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 Deputy Vice-Chancellor (Research and Development),
Professor Scott Holmes to his first meeting.

At the time of writing, apologies had been received from Professor Janice Aldrich-
Wright, Associate Professor Jane Mears, Associate Professor Janette Perz and
Associate Professor Anne Power. 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

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 Appointment of a Higher Degree Research Student member
- 3.4 Higher Education Standards and Regulation
- 3.6 Academic Program Planning
- 3.8 PhD Pathways Project Briefing
- 3.11 MyVoice Project Update.

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 MEETING
The unconfirmed minutes of the Academic Senate meeting held on 2 May 2014 are appended.

It is recommended:

That Academic Senate confirms the minutes of the Senate meeting held on 2 May 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 2 May 2014 and previous meetings is appended.

2 BUSINESS ARISING

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

No matters to report this time.

3 GENERAL BUSINESS

3.1 REPORT FROM THE CHAIR
A written report from the Chair covering activities undertaken on behalf of the Senate since 2 May 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 3 June 2014 meeting of the Board of Trustees will be provided. The Vice-Chancellor will provide an update on any relevant recent developments.

3.3 APPOINTMENT OF HDR STUDENT MEMBER
With the approval of the Chair of Academic Senate, the Secretariat invited expressions of interest from students in the vacant higher degree research student member position
on Senate. Five expressions of interest were received and Senate’s advice is sought in order to make an appointment.

A paper is attached.

For discussion and consideration

3.4 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.

At the 2 May 2014 meeting members discussed 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.

Despite the Commonwealth’s deregulatory thrust, it was noted that the Higher Education Threshold Standards and the AQF remain in place, and TEQSA still has its full powers to regulate. In practical terms, the AQF continues to be the highest priority for Senate, and courses that remain to be addressed from an AQF perspective are reviewed. Members were requested to direct any questions to the Chair, Sharon Short (Course Quality Project Officer), or their relevant Associate PVC Education.

The Chair will provide a brief update about the national information session on the Draft Higher Education Standards Framework and discussions by the NSW/Territories Committee of Chairs of Academic Boards and Senates.

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 comment and discussion.

3.5 SENATE WORK PLAN

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 second of the Academic Forums “Academic Freedom and the Public Intellectual”, co-sponsored by the Vice-Chancellor, was held on 11 June 2014. A paper providing the collated outcomes and proposals by the participant groups will be prepared for the next Senate meeting with a set of proposed actions for Senate’s consideration and endorsement.

Updates regarding the five elements highlighted from the first Academic Forum “The Future of Higher Education” will also be provided.

3.6 ACADEMIC PROGRAM PLANNING

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.

The interim Pro Vice-Chancellor (Engagement, Strategy and Quality), Dr Paul Rowland, will provide a presentation to update Senate on the recent work and plans for the UWS Academic Program 2014-2018 which have been endorsed by the Board of Trustees and University Executive.

For discussion and comment.

3.7 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 on plans for an expanded Summer program in 2014/2015 is attached.

For discussion and comment.

3.8 PhD PATHWAYS PROJECT BRIEFING

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 analysis and financial modelling has now occurred and 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.
At the 2 May 2014 meeting Academic Senate approved the establishment of a steering committee reporting to Academic Senate. Members also requested further consideration and a more detailed report on the academic elements of this project including the terms of reference for the new steering committee.

A further briefing paper from the Deputy Vice-Chancellor (Research & Development) and a report of the Research Training Steering Committee meeting held on 27 May 2014 are attached.

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.

A report will follow.

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-focussed 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. Preliminary work is being undertaken with input from the Red Tape Taskforce recommendations, and will be used as a basis for wider consultation with the Schools and University Research Institutes.

Further advice and recommendations will be presented to the 15 August 2014 meeting of Academic Senate.

The Chair may provide a verbal update.

3.11 MYVOICE PROJECT

At the 2 May 2014 meeting of Academic Senate it was noted that the eight Working Groups established in May 2013 in response to the 2012 MyVoice Staff Engagement Survey 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

The Director, Office of Organisational Development, has provided the attached paper to update Senate on progress.

Members of the Working Groups are invited to comment on any developments that relate to Senate’s role and activities.

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>Special Consideration</td>
<td>Being managed by existing 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. Being managed via new Academic Policy Advisory Group.</td>
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The Academic Policy Advisory Group has been established by Education Committee to ensure 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.

Following review and consultation, Academic Senate will consider the revised policies for approval.

Education Committee has agreed that a review of the Assessment Policy – Criteria and Standards-based Assessment (Assessment Policy) should be carried out (refer to item 4.4 of the agenda) and this will be added to the priority list above.
On 6 June 2014 the Academic Policy Advisory Group discussed processes for reviewing the Award Courses and Units Approvals Policy, the Progression and Unsatisfactory Academic Progress Policy, the Teaching and Learning Fundamental Code, and the proposed Assessment Policy Review.

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 INTERNATIONAL RESEARCH COMMUNITY STATEMENTS: MONTREAL STATEMENT

As an outcome of the 3rd World Conference on Research Integrity, held in May 2013 in Montreal, Canada, guidance setting out common principles and responsibilities for research integrity has been issued in the form of the Montreal Statement on Research Integrity in Cross-Boundary Research Collaborations, appended.

Cross-boundary research includes collaboration between different institutions, disciplines, sectors, and countries. The Montreal Statement builds on the Singapore Statement on Research Integrity, issued after the 2nd World Conference, which was the first international effort to set out common principles. On 16 August 2013 Senate resolved to endorse the Singapore Statement, and disseminate it across the University.

The Research Committee considers that the Montreal Statement represents an explicit measure of the University’s standard of practice and will facilitate international collaboration as it makes clear to any researcher how such collaborations would practically be played out. It is recommended for endorsement.

*It is recommended:*

That Academic Senate endorses the Montreal Statement for promulgation across the University.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

The Senate Executive Committee held an electronic meeting between 20 and 22 May 2014 to consider the award of two scholarships.

*It is recommended:*

That Academic Senate note the report of the Senate Executive Committee electronic meeting held on 20-22 May 2014.

4.2 RESEARCH COMMITTEE

The Research Committee met on 6 May 2014. The minutes of the meeting are appended.

*It is recommended:*

That Academic Senate notes the minutes of the 6 May 2014 Research Committee meeting and ratifies the recommendations to Academic Senate contained therein.
4.3 RESEARCH STUDIES COMMITTEE
The Research Studies Committee met on 1 April, 20 May (electronically) and 3 June 2014. The minutes of these meetings are appended.

It is recommended:
That Academic Senate notes the minutes of the 1 April and 3 June 2014 meetings, and the 20 May 2014 electronic meeting, of the Research Studies Committee.

4.4 EDUCATION and ASSESSMENT COMMITTEES (incorporating Student Experience and Engagement Committee)
The Education Committee met on 2 June 2014, the Assessment Committee met on the 5 May 2014, and the Student Experience and Engagement Committee meets next on 23 July 2014. A combined report for the 2 June 2014 Education Committee and 5 May 2014 Assessment Committee meetings is attached.

Attached to the report is a progress report on the UWS Inherent Requirements Strategy Project, which is commended to Senate members as a leading example of sector practice.

It is recommended:
That Academic Senate notes the combined report of the Education Committee meeting held on 2 June 2014, the Assessment Committee meeting held on 5 May 2014 and the progress report on the UWS Inherent Requirements Strategy Project.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE
The Academic Planning and Courses Approvals Committee (APCAC) met face-to-face on 16 May and 11 June 2014, and electronically on 13 June 2014.

Reports of the 16 May and 11 June 2014 meeting are attached.
A report of the 13 June 2014 electronic meeting will be provided before the meeting.

It is recommended:
That Academic Senate notes the reports of the 16 May and 11 June 2014 Academic Planning and Courses Approvals Committee meetings and ratifies the recommendations contained therein.

4.6 BACHELOR (HONOURS) COMMITTEE
The Bachelor (Honours) Committee met on 12 May 2014 and the minutes of this meeting will be provided to the next meeting.

4.7 UWS COLLEGE ACADEMIC COMMITTEE
The UWSCollege Academic Committee met electronically on 12 May 2014 and the minutes of the meeting will be provided to the next meeting.

4.8 BOARD OF TRUSTEES
The Board of Trustees met on 3 June 2014.
The next meeting is scheduled for 10 September 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 15 August 2014. Senate meeting dates for 2014 are as follows:

- 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