

WESTERN SYDNEY UNIVERSITY



ACADEMIC SENATE

The next meeting (Meeting 19/01) of the Academic Senate of Western Sydney University will be held on **Friday 22 February 2019 at 9:30AM, the Board Room, Level G, Building AD Werrington North campus.**

For apologies and enquiries, please contact Angela MacDonald on (02) 4570 1368 or email a.macdonald@westernsydney.edu.au.

AGENDA

1 PROCEDURAL MATTERS

1.1 INTRODUCTION, WELCOME, AND APOLOGIES

The Chair of Academic Senate, Associate Professor Alpha Possamai-Inesedy, will chair the meeting. The Chair will welcome all members with the following in particular:

- Congratulations to Professor Barney Glover, appointed as an Officer of the Order of Australia (AO), in recognition of his distinguished service to tertiary education, to professional associations and to cultural organisations.
- Professor Simon Barrie, Pro Vice-Chancellor (Learning Transformations), has accepted a five year extension to his contract as Pro Vice-Chancellor. Professor Barrie's title will change to Pro Vice-Chancellor (Learning Futures).
- Welcome to newly elected Senate member Dr Martin Daly, Lecturer in Psychology, representing SSaP Academic Staff (Level A/B/C). In addition, congratulations Dr Daly on his promotion to Level B, effective from 1 January 2019.
- Congratulations to Dr Khoa Le, School of Computing, Engineering and Mathematics, and Associate Professor Susanne Gannon, School of Education; recipients of Australian Research Council (ARC) Discovery Project grants. In addition, Dr Khoa Le has been selected for the University's 2019 Academic Development Program (ADP).
- Welcome to Professor Sharon Bell Deputy Vice-Chancellor (Strategy and Planning), present to speak to item *3.4 WSU Structures Progress Report and Concept Proposals and 3.5 WSU Statement on Academic Freedom*. In addition, congratulations to Professor Sharon Bell, appointed as a Member of the Order of Australia (AM), in recognition of her significant service to tertiary education and as an advocate for gender equity.
- Welcome to Mr Peter Tow, Director of the Project Management Office, will be present to speak to item *3.3 Update on Shared Services*.
- Welcome to Professor Caroline Smith, Dean, Graduate Studies (Policy and Innovation) representing Professor James Arvanitakis.
- Welcome to Dr Stephen Janes, Deputy Dean, School of Law, representing Professor Steven Freeland
- Welcome to members of the Senate Review panel, in attendance at this meeting of Senate.

At the time of writing, apologies had been received from: Professor Scott Holmes, Professor James Arvanitakis, Professor Linda Taylor, Professor Michele Simons, Professor Steven Freeland, Associate Professor Surendra Shrestha, Associate Professor Jane Mears, Ms Robyn Causley, Associate Professor Slade Jensen and Associate Professor Alpana Roy.

☆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 [Leadership and Governance webpage](#).

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
- 3.4 Update on Shared Services
- 3.5 WSU Structures Progress Report and Concept Proposals
- 3.6 WSU Statement On Academic Freedom
- 3.7 Research

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 approved.

☆1.4 ORDER OF BUSINESS

There may be some re-arrangement of the order of business to enable some members and attendees to travel to other meetings.

☆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

AS19/01-1.6

Page 001

Unconfirmed minutes of the Academic Senate meeting held on 7 December 2018 are appended.

It is recommended:

That Academic Senate confirms the minutes of the Senate meeting held on 7 December 2018, as an accurate record.

☆1.7 ACTION SHEET FROM LAST MEETING

AS19/01-1.7

Late paper

To assist members with monitoring the work of the Academic Senate, an action sheet from the previous meeting will be provided as a late paper, an updated Senate Workplan will accompany the Action Sheet.

2 BUSINESS ARISING

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

2.1 2018 ATTENDANCE RECORD

AS19/01-2.1

Page 015

An attendance record has been compiled for the information of members.

2.2 ACADEMIC APPEALS AND INTEGRITY COMMITTEE – TERMS OF REFERENCE

AS19/01-2.2

Page 016

The Academic Appeals and Integrity Committee Terms of Reference are requested to be reviewed by Academic Senate. It is recommended under Role of the Committee, the reference to the Student Misconduct Rule is removed. Misconduct appeals are managed in accordance with the Student Misconduct Rule by a nominated Student Misconduct Panel.

It is recommended:

That Academic Senate approves the proposed amendments to the Academic Appeals and Integrity Committee Terms of Reference.

3 GENERAL BUSINESS

3.1 REPORT FROM THE CHAIR

AS19/01-3.1

Page 018

A written report from the Chair covering activities undertaken on behalf of the Senate since 7 December 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

AS19/01-3.2

Page 020

The Vice-Chancellor's Report is appended.

3.3 STUDENT REPORT

AS19/01-3.3

Late paper

A new standing item within the Academic Senate agenda; a report compiled by the Undergraduate and Postgraduate student representatives will be provided at each meeting of Senate for noting.

3.4 UPDATE ON SHARED SERVICES

AS19/01-3.4

Page 032

Mr Peter Tow, Director, Project Management Office will provide an update on the progress of Shared Services and planned initiatives in 2019.

✚3.5 WSU STRUCTURES PROGRESS REPORT AND CONCEPT PROPOSALS

Following feedback received, Professor Sharon Bell will provide an update on the WSU Structures Progress Report and Concept Proposals.

✚3.6 WSU STATEMENT ON ACADEMIC FREEDOM

Following from the statement on intellectual freedom of Western Sydney University's 2017 Academic Staff Agreement and discussions arising from the 19 October Senate meeting, a draft statement on academic freedom has been developed for discussion. Professor Sharon Bell will speak to this item.

✚3.7 RESEARCH

Professor Deborah Sweeney, Deputy Vice-Chancellor & Vice President (Research & Innovation) will provide an update on Research activities, specifically the Strategic Research Initiatives (SRIs) and the National Interest Test being introduced by ARC.

3.8 ACADEMIC POLICY REVIEW

3.8.1 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 14 February 2019.

<i>Academic Appeals Procedures</i> and Third Party Provider arrangements – Policy Alignment	The following remaining policies, revised to align with the new Academic Appeals Procedures, are being prepared for consideration by Senate in April 2019: <ul style="list-style-type: none">• <i>Advanced Standing Policy</i>• <i>Course Transfer Policy</i>• <i>Enrolment Policy</i>
<i>New Course Design Policy</i>	The final <i>Course Design Principles</i> , to facilitate the drafting of the new <i>Course Design Policy</i> are being finalised and will be provided to Senate in due course. Preliminary work has commenced on the new <i>Course Design Policy</i> with a view to providing the proposed Policy to the June 2019 Senate for consideration.
<i>Disruption to Studies Policy</i> (renamed <i>Special Consideration Policy</i>)	The publication and implementation of this policy is stalled awaiting the implementation of interim strategies for the e-Forms project, expected by mid-2019.
<i>Learning Technologies Policy</i> review	A draft revised <i>Learning Technologies Policy</i> and Learning Management System Guidelines will be provided to the University Executive Committee in March 2019 and will then be released on the Policy DDS Bulletin Board for broad consultation.
<i>Lecture Recording Policy</i> review	The revised and renamed <i>Producing and Using Multimedia Policy</i> , developed by LaTTe, has been discussed at APAG and Assessment Committee, provided to Deans for preliminary comment and will be provided to the Executive Committee for feedback in March 2019 with the <i>Learning Technologies Policy</i> , prior to being released on the Policy DDS Bulletin Board.
<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. Associated process and system work has commenced to facilitate the successful implementation of the revised Policy, which will be provided for consideration of Senate when implementation timelines are established.

<i>Research Higher Degree and Research Training Program Scholarship Policy</i>	The Policy was reviewed and revised to include amendments to ensure the University is compliant with the new Commonwealth Government Research Training Program (RTP) legislative requirements. This Policy was provided to the 7 December 2018 meeting of Academic Senate for approval where members agreed that some further refinement was required. This Policy was discussed at the 14 February meeting of APAG and an updated version of the Policy is expected for consideration at the April Academic Senate.
<i>Student Code of Conduct/Student Honour Code</i>	During 2019 APAG will be assisting with the review of the Student Code of Conduct and related changes to other documents such as the Student Misconduct Rule.
<i>Student Feedback on Units and Teaching Survey Policy</i>	A proposal for some changes to the SFT/SFU is being reviewed by Education Committee. Policy adjustments in response to these changes will then be reviewed.
<i>Student International Mobility Policy</i>	Following recommendations from an audit review, a draft proposed new Academic Senate approved <i>Student International Mobility Policy</i> was provided to the 10 September Executive Committee for comment and discussed at the 17 October 2018 meeting of APAG. The latest version will be provided to the 19 March 2019 meeting of the Research Studies Committee and placed on the Policy DDS for broad University comment in late February/March 2019.
<i>Student Management System Project – Policy updates</i>	A preliminary review of Policies with regard to alignment / inclusion of generic terms for the new SMS has commenced. An initial listing was provided to Feb APAG.
<i>Student Placement Policy</i>	A working group of APAG has completed the full review of this policy. A revised version was discussed at the 14 February APAG where it was agreed to progress this version through the consultation and approval process.
<i>New Surveys Policy</i>	A proposed new <i>Surveys Policy</i> has been discussed at APAG, provided to Deans, Directors and Deputy Deans for initial comments and will be progressed to Executive Committee in early 2019.
<i>Unit Outline and Learning Guides Policy</i>	Revisions in response to the Audit report in 2017 have been finalised. A full review of this Policy has been planned for late 2019.
<i>University Medals and Deans Medals provisions (Graduations Policy)</i>	A working group of APAG and a sub-group of the Research Studies Committee have been reviewing Dean's medal provisions and University Medal provisions respectively. Draft updates to the Graduations Policy were discussed at the 14 February meeting of APAG.

3.9 AWARDS OF THE UNIVERSITY MEDAL AND POSTHUMOUS AWARDS

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

3.10 APPROVAL OF SCHOLARSHIPS

At this meeting of Senate, no Scholarships were required to be approved.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

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 on 8 February 2019 – minutes will be provided at the April meeting of Senate.

4.2 RESEARCH COMMITTEE

AS19/01-4.2

Page 034

The Research Committee met on 11 October – minutes appended.

It is recommended:

That Academic Senate notes the minutes of the meetings held on 16 October and 13 November 2018 of the Research Studies Committee.

4.3 RESEARCH STUDIES COMMITTEE

AS19/01-4.3

Page 042

The Research Studies Committee met on 4 December 2018 and 15 January 2019 – minutes appended.

It is recommended:

That Academic Senate notes the minutes of the meetings held on 4 December 2018 and 15 January 2019 of the Research Studies Committee.

4.4 EDUCATION COMMITTEE

The Education Committee are scheduled to meet on 12 March 2019 – minutes will be provided at the April meeting of Senate.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

AS19/01-4.5

Page 056

The Academic Planning and Courses Approvals Committee (APCAC) met on 22 January and 5 February 2019 – combined report appended.

It is recommended:

That Academic Senate notes the report of the Academic Planning and Courses Approvals Committee meetings held on 22 January and 5 February 2019, and approve the recommendations contained therein.

4.6 ASSESSMENT COMMITTEE

The Assessment Committee are scheduled to meet on 26 February 2019 – minutes will be provided at the April meeting of Senate.

4.7 THE COLLEGE ACADEMIC PATHWAY PROGRAM COMMITTEE

AS19/01-4.7

Page 064

The College Academic Pathway Program Committee met on 6 December 2018, minutes appended.

It is recommended:

That Academic Senate notes the minutes of the College Academic Pathway Program Committee meetings held on 6 December 2018.

4.8 BOARD OF TRUSTEES

The next meeting of the Board of Trustees is scheduled for 20 February 2019. 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

4.9 2018 ANNUAL REPORTS

4.9.1	School of Business	Page 071
4.9.2	School of Computing, Engineering and Mathematics	Late paper
4.9.3	School of Education	Page 076
4.9.4	School of Humanities and Communication Arts	Page 083
4.9.5	School of Law	Late paper
4.9.6	School of Medicine	Page 086
4.9.7	School of Nursing and Midwifery	Page 092
4.9.8	School of Science and Health	Page 096
4.9.9	School of Social Sciences and Psychology	Page 098
4.9.10	Academic Planning and Courses Approvals Committee (APCAC)	Page 100
4.9.11	Research Committee	Page 104
4.9.12	Research Studies Committee	Page 110
4.9.13	Senate Assessment Committee	Page 113
4.9.14	Senate Education Committee	Page 122
4.9.15	Senate Executive Committee	Page 134
4.9.16	Senate Academic Appeals and Integrity Committee	Page 136

The School of Computing, Engineering and Mathematics and School of Law SAC Annual Reports will be provided as a late paper.

5 FOR INFORMATION

No items.

6 NEXT MEETING

The next Academic Senate meeting is arranged for **Friday 12 April 2019, Building L2, Room G.30, Hawkesbury campus.**

Remaining meeting dates for 2019 are as follows:

- 12 April
- 21 June
- 16 August
- 18 October
- 6 December

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