

ACADEMIC SENATE

Circulated: 7 August 2014

Confirmed minutes of meeting 14/03 of the Academic Senate of the University of Western Sydney held on Friday 20 June 2014 at 9:30am in the Boardroom, Building AD, at Werrington North.

Present:

Associate Professor Paul Wormell (Chair)
Professor Michael Adams
Associate Professor Bronwyn Cole
Professor Donna Craig
Ms Sue Craig
Associate Professor Craig Ellis
Dr Gu Fang
Professor Barney Glover (VC)
Professor Scott Holmes
Ms Tahani Husari
Dr Cindy Kersaitis
Professor Kerri-Lee Krause
Ms Shaneen McGlinchey

Dr Terri Mylett
Dr Christopher Peterson
Mr Michael Robertson
Dr Paul Rowland
Associate Professor Leanne Rylands
Professor Simeon Simoff
Associate Professor Terry Sloan
Professor Clive Smallman
Professor Deborah Sweeney
Ms Maxine Veale
Mr Dean Walker
Dr Greg Whateley

In Attendance:

Ms Gillian Brown (Secretary)
Ms Emily Byrne

Ms Deirdre Lee
Ms Kate Shane

Apologies:

Professor Janice Aldrich-Wright
Professor Ian Anderson
Professor James Arvanitakis
Dr Catherine Attard
Professor Gabriel Donleavy
Associate Professor Betty Gill
Professor Rhonda Griffiths
Professor Annemarie Hennessy
Professor Peter Hutchings
Professor Maree Johnson

Associate Professor Alana Lentin
Professor Donald McNeill
Associate Professor Jane Mears
Associate Professor Janette Perz
Dr Awais Piracha
Associate Professor Anne Power
Professor Michele Simons
Professor Kate Stevens
Professor Deborah Stevenson
Professor Zhong Tao

Mr Angelo Kourtis

Absent:

Professor Kevin Dunn
Mr John Juriansz
Professor Gregory Kolt

Dr David Mahns

1 PROCEDURAL MATTERS

1.1 INTRODUCTION, WELCOMES, CONGRATULATIONS, FAREWELLS AND APOLOGIES

Welcome

The Chair of Academic Senate, Associate Professor Paul Wormell, chaired the meeting of the Senate, and opened it by reading an Acknowledgment of the Traditional Owners, as follows:

“The University of Western Sydney acknowledges the Darug, Gandangarra and Tharawal peoples and thanks them for their support of its work in Greater Western Sydney.

In particular I acknowledge the Traditional Owners of the land on which we are meeting today, and pay my respects to their Elders, past and present, and to other Aboriginal and Torres Strait Islander people who are here today.”

The Chair welcomed Professor Scott Holmes, Deputy Vice-Chancellor (Research and Development) to his first meeting of Senate acknowledging the great knowledge, experience and energy he brings to his demanding role here at UWS.

The Chair also thanked the members of Senate for attending, especially during this particularly busy period for both staff and students. The Chair remarked that these are momentous times for the higher education sector with the intended repositioning into a deregulated environment, and noted the critical role for Senate in promoting and guarding our reputation and academic standards and quality.

Apologies

Apologies as listed were noted.

1.2 DECLARATIONS OF INTEREST

Members were requested to declare any interests, in terms of the Conflict of Interest Guidelines, they may have in relation to the items on this agenda.

The Chair acknowledged the possibility that some members may know the students named in item 3.3 *Appointment of a Higher Degree Research Student member*, and requested members declare any interest at that time.

No declarations of interest were reported.

1.3 STARRING OF ITEMS

Apart from procedural items, items starred on the agenda were:

- 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

The following additional items were starred at the meeting:

- 3.7 Academic Year Review
- 4.2 Research Committee
- 4.3 Research Studies Committee – this was unstarred later in the meeting as relevant aspects were covered in items 3.2 *Report from the Vice-Chancellor* and 3.8 *PhD Pathways Project Briefing*.

An amendment to the recommendation at item 4.5 *Academic Planning and Courses Approvals Committee* was agreed as follows:

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 the 13-17 June 2014 electronic meeting, and ratifies the recommendations contained therein.

It was resolved (AS14:03/01):

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 ratified.

The Chair acknowledged the considerable amount of work completed by the Senate Standing Committees and Schools in generating the unstarred items on behalf of Senate.

1.4 ORDER OF BUSINESS

There were no changes to the order of business.

1.5 OTHER BUSINESS

Members agreed to consider a late item regarding the approval of two Scholarships. This item was subsequently withdrawn to enable clarification of the criteria and the receipt of multiple scholarships by the same student. This matter will be referred to the Senate Executive Committee for consideration and reported to the next meeting of Senate.

Action: Seek clarification of Scholarship criteria and receipt of multiple scholarships by the same student. Report decision of the Senate Executive Committee to the August meeting of Senate.

1.6 MINUTES OF THE PREVIOUS MEETING

Senate had before it the unconfirmed minutes of the Senate meeting held on 2 May 2014.

Members agreed to three amendments:

1. Add the recommendation rejected at the meeting for item 3.3 *PhD Pathways Project* as follows:

“The following recommendation was not supported:

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.”

2. Correct typographical error on page 20: “high-1uality” to “high-quality”.

3. Add the comment by the Vice-Chancellor that it is intended to run the MyVoice Survey again during 2015 in the last paragraph of item 3.6 *Senate Work Plan* as follows:

“Members also suggested that metrics need to be established so that Senate can recognise improvements in addressing the human dimensions of the elements highlighted in the Forum. The *MyVoice* Project was acknowledged as covering this aspect and the Vice-Chancellor advised the intention to rerun the *MyVoice Staff Engagement Survey during 2015*. An update on the progress by the working groups within this project was provided, as foreshadowed, at *Item 3.11 MyVoice Project*.

It was resolved (AS14:03/02):

To confirm the minutes of the Senate meeting held on 2 May 2014, with the above three amendments, as an accurate record.

1.7 ACTION SHEET FROM LAST MEETING

To assist members with monitoring the work of Senate, the action sheet from the meeting held on 2 May 2014 and previous meetings had been circulated. The following updates were provided:

Item 1.5 (AS 14:02 2 May 2014) OTHER BUSINESS – the Chair advised that a secure environment was not currently available to provide access to associated papers of Senate and Senate Committees to Senate members only. Requests for these documents should be sent to the Secretary of Senate who will facilitate access to requested documents. An appropriate system can then be developed based on demand.

Item 4.3 (AS 14:02 2 May 2014) RESEARCH STUDIES COMMITTEE – the Chair clarified the changes to the enrolment arrangements for HDR candidates referred to in the RSC minutes as providing more flexible arrangements in relation to Leave of Absence requests by removing the link to sessions and enabling applications for leave from 2 months to 12 months.

Item 4.3 (AS 14:02 2 May 2014) RESEARCH STUDIES COMMITTEE – the Chair reported that the change to the process for the addition or removal of supervisors from a higher degree research candidate’s panel is associated with the process changes for the variation of candidature eForm. It was agreed at the HDR Directors Forum that electronic approval of the removal of supervisors from a panel would not be required. Any new member being added to a panel would have to “sign” electronically that they agree to this, but members being removed will just receive an email notification that they have been removed. This potentially cuts out three signatories from the workflow, and streamlines the process significantly while still providing the necessary communication to the affected staff. It will of course then still require the HDR Director’s signature, as well as the Dean (if principal supervisor is changed). There does not appear to be risk that students can use this as a way of extending their candidature. Associate Professor Sloan raised concerns where the Supervisor is removed without consultation. The chair undertook to discuss this with the Chair of the Research Studies Committee.

2 BUSINESS ARISING

2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

There was no business arising that is not recorded at other items.

3 GENERAL BUSINESS

3.1 REPORT FROM THE CHAIR

Senate had before it a written report from the Chair covering activities undertaken on behalf of the Senate since 2 May 2014.

The Chair provided an update on recent developments and reported the following additional matters.

Deregulation of Higher Education

The Chair noted that the sector is facing the biggest changes for many years and Academic Senate will need to consider how it and its Committees should contribute to the University's response to these changes.

The Chair expressed the view that the University's identity as a comprehensive teaching and research university should be affirmed and protected in the new competitive environment. The reputation, quality and academic standards of the University are, more than ever, of utmost importance, and Senate plays a crucial role in protecting and guarding those standards through the expert, critical and collegial scrutiny that it provides, and this work starts with individual staff and teaching groups. The Chair highlighted the point that although 2014 brings large volumes of curriculum work to complete in tight timeframes, we must maintain the high quality of our courses and units.

The Board of Trustees has recognised that priority must be given to "the quality of the student experience" and to enhance the University's "customer focus". Students' experience in UWS academic programs was seen as a crucial aspect of this, including our curriculum, classes and online interactions with students.

The Chair advised that a major initiative over the next few months will be a review of the University' Strategic Plan. This is to ensure that it continues to meet the changing higher education environment. The review will be a consultative process, and Senate will be engaged in this.

Review of Senate Standing Committees

Work on course and unit approval processes being undertaken in various areas such as the Red Tape Project, Office of Strategy and Engagement, University Executive and Academic Registrar's Office, is being collated and aligned under the guidance of Professor Krause in her capacity both as the interim Deputy Vice-Chancellor (Education) and the Chair of the Academic Planning and Courses Approvals Committee. The outcomes from this work will affect the configuration and delegations of various Senate Standing Committees.

The establishment of a Graduate Research School will also have an impact on governance arrangements, including the Research Committee, Research Studies Committee and the School and Institute Committees.

Academic Forums

The first Vice-Chancellor and Chair of Senate Academic Forum pointed out the importance of collaborating and working across disciplines, and Senate affirmed this at its 2 May 2014 meeting. The Chair sought comments from members as to how Senate might contribute to this. The following views were expressed about opportunities and impediments:

- Incentives for increased engagement with University Research Institutes could assist in promoting a methodology of interdisciplinarity.
- The current siloed organisational structure was seen as a barrier to greater opportunities for cross-disciplinarity.
- Measuring and defining interdisciplinarity in its many forms was seen as an important first step – discussion referred also to multidisciplinary, transdisciplinarity and cross-disciplinarity and recognised the differences that these terms encompassed.
- The University's 'Speed Mentoring' scheme was seen as successful for early researchers and assisting with making connections across disciplines.
- Identifying where the expertise resides across the University was also seen as important in encouraging cross-disciplinarity.
- Useful initiatives could include the establishment of a unit in inter-disciplinary and cross-disciplinary methods in the PhD course.

A comment was also made under this agenda item about the need for clarity in implementation and advice regarding academic policies. Some recent misinterpretation and misinformation regarding open-book examinations is being investigated by the Academic Registrar's Office.

3.2 REPORT FROM THE VICE-CHANCELLOR

The Chair thanked the Vice-Chancellor for providing members with a copy of his report to the 3 June 2014 Board of Trustees meeting.

The Vice-Chancellor made the following comments regarding his priorities and the potential impact of changes in the higher education sector:

- The Vice-Chancellor recognises the importance of communication in this multi-campus University with both students and staff, especially during this period of significant reforms in the sector, and he recognises the vital role that Academic Senate plays in these discussions. He has continued his commitment to improved communication by holding a live-streamed panel discussion about higher education reforms on Thursday 19 June 2014. Approximately 400 staff joined the session.
- The new environment for the higher education sector was unclear at this stage but the legislation is expected to be before the Federal Senate in September 2014, with opposition to the changes likely. At this stage it is envisaged to be early 2015 before the outcomes are known.
- The University has frozen student fees for students enrolling before 31 December 2014 but this cannot be extended to later intakes due to the proposed 20% cut in funding from the Federal government.

- Quality and affordable education for Greater Western Sydney remains a high priority. With the largest group of low socio-economic students in Australia at UWS we need to be careful about fee setting, and a working party has been established to consider sophisticated models for doing this. This working party will provide an update to the Board of Trustees and University Executive in September 2014.
- The University is aware that there may be a larger number of non-University competitors entering the market, and this will have some impact in 2016. Quality remains the cornerstone to differentiating UWS in a competitive market, and Academic Senate's quality assurance role is critical for our placement in the marketplace.
- The total student experience is also a critical part of differentiating UWS. This includes the administrative experience and elements outside the classroom, but the academic experience within the classroom remains a crucial component.
- The Vice-Chancellor remains confident that the projects and work being undertaken at UWS will position the University well in the changing environment, and this has been recognised by the Board of Trustees.
- Strategies such as the Open University Project and the expanding Summer Session will assist us to compete with a high quality, flexible and comprehensive suite of offerings by 2020.
- The draft revised Strategic Plan is to be provided to the Board of Trustees in December this year.

Members highlighted some concerns regarding the special focus on the Summer Session rather than giving equal emphasis to Autumn and Spring. The Vice-Chancellor acknowledged that this was a conscious decision to facilitate the expansion and review of the Summer Session. Schools have been approached to nominate a further ten units each to run in Summer 2014/15. The Interim Deputy Vice-Chancellor (Education) indicated that she was happy to discuss any multiple session offers with Schools. Data are being analysed regarding student results in Summer and whether student load has reduced in Autumn 2014 due to the increased offerings in Summer 2013/14.

The Chair thanked the Vice-Chancellor for his report.

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 was sought in order to make an appointment.

Members noted the differences in scope of the statements provided by each candidate and agreed that a more comprehensive process was required for assessing these and any future expressions of interest. Senate agreed to the following:

- To establish a working group to decide, on behalf of Senate, the successful candidate and a second appointable candidate.

- This working group will discuss the types of criteria appropriate for these student positions and investigate a clear process for making appointments.
- The Student Representative Council should be consulted on the process.
- Consideration should be given to establishing a mentoring scheme for candidates.
- The working group will report its outcomes to the 15 August 2014 meeting of Senate.

The membership of working group was agreed as follows, subject to the members' availability and willingness to act:

- Professor Kerri-Lee Krause
- Ms Sue Craig
- Professor Deborah Sweeney or Professor Deborah Stevenson
- Professor Gabriel Donleavy
- Mr Dean Walker
- Ms Tahani Husari
- Mr Michael Robertson

Action: Convene a meeting of the working group to provide the outcomes as above for reporting to the August meeting of Senate.

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 release on 23 April of the Consultation Draft of the proposed Higher Education Standards Framework. On 19 June 2014 members were provided with the draft University response to the Consultation Draft of the proposed Higher Education Standards Framework, and members were invited to provide expert comment and feedback by 24 June 2014.

The Chair provided 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.

The proposed change in the reference to academic governance in the draft Higher Education Standards Framework was highlighted by the Chair. If approved, the Standards would no longer make explicit mention of academic boards, in line with the Standards Panel's emphasis on outcomes rather than the processes for achieving them. It was also noted that the recent changes to the AQF Masters by Coursework descriptors do not require a change to the UWS Policy. It was further noted that the names of the University's Masters (Honours) degrees will be changed to meet AQF requirements in 2015, and benchmarking of suitable names is currently underway.

The establishment of the Office for Learning and Teaching Peer Review Network (project leader Dr Sara Booth, University of Tasmania) was commended to members. Members also noted the award of three prestigious Office for Learning and Teaching 2014 fellowships to Professor Pauline Ross, Emeritus Professor Geoff Scott and Professor Roy Tasker.

3.5 SENATE WORK PLAN

At the 21 February 2014 meeting members indicated their support for the Senate Work Plan and proposed working priorities as follows:

- 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.

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

An update regarding the five elements highlighted from the first Academic Forum “The Future of Higher Education” will also be provided to a future Senate meeting.

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.

At this meeting the Pro Vice-Chancellor (Strategy and Engagement) provided an update to Senate members on the recent work and plans for the UWS Academic Program 2014 – 2018 confirming the main principles as:

- Grow program offerings but maintain number of units offered;
- Map offerings on a whole of career context;
- Offer flexible modalities;
- Offer new campus locations;
- Establish holistic academic and career advising.

A suite of approximately 90 new programs such as architecture, pharmacology and optometry are under consideration, with about half of these programs being undergraduate and half postgraduate. Delivery of some of these programs using Open University UK curriculum materials from 2015 is being investigated, where there are no accreditation and legal aspects to consider.

A secure online link for Senate members is being established, to provide access to information about the proposed new programs, and further details will be provided at the next meeting of Senate.

The following comments from members were recorded:

- Information resources for these new programs need to be carefully considered, with e-resources preferred. Budgeting for new resources also needs to be factored in early in the planning, especially for the Open University courses, as some embedded resources need to be purchased by UWS as OU UK are unable to on-sell them.
- It will be important to ensure good alignment of the proposed academic programs with the UWS Graduate Attributes and Strategic Plan, and a review could be undertaken.
- It will be important to take account of the influence of the region and the needs of the community and service industries in the local area.
- It will also be important to ensure that pedagogy underpins the development of the program plan.
- An important dimension of identifying the resourcing for the new programs will be to overlay existing staff and academic expertise on them.
- The development of new courses needs to take account of the current schedule of work, and the effects of undertaking multiple projects.

It was noted that a detailed career map had been developed for courses in Education, and a copy of this was requested for the August meeting of Senate.

Action: PVC (Strategy and Engagement) – Education career map for information at the next meeting of Senate.

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 and an update on plans for an expanded 2014/2015 Summer program was provided to Senate members.

Members asked Senate's Assessment Committee to address the inclusion of data regarding the number of 'AF' grades and discontinuations by students in the Summer session.

Members commented on some financial aspects of the Summer program, including a suggestion that a cost-by-program model may be more appropriate than a unit-based model, followed by confirmation that the University Executive had considered detailed financial modelling for the Summer program. The Chair undertook to pass on these comments to the Vice-Chancellor, noting that financial discussions do not lie within Senate's purview.

Members also noted the concatenated timelines for new unit approvals and subsequent variations to allow the same unit to be taught in the Summer session. It is important to maintain a balance between the need to keep up with the fast-changing environment, and the need to ensure due diligence and rigour behind all course and unit approvals.

Action: Request to Assessment Committee to ensure inclusion of AF grades and discontinuations for students studying in Summer 2013/14.

Action: Chair to forward members' comments about financial models for UWS Summer.

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 was completed and the University Executive 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, and 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 was provided to members, addressing the questions raised at the 2 May meeting of Senate.

The Deputy Vice-Chancellor (Research & Development) indicated his appreciation of members' interest in this important initiative and highlighted the progress that had been made since the last update to Senate, including the development of core units and a viable suite of electives at an appropriate level. A more centralised and focussed support structure is under consideration for higher degree research students via the establishment of a new Graduate Research School. Members noted that the establishment of such a School would influence the current governance structures. The details were under consideration but a support section providing tailored services for higher degree research students was envisaged and advice was being sought regarding the best governance structure.

The current scholarship and other internal funding models are also to be investigated, including expanding external funding by highlighting the value to commercial enterprises and targeting research to areas in which appropriate supervision is available.

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 report was provided to members advising the Board of Trustees' endorsement of recommendations for addressing the highest-priority issues identified.

The Chair of the Taskforce is liaising with the *Our Future Program* project management group to ensure that work on the project continues, and that it contributes to a broader efficiency project within the University. This contribution includes the view expressed by the Taskforce that there is an opportunity to implement continuous improvement processes at the University.

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 using the Red Tape Taskforce recommendations, which 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.

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 University 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, provided a paper to update Senate on progress.

A brief verbal update was provided by the Senate member of the *Career Development for Academic Staff Working Group*. The 2012 results highlighted the need for improvement in the provision of tools for career development, the promotions process and early career research mentoring. The following improvements have been commenced:

- An Academic Career website has been developed at http://www.uws.edu.au/organisational_development/od/career_development/career_development_for_academic_staff
- An Academic Promotions checklist, workshops and a consolidated list of resources have been developed to assist with the promotions process. These are available at http://www.uws.edu.au/organisational_development/od/career_development/academic_promotion
- An application has been developed by three undergraduate School of Computing, Engineering and Mathematics students and has been provided to ITS to implement.
- Groups of Academic Promotion Mentors have been formed, as listed at http://www.uws.edu.au/organisational_development/od/career_development/academic_promotion/academic_promotion_mentors

Senate members commented that this was impressive progress, and advocated further communication about it.

It was also reported that the *Supporting New Staff Working Group* has reviewed and improved the UWS *Welcome Pack*, and a new buddy program is being introduced.

The Senate member of the *Inclusive Decision Making Working Group* will be invited to give an update for the 15 August 2014 meeting.

Action: Professor Donleavy to be invited to give an update about the Inclusive Decision Making Working Group.

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:

Policy	Comment
<i>Admissions</i>	Due for periodic review. Need to consider the outcomes of the Academic Programs and Pathways Project.
<i>Award Courses and Units Approvals</i>	Due for periodic review. Need to consider the outcomes of Red Tape Report
<i>Misconduct – Student Academic Misconduct</i>	Need to consider the proposed <i>Student Misconduct Rule</i> , which if adopted, would replace the current policy.
<i>Progression and Unsatisfactory Academic Progress</i>	Being managed via new Academic Policy Advisory Group.
<i>Special Consideration</i>	Being managed by existing Working Party.
<i>Teaching and Learning Fundamental Code</i>	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.

The Academic Policy Advisory Group has been established by Academic Senate's 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, the *Montreal Statement on Research Integrity in Cross-Boundary Research Collaborations* has been issued, setting out common principles and responsibilities for research.

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.

Academic Senate's 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 was resolved (AS14:03/03):

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

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

Without discussion....

It was resolved (AS14:03/04):

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

4.2 RESEARCH COMMITTEE

The minutes of the 6 May 2014 Research Committee were provided. Members enquired about the Human Ethics Approvals review and were advised that models are currently being proposed. A paper will be distributed to Schools for discussion.

The review of the University's Research Division, including a review of the memberships and terms of reference for the Research Committee and Research Studies Committee, has commenced. An expansion of the committee memberships to encourage greater debate and more encompassing agendas is being proposed. The draft proposals will be presented to Senate for consideration.

It was noted that the University of Tasmania Research Expectations Model, together with other models, is being examined to stimulate debate.

It was resolved (AS14:03/05):

That Academic Senate notes the minutes of the 6 May 2014 Research Committee meeting and ratifies the recommendations to Academic Senate contained therein.

Members noted that this included a request for Senate to consider completing an audit of undergraduate courses to identify which contain a research component and how it is taught.

Action: Chair of Academic Senate to investigate how this review of research components in undergraduate courses might be undertaken.

4.3 RESEARCH STUDIES COMMITTEE

Without discussion....

It was resolved (AS14:03/06):

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)

Without discussion...

It was resolved (AS14:03/07):

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

Without discussion...

It was resolved (AS14:03/08):

That Academic Senate notes the reports of the 16 May and 11 June 2014 Academic Planning and Courses Approvals Committee meetings and the 13-17 June 2014 electronic meeting, 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 UWS College 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

No items.

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.