

ACADEMIC SENATE

The next meeting (Meeting 11/04) of the Academic Senate of the University of Western Sydney will be held on **Friday 19 August 2011 at 9:30am** in the **Boardroom, Building AD** at Werrington North.

For apologies and enquiries, telephone (02) 9678 7894, fax (02) 9678 7831 or email m.derby@uws.edu.au.

AGENDA

1 PROCEDURAL MATTERS

☆1.1 INTRODUCTION, WELCOME, FAREWELLS AND APOLOGIES

The Chair of Academic Senate, Associate Professor Paul Wormell, will chair the meeting.

This is the first Academic Senate meeting for Associate Professor Hart Cohen, who has been appointed acting Head of the School of Communication Arts until 25 November 2011.

This is the first Academic Senate meeting for Ms Shaneen McGlinchey, who has been appointed as Acting Registrar.

This is the last meeting for Professor Stuart Campbell, Pro Vice-Chancellor (Learning and Teaching), who is retiring in September. The Chair will acknowledge his contributions to the work of the Senate and wish him well in retirement.

This is the last meeting for Professor John Ingleson, Deputy Vice-Chancellor (International and Development), who is retiring in September. The Chair will acknowledge his contributions to the work of the Senate and wish him well in retirement.

This is the last meeting for Professor Branko Celler, Executive Dean, Health and Science, who is standing down from the role from 1 September 2011. Professor Celler will be continuing in an advisory and project development role on a part-time basis. The Chair will acknowledge his contributions to the work of the Senate and wish him well in his future activities on behalf of the University.

As at 12 August, apologies have been received from Professor Bobby Banerjee. Any further apologies will be reported.

☆1.2 DECLARATION OF CONFLICT OF INTEREST

Members are requested to declare any conflict of interest, in terms of the Conflict of Interest Guidelines, they may have in relation to the items on this agenda. The Conflict of Interest Guidelines are available on the Policy DDS at:

<http://policies.uws.edu.au/view.current.php?id=00093>.

Members are reminded that they should also declare any conflicts 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:

- 3.2 UWS Leadership and Management Changes
- 3.3 Quality Management – AUQA Cycle 2 Audit
- 3.4 Academic Senate Work Plan 2010-2011
- 3.5 *Articulation Pathways Policy*
- 3.6 *Assessment Policy – Criteria and Standards-based Assessment – Attendance Provisions*
- 3.7 *Structure and Nomenclature of Bachelor Awards Policy*
- 3.8 *Academic Records Issuance Policy*
- 3.11 Sustainability in the Curriculum

It is recommended:

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

☆1.4 ORDER OF BUSINESS

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

☆1.5 OTHER BUSINESS

Members are invited to nominate other relevant matters, noting that such items will normally be included on the agenda for a future meeting.

☆1.6 MINUTES OF THE PREVIOUS MEETINGS

AS11/04-1.6

The minutes of the last meeting held on 24 June 2011 are appended.

It is recommended:

That Academic Senate confirm the minutes of the Senate meeting held on 24 June 2011 as an accurate record.

2 BUSINESS ARISING

2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETING

2.1 MINUTE 3.6 - RESEARCH HIGHER DEGREE SCHOLARSHIP POLICY - AUSTRALIAN CITIZENS AND PERMANENT RESIDENTS

At the 24 June 2011 meeting ...

“It was resolved (AS11:03/04):

to approve the proposed amendments to the Research Higher Degree Scholarship Policy - Australian Citizens and Permanent Residents, effective from the date of publication of the revised Policy.”

Arrangements are being made for the revised *Research Higher Degree Scholarship Policy - Australian Citizens and Permanent Residents* to be published on the Policy DDS.

3 GENERAL BUSINESS

3.1 CHAIR’S REPORT

AS11/04-3.1

A written report from the Chair, covering recent activities undertaken on behalf of the Senate since 24 June 2011 is appended.

The Chair will answer any questions in relation to the report, if requested.

☆3.2 UWS LEADERSHIP AND MANAGEMENT CHANGES

AS11/04-3.2

In approving structural changes to the University at the 20 July Board of Trustees meeting, the Board considered a paper “Proposed New Organisational Structure” which stated:

“Academic Governance

The Chair of Academic Senate will work full-time until the end of the year to develop a suite of proposals for consideration by the Board to:

- Implement new academic governance committees within schools and at a UWS-wide level, to revise and refine academic policies as required;
- Propose the distribution of academic delegations; and
- Work with schools to develop a plan to transition to the new arrangements for the 2012 academic year.

This is a significant undertaking and will require goodwill and creativity to identify and address the gaps arising from the changes and to locate the responsibility for academic governance at the appropriate level within the University. This work will be supported by the Academic Registrar and Pro-Vice-Chancellors. One key question is how to ensure the right mix of elected and ex-officio members of the Academic Senate given there will be 10 schools and each would expect that their Dean will be a member by virtue of their leadership position.”

The Chair will report to Senate about the scope and timeline for this undertaking, and will lead a discussion about academic governance committees and the scope of the policy revisions that will be required, including the *Misconduct - Student Academic Misconduct Policy*.

For discussion and consideration

As an interim measure, the Chair has prepared recommended changes to the *Academic Governance Policy* and *Academic Senate Standing Committees Policy* to recognise the appointment of the new Pro Vice-Chancellors. These are appended, in a paper also containing:

- a matrix prepared by the Associate Director, Academic Secretariat, intended to prioritise the academic policy changes required to implement the leadership and management changes
- clauses from the *Academic Senate Standing Committees Policy* covering School Academic Committees (SACs).

It is recommended:

That Academic Senate endorse the revised Academic Governance Policy, and recommend it for approval by the Board of Trustees.

That Academic Senate approve the revised Academic Senate Standing Committees Policy with effect from the date of publication of the Policy.

☆3.3 QUALITY MANAGEMENT - AUQA CYCLE 2

The Chair of Academic Senate and the Pro Vice-Chancellor (Learning and Teaching) will update Academic Senate on the outcomes from the 8-12 May 2011 AUQA audit.

For discussion and consideration.

☆3.4 ACADEMIC SENATE WORK PLAN 2010-2011

The Chair spoke to a revised iteration of the Academic Senate Work Plan at the 29 April 2011 meeting.

The following matter was raised in discussion:

“In discussion, it was suggested that in relation to transition and support for first year students, there was a mis-match between the University’s teaching calendar, and that of UWSCollege. If new University students were identified at an early stage as needing remedial support, it would be desirable if they could be offered a place to begin a UWSCollege course, before re-entering the University. However, UWSCollege terms commenced before the University term started, and students leaving UWS would face a delay before they could begin study at UWSCollege.

It was noted that an approach permitting students to withdraw from UWS and begin studying with UWSCollege posed a range of issues, including whether students would need to enter diploma courses, or foundation studies, what the likely numbers might be, and what would be the effect on capacity at the Westmead and Nirimba campuses.

UWS and UWSCollege had significant differences in structure and methodology, with the University's undergraduate courses based on a two-term 26 week academic year, and UWSCollege having a three-term 39 week academic year.

It was agreed that the Pro Vice-Chancellor (Learning and Teaching) would discuss the possible approaches to the issue with schools, and report back to the Senate."

For discussion and consideration.

POLICY MATTERS

☆3.5 ARTICULATION PATHWAYS POLICY AS11/04-3.5

Appended is a proposal from the Education Committee for revisions to the *Articulation Pathways Policy*. The proposed changes cover:

- The current policy specifies that agreements with overseas providers are to be in the form of MOUs. Agreements with local VET or Private Providers are prepared in the form of a standard agreement template. University Legal Counsel has advised that such documents should be drafted as agreements because they contain legally binding obligations.
- Provision for 'reverse' articulation arrangements, so that the Policy states that the University is committed to assisting its own graduates and enrolled students who wish to enrol in a course of another education provider.
- Amendments to the clauses covering final approval of articulation pathways agreements, to specify agreements must be approved and signed by the Deputy Vice-Chancellor (Academic and Research).
- Provisions covering the termination of articulation pathways agreements.
- Changes to the processes for applications from Private VET colleges seeking a partnership for articulation pathways with UWS.

The proposed Policy was made available for comment via the Policy DDS.

A report is appended.

It is recommended:

That the Academic Senate approves the proposed amendments to the Articulation Pathways Policy, effective from the date of publication of the revised Policy.

☆3.6 ASSESSMENT POLICY – CRITERIA AND STANDARDS-BASED ASSESSMENT - ATTENDANCE PROVISIONS AS11/04-3.6

Appended is a proposal from the Education Committee for revisions to the *Assessment Policy – Criteria and Standards-based Assessment*. The proposed changes, which were referred to college and school committees,

and posted on the Policy DDS for comments, cover the conditions under which student attendance may be assessed. A report is appended.

It is recommended:

That the Academic Senate approves the proposed amendments to the Assessment Policy – Criteria and Standards-based Assessment, effective from the date of publication of the revised Policy.

In recommending the Policy for approval, the Education Committee also resolved that the Teaching Development Unit be tasked with providing leadership, and guidance to staff about the interpretation of the clauses covering attendance in the *Assessment Policy – Criteria and Standards-based Assessment*.

☆3.7 STRUCTURE AND NOMENCLATURE OF BACHELOR AWARDS POLICY – PROPOSED AMENDMENTS AS11/04-3.7

Appended is a proposal from the Education Committee for revisions to the *Structure and Nomenclature of Bachelor Awards Policy*. The proposed changes are seen as an interim measure, pending a full review of the Policy. They are designed to accommodate the newer types of course structure (core plus major) being developed, but retain the notion of key programs. The need for the changes arose from the review of the Bachelor of Business and Commerce course.

A report is appended.

It is recommended:

That the Academic Senate approves the proposed amendments to the Structure and Nomenclature of Bachelor Awards Policy, effective from the date of publication of the revised Policy.

☆3.8 ACADEMIC RECORDS ISSUANCE POLICY AS11/04-3.8

Appended is a proposal from the Education Committee for a new *Academic Records Issuance Policy*. The proposed Policy defines the types of official statements that provide the academic records of individual students, and sets out the ways in which their content may be used in order to ensure that the information provided by the University regarding individual student records is fit for purpose and consistent.

The proposed Policy is consistent with the issuance policy that was part of the revised Australian Qualifications Framework (AQF), and the requirements for Australian Higher Education Graduation Statements (AHEGS).

The proposed Policy was made available for comment via the Policy DDS.

A report is appended.

It is recommended:

That the Academic Senate endorse the Academic Records Issuance Policy, and recommends to the Vice-Chancellor that it be approved.

3.9 CHANGES TO THE DOCTOR OF CULTURAL RESEARCH POLICY

AS11/04-3.9

The Doctor in Cultural Research program was reviewed by the Centre of Cultural Research as part of a quality review given that the program had been operating for a number of years and that there had been concern that the requirements of the degree were excessively onerous and, possibly, unattainable.

Revisions to the *Doctor in Cultural Research Policy* are appended.

These have been endorsed by the Centre for Cultural Research, the College of Arts Research and Higher Degrees Committee and the Research Studies Committee.

It is recommended:

That the Academic Senate approves the proposed amendments to the Doctor in Cultural Research Policy, effective from the date of publication of the revised Policy.

3.10 APPROVAL OF SCHOLARSHIPS AND PRIZES

AS10/06-3.10

Appended is a proposal for a new scholarship, "The Joan Reid Scholarship for Refugee Women".

The Scholarship funds a UWS female student who has been granted a humanitarian visa, preferably within the last five years.

It is recommended:

that Senate approve the Joan Reid Scholarship for Refugee Women.

3.11 SUSTAINABILITY IN THE CURRICULUM

AS10/06-3.11

Appended is a paper "Bringing sustainability to life at UWS - Board of Trustees discussion paper July 2011".

This paper was prepared by Professor Geoff Scott, Executive Director Sustainability and it was endorsed by the Board of Trustees at its 20 July 2011 meeting. Professor Scott seeks endorsement by Academic Senate of the strategy that is set out in this paper, following on from the discussion of sustainability in the curriculum at Senate's 29 April meeting. The minutes of that discussion are appended.

It is recommended:

That Senate endorse the strategy as set out in the paper "Bringing sustainability to life at UWS".

Professor Scott has also provided a paper “UWS-led application to establish a United Nations University Regional Centre of Expertise in Education for Sustainable Development for Greater Western Sydney. “

The paper is for information only and has been emailed out to Senate members (i.e. no hard copy provided.)

Professor Scott reports that this bid is at stage two of the process and endorsement is nearing finalisation.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE AS11/04-4.1

The Senate Executive Committee met face-to-face on 15 July, and conducted an electronic meeting between 29 July and 3 August 2011. The minutes of these meetings are appended.

It is recommended:

That Academic Senate note the minutes of the 15 July face-to-face, and 29 July – 31 August 2011 electronic, Senate Executive Committee meetings.

4.2 RESEARCH COMMITTEE AS11/04-4.2

The Research Committee met on 7 June 2011 and 2 August 2011. The minutes of the 2 August meeting are not yet available.

It is recommended:

That Academic Senate note the minutes of the 7 June 2011 Research Committee meeting.

4.3 RESEARCH STUDIES COMMITTEE AS11/04-4.3

The Research Studies Committee met on 5 July and 2 August 2011. The minutes are appended.

It is recommended:

That Academic Senate note the minutes of the Research Studies Committee meetings held on 5 July and 2 August 2011.

4.4 EDUCATION COMMITTEE AS11/04-4.4

The Education Committee met on 25 July 2011. A report of the meeting is appended.

It is recommended:

That Academic Senate note the report of the Education Committee meeting held on 25 July 2011.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

No report - the Academic Planning and Courses Approvals Committee (APCAC) met on 6 July 2011. The recommended course changes and articulation arrangements were approved by the Senate Executive Committee at its meetings on 15 July 2011, and 31 July – 3 August 2011 – see item 4.1.

4.6 BOARD OF TRUSTEES

The Board of Trustees most recent meeting was held on 20 July 2011.

The next meeting is scheduled for 21 September 2011. 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 28 October 2011

Senate meeting dates for the remainder of 2011 are as follows:

- Friday 28 October 2011
- Friday 9 December 2011 (provisional meeting - to be held if necessary)

All the meetings start at 9.30 AM, and will be held in the Board Room, Building AD, at Werrington North