



ACADEMIC SENATE

The meeting (**Meeting 22/06**) of the Academic Senate, Western Sydney University will be held on **Friday, 9 December 2022** at, **9:30AM**, at, **Parramatta South Campus, Boardroom 1 (PS-EB.2.02)** and **via Zoom**.

For apologies and enquiries, contact Joshua Roach by email at: [REDACTED]

AGENDA

1. PROCEDURAL MATTERS

☆ 1.1 INTRODUCTION, WELCOME, AND APOLOGIES

The Acting Chair of Academic Senate, Professor Sarah Zhang will open the meeting and welcome members and attendees.

An Acknowledgement of Country will be provided by the Chair:

Western Sydney University acknowledges that today's meeting is being held on campuses located on the country of the Darug, Eora, Dharawal (also referred to as Tharawal), Wiradjuri peoples and is being held across the lands of many other different Indigenous Australian Nations. Western Sydney University acknowledge their ancestors who have been Traditional Owners of their country for thousands of years. Western Sydney University pays respect to their Elders past and present and thank them for their support of our work in their lands and beyond.

The Chair will welcome all members and attendees, with specific mention to:

New members:

- Mr. Bayan Sohailee, newly elected student member (Undergraduate)
- Ms. Payal Shah, newly elected student member (Postgraduate)

Nominees for elected members of Senate:

- Professor Gary Dennis, Deputy Dean School of Science (for Professor Graciela Metternicht)

At the time of writing, apologies had been received from:

- Professor Alphia Possamai-Inesedy
- Professor Amir Mahmood
- Professor Deborah Hatcher
- Professor Graciela Metternicht
- Professor Linda Taylor
- Professor Robert Mailhammer on Study Leave
- Professor Simon Bedford
- Professor Michele Simons
- Associate Professor Ann Dadich
- Associate Professor Jennifer Mensch on ADP

- Dr Erin Mackenzie

In Attendance:

- Professor Greg Morrison, Lang Walker Chair in Urban Transformation
- Professor Nicky Morrison, Director of Urban and Regional Program
- Ms Allyson McDonald, Senior Governance Officer
- Ms Jo Maguire, Manager, Policy and Governance and Privacy Officer, Office of Governance Services
- Mr Joshua Roach, Senior Governance Officer
- Ms Libby Hughan, Senior Manager, Student Systems
- Ms Shubha Devadasen, Associate Director, Office of Governance Services
- Ms Sophie Buck, Director Office of Governance Services

☆ 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. Further information for members regarding declarations of interest is available on the [Compliance Program Unit webpage](#).

Members will be reminded that they should also declare any interests that become apparent during this meeting.

☆ 1.3 STARRING OF ITEMS

Members will be asked which items they wish starred for discussion.

Apart from procedural items, the items below have been starred:

- Item 3.1 - Student Management System Update
- Item 3.2 - Urban Transformation Research
- Item 3.3 - Chair's Report
- Item 3.4 - Vice Chancellor's Report
- Item 3.5 - Student Report
- Item 3.7 – Academic Senate Policy Committee Update & Policy Review

It is recommended:

That the documents for all unstarred agenda items are noted and, except where alternative action is noted as appropriate, all recommendations contained in those items are endorsed.

☆ 1.4 ORDER OF BUSINESS

If a re-arrangement of the order of business is required.

☆ 1.5 OTHER BUSINESS

Members will be invited to nominate any other relevant matters for discussion at this meeting or for a future meeting.

☆ 1.6 MINUTES OF PREVIOUS MEETINGS

The unconfirmed minutes of the scheduled meeting held on Friday 14 October 2022, (meeting 22/05) are attached for confirmation.

It is recommended:

That Academic Senate confirms the minutes of the Senate meeting held on Friday, 14 October 2022 (Meeting 22/05), as an accurate record.

☆ 1.7 ACTION ITEMS FROM PREVIOUS MEETINGS

To assist members with monitoring and controlling the work of the Committee, the current action sheet (incorporating items arising from previous meetings) is attached.

Members are requested to report on any developments in relation to the items.

2. BUSINESS ARISING FROM PREVIOUS MEETINGS

There is no business arising from previous meeting

3. GENERAL BUSINESS

☆ 3.1 **STUDENT MANAGEMENT SYSTEM UPDATE**

The presentation will be made by Ms Libby Hughan, Senior Manager, Student Systems.

Presentation and Discussion.

☆ 3.2 **URBAN TRANSFORMATION RESEARCH CENTRE – PRESENTATION**

The presentation will be made by Professor Nicky Morrison and Professor Greg Morrison, Co-Directors of Urban Transformation Research Centre.

For Discussion and Noting.

☆ 3.3 CHAIR'S REPORT

A written report from the Chair covering activities undertaken on behalf of the Senate since 14 October 2022 has been circulated. The Chair will provide an update on any recent developments and will answer any questions in relation to the report. The Chair's report to the 7 December 2022 meeting of the Board of Trustees, is appended to the Chair's report.

The Chairs of the Senate Standing Committees will also provide brief updates of the key developments from the committee.

For Discussion and Noting.

☆ 3.4 VICE CHANCELLOR'S REPORT

The Vice-Chancellor's Report is appended. The Vice-Chancellor may speak to this report.

For Discussion and Noting.

☆ 3.5 STUDENT REPORTS

3.5.1 DISTRIBUTION OF LEARNING GUIDES/SUBJECT HANDBOOKS

Ms. Sammie Burrett, Student Member (Disability Representative) will present a paper on the Distribution of Learning Guides/Subject Handbooks.

For Discussion and Noting.

3.6 QUESTIONS ON NOTICE/HOT TOPICS

There are no Questions on Notice/Hot Topics for this meeting.

☆ 3.7 ACADEMIC SENATE POLICY COMMITTEE UPDATE & POLICY REVIEW

3.7.1 ACADEMIC POLICY COMMITTEE UPDATE

The Academic Senate Policy Committee Update report is appended. Professor Clare Pollock may speak to this report.

3.7.2 HONOURS PROCEDURES

The proposed changes in the revised version of the *Honours Procedures* are listed within the appended papers.

For Approval.

It is recommended:

That Academic Senate approves:

- i. *the Honours Procedures to replace the Honours in Bachelor Awards Policy from the date of publication, and*
- ii. *the updating of the reference to Honours Guidelines under Section 5 in the Curriculum Design and Approvals Policy, to Honours Procedures under Section 4.*

3.7.3 STUDENT LEARNING ABROAD POLICY & PROCEDURES

The proposed changes in the revised versions of the *Student Learning Abroad Policy & Procedures* are listed within the appended papers.

For Approval.

It is recommended:

That Academic Senate approves:

- i. *the revised and retitled Student Learning Abroad Policy, and*
- ii. *Student Learning Abroad Procedures from the date of publication.*

3.7.4 STUDENT FEES POLICY

The proposed changes in the revised version of the *Student Fees Policy* are listed within the appended papers.

For Approval.

It is recommended:

That Academic Senate endorses the revised Student Fees Policy, approves it becoming a Vice-Chancellor approved document and that it be submitted to the Vice-Chancellor for approval.

3.8 APPROVAL OF SCHOLARSHIPS

The Committee is requested to approve the below new university and donor funded scholarships, amendments to current scholarships and defined visa types accepted for refugee and asylum seeker scholarships.

3.8.1 NEW DONOR-FUNDED SCHOLARSHIPS

The Committee is requested to approve the following new donor-funded scholarships, as noted in the appended paper:

- The Lynch Group Scholarship in Horticulture
- Spirax Sarco First Nations Stem Scholarship

For Approval.

It is recommended:

That the Academic Senate approves the following proposed new donor-funded scholarships:

- *The Lynch Group Scholarship in Horticulture*
- *Spirax Sarco First Nations Stem Scholarship*

3.8.2 AMENDMENTS TO CURRENT SCHOLARSHIPS

The Committee is requested to consider and approve amendments to current scholarships, as noted in the appended paper:

- SGS Economics and Planning Graham Larcombe Scholarship
- Orro Scholarship in Engineering & IT
- The Liz Hallahan Scholarship in Diabetes Care
- The Moruya Medical Centre & Liz Hallahan Scholarship in Diabetes Education

For Approval.

It is recommended:

That the Academic Senate approves the following proposed new university-funded scholarships:

- *SGS Economics and Planning Graham Larcombe Scholarship*
- *Orro Scholarship in Engineering & IT*
- *The Liz Hallahan Scholarship in Diabetes Care*
- *The Moruya Medical Centre & Liz Hallahan Scholarship in Diabetes Education*

3.9 APPROVAL OF ACADEMIC SENATE STANDING COMMITTEES TERMS OF REFERENCE CHANGES

3.9.1 THIRD PARTY PROVIDER COMMITTEE

Summary of proposed changes:

- Inclusion of meeting frequency - *'The Third Party Providers Committee will meet 6 times per year, as required. E-meetings may be scheduled at the discretion of the Chair to consider urgent matters.'*
- Inclusion of standard quorum provisions - *'Quorum is one-half (or if one-half is not a whole number, the whole number next higher than one-half) of the total number of members for the time being of the Committee. If quorum is not present within 30 minutes of the stated commencement time, the meeting shall automatically lapse and the business on the agenda shall be included in the agenda for the next meeting.'*
- Amendment to the membership - *amend to include three Deputy Deans (or nominees) from any School or a representative from the School involved with a Third Party Provider, nominated by the Chair.*

For Approval.

It is recommended:

That the Academic Senate approves the revisions to Third Party Providers Committee Terms of Reference.

3.9.2 SENATE EDUCATION COMMITTEE

Paper A summary of proposed changes:

- Amendment to the membership list - *addition of nominee for the Chair from each Expert Advisory Group or Working Party established by the Senate Education Committee (point m),*
- Addition to the membership list - *Addition of the Pro-Vice Chancellor Student and University Planning (or nominee) as member.*
- Addition to the membership list - *Addition of the Pro-Vice Chancellor Educational Partnerships and Quality (or nominee) as member.*

Paper B summary of proposed changes:

- Amendment to the membership list – *removal of membership position ‘Director, Data Integrity, Quality & Operations’, as the new added membership position of Office of the Pro Vice-Chancellor Student and University Planning oversees representation from the Data Integrity, Quality & Operations Unit.*

For Approval.

It is recommended:

That the Academic Senate approves the revisions to Senate Education Committee Terms of Reference.

3.10 POSTHUMOUS AWARDS

There are no posthumous awards for noting.

4. REPORTS FROM COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

The Reports from the below Senate Executive meetings are attached for noting by members:

- Meeting 22/07 consisting of the following items:
 - Approval of the naming and criteria of the *Peter Shergold Asylum Seeker Scholarship* and the *Peter Shergold Refugee Scholarship*.
- Meeting 22/08 consisting of the following item:
 - Approval of revisions to the *Disruption to Studies Policy* prior to the beginning of the next official exam period.

For Noting.

4.2 ACADEMIC PLANNING AND CURRICULUM APPROVALS COMMITTEE

The Report of the meetings of the Academic Planning and Curriculum Approvals Committee (APCAC) held on 6 October 2022 (meeting 22/08) and 1 November 2022 (22/09) are appended.

It is recommended:

That Academic Senate notes the report of the Academic Planning and Courses Approvals Committee meetings held on 6 October 2022 (meeting 22/08) and 1 November 2022 (22/09) and approves the recommendations contained therein.

4.3 SENATE EDUCATION COMMITTEE

Senate Education Committee met on 13 October 2022, (meeting 22/05).
The unconfirmed minutes are appended for noting by the Senate.

For Noting.

4.4 SENATE ASSESSMENT COMMITTEE

The Confirmed Minutes of the following meetings of the Senate Assessment Committee are attached for noting by the Senate:

- Meeting 22/05 - 13 September 2022
- Meeting 22/06 - 25 October 2022

For Noting.

4.5 RESEARCH COMMITTEE

The Research Committee met on 18 November 2022 (meeting 22/05)
The report of the meeting is appended for noting by the Senate.

For Noting.

4.6 RESEARCH STUDIES COMMITTEE

The following confirmed minutes and reports of the meetings of the Research Studies Committee are appended for noting by the Senate:

- Confirmed minutes of meeting 22/08 held on 13 September 2022
- Confirmed minutes of meeting 22/09 held on 11 October 2022
- Report of e-meeting e22/02 held on 9 November 2022
- Report of the RSC Executive e-meeting e22/02 held on 1 November 2022
- Report of the RSC Executive e-meeting e22/03 held on 16 November 2022

For Noting.

4.7 ACADEMIC SENATE POLICY COMMITTEE

The Academic Senate Policy Committee (ASPC) met on 19 October 2022 (meeting 22/06). The unconfirmed minutes are appended for noting by the Senate.

For Noting.

4.8 THIRD PARTY PROVIDER COMMITTEE

The Third-Party Provider Committee (TPPC) met on 29 September 2022 (Meeting 22/05). The unconfirmed minutes are appended.

For Noting.

4.9 **THE COLLEGE ACADEMIC PATHWAY PROGRAM COMMITTEE**

The following confirmed minutes of the meetings of the College Academic Pathway Program Committee are appended for noting by the Senate:

- Confirmed minutes of meeting 22/05 held on 4 August 2022
- Confirmed minutes of meeting 22/06 held on 15 September 2022
- Confirmed minutes of meeting 22/07 held on 10 October 2022

For Noting.

5. **OTHER BUSINESS**

If raised at the meeting.

6. **NEXT MEETING**

The next meeting of the Academic Senate Committee will be on 24 February 2023 at 9:30am at Parramatta South Campus, Boardroom 1 (PS-EB.2.02).

The meetings scheduled for 2023 are as follows:

- 23/01 – 24 February 2023
- 23/02 – 14 April 2023
- 23/03 – 16 June 2023
- 23/04 – 11 August 2023
- 23/05 – 13 October 2023
- 23/06 – 8 December 2023