was agreed to refer the proposed revisions to the Doctor in Cultural Research Policy back to the Research Studies Committee, for further consideration. Once the appropriate changes had been made, it was agreed that the Senate Executive Committee would approve the Policy on behalf of the Senate.”

The Senate Executive Committee has not met since the 19 August Senate meeting, so a resubmitted proposal for revisions to the Doctor in Cultural Research Policy is appended for Senate’s consideration.

It is recommended:
That the Academic Senate approves the proposed amendments to the Doctor in Cultural Research Policy, effective from the date of publication of the revised Policy.

3.8 POSTHUMOUS AWARD FOR MRS DANIELLE JANET GILROY

At the 6 September 2011 College of Arts Education, Assessment and Progression Committee, the Committee approved the award of the 4598.2 Bachelor of Social Work coursework degree posthumously to Mrs Danielle Janet Gilroy (16552988).

As noted in the minutes:

“The School of Social Sciences School Academic Committee met on 22 August 2011 and endorsed the approval of a posthumous Bachelor of Social Work degree to Mrs Danielle Janet Gilroy (16552988), to be awarded at the April 2012 Graduation Ceremony.

Speaking to the recommendation, the Chair reported that Ms Gilroy had died recently. She had passed 230 credit points since 2008 with a GPA of 5.6 and needed 90 credit points to complete the award. She had been described as an outstanding student who had just entered the Honours stream.

It was agreed that the award complied with the University’s Posthumous Awards and Aegrotat Grades Policy. The Chair requested that the College Education, Assessment and Progression Committee endorse the award.

It was noted the Policy required that “The Senate must be notified of the award decision and the rationale for it.”"

In accordance with the Posthumous Awards and Aegrotat Grades Policy …

It is recommended:
That Senate note the the award of the 4598.2 Bachelor of Social Work coursework degree posthumously to Mrs Danielle Janet Gilroy (16552988).

3.9 REPORT FROM THE AUSTRALIAN HIGHER EDUCATION GRADUATION STATEMENT (AHEGS) STEERING COMMITTEE AS11/05-3.9

A report from the Australian Higher Education Graduation Statement Steering Committee is appended, providing information regarding the development and
implementation of the Australian Higher Education Graduation Statement (AHEGS) to be provided to UWS graduates.

It is recommended
That Academic Senate note the report of the AHEGS Steering Committee.

3.10 AWARDS OF THE UNIVERSITY MEDAL

The Chair of Senate approved, on behalf of the Senate, the award of the University Medal to Mr Michael Dumesny, 16133596, who will graduate with a first class honours Bachelor of Engineering degree at a future graduation ceremony. His GPA was 7.00 for the honours component of the course, and 6.27 for the ordinary degree component of the course.

It is recommended:
That Academic Senate note the award of the University Medal, approved by the Chair of Academic Senate, on behalf of the Senate.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

No report - the Senate Executive Committee has not met since the last Senate meeting.

4.2 RESEARCH COMMITTEE

The Research Committee met 2 August 2011 and 4 October 2011. The minutes of the 4 October meeting are not yet available.

It is recommended:
That Academic Senate note the minutes of the 7 June and 2 August 2011 Research Committee meetings.

4.3 RESEARCH STUDIES COMMITTEE

The Research Studies Committee met on 6 September and 4 October 2011. The minutes are appended.

It is recommended:
That Academic Senate note the minutes of the Research Studies Committee meetings held on 6 September and 4 October 2011.

4.4 EDUCATION COMMITTEE

The Education Committee met on 5 September and 10 October 2011. A report of the meetings is appended.

It is recommended:
That Academic Senate note the report of the Education Committee meetings held on 5 September and 10 October 2011.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE
The Academic Planning and Courses Approvals Committee (APCAC) met face-to-face on 7 September 2011, and held an electronic meeting between 14 and 19 October 2011.

A report of the meetings will be provided before the meeting.

**It is recommended:**

*That Academic Senate note the report of the Academic Planning and Courses Approvals Committee meetings held face-to-face on 7 September 2011, and electronically between 14 and 19 October 2011, and ratify the recommendations contained therein.*

### 4.6 BOARD OF TRUSTEES

The Board of Trustees most recent meeting was held on 21 September 2011.

The next meeting is scheduled for 7 December 2011. 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 a special meeting arranged for Friday 18 November.

The next regular Academic Senate meeting is **provisionally** arranged for Friday 9 December 2011.

Senate meeting dates for 2012 are as follows:

- Friday 24 February
- Friday 27 April
- Friday 22 June
- Friday 17 August
- Friday 26 October
- Friday 7 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