ACADEMIC SENATE

The next meeting (Meeting 13/01) of the Academic Senate of the University of Western Sydney will be held on Friday 22 February 2013 at 9:30am in the Board Room, Building AD, Werrington North Campus.

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, AND APOLOGIES

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

This is the first meeting for:

- Ms Sue Craig who was appointed to the position of University Librarian commencing on 18 February 2012.
- Dr Mary Mooney, who has been appointed as Acting Dean of the School of Education.
- Professor Les Bokey, who was elected to the vacant position of “one person who is a Level D or E academic staff member of the School of Medicine” for a term which ends on 31 December 2013.
- Associate Professor Terry Sloan, who was elected to the position of “one person who is a Level D or E academic staff member of the School of Business” for a term which ends on 31 December 2013.

Associate Professor Sloan’s election was necessitated by Professor Margaret Heather Vickers’ resignation from the Senate.

The Chair will congratulate several members of Senate who were promoted following the 2012 academic staff promotions round, as follows:

- Dr Peter Mauch – promoted from Lecturer to Senior Lecturer
- Associate Professor Bronwyn Cole – promoted from Senior Lecturer to Associate Professor
- Professor Ian Anderson – promoted from Associate Professor to Professor

At the time of writing, apologies had been received from Professor Annemarie Hennessy. 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 Guidelines, they may have in relation to the items on this agenda. Declarations of Interest Guidelines are available at:

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:

- 3.3 Australian Qualifications Framework Compliance
- 3.4 Senate Work Plan
- 3.5 Curriculum Planning
- 3.12 Blended Learning Update
- 4.1 Senate Executive Committee
- 4.2 Research Committee
- 4.3 Research Studies Committee
- 4.4 Education Committee
- 4.5 Academic Planning and Courses Approvals Committee
- 4.6 Bachelor (Honours) Committee
- 4.7 Academic Appeals and Integrity Committee

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 rearrangement 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

The minutes of the Academic Senate meeting held on 26 October 2012 are appended. The Senate meeting provisionally arranged for 7 December 2012 did not take place.

It is recommended:

That Academic Senate confirm the minutes of the Senate meeting held on 26 October 2012 as an accurate record.

2 BUSINESS ARISING

2.1 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

At the 17 August 2012 meeting...

“It was resolved (AS12:04/06):

That the Academic Senate make the following recommendations to the Board of Trustees regarding the proposed Academic Governance changes –
1. That the limitation on the terms of office for elected (and appointed) members be increased to four consecutive two-year terms, subject to continued eligibility for election or appointment.

2. That the requirement that the procedures for Senate elections be the same as those provided for in the UWS By-law be removed from the Academic Governance Policy, and be replaced by a reference to the University Elections Policy.

3. That the existing arrangements for elected academic staff members be confirmed, but the relevant sub-clauses be combined in the Academic Governance Policy to clarify the role of these members as having been elected by the school.

4. That the terms of office of the elected members of Senate and the chair and deputy chair be brought into alignment so that they serve concurrent two year terms and that this be brought into effect for 2014-15.

5. That as a transitional measure the current terms of the chair and deputy chair be extended by the Board of Trustees so as to expire on 31 December 2013, as opposed to the current end date of 31 May 2013.

6. That the proposed amendments to the Academic Governance Policy be endorsed and recommended to the Board of Trustees for approval.

7. That, subject to the Board’s approval of the changes to the Academic Governance Policy, the Academic Senate Standing Committees Policy be repealed and that Senate approve the role, terms of reference and membership of its committees as need be for publication on the Senate website.

8. That the committees specified in the current Standing Committees of Academic Senate Policy remain in place to satisfy the requirements of clause 11 of the revised Academic Governance Policy.”

Subsequently, at the 26 October 2012 Academic Senate meeting the following two resolutions were passed:

**It was resolved (AS12:05/04):**

*That the Academic Senate make the following recommendations to the Board of Trustees regarding the proposed Academic Governance changes:*

1. That the previous terms of current elected and appointed members of Academic Senate be counted for the purposes of determining the number of consecutive terms that each member has served, except where the previous terms were for truncated periods of less than twelve months.

2. That the Academic Governance Policy be amended to provide for one postgraduate student member of Academic Senate to be elected by and from the postgraduate students and one postgraduate student to be elected by and from the higher degree by research students of the University.

3. That the Delegations clause of the Academic Governance Policy be extended to include the Executive Committees of the School
Academic Committees, allowing them to approve the conferral of degrees, diplomas and certificates for undergraduate, honours and postgraduate coursework programs, in cases where it is not practicable for the School Academic Committee to meet. Any exercise of this delegation would be reported to the next appropriate meeting of the School Academic Committee and Academic Senate.

4. That the membership of Academic Senate be amended to include one elected academic staff member from a UWS Research Institute.

5. That the proposed amendments to the Academic Governance Policy be recommended to the Board of Trustees for approval.

It was resolved (AS12:05/05):

That, subject to the Board’s approval of the proposed amendments to the Academic Governance Policy, the Academic Senate approves a consequential amendment to the Academic Senate Standing Committees Policy to reflect the delegation for Executive Committees of School Academic Committees to approve the conferral of degrees, diplomas and certificates for undergraduate, honours and postgraduate coursework programs.

The Board of Trustees approved these recommendations at its 21 November 2012 meeting and the revised Academic Governance Policy and Academic Senate Standing Committees Policy have been published. The Academic Senate Standing Committees Policy will be repealed following publication of this final version.

2.2 MINUTE 4.3 - RESEARCH STUDIES COMMITTEE

At the 26 October 2012 meeting...

“Without discussion...

It was resolved (AS12:05/11):

That the Academic Senate approve the proposed revisions to the Doctor of Philosophy Policy and Research Masters (Honours) Policy, effective from the date of publication of the revised Policies.”

The revised Doctor of Philosophy Policy and Research Masters (Honours) Policy have now been published on the Policy DDS.

2.3 MINUTE 4.4 - EDUCATION AND ASSESSMENT COMMITTEES (INCORPORATING STUDENT EXPERIENCE AND ENGAGEMENT COMMITTEE)

At the 26 October 2012 meeting...

“It was resolved (AS12:05/13):

That Academic Senate approve the proposed amendments to the Referencing Styles Policy, effective from the date of publication of the revised Policy.”

and...

“It was resolved (AS12:05/14):
That Academic Senate approve the proposed amendments, regarding the membership of the Assessment Committee, to the Academic Senate Standing Committees Policy, effective from the date of publication of the revised Policy.”

The revised Referencing Styles Policy and the change to the Academic Senate Standing Committees Policy have been published on the Policy DDS. As noted at item 2.1 above, the Academic Senate Standing Committees Policy will be repealed following publication of this final version.

3 GENERAL BUSINESS

3.1 CHAIR’S REPORT

A written report from the Chair covering activities undertaken on behalf of the Senate since 26 October 2012 is appended.

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

3.2 HIGHER EDUCATION STANDARDS AND TEQSA REGULATORY RISK FRAMEWORK

At the 26 October 2012 meeting, in discussing the TEQSA Regulatory Risk Framework...

“The Chair reminded members of the joint responsibilities of all in the University, especially in the Regulatory Risk areas of Academic Governance and Academic Quality Assurance. The Chair also reminded members that the Provider and Qualification Standards are being reviewed in 2013 with a possibility that Learning and Teaching, Research, and Information standards might be included in them as part of the Threshold Standards.”

TEQSA has indicated that one of its first sector-wide Quality Assessments would be on English Language Proficiency, based on the following Threshold Standard: “The higher education provider ensures that students who are enrolled are sufficiently competent in the English language to participate effectively in the course of study and achieve its expected learning outcomes and sets English language entry requirements accordingly.”

There was an extensive discussion about English Language Proficiency at the meeting.

A report is appended that provides 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:

For information.

3.3 AUSTRALIAN QUALIFICATIONS FRAMEWORK COMPLIANCE

The Chair will provide a brief update to members about recent developments in relation to the University’s compliance with the Australian Qualifications Framework (AQF).
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:


Members of Academic Senate are invited to comment briefly on any AQF-related matters that have arisen in their professional or disciplinary communities.

For discussion and consideration.

3.4 SENATE WORK PLAN

The latest draft iteration of the Senate’s Work Plan prepared by the Chair of Senate, and the Academic Governance Policy are appended.

The Senate Work Plan has not been updated since the University approved the UWS Learning and Teaching Plan 2012-2014 and the UWS Research Plan 2012-2014, and significant changes to the University’s leadership and management structures were implemented. A series of Our Future Projects, including development of blended learning, a review of the academic year, and a focus on academic literacy and English language skills, has commenced, and several of these require close involvement by Academic Senate and its Standing Committees. Additionally a number of academic policies are due for review in 2013.

The Senate is invited to comment on the draft Work Plan, including the suggested links to the Our Future projects, and the set of proposed priorities for 2013.

The 17 January Senate Executive Committee meeting has already discussed the Work Plan – see item 4.1. In that discussion...

“It was agreed that the Deputy Chair would prepare a paper for Senate discussion on ways the Senate’s profile might be raised, and the quality of University-wide academic debate and discourse enhanced.”

This paper is also appended.

For discussion and consideration

3.5 CURRICULUM PLANNING

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 list of priorities includes:
• Development and implementation of blended-learning models for each School;
• Potential outcomes of the Academic Year Review;
• Development and implementation of School Course Management Plans within the framework of the Our Future Academic Program and Pathways Project;
• Professional accreditation processes, where relevant;
• Continued implementation of the UWS Indigenous Graduate Attribute;
• Development of English language and mathematical proficiencies throughout the curriculum;
• Compliance with the Australian Qualifications Framework, and more broadly with the Higher Education Standards Framework.

Some courses will be affected by only a small number of these factors; others will be affected by most or all of them. Ideally, all of the factors will be considered at the same time for each course, but this will not always be possible, owing to differing schedules and timelines.

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 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.

The Chair of Academic Senate and the Chair of the Academic Planning and Courses Approvals Committee will lead a discussion on curriculum planning issues for 2013.

A paper will be provided before the meeting.

For discussion and consideration

3.6 MEMBERSHIP OF ACADEMIC SENATE AND ACADEMIC SENATE STANDING COMMITTEES - ACADEMIC GOVERNANCE POLICY AS13/01-3.6

Appended are approved changes to the Academic Governance Policy to update the Senate’s membership to take account of changes to the University’s senior management following the departure from the University of the Deputy Vice-Chancellor (Academic and Research) in December 2012.

The Vice-Chancellor announced the appointment of Professor Steve Wilson as Deputy Vice-Chancellor (Academic Planning), and appointments of Interim Deputy Vice-Chancellor (Research) and Interim Deputy Vice-Chancellor (Education) to take effect from the beginning of 2013.

These changes to the Senate’s membership have been approved administratively. Corresponding changes to reflect the changed senior management arrangements have been made to the memberships of the Senate’s standing committees.
It is recommended:

That Academic Senate 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.

3.7 HONOURS IN BACHELOR AWARDS POLICY

Appended are changes to the Honours in Bachelor Awards Policy recommended by the Education Committee, and the Bachelor (Honours) Committee.

The proposed change covers the arrangements for use of a third examiner in cases where there is a discrepancy of 10 marks or more in the thesis examination. The Education Committee explored some of the different approaches taken in Schools to the appointment of the third examiner and decided that some amendments to the clause would assist in achieving greater consistency of practice across the University.

At the 5 November Education Committee meeting...

"It was resolved (ED12:07/03):

That Education Committee endorses the proposed amendment to provisions for a third examiner in the Honours in Bachelor Awards Policy and recommends it to Academic Senate for approval."

A paper is appended.

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.

3.8 ARTICULATION PATHWAYS POLICY

Appended are changes to the Articulation Pathways Policy recommended by the Education Committee.

The proposed changes were discussed at the 3 December 2012 Education Committee meeting. They are minor and are intended to:

- reflect the new leadership and management structure
- clarify some aspects of the role played by the Relationships Manager, UWS/VET, and
- incorporate the relevant provisions of the Australian Qualifications Framework (AQF) Qualifications Pathways Policy in relation to the normal amounts of advanced standing for articulation to a UWS award (new clauses 16 and 17).

It is recommended:

That Academic Senate approve the changes to the Articulation Pathways Policy, from the date of publication of the revised Policy.

3.9 GRADUATE ATTRIBUTES

Appended are minor changes to the Graduate Attributes recommended by the Education Committee following its 3 December 2012 meeting. A paper is appended.

The current Graduate Attributes were approved in September 2003 and other than the inclusion of the Indigenous Graduate Attribute in 2008, no changes have been made.
The proposed changes to the Graduate Attributes themselves are minor editorial matters, but the covering document has been substantially rewritten and updated to align it with the current sector and UWS policy context.

**It is recommended:**

*That Academic Senate approve the changes to the Graduate Attributes, from the date of publication of the revised Policy.*

### 3.10 ENROLMENT POLICY

Appended are minor changes to the Enrolment Policy recommended by the Education Committee following discussion at the 3 December 2012 meeting and endorsement at its 5-11 February 2013 electronic meeting.

Clause (88) of the policy states that students are eligible for leave of absence after having successfully completed one or more units in their enrolled course at UWS. Students who do not meet this criterion are denied leave of absence, and are asked to resign from their course and reapply for admission to continue their studies. This process was considered to be arbitrary and discourages students from attending UWS in the future, in contrast to the current focus on student retention.

The Committee is now recommending revisions to the Policy providing for:
- Deferred admission for students in the first session of study in a course (clause 87);
- Leave of absence for continuing students after the first session of study (clause 88).

**It is recommended:**

*That Academic Senate approves the proposed minor amendments to the Enrolment Policy relating to eligibility for leave of absence, effective from the date of publication of the Policy.*

### 3.11 SPECIAL CONSIDERATION POLICY

Appended are minor changes to the Special Consideration Policy recommended by the Education Committee following its February 5-11 Electronic meeting.

These minor amendments to the Special Consideration Policy are required prior to the introduction of an e-form on 31 March 2013. An anomaly which has been identified relating to the conversion of I grades has also been addressed in the revised policy.

The Committee noted that the changes in process needed for the introduction of the e-form had been recommended by a cross-School working group. They are specifically designed to address the implementation of an e-form and not the broader policy issues which will be addressed in the forthcoming major review of the Policy by an Education Committee working party.

**It is recommended:**

*That Academic Senate approves 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.*
3.12 BLENDED LEARNING UPDATE

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

For discussion and consideration

3.13 APPROVAL OF SCHOLARSHIPS

Appended are proposals for four new University Scholarships, prepared by the Office of Development, as follows:

William Chiu International Exchange Scholarship (Business) – This is intended for students enrolled in the Bachelor of Business and Commerce (Marketing) or Bachelor of Business and Commerce (International Business) applying for International Exchange at Beijing Foreign Studies University, or Shanghai University of Finance and Economics, or Xi'an Jiaotong University. Applicants must not be born in China.

William Chiu International Exchange Scholarship (Arts/Asian Studies) – This is intended for students enrolled in the Bachelor of Arts (International Relations and Asian Studies) or Bachelor of Arts (Asian Studies and International Relations) or Bachelor of Arts (Interpreting & Translation) applying for International Exchange at Beijing Foreign Studies University, or Shanghai University of Finance and Economics, or Xi'an Jiaotong University. Applicants must not be born in China.

Delta Electricity Engineering Scholarship – This is intended for students enrolled in the Bachelor of Engineering at UWS and completing a key program in Electrical, Mechanical or Robotics & Mechatronics. Preference will be given to applicants who reside in Delta Electricity's local area, including the Greater West region and the Upper Blue Mountains. Applicants must be willing to complete a period of paid work experience with Delta Electricity.

Robert Hayes Memorial Scholarship – This is intended for students in their third or fourth year of the Bachelor of Laws at UWS who demonstrate a passion for and commitment to the Law. Preference will be given to applicants who can demonstrate financial or other hardship.

It is recommended:

That Academic Senate approve the proposed William Chiu International Exchange Scholarship (Business).

That Academic Senate approve the proposed William Chiu International Exchange Scholarship (Arts/Asian Studies).

That Academic Senate approve the proposed Delta Electricity Engineering Scholarship.

That Academic Senate approve the proposed Robert Hayes Memorial Scholarship.
3.14 AWARDS OF THE UNIVERSITY MEDAL

The following students were awarded the University Medal at the December 2012 Graduation ceremonies, as approved by the Chair of Academic Senate, on behalf of the Senate.

- Marcus McKenzie HANDMER (SID 16550357) Bachelor of Medicine / Bachelor of Surgery, Honours Class 1
- Aaisha FERKH (SID 16551741) Bachelor of Medicine / Bachelor of Surgery, 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.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

The Chair of the Senate Executive Committee will speak to the Committee’s 2012 annual report – appended.

The Senate Executive Committee held electronic meetings between 16 and 21 November, 12 and 14 December, 19 and 21 December 2012, and 31 January and 5 February 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, and 31 January and 5 February 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 and 19 and 21 December 2012, and 31 January and 5 February 2013, and the face-to-face meeting on 17 January 2013.

4.2 RESEARCH COMMITTEE

The Chair of the Research Committee will speak to the Committee’s 2012 annual report. This will be provided before the meeting.

The IPRS Scholarship Ranking Panel met on Friday 5 October 2012 and the APA Scholarship Ranking Panel met on Tuesday 4 December 2012 and 29 January 2013.

It is recommended:
That Academic Senate note the 2012 Annual Report of the Research Committee.
The Chair of the Research Studies Committee will speak to the Committee’s 2012 annual report – appended.

The Research Studies Committee met on 6 November 2012 and 5 February 2013. The minutes of the 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 and 5 February 2013 Research Studies Committee meetings.*

The Chair of the Education Committee will speak to the Committee’s 2012 annual report – appended. Her report will cover the Assessment Committee and the Student Experience and Engagement Committee.

The Education Committee met on 5 November and 3 December 2012, the Assessment Committee met on 4 February 2013, and the Student Experience and Engagement Committee on 15 November and 13 December 2012. A combined report is appended.

**It is recommended:**

*That Academic Senate note 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 report of the Education Committee meetings held on 5 November and 3 December 2012, the report of the Assessment Committee meeting held on 4 February 2013 and the reports of the Student Experience and Engagement Committee held on 15 November 2012.*

The Chair of the Academic Planning and Courses Approvals Committee will speak to the Committee’s 2012 annual report – 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 and 10 December 2012 and 13 February 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, and 31 January and 5 February 2013. The electronic meetings held between 19 and 21 December 2012 and 31 January and 5 February
2013 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), 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 ratify the recommendation contained therein.*

**4.6 BACHELOR (HONOURS) COMMITTEE**

The Chair of the Bachelor (Honours) Committee will speak to the Committee’s 2012 annual report. This will be provided before the meeting.

The Bachelor (Honours) Committee met on 29 October and 11 December 2012. Minutes of the 29 October meeting are appended. Minutes of the 11 December 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.*

**4.7 ACADEMIC APPEALS AND INTEGRITY COMMITTEE**

The Chair of the Academic Appeals and Integrity Committee will speak to the Committee’s 2012 annual report – 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 UWS COLLEGE ACADEMIC COMMITTEE

The UWSCollege Academic Committee had an electronic meeting between 12 and 19 September, and a face-to-face meeting on 13 November 2012.

The minutes of the meetings are appended.

It is recommended:
That Academic Senate note the minutes of the UWSCollege Academic Committee meetings held between 12 and 19 September, and on 13 November 2012.

4.9 BOARD OF TRUSTEES

The Board of Trustees met on 21 November 2012.

The next meeting is scheduled for 27 February 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 ACADEMIC PROMOTIONS PROCESS REPORT

A report prepared by the Office of Human Resources on the 2012 promotion process for academic staff is appended.

For information

5.2 ATTENDANCE AT ACADEMIC SENATE AND ACADEMIC SENATE COMMITTEE MEETINGS 2012

In preparing the 2012 Annual Reports of Academic Senate's Standing Committees (Research, Education, Research Studies, Academic Planning and Courses Approvals, Bachelor (Honours) – see items 4.1 -4.6) authors were asked to provide attendance records for the various Committee meetings. The reporting of attendance is undertaken by the Board of Trustees and Its standing committees.

This information in relation to the Senate and its committees is appended.

For information
The next Academic Senate meeting is arranged for Friday 3 May. Senate meeting dates for 2013 are as follows:

- Friday 3 May
- 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.