ACADEMIC SENATE

The next meeting (Meeting 14/02) of the Academic Senate of the University of Western Sydney will be held on Friday 2 May 2014 at 9:30am in the Board Room, Building AD, Werrington North Campus.

For apologies and enquiries, telephone (02) 9678 7820 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.

The Chair will welcome the new Deputy Vice-Chancellor (Research and Development), Professor Scott Holmes.

At the time of writing, apologies had been received from Professor James Arvanitakis and Professor Peter Hutchings. 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 Report from the Chair
- 3.2 Report from the Vice-Chancellor
- 3.3 PhD Pathway Project
- 3.4 Blended Learning Update
- 3.5 Academic Standards And Regulation, Including The Australian Qualifications Framework (AQF)
- 3.6 Senate Work Plan – including Academic Forums
- 3.7 UWS Academic Plan – including Open University (UK)

It is recommended:

That the documents for all unstared 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
The unconfirmed minutes of the Academic Senate meeting held on 21 February 2014 are appended.

It is recommended:
That Academic Senate confirms the minutes of the Senate meeting held on 21 February 2014 as an accurate record.

1.7 ACTION SHEET FROM LAST MEETING
To assist members with monitoring the work of the Academic Senate the action sheet from the meeting held on 21 February 2014 and previous meetings is appended.

1.8 NOTICES OF MOTION
In accordance with clause 3.2 of the Standing Orders, Mr Michael Robertson and Ms Tahani Husari have given notice that they will move the following motions.

1.8.1 Selective Sampling Limitations
Evidence based approaches are widely regarded as the best way to make decisions. To have good reliable evidence, correct sampling is important, and the method of sampling used should never be used to influence the outcomes. The following motion is put forward for endorsement.

Academic Senate acknowledges that when surveying students, selective sampling methods are sometimes needed. However when selective sampling is used to influence the outcome either For or Against, these results do not represent the opinions of the average student sentiment and therefore Academic Senate rejects evidence that is generated using this process. This does not prevent using selective sampling methods which are designed to promote true and correct survey results.

1.8.2 Partial Online/Blended Learning Survey
There has been concern raised in the past by the SRC, Student Campus Councils and many individual students that the student survey which showed support for Blended Learning in 2012 was flawed. Concerns centre on the extremely low number of respondents and how that can’t appropriately model an entire student body. The following motion is put forward for endorsement.

Academic Senate requests a survey of the entire student body of UWS regarding their approval or disapproval for ‘Partial Online/Blended Learning’ to be conducted in semester 2, week 2. The survey is to be paper based, single sided A4 and conducted in Lecture times in a similar way in which SFU surveys are
conducted. There will be between 7 – 15 questions which have been carefully
designed to gauge students’ sentiment regarding Blended Learning and are
straightforward and make sense to a person without a university education.
There is to be a one sentence, easy to read summary of the definition of Blended
Learning which is extremely clear and to the point which will be designed and
approved by Senate. This will be printed in a position and in a way in which it is
one of the first things that is read by the reader. Questions and Answers will
utilise a Likert format.

2 BUSINESS ARISING

Items of business arising not covered elsewhere in the agenda are included in this
section for noting.

2.1 MINUTE 3.11 – ASSESSMENT POLICY

At the 21 February 2014 meeting members considered revised minor amendments to
the Assessment Policy – Criteria and Standards-based Assessment.

These amendments clarify the definition of the ‘AF’ grade (replacement of the word
‘compulsory’ with ‘mandatory’), and the addition of the ‘AF’ grade to the table of grades
for which marks are collected.

After discussion …

It was resolved (AS14:01/03):

That Academic Senate approves the proposed minor amendments to the
AF grade in the Assessment Policy – Criteria and Standards-based
Assessment from the date of publication.

Arrangements are being made to publish the revised policy on the Policy DDS System.

2.2 MINUTE 3.13 – DOCTORATE POLICY and RESEARCH MASTERS (HONOURS)
POLICY

The following amendments were agreed for the Doctorate Policy and Research Masters
(Honours) Policy:

Doctorate Policy - Deletion of clause (93)

(93) Any component(s) of the thesis in other media will be submitted in a form
approved by the Research Studies Committee. The Research Studies
Committee will seek advice from the relevant School or University Institute on
any non-printed text-based component of the submission for examination.

Research Masters (Honours) Policy - Deletion of clause (95)

(95) Any component(s) of the thesis in other media shall be submitted in a form
approved by the Research Studies Committee. The Research Studies
Committee will seek advice from the relevant School, Research Institute or
Research Centre on any non-printed text-based component of the submission
for examination. Reference to “approval of any component of thesis in other
media” be removed from policy and delegations documents of the Doctorate
Policy and Research Masters (Honours) Policy.
It was resolved (AS14:01/04):
That Academic Senate approves the proposed amendments to the Doctorate Policy from the date of publication.

It was resolved (AS14:01/05):
That Academic Senate approves the proposed amendments to the Research Masters (Honours) Policy from the date of publication.

Arrangements are being made to publish the revised policy on the Policy DDS System.

3 GENERAL BUSINESS

3.1 REPORT FROM THE CHAIR

A written report from the Chair covering activities undertaken on behalf of the Senate since 21 February 2014 is appended.

The Chair will provide an update on any recent developments, and will answer any questions in relation to the report, if requested.

3.2 REPORT FROM THE VICE-CHANCELLOR

The Vice-Chancellor’s report to the 9 April 2014 meeting of the Board of Trustees is attached. The Vice-Chancellor will provide an update on any relevant recent developments.

3.3 PHD PATHWAYS PROJECT

The Deputy Vice-Chancellor (Research and Development) will present an Academic Senate briefing paper on the PhD Pathways Project, as attached.

At the Academic Senate meeting on 21 February 2014 the interim Deputy Vice-Chancellor (Research) tabled a PhD Pathways Project – Briefing Note, advising Senate that, following an extensive PhD Pathways Review, the University Executive had given in-principle support for the introduction of a two-year PhD Pathways model, subject to robust financial modelling of the implementation of the structure. Further work was in progress, and would involve further consultation with Schools and Institutes as well as formal discussion at Academic Senate.

Based on further analysis and financial modelling, the University Executive has endorsed the implementation of a two-year Master of Research model, to be introduced for mid-year international admission in 2015 and for domestic admission from 2016. This would not replace embedded Honours degrees, and there has been no decision made as yet regarding the closure of end-on Honours programs. Academic Senate briefing sets out a proposed governance structure and timeline for developing the Master of Research model, including the terms of reference for a Steering Committee that would report to Senate.

It is recommended:
That Academic Senate endorse the consultation and governance arrangements, and the timeline for developing the course and unit proposals for a Master of Research degree, to be introduced for mid-year international admission in 2015 and for domestic admission from 2016.
3.4 BLENDED LEARNING UPDATE

The Interim Deputy Vice-Chancellor (Education), Professor Kerri-Lee Krause, will provide a brief update on the Blended Learning Strategy.

The Blended Learning Strategy has now moved into the appropriate organisational units within the University, and this standing agenda item will be withdrawn. However, relevant updates will continue to be reflected in the Education Committee reports to Senate.

3.5 HIGHER EDUCATION STANDARDS AND REGULATION, INCLUDING THE AUSTRALIAN QUALIFICATIONS FRAMEWORK (AQF)

The University is required to ensure that all UWS award courses comply with the revised Australian Qualifications Framework (AQF), which is currently a requirement of the Higher Education Threshold Standards. From 1 January 2015, all new enrolments must be in qualifications that meet the requirements of the AQF.

A paper is attached, containing a report on recent announcements about the role of the Tertiary Education Quality and Standards Agency (TEQSA); the release on 23 April of the Consultation Draft of the proposed Higher Education Standards Framework; and a report on the University’s progress towards AQF compliance.

Members of Senate and its standing committees will be invited to contribute to the University’s response to the Consultation Draft.


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

For information.

3.6 SENATE WORK PLAN

An adjustment to Senate’s Work Plan at item 2.7 Contribute to the Learning and Teaching Flexibility activity stream is reflected in the attached updated version. This amendment, to include reference to ‘Accessibility’ to ensure that this is reflected in all actions within the item, recognising that this is required by legislation, was recommended at the 21 March 2014 meeting of Senate Executive.

At the 21 February 2014 meeting Senate members indicated their support for the following set of working priorities to give shape, context and focus to the overall Work Plan:

- Contribution to addressing national Higher Education Standards, including AQF requirements.
- Enhanced communication with the academic community, including University Academic Forums.
• Engagement with University-wide projects, including Our Future Program, Open University UK and PhD Pathways projects.

• Contribution to academic risk management, including assessment and research standards and integrity.

Senate Executive Committee members acknowledged that some responsibilities for academic risk management, under the Higher Education Standards Framework, have been delegated to Academic Senate by the Board of Trustees. Clarity around these responsibilities is necessary, and Senate will engage closely with the University’s overall risk-management framework.

The first of the Academic Forums “The Future of Higher Education”, co-sponsored by the Vice-Chancellor, was held on 2 April 2014. The attached paper provides the collated outcomes and proposals by the participant groups. A set of proposed actions will follow for Senate’s consideration and endorsement.

For discussion and consideration

3.7 UWS ACADEMIC PLAN

At the 6 December 2013 meeting the interim Pro Vice-Chancellor (Engagement, Strategy and Quality) provided information on the methodology proposed as part of the “Academic Program and Pathways” activity stream of the Our Future Program. Mining and analysis of student data is providing information on student churn (migration between courses) and attrition. International and domestic career growth studies have also been consulted. This career growth data, along with geographical information about offers made in 2013, are assisting in identifying potential opportunity areas and strategies.

3.7.1 Open University UK

The Open University UK (OU) partnership will also contribute to the overall Academic Plan and Academic Senate will have a crucial role to play in the partnership, approving the courses based on OU curricula through the usual academic governance process. At the 21 February 2014 Senate members provided valuable comments on this project.

Professor Liz Deane will provide an update on this project.

For discussion and comment.

3.7.2 Pathways to Success Project

Ms Kate Shane (Senior Project Manager, Our Future Program) will give a brief introduction to the Pathways to Success Project to provide context for the members of Senate when future recommendations for amendments to Academic Policies and Admission Requirements in several bachelor degrees are presented to Senate for consideration later this year.

For discussion and comment.

3.8 ACADEMIC YEAR REVIEW

At the 6 December 2013 meeting the interim Pro Vice-Chancellor (Engagement, Strategy and Quality) led discussions on the evaluation process for the Summer
2013/2014 program including forward planning for an expanded Summer program in 2014/2015.

A detailed evaluation of the Summer 2013/2014 program has been completed and an update will be provided to Senate at a future meeting to discuss options for providing an expanded Summer program in 2014/2015.

For discussion and comment.

3.9 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. This is an initiative of the Board of Trustees, and is an opportunity to free up academic time currently spent on administration, while improving efficiencies and processes.

This matter was considered at the 26 February 2014 Board of Trustees meeting. It is anticipated that Academic Senate will be asked to make a range of decisions about academic policies and procedures in response to reports from the Taskforce. A further update will be provided at the 20 June 2014 meeting of Academic Senate.

3.10 REVIEW OF ACADEMIC SENATE STANDING COMMITTEES

On 16 August 2013 Academic Senate endorsed a review of the membership, terms of reference and reporting arrangements for Academic Senate’s Standing Committees, including the changes that have been made since January 2012, to identify any further changes that would improve their operation and the flow of information between the committees and Academic Senate.

The review will commence with the research-focused committees to facilitate more inclusive committees across the Schools and Institutes. Another priority, identified by the Red Tape Taskforce, is to review the roles and delegations of the committees that are responsible for unit and course approvals.

This matter was discussed at the Senate Executive Committee meeting held on 21 February 2014 and members supported the proposal for an expanded Research Studies Committee with additional academic staff. Expanding the membership of the Research Committee to ensure interaction with both School and Institute staff was also considered desirable to promote a research culture.

Further advice and recommendations will be presented to the 20 June 2014 meeting of Academic Senate.

3.11 MYVOICE PROJECT

At the 21 February 2014 meeting of Academic Senate the Chair reported that several projects on engagement and communication with the wider University community are being developed in response to the 2012 MyVoice Staff Engagement Survey, and Senate is well-placed to contribute to them, given its university-wide role perspective, and its role in decision making.

Eight Working Groups were established in May 2013 following the inaugural 2012 MyVoice survey. These working groups are identifying and implementing ideas to address key areas for improvement at the University-wide level. Each Working Group is sponsored by a member of the UWS Executive and/or a Dean who will provide mentoring and guidance to the group. These eight groups are:
• Senior Management Communication Working Group
• Inclusive Decision Making Working Group
• Cross Unit Collaboration Working Group
• Recruitment and Selection Working Group
• Supporting New Staff Working Group
• Career Development for Academic Staff Working Group
• Career Development for Professional Staff Working Group
• Responding to Workplace Bullying Working Group

Members of Senate are contributing to several of these Working Parties, and updates will be presented to future meetings.

### 3.12 ACADEMIC POLICY REVIEW

This standing agenda item has been introduced in line with item four of the Academic Senate Work Plan - Develop and review academic policy. Members of Academic Senate agreed to the following priority listing for 2014:

<table>
<thead>
<tr>
<th>Policy</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admissions</td>
<td>Due for periodic review. Need to consider the outcomes of the Academic Programs and Pathways Project.</td>
</tr>
<tr>
<td>Award Courses and Units Approvals</td>
<td>Due for periodic review. Need to consider the outcomes of Red Tape Report</td>
</tr>
<tr>
<td>Misconduct – Student Academic Misconduct</td>
<td>Need to consider the proposed Student Misconduct Rule, which if adopted, would replace the current policy.</td>
</tr>
<tr>
<td>Progression and Unsatisfactory Academic Progress</td>
<td>To be managed via new Academic Policy Advisory Group.</td>
</tr>
<tr>
<td>Special Consideration</td>
<td>Being managed by Working Party.</td>
</tr>
<tr>
<td>Teaching and Learning Fundamental Code</td>
<td>Due for periodic review. This is an important framework for understanding staff and student responsibilities in the learning and teaching environment.</td>
</tr>
</tbody>
</table>

A core working group has been established to ensure good alignment between the reviews of various policies. Other members with appropriate expertise and interests will be co-opted to contribute to reviews of individual policies.

Members are invited to submit expressions of interest in contributing to the review of particular academic policies (please submit these to gillian.brown@uws.edu.au).

### 3.13 AWARDS OF THE UNIVERSITY MEDAL

The following students were awarded the University Medal at the April 2014 Graduation ceremonies, as approved by the Chair of Academic Senate, on behalf of the Senate.

- Estrella PEARCE (SID 16380312) Bachelor of Social Science, Honours Class 1
- Vanessa NIEVAS (SID 15748326) Bachelor of Social Science, Honours Class 1
- Wayne ARDLEY (SID 17033190) Bachelor of Social Work, Honours Class 1
- Kristy DAWSON (SID 17036203) Bachelor of Psychology, Honours Class 1
- Brittany WILCOCKSON (SID 16774647) Bachelor of Psychology, Honours Class 1
• Brooke VAN ZANDEN (SID 16716461) Bachelor of Arts (Psychology), Honours Class 1
• Jarrod PYNT (SID 15760311) Bachelor of Science, Honours Class 1
• Mohamad SAMOUR (SID 16965876) Bachelor of Medical Science, Honours Class 1
• Christopher FULHAM (SID 16740671) Bachelor of Music, Honours Class 1
• Misty McPHAIL (SID 17046725) Bachelor of Arts, Honours Class 1
• Mark O’TOOLE (SID 16776601) Bachelor of Arts, Honours Class 1
• Andy THAI (SID 16948570) Bachelor of Design (Visual Communication), Honours Class 1
• Catherine GOLDEN (SID 10070680) Bachelor of Music, Honours Class 1
• Shafquat HUSSAIN (SID 16793011) Bachelor of Information Technology, Honours Class 1
• Dane GRIFFIN (SID 16556544) Bachelor of Engineering, 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.

3.14 POSTHUMOUS AWARDS

Under the Posthumous Awards and Aegrotat Grades Policy, Academic Senate and the Assessment Committee are informed of the posthumous awards that are made by School Academic Committees in accordance with the Policy, and the rationales for each award.

A paper is attached.

It is recommended:

That Senate note the award of the Bachelors degree 1651 Bachelor of Arts (Pathway to Teaching Primary) posthumously to Owen John Fitzpatrick SID 13299167.

It is recommended:

That Senate note the award of the Bachelors degree 2739 Bachelor of Business and Commerce posthumously to Costas Papadopoulos SID 16996289 at the September 2013 graduation ceremonies.

It is recommended:

That Senate note the award of the Masters degree OB42 Master of Psychology (Forensic Psychology) posthumously to Toni Quayle SID 97425944 at the September 2013 graduation ceremonies.

It is recommended:

That Senate note the award of the Bachelors degree 1662 Bachelor of Policing posthumously to Urszule Mullaly SID 17286969.

It is recommended:

That Senate note the award of the Bachelors degree 1671 Bachelor of Social Science (Pathway to Early Childhood Teaching) posthumously to Natasha Fragna SID 17258920.
4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

Matters carried forward from the 21 February 2014 meeting of Academic Senate are included below.

If requested, the Chair of the Senate Executive Committee will speak to the Committee’s 2013 annual report – appended.

The Senate Executive Committee held joint electronic meetings with the Academic Planning and Courses Approvals Committee between 17 and 20 December 2013, 25 and 26 March 2014, 31 March and 2 April 2014 and 3 and 4 April 2014. Face to face meetings were held on 12 February 2014 and 21 March 2014. Reports of the electronic meetings and minutes of the 12 February 2014 and 21 March 2014 face to face meetings are appended.

It is recommended:

That Academic Senate note the 2013 Annual Report of the Senate Executive Committee.

That Academic Senate note the reports of the Senate Executive Committee electronic meetings conducted between 17 and 20 December 2013, 25 and 26 March 2014, 31 March and 2 April 2014, 3 and 4 April 2014 and the face-to-face meetings on 12 February 2014 and 21 March 2014.

4.2 RESEARCH COMMITTEE

Matters carried forward from the 21 February 2014 meeting of Academic Senate are included below.

If requested, the Chair of the Research Committee will speak to the Committee’s 2013 annual report - appended.

The Research Committee met on 3 December 2013 and 4 February 2014. The minutes of these meetings are appended.

It is recommended:

That Academic Senate note the 2013 Annual Report of the Research Committee.

That Academic Senate notes the minutes of the 3 December 2013 and 4 February 2014 Research Committee meetings and ratifies the recommendations to Academic Senate contained therein.

4.3 RESEARCH STUDIES COMMITTEE

Matters carried forward from the 21 February 2014 meeting of Academic Senate are included below.

If requested, the Chair of the Research Studies Committee will speak to the Committee’s 2013 annual report - appended.
The Research Studies Committee met on 3 December 2013 and 4 February, 4 March and 1 April 2014. The minutes of the 3 December, 4 February and 4 March 2014 meetings are appended. The minutes of 1 April meeting will be available at the next Senate meeting.

**It is recommended:**

That Academic Senate note the minutes of the 3 December 2013, 4 February 2014 and 4 March 2014 Research Studies Committee meetings.

### 4.4 EDUCATION and ASSESSMENT COMMITTEES (incorporating Student Experience and Engagement Committee)

The Education Committee met on 3 March and 7 April 2014, the Assessment Committee meet next on the 5 May 2014, and the Student Experience and Engagement Committee meet next on 23 July 2014. A combined report for the 3 March and 7 April Education Committee meetings is attached.

**It is recommended:**

That Academic Senate notes the combined report of the Education Committee meetings held on 3 March and 7 April 2014.

### 4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

The Academic Planning and Courses Approvals Committee (APCAC) met face-to-face on 16 April 2014. Electronic meetings were held concurrently with the Academic Senate Executive Committee between 25 and 26 March 2014, 31 March and 2 April 2014 and 3 and 4 April 2014 and considered the same course proposals.

A report of the 16 April 2014 face-to-face meeting will be provided before the meeting.

**It is recommended:**

That Academic Senate note the report of the 16 April 2014 Academic Planning and Courses Approvals Committee meeting and ratify the recommendations contained therein.

### 4.6 BACHELOR (HONOURS) COMMITTEE

Matters carried forward from the 21 February 2014 meeting of Academic Senate are included below.

If requested, the Chair of the Bachelor (Honours) Committee will speak to the Committee’s 2013 annual report - appended.

The Bachelor (Honours) Committee met face to face on 17 February 2014 and the minutes of this meeting are appended. Reports of the electronic meetings held from 18 to 20 December 2013 and 4 to 7 April 2014 are also appended.

**It is recommended:**

That Academic Senate note the 2013 Annual Report of the Bachelor (Honours) Committee.
Academic Senate notes the minutes of the 17 February 2014 meeting and the reports of the Bachelor (Honours) Committee e-meetings held from 18 to 20 December 2013 and 4 to 7 April 2014.

4.7 ACADEMIC APPEALS AND INTEGRITY COMMITTEE

If requested, the Chair of the Academic Appeals and Integrity Committee will speak to the Committee’s 2013 annual report – appended.

It is recommended:

That Academic Senate note the 2013 Annual Report of the Academic Appeals and Integrity Committee

4.8 UWS COLLEGE ACADEMIC COMMITTEE

The UWS College Academic Committee met on 1 April 2014. The minutes of this meeting are appended.

It is recommended:

That Academic Senate note the report of the 1 April 2014 UWS College Academic Committee meeting.

4.9 BOARD OF TRUSTEES

The Board of Trustees met on 26 February and 9 April 2014.

The next meeting is scheduled for 3 June 2014. 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

6 NEXT MEETING

The next Academic Senate meeting is arranged for Friday 20 June 2014. Senate meeting dates for 2014 are as follows:

- Friday 20 June
- Friday 15 August
- Friday 24 October
- Friday 5 December

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