AGENDA

1 PROCEDURAL MATTERS

1.1 INTRODUCTION, WELCOME, FAREWELLS AND APOLOGIES
The Chair of Academic Senate, Associate Professor Paul Wormell, will chair the first meeting of the year.

This is the first meeting for Professor Gary Smith, who was appointment as College of Arts Executive Dean, from 22 November 2010.

This is the first meeting for Dr Sara Denize, who has been appointed as the Acting Associate Dean (Academic) in the College of Business.

Associate Professor Andrew Francis, one of the two elected academic staff members from the College of Health and Science, has resigned from the Academic Senate, following his award of an Australian Research Council Fellowship from 31 December 2010. Associate Professor Francis has made an important contribution to the work of the Senate, and chaired the Education Committee’s Mathematics Expert Advisory Group.

As at 18 February 2010, apologies have been received from Professor Andrew Cheetham and Associate Professor Janette Perz. 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:
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 29 October 2010 are appended.

It is recommended:

That Academic Senate confirm the minutes of the Senate meeting held on 29 October 2010, as an accurate record.

2 BUSINESS ARISING

2.1 MINUTE 3.5 - PROPOSED AMENDMENT TO THE RESEARCH HIGHER DEGREE SCHOLARSHIP POLICY - AUSTRALIAN CITIZENS AND PERMANENT RESIDENTS – INHERENT REQUIREMENTS

At the 29 October 2010 meeting …

“It was resolved (AS10:06/04):

to approve the changes to the Research Higher Degree Scholarship Policy - Australian Citizens and Permanent Residents, effective from the date of publishing the revised Policy.”

Arrangements are being made for the amended Research Higher Degree Scholarship Policy - Australian Citizens and Permanent Residents to be published on the Policy DDS.
2.2 MINUTE 3.6 – ASSOCIATE DEGREES

At the 29 October 2010 meeting …

“It was resolved (AS10:06/05):

to approve the Associate Degree Policy for implementation from the date of publication.

It was resolved (AS10:06/06):

to approve the Associate Degree Course Advisory Committee Policy for implementation from the date of publication.”

The new Associate Degree Policy, and Associate Degree Course Advisory Committee Policy, have been published on the Policy DDS.

2.3 MINUTE 3.7 – COURSE TRANSFER POLICY

At the 29 October 2010 meeting …

“It was resolved (AS10:06/07):

To approve the proposed new Course Transfer Policy, as amended to delete the second sentence of clause (25), for implementation from the date of publication.”

The Course Transfer Policy has been published on the Policy DDS.

As well as approving the Policy on 29 October 2010 …

"It was agreed that the Registrar would prepare a paper to cover the issues and concerns raised about the new Policy, for consideration by the Education Committee."

A paper is appended.

It is recommended:

That the Academic Senate notes the information provided on the issues raised in Academic Senate’s discussion of the Course Transfer Policy at the 29 October 2010 meeting.

2.4 MINUTE 3.10 - ADVANCED STANDING AND RECOGNITION OF PRIOR LEARNING POLICY, POSTGRADUATE COURSEWORK POLICY – PROPOSED AMENDMENTS TO CATER FOR POSTGRADUATE ACCOUNTING COURSES

At the 29 October 2010 meeting …

“It was resolved (AS10:06/10):

to approve the amendments to the Advanced Standing and Recognition of Prior Learning Policy, and the Postgraduate
Coursework Policy, to permit the award of advanced standing for undergraduate units to students entering certain postgraduate professional programs, effective from the date of publication of the Policies.”

The amended Advanced Standing and Recognition of Prior Learning Policy, and the Postgraduate Coursework Policy, have been published on the Policy DDS.

2.5 MINUTE 3.11 - PROPOSED AMENDMENT TO SPECIAL CONSIDERATION POLICY – DELEGATIONS

At the 29 October 2010 meeting …

“It was resolved (AS10:06/11):

- to approve the proposed changes to the Special Consideration Policy, being an amendment to the delegations for determining Final Deferred Examination Special Consideration applications, and other minor corrections, effective from the date of publication of the Policy.”

The amended Special Consideration Policy has been published on the Policy DDS.

2.6 MINUTE 3.12 - COLLEGE EXTERNAL ADVISORY COMMITTEE POLICY

At the 29 October 2010 meeting …

“It was resolved (AS10:06/11):

- to approve the revisions to the College External Advisory Committee Policy effective from the date of publication of the Policy.”

The amended College External Advisory Committee Policy has been published on the Policy DDS.

3 GENERAL BUSINESS

3.1 CHAIR’S REPORT AS11/01-3.1

A written report from the Chair, covering recent activities undertaken on behalf of the Senate since 29 October 2010, is appended.

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

3.2 EXTENSION OF TERMS OF OFFICE OF ELECTED SENATE MEMBERS – AUQA AUDIT

The Chair of Academic Senate sent the following message to Senate members on 2 December 2010:

“Dear elected Academic Senate members,
This is to let you know that your term as an elected member of Academic Senate has been extended, and will now end on 31 May 2011.

The University’s AUQA audit is scheduled for 8 – 12 May 2011.

At the 29 October Academic Senate meeting, Senate considered a proposal to extend the terms of office for Senate members, and elected members of Senate committees, to maintain the experience and expertise of the outgoing Senate and its committees so that they were readily available for consultation by the AUQA audit panel, and...

"It was resolved (AS10:06/03):

To request that the Board of Trustees approve the extension of the terms of office of all elected Academic Senate members (including the Chair and Deputy Chair), and elected members of Senate committees, to 31 May 2011, with elections arranged to fill the elected positions for new two year terms beginning on 1 June 2011."

The Board of Trustees has now approved this request.

I hope that this extension of your term will not inconvenience you, and thank you for your willingness to serve on the Senate.”

★3.3 QUALITY MANAGEMENT - AUQA CYCLE 2 AS11/01-3.3

The Chair, the Pro Vice-Chancellor (Learning and Teaching), and the Pro Vice-Chancellor (Quality) will conduct a workshop session as preparation for the University’s AUQA audit in May 2011, to look at a series of difficult questions that members of Academic Senate could be asked.

These questions relate to the AUQA Cycle 1 outcomes, and the AUQA Cycle 2 themes.

Members are asked to devise their own probing questions -- including some that the Chair of Academic Senate might have to answer.

The aim of the session is to ensure that all members are well-prepared for the audit, and so that members can suggest ways to improve Senate processes.

Appended is a paper “Action Plans for Implementing Priorities for Improvement in the AUQA Cycle 2 Portfolio, February to May 2011”.

Members should note the material on the Universities AUQA web site – the UWS AUQA performance portfolio, and supporting material at:

http://www.uws.edu.au/AUQAperformanceportfolio
http://www.uws.edu.au/AUQAmaterial

★3.4 ACADEMIC SENATE WORK PLAN 2010-2011 AS11/01-3.4
At the 29 October Senate meeting, in discussing the Academic Senate Work Plan …

“The Chair said that the plan needed updating to cover the follow up from the trial audit, and invited Senate members to send in any comments on the current version of the Plan.

It was agreed to refer the Plan to College Education, Assessment and Progression Committees, and School Academic Committees, and ask them to identify high priority items.”

The plan is appended.

The plan will be updated to integrate some of the projects that have been identified in the AUQA Cycle 2 portfolio, which are summarised in the paper for item 3.3.

Members are asked to identify the highest-priority activities for Senate in 2011.

Members are also asked to identify matters of academic importance that Senate should debate during future meetings. The Chair has received the following suggestions:

- The place of social, economic and environmental sustainability in the curriculum.
- Maintaining academic standards and quality within the University's strategy for growth.

For discussion

POLICY MATTERS

3.5 EXAMINATIONS – QUALITY AND STANDARDS    AS11/01-3.5

At the 25 June 2010 Academic Senate meeting, in discussing the Examinations Policy …

“There was some doubt about whether examinations were “fit for purpose”, and it was possible that many examinations were only offered because they always had been, without analysing whether they effectively tested the achievement of learning outcomes. This was apparent in the debate over three hour examinations, where there did not appear to be evidence showing more learning outcomes were tested over three hours, than could be tested in two hours. Some years ago there had been discussion about whether the University over-assessed its students, and the attachment to three hour exams could be seen as a symptom of this tendency. It was agreed that this be referred to the Education Committee, to consider the philosophy, quality and standards for examinations, rather than the Policy itself.”
Following consideration at several meetings, a report from the Education Committee “Examinations – Quality and Standards” has been prepared, containing recommendations for amendments to the Examinations Policy.

The report will be provided before the meeting.

It is recommended:

That the Academic Senate approves the proposed amendments to the Examinations Policy relating to quality assurance mechanisms, with effect from the date of publication of the Policy.

3.6 ACADEMIC SENATE STANDING COMMITTEES POLICY   AS11/01-3.6

Appended is a proposal for amendments to the Academic Senate Standing Committees Policy, relating to the membership of School Academic Committees (SACs) and College Education, Assessment and Progression Committees (EAPCs).

These amendments have been prepared by the Chair of Academic Senate and are recommended by the Education Committee.

The paper covers the reasons for proposing changes to the membership of these committees, which include the University Executive’s decision that each School should have an Associate Head of School (Learning and Teaching).

It is recommended:

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

3.7 AWARDS OF THE UNIVERSITY MEDAL

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

- Adrian Denis Bradd, Bachelor of Engineering (Honours), Honours Class I;
- James Philip Braithwaite, Bachelor of Laws (Honours), Honours Class I;
- Bachier Mawassi, Bachelor of Laws (Honours), Honours Class I; and
- Michael Joseph Shoory, Bachelor of Economics, Honours Class I

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.
PRESENTATION

3.8 EXCELLENCE IN RESEARCH AUSTRALIA PRESENTATION

The Deputy Vice-Chancellor (Academic and Research) will deliver a presentation on Excellence in Research Australia (ERA).

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

The Senate Executive Committee convened electronic meetings between 9 and 16 November, 13 and 20 December 2010, and 28 January and 3 February, 2011. The reports are appended.

Also appended is the 2010 Senate Executive Committee’s annual report. The Chair of Senate will speak to the report.

It is recommended:
That Academic Senate note the report of the Senate Executive Committee e-meetings conducted between 9 and 16 November, and 13 and 20 December, 2010, and 28 January and 3 February, 2011.

It is recommended:
That Academic Senate note the 2010 annual report of the Senate Executive Committee.

4.2 RESEARCH COMMITTEE

The Research Committee met on 12 October and 30 November 2010, and 2 February 2011. These minutes are appended.

Also appended is the 2010 Research Committee’s annual report. In the absence of the Pro Vice-Chancellor (Research), the College of Health and Science Director of Research will speak to the report.

It is recommended:
That Academic Senate note the minutes of the Research Committee meetings held on 12 October and 30 November 2010, and 2 February 2010.

It is recommended:
That Academic Senate note the 2010 annual report of the Research Committee.

4.3 RESEARCH STUDIES COMMITTEE

The Deputy Vice-Chancellor (Academic and Research) will deliver a presentation on Excellence in Research Australia (ERA).
The Research Studies Committee met on 2 November and 7 December, 2010, and 1 February 2011. The minutes are appended.

Also appended is the 2010 Research Studies Committee’s annual report. The Chair of the Research Studies Committee will speak to the report.

It is recommended:
That Academic Senate note the minutes of the Research Studies Committee meeting held on 2 November and 7 December 2010, and 1 February 2011.

It is recommended:
That Academic Senate note the 2010 annual report of the Research Studies Committee.

4.4 EDUCATION COMMITTEE

The Education Committee met face-to-face on 8 November and 13 December, 2010, and 7 February 2011, and convened an e-meeting between 20 and 22 December 2010. Reports of the meetings are appended.

Also appended is the 2010 Education Committee’s annual report. The Chair of the Education Committee will speak to the report.

It is recommended:
That Academic Senate note the reports of the face-to-face Education Committee meetings held on 8 November and 13 December, 2010, and 7 February 2011, and the e-meeting convened between 20 and 22 December 2010.

It is recommended:
That Academic Senate note the 2010 annual report of the Education Committee.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

The Academic Planning and Courses Approvals Committee (APCAC) met on 1 December 2010 and 16 February 2011.

The recommendations contained in the report of the 1 December APCAC meeting were approved by the Senate Executive Committee, on behalf of Academic Senate, at its e-meeting held between 13 and 20 December 2010. The relevant resolutions are contained in the Senate Executive Committee report of that meeting, at item 4.1 of this agenda.

A report of the 16 February 2011 meeting will be provided before the meeting.

Also appended is the 2010 Academic Planning and Courses Approvals Committee’s annual report. The Chair of the APCAC will speak to the report.

It is recommended:
That Academic Senate note the report of the Academic Planning and Courses Approvals Committee meeting held on 16 February 2011 and ratify the recommendations contained therein.
It is recommended:
That Academic Senate note the 2010 annual report of the Academic Planning and Courses Approvals Committee.

4.6 BOARD OF TRUSTEES

The Board of Trustees most recent meeting was held on 23 February 2011.

The next meeting is scheduled for 13 April 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.

5 FOR INFORMATION

5.1 ACADEMIC PROMOTIONS PROCESS REPORT AS11/01-5.1

It is hoped that a report, prepared by the Office of Human Resources on the 2010 promotion process for academic staff will be provided to Senate members, for information, before the meeting.

6 NEXT MEETING

The next Academic Senate meeting is arranged for Friday 29 April 2011

Senate meeting dates for the remainder of 2011 are as follows:

- Friday 29 April 2011
- Friday 24 June 2011
- Friday 19 August 2011
- Friday 28 October 2011
- Friday 9 December 2011 (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