

# ACADEMIC SENATE

Circulated: 12 October 2018

Confirmed minutes of meeting 18/04 of the Academic Senate of Western Sydney University held on Friday 17 August 2018 at 9:30AM in the combined Conference Room, Level 9, Liverpool campus.

## **Present:**

Associate Professor Alpha Possamai-Inesedy (Chair)

Dr Elfriede Sangkuhl (Deputy Chair)

Professor James Arvanitakis

Professor Simon Barrie

Professor Kevin Bell

Ms Tegan Bergan

Associate Professor Matthias Boer

Mr Michael Burgess

Professor Kevin Daly

Professor Kevin Dunn

Associate Professor Paola Escudero

Associate Professor Susanne Gannon

Associate Professor Deborah Hatcher

Professor Scott Holmes

Dr Kate Huppatz

Professor Peter Hutchings

Professor Paul James

Dr Anne Jamison

Associate Professor Slade Jensen

Professor Denise Kirkpatrick

Professor Gregory Kolt

Dr Khoa Le

Associate Professor Jane Mears

Ms Nicolene Murdoch

Associate Professor Christopher Peterson

Dr Ludmilla Robinson

Professor Yenna Salamonson

Professor Simeon Simoff

Professor Deborah Sweeney

Ms Lisa Tyson

## **In attendance:**

Professor Sharon Bell

Ms Jess Huckstadt

Dr Stephen Janes (*Professor Steven Freeland's nominee*)

Ms Angela MacDonald (minutes)

Ms Hannah McLean

## **Apologies:**

Professor Barney Glover (VC)

Professor Janice Aldrich-Wright

Ms Robyn Causley

Dr Kathleen Dixon

Mr Buch Ezidiegwu

Professor Steven Freeland

Professor Annemarie Hennessy

Professor Lisa Jackson-Pulver

Dr Edward Mariyani-Squire

Associate Professor Alpana Roy

Associate Professor Surendra Shrestha

Professor Michele Simons

Associate Professor Linda Taylor

Associate Professor Zhong Tao

Dr Steven Trankle

Dr Katina Zammit

## **Absent:**

Mr Phil Craig

Ms Julie Onyango

Quorum was attained at 9:30am.

## 1 PROCEDURAL MATTERS

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### ☆1.1 INTRODUCTION, WELCOME, AND APOLOGIES

The Chair opened the fourth meeting of Academic Senate in 2018 by acknowledging the Traditional Owners; with acknowledgement of the meeting being held in the country of the Dharug people and the Dharug nation, and acknowledgment of their ancestors as the traditional owners of this country. Acknowledgement and respects were also extended to the Dharug people's Elders, past, present and future.

The Chair welcomed all members to Senate, with specific welcome to:

- Ms Nicolene Murdoch appointed to the role of CEO, The College.
- Ms Lisa Tyson, Acting University Librarian.
- Professor Sharon Bell; to speak to item 3.4 *Academic Structure*.
- Ms Jess Huckstadt representing Ms Robyn Causley, Director Student Administration.

Following this meeting of Senate, Professor Brian Stout provided Senate members with a short tour of the Liverpool campus.

### ☆1.2 DECLARATIONS OF INTEREST

No declarations of interest were reported.

### ☆1.3 STARRING OF ITEMS

Senate members were asked which items they wish starred for discussion. Apart from procedural items, items already starred on the agenda were:

- 3.1 Report from the Chair
- 3.2 Report from the Vice-Chancellor
- 3.3 The Student Voice
- 3.4 Academic Structure
- 3.5 MyVoice Survey Results

#### **It was resolved: (AS18:04/01):**

*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 be approved.*

### ☆1.4 ORDER OF BUSINESS

Item 3.6.2 *Research Higher Degree Research Training Program (RTP) Scholarship Policy* was requested to be **withdrawn** at the start of the meeting. If relevant, members were requested to provide feedback to Professor Deborah Sweeney and Professor James Arvanitakis.

### ☆1.5 OTHER BUSINESS

Dr Ludmilla Robinson requested to raise a discussion on the census date for Summer. The Chair suggested this be brought back to the next meeting of Senate as this had been raised with Ms Robyn Causley and Ms Jess Huckstadt for further input. No other business was requested.

## ☆1.6 MINUTES OF THE PREVIOUS MEETING

Unconfirmed minutes of the Academic Senate meeting held on 22 June 2018 were appended.

### **It was resolved: (AS18:04/02):**

*That Academic Senate confirms the minutes of the Senate meeting held on 22 June 2018, as an accurate record.*

## ☆1.7 ACTION SHEET FROM LAST MEETING

To assist members with monitoring the work of the Academic Senate, an action sheet from the previous meeting was provided with the sole action complete.

## 2 BUSINESS ARISING

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

### 2.1 SENATE REVIEW

Academic Senate endorsed the terms of reference for its external review at their meeting in December 2017, which was subsequently approved by the Board of Trustees in February 2018. The terms of reference indicated that the review would be conducted as a panel review, as per the *University Reviews Policy*. The panel will consist of four members, three individuals external to the University, and a student representative. The composition of the panel is currently under discussion before a proposal is submitted to the Vice-Chancellor for approval. The proposed review of the Academic Senate is scheduled for September/October 2018.

## 3 GENERAL BUSINESS

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### ☆3.1 REPORT FROM THE CHAIR

A written report from the Chair covering activities undertaken on behalf of the Senate since 22 June was appended. The Chair provided an update on recent developments.

The Chair's report to the 8 August meeting of the Board of Trustees was also appended.  
*Note: following data received by Graduations the 2017 total of University Medals has been revised according to the Senate approval date.*

The Chair thanked members for their contributions to a previous request for feedback on the NESAs suggestions, at beginning of September *NSW & ACT Chairs of Academic Boards & Senate* – feedback will be returned to Senate, simultaneously the Chair will liaise directly with those Senate school members who have provided feedback on this matter.

The Chair requested two additional items to bring back to Senate members' respective entities;

1. University medals - the Board of Trustees wished to highlight a disparity of individual students receiving the medals, which was specific to certain schools and not across the whole of the university. The Chair provided the board with information on the development of the Master of Research (MRes) students and how this impacts on criteria and eligibility. It was highlighted that since the commencement of the MRes, the students that are eligible for the Medal have been limited to those who undertake embedded honours. The Board of Trustees requested the Chair to provide feedback via Senate.

The Chair requested members return the issue to their entities, asking the question; How can we create a pathway of eligibility for students across the University. Feedback was requested to be returned by Monday 24 September. Collated feedback will be discussed with the Board of Trustees, Professor Deborah Sweeney and Professor James Arvanitakis.

2. The Board of Trustees has developed a Draft Ethical Framework for Governance, the Chair requested commentary on the section on *Academic Freedom*. The Chair requested members circulate the document within their entities and to provide feedback to the Chair (by email) by Monday 24 September. It will be discussed at a later meeting of Senate and discussed with Professor Sharon Bell.

Senate members requested guidance on responding to questions from staff and students, and whether protocols were in place for a consistent response, Professor Kirkpatrick responded stating it was timely for the University to look at developing communications around this to ensure staff and students feel supported.

Lastly the Chair advised members that a Student engagement session was planned to occur on 29 August. The session, intended for student committee representatives, was planned as an induction as well as a platform for the students to share their experiences with committee work and student representation. Senate members were invited to attend. The Chair also highlighted that the student training module is open to students and staff to complete for induction purposes. (Available via MyCareer Online)

### ☆3.2 REPORT FROM THE VICE-CHANCELLOR

The Vice-Chancellor's Report was appended.

Professor Scott Holmes, Senior Deputy Vice-Chancellor spoke to the Vice-Chancellor's report. Key topics included:

- The University continues to lobby the Minister and Government on the Commonwealth Grant Scheme (CGS) cap. An emphasis was placed on the resource implication of currently being overenrolled by 1600.
- Professor Bell's White Paper on the Academic restructure was received by the Board of Trustees, further discussions are occurring in August and September with a discussion paper available thereafter.
- Western Sydney University's solar car won the *American Solar Challenge*, beating long term winners, the University of Michigan. An event to celebrate the win will be announced in due course.
- Following the report released by Professor Sweeney, eight distinguished Professors will be announced at the next Professoriate dinner; each will be recognised at the April 2019 graduation ceremonies.

Professor Holmes invited Senate members to share questions or concerns, these included:

- The five day timeframe to complete the Shared Services survey was difficult (500 staff responded out of 2300), in comparison with the MyVoice survey which was given a more generous timeframe. The Chair responded stating at the next Senate there will be further discussions on this feedback. Professor Holmes added this was a Mid-implementation review, there will be a post implementation review of the process.
- Additionally concerns were raised over staff voices not heard and the statistics on unsatisfactory feelings and impacts (especially from sessional staff), there has been a general feeling that there is no traction on the real issues.
- In regards to shared services, it was argued that some basic functions have fallen apart within schools and this is not recognised; grade processing, tutorial

registration, etc. It was suggested that a working party of elected Senate members be put together following the next report becoming available?

- Professor Peter Hutchings responded directly to concerns on the Shared Services model, stating a review of the Student Experience office has commenced. Ms Jenny Purcell from the School of Humanities and Communication Arts has been seconded to conduct the review, it is expected to conclude around mid-September.
- Associate Professor Susanne Gannon, School of Education has been actively engaging the School Manager to discuss the responses gathered from the recent survey data. Interestingly the MyVoice survey contained many comments expressed on Shared Services although they were not intended to be connected. It is recognised that the levels of anxiety at the school level needs to be managed.
- Mr Peter Tow is managing the change process and this feedback is recognised.
- To conclude, a general comment was raised on the transition arrangements of the Bankstown campus. Contact points include Professor Holmes, Chair on the Project Control Group and Professor Phil O'Neill, Provost for the new Bankstown campus. Professor O'Neill is currently located in the Bankstown City Council building to start the transition. The need for support of our Milperra colleagues through this transition is acknowledged.

The Chair thanked members for their contributions to this item.

### ☆3.3 THE STUDENT VOICE

Mr Michael Burgess provided an update to Senate members on two new initiatives to improve our students' experience. The *Student Panel* project is a longitudinal study of the student experience, using Behavioural Science to gain deeper student insights into pain points, key thoughts, emotions and motivations at various points throughout the student lifecycle and develop evidence based interventions to improve student experience and retention.

The key metrics for the student community were engagement across their university life, wellbeing and adjustment, control and expectations, and lastly belongingness and social relationships. The aim is for 3000 students to be recruited to the Student Panel Project, starting in September/October. There is also a commitment to understand in greater detail the experience and insights of international students.

The *Voice of Student* initiative will improve our understanding of the student experience at WSU via the design and implementation of a framework that provides visibility of the gaps between student expectations and their actual experiences.

Feedback from Senate members included:

- An interesting use of market research on the client experience from the Research agency, it was also suggested the qualitative evidence is useful and should not be sidelined in this project. *Mr Burgess added this program will capture both qualitative and quantitative evidence.*
- The question was asked on outcomes; when they are known, if changes are needed, and will they be actioned. *Mr Burgess guaranteed these outcomes will be actioned.*
- The Chair added in reference to the pilot; could it be structured in a way where we can learn and engage with increased stakeholder engagement?
- It is critical that we align with SFUs and SFTs including the external survey such as the Student Experience Survey - they will help inform each other.
- There is a new policy in development that will manage the survey load on our students.

### ☆3.4 ACADEMIC STRUCTURE

Professor Sharon Bell provided an update on the latest White Paper and recommendations within. The White Paper (Version 2) is currently available for feedback

via: [https://www.westernsydney.edu.au/about\\_uws/leadership/mission\\_goals\\_strategic\\_plan/review\\_of\\_the\\_strategic\\_plan\\_and\\_academic\\_structure\\_consultation](https://www.westernsydney.edu.au/about_uws/leadership/mission_goals_strategic_plan/review_of_the_strategic_plan_and_academic_structure_consultation)  
(Staff login required).

Professor Bell outlined issues that have arisen in the consultation process to date. The current White paper and previous versions of the paper are a result of discussions with colleagues and productive meetings where key ideas were tested, including the proposal of four different structural options.

The stand-out issues were the scale and the complexity of schools, with the size of faculties in other institutes up for comparison. Pressure points have been identified within the schools, and conversations will continue with Director of Academic Programs (DAPs) and Academic Course Advisors (ACAs). There will be traction in this space with the Vice-Chancellor's support; this exercise has evolved into a vehicle to strengthen the academic culture.

A Q&A session from members followed, with summarised topics and responses below:

- *What the draft structure might look like within schools* - The outcome is likely to be more positive than less positive; refined modelling, costing and feasibility continues on school structures.
- *What is the timing of and is there value in trying the recommendations or commencing a trial transition?* - The Vice-Chancellor is keen for this to progress, we don't have to implement all aspects of this restructure until 2020, but we need to be confident that the necessary resourcing and support is available. A timeline was provided at the end of the White paper on page 14, preliminary work on data and analysis and consultation with schools has already commenced. Next year pilots will occur within some schools, and staff may attend development workshops to formulate the best teamwork model and address any issues of cultural change.
- *Will it be a 'one size fits all' structure up to executive level, or will it be more flexible?* – There needs to be a degree of conformity but not uniformity, there are very different needs amongst schools.

Professor Deborah Hatcher introduced dialogue around the roles of *Directors of Academic Workforce (DAWs)*, these roles exist within the School of Nursing and Midwifery (SoNM). The DAWs are campus based but carry a huge amount of responsibility, staff management and staff development – especially with the increasing casual workforce. More than any other sector our roles are casualised, with minimal engagement and support, we need to think more seriously about this. Deputy Deans also have a significant role with DAWs – the design and framing of these roles need to be attractive prospects as it is satisfying work. The DAW takes on the staffing side, in consultation with the DAP. It is thought that experienced academics would be suitable for these roles if they were to roll out to other schools.

The Chair concluded the discussion advising the White Paper (Version 2) is up for comment, and Senate members were encouraged to engage with this. The Chair thanked Professor Bell for her contributions to Senate in this space.

### ☆3.5 MYVOICE SURVEY RESULTS

The MyVoice Survey is a longitudinal study on staff engagement and perception of organisational culture. The Survey is undertaken by 39 universities across Australia and New Zealand, thereby providing benchmark data for comparison across the sector.

Western Sydney University engaged The Voice Project to conduct the MyVoice Survey in 2012, 2015 and 2018 for staff on fixed-term or ongoing employment contracts. In 2018, the University, along with eight other Australian and New Zealand universities, also launched a separate survey for sessional academic staff.

The Chair introduced the item encouraging members to bring specific feedback to the Chair and this will be compiled and returned at the next meeting of Senate.

Professor Scott Holmes, Senior Deputy Vice Chancellor, provided an overview of the results for discussion, MyVoice data was appended. Professor Holmes commenced the discussion with reference to the importance of Western growth; it is critical to where we need to go and we are more exposed to sovereign risk than most institutions because of our commonwealth funded load. Senate members were encouraged to engage in further discussion on investments in Research. Professor Holmes argued the need to invest now for fundamental change to take place in 2022.

Professor Denise Kirkpatrick, Deputy Vice-Chancellor (Academic) wished to highlight an email sent to staff on 17 August relating to a series of open forums across all campuses, inviting academic colleagues for their input in enhancement, strengthening and growth in the area of teaching.

Professor Deborah Sweeney, Deputy Vice-Chancellor & Vice President (Research) highlighted the feedback in cross unit cooperation; the data suggests positive results locally, we are happy in our immediate environment but unhappier in a broader context.

Feedback from Senate members included:

- We should acknowledge our strengths in relation to gender and diversity – emerging strength, but a disparity in some areas. It was agreed that more information will be shared as a response develops.
- Members asked how we addressed the 2015 MyVoice results; Professor Holmes indicated the inventory of earlier feedback would be investigated.
- Members asked if there will be an opportunity to feed in solutions in relation to selected MyVoice feedback.
- It was suggested that there is a level of disengagement amongst colleagues in the Learning and Teaching spaces, and Research spaces with staff not feeling valued.
- Cross-unit collaboration continues to be an issue, as an academic the definitions are unclear on how to manage these relationships.
- A working group has been established in the School of Law with Level A, B & C academics, the reactions have been positive and it is hoped that this work will close the loop on outcomes, which did not occur after the 2015 survey.
- It was noted the work/life balance and wellbeing category was down from the 2015 results.
- Professor Kirkpatrick added to the discussion on our use of casual and sessional staff; the Board of Trustees (at its last meeting) were interested in understanding more about the use of casual and sessional staff, their conditions and support received. Ms Susan Hudson, Executive Director, Human Resources and Professor Kirkpatrick have been asked to provide an analysis and comparison of WSU in the sector. The findings will be returned the Board in early 2019 with further consultation. The Vice-Chancellor is supportive of further investigation in this area.

**ACTION ITEM:** The Chair (via the Secretary) will send out a number of topics (including MyVoice) for further feedback from members, responses should be provided to the Chair no later than 24 September.

### 3.6 ACADEMIC POLICY REVIEW

#### 3.6.1 Academic Policy Advisory Group (APAG)

An update on the academic policies prioritised for consideration and progress to date by the Academic Policy Advisory Group (APAG) is listed below. APAG met on 23 May 2018.

<i>Course Design Policy</i>	The Course Policy Review (CPR) Working Party met on 10 and 26 July 2018. A 21 <sup>st</sup> Century Curriculum Course Design Principles paper has been developed for discussion. The Chair, Professor Sara Denize was thanked for her leadership and valuable work on this project to date. Professor Felicity Blackstock and Associate Professor Simon Bedford will be co-chairing this group from August.
<i>Disruption to Studies Policy (renamed from Special Consideration Policy)</i>	The publication and implementation of this policy is stalled awaiting outcomes of the e-Forms project. A risk flag for the e-Forms Project was raised with ITDS and the Audit and Risk Office. This matter was discussed at Executive Committee and interim strategies are being developed to deliver required forms for priority items.
<i>Academic Appeals Procedures and Third Party Provider arrangements – Policy Alignment</i>	<p>The following policies have been revised to align with the new Academic Appeals Procedures and for administrative updates to accommodate third party provider arrangements. These minor revisions have been discussed at APAG, provided to Deans and Institute Directors and provided for discussion at the 13 August Executive Committee meeting as part of the preliminary consultation process:</p> <ul style="list-style-type: none"> <li>• <i>Admissions Policy</i></li> <li>• <i>Advanced Standing Policy</i></li> <li>• <i>Course Transfer policy</i></li> <li>• <i>Enrolment Policy</i></li> <li>• <i>Student Fees Policy</i></li> </ul> <p>The <i>Scholarships for Undergraduates Policy</i> was noted at the 18 June Executive Committee meeting and is currently available on the Policy DDS Bulletin Board for comment).</p>
<i>Lecture Recording Policy Review</i>	A proposed <i>Producing and Using Multimedia Policy</i> has been developed by LaTTe and discussed at the 23 May meeting of APAG with further feedback provided at the 24 July Assessment Committee meeting. This substantially revised policy will be provided to Deans and then Executive Committee as part of the preliminary consultation process.
<i>Progression and Unsatisfactory Academic Progress</i>	The substantially revised and renamed <i>Progression Policy</i> was endorsed at the 7 March 2017 meeting of Education Committee and will be provided for consideration of Senate when a detailed implementation plan is available.



<i>Referencing Styles Policy</i>	As part of the review of this policy it has been proposed to convert this Policy to Guidelines attached to the <i>Assessment Policy</i> . These proposed Guidelines were noted at the 18 June Executive Committee meeting and are currently available for comment on the Policy DDS Bulletin Board.
<i>Research Policies</i>	<p>Revised versions of the <i>Honours in Bachelor Awards Policy</i> and <i>Research Higher Degrees Appeal Policy</i>, to align with the new Academic Appeals Procedures, have been discussed by working groups of the Research Studies Committee and provided for discussion at the 13 August Executive Committee meeting. These will be provided for comment on the Policy DDS Bulletin Board in due course.</p> <p>The <i>Research Higher Degree Scholarship Policy – Australian Citizens and Permanent Residents</i> has been revised to ensure compliance with new legislative requirements and as part of the broader policy review of the HDR environment. This revised and retitled Policy has been noted by the Executive Committee, available for comment on the Policy DDS Bulletin Board and is on this agenda for consideration.</p>

### **3.6.2 Research Higher Degree Research Training Program (RTP) Scholarship Policy**

#### **Item withdrawn**

Members are invited to submit expressions of interest in contributing to the review of particular academic policies, please submit these to [gillian.brown@westernsydney.edu.au](mailto:gillian.brown@westernsydney.edu.au).

### **3.7 AWARDS OF THE UNIVERSITY MEDAL AND POSTHUMOUS AWARDS**

At this meeting of Senate, no University Medals or Posthumous Awards were required to be noted.

### **3.8 APPROVAL OF SCHOLARSHIPS**

#### **Donor Funded Scholarships**

Academic Senate was requested to consider the following proposals for Donor Funded Scholarships, prepared by the Office of Advancement and Alumni:

#### **Westpac Young Technologist Scholarship**

This new undergraduate scholarship is intended for students who are enrolled in their first year in any of the following degrees: Bachelor of Information and Communications Technology (ICT), Bachelor of Information Systems, Bachelor of Computer Science, Bachelor of Cyber Security and Behaviour, Bachelor of Design and Technology, Bachelor of Entrepreneurship (Game Design and Simulation), Bachelor of Creative Industries, Bachelor of Design / Bachelor of Creative Industries, Bachelor of Data Science, Bachelor of Construction Technology. The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

**James Murphy Scholarship**

This new undergraduate scholarship is intended for students who are currently enrolled in their first year of the Bachelor of Sustainable Agriculture and Food Security degree. The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

**Hawkesbury Foundation Foster Care Scholarship**

This new undergraduate scholarship is intended for students who are currently enrolled in any year of any degree offered at Western Sydney University's Hawkesbury campus. Applicants must demonstrate financial or other hardship, based on the Opportunity and Equity criteria, including students who are the first in their family to attend university, or students residing in Western Sydney as defined by the University. Applicants must must have been (for a minimum of 12 months) or currently be in Foster or Kinship care, as defined by the NSW Department of Family & Community Services. The recipient must remain enrolled in the required course (that is, not less than 20 credit points per semester), and must maintain a minimum GPA of 4.0.

**MistryFallahi Scholarship**

This new undergraduate scholarship is intended for continuing students who are commencing or currently enrolled in their fourth or fifth year of a Bachelor of Laws combined with either a Bachelor of Business, Bachelor of Business (Advanced Business Leadership), or Bachelor of Accounting. Applicants must be commencing or currently enrolled in their second or third year of a Bachelor of Laws (Graduate Entry). The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

**Liverpool City Council Equity Scholarship**

This new undergraduate scholarship is intended for students who have received an offer to study or currently enrolled in an undergraduate degree in the programs of either the School of Nursing & Midwifery or School of Social Sciences & Psychology at the Liverpool campus. The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

**Sydney Zoo Scholarship in Tourism Management**

This new undergraduate scholarship is intended for students who are commencing study or currently enrolled in their first year of the Bachelor of Tourism Management. The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

**It was resolved: (AS18:04/03):**

*That Academic Senate approves the following proposed Donor Funded Scholarships:*

- *Westpac Young Technologist Scholarship*
- *James Murphy Scholarship*
- *Hawkesbury Foundation Foster Care Scholarship*
- *MistryFallahi Scholarship*
- *Liverpool City Council Equity Scholarship*
- *Sydney Zoo Scholarship in Tourism Management*

## **4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES**

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Items 4.1 – 4.7 provide an overview of the matters dealt with by Senate standing committees.

### **4.1 SENATE EXECUTIVE COMMITTEE**

The Senate Executive Committee met face-to-face on 3 July 2018 – minutes were appended.

**It was resolved: (AS18:04/04):**

*That Academic Senate notes the minutes of meeting held on 3 July 2018 of the Senate Executive Committee.*

### **4.2 RESEARCH COMMITTEE**

The Research Committee met on 7 June 2018 – minutes were appended.

**It was resolved: (AS18:04/05):**

*That Academic Senate notes the minutes of the Research Committee held on 7 June 2018.*

### **4.3 RESEARCH STUDIES COMMITTEE**

The Research Studies Committee met face-to-face on 12 June and 10 July 2018 - minutes were appended.

**It was resolved: (AS18:04/06):**

*That Academic Senate notes the minutes of the meetings held on 12 June and 10 July 2018 of the Research Studies Committee.*

### **4.4 EDUCATION COMMITTEE**

The Education Committee met on 5 June 2018 - minutes were appended.

**It was resolved: (AS18:04/07):**

*That Academic Senate notes the minutes of the Education Committee held on 5 June 2018.*

### **4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE**

The Academic Planning and Courses Approvals Committee (APCAC) met face to face on 26 June and 31 July 2018 – the report was appended.

**It was resolved: (AS18:04/08):**

*That Academic Senate notes the report of the Academic Planning and Courses Approvals Committee electronic meeting held on 26 June and 31 July 2018, and approve the recommendations contained therein.*

### **4.6 ASSESSMENT COMMITTEE**

The Assessment Committee met on 24 July 2018 - minutes were appended.

**It was resolved: (AS18:04/09):**

*That Academic Senate notes the minutes of the Assessment Committee held on 24 July 2018.*

#### 4.7 THE COLLEGE ACADEMIC COMMITTEE

The College Academic Committee met face to face on 18 June 2018, and conducted an electronic meeting from 16-23 July 2018 - minutes were appended.

**It was resolved: (AS18:04/10):**

*That Academic Senate notes the minutes of the face to face meeting on 18 June 2018, and the electronic meeting conducted from 16-23 July 2018.*

#### 4.8 BOARD OF TRUSTEES

The Board of Trustees met on 8 August 2018.

The next meeting of the Board of Trustees is scheduled for 8 August 2018. Summaries and minutes of the Board of Trustees meetings are available on the University website at:

[https://www.westernsydney.edu.au/about\\_uws/leadership/board\\_of\\_trustees/board\\_meetings](https://www.westernsydney.edu.au/about_uws/leadership/board_of_trustees/board_meetings)

#### 4.9 2017 ANNUAL REPORTS

The remaining 2017 annual reports to Senate were appended for noting.

4.9.1	Research Committee - 2017 Annual Report	<b>Late paper</b>
4.9.2	Assessment Committee – 2017 Annual Report	Page 139

**It was resolved: (AS18:04/11):**

*That Academic Senate notes the 2017 Annual Reports of the Research Committee and the Assessment Committee.*

#### 5 FOR INFORMATION

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No items.

#### 6 NEXT MEETING

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The next Academic Senate meeting is arranged for **Friday 19 October 2018, on the Hawkesbury campus**. Meeting room details are to be confirmed. A tour of the new Glasshouse S40 will occur after the meeting.

The remaining Academic Senate meeting dates for 2018 is on 7 December at 1PSQ.

Meeting dates for 2019 are as follows:

- 22 February
- 12 April\*
- 21 June
- 16 August
- 18 October
- 6 December

\*Friday 19 April was initially noted in the August agenda before it was realised this is Good Friday - Friday 12 April is the replacement meeting date for 2019.

Meetings commence at 9:30AM and conclude by 12:30PM.