

ACADEMIC SENATE

Circulated: 3 June 2013

Confirmed minutes of meeting 13/02 of the Academic Senate of the University of Western Sydney held on Friday 3 May 2013 at 9:30am in the Boardroom, Building AD, at Werrington North.

Present:

Associate Professor Paul Wormell (Chair)	Professor Michael Adams
Professor Janice Aldrich-Wright	Dr Susan Armstrong
Dr Catherine Attard	Professor Les Bokey
Professor Andrew Cheetham	Associate Professor Bronwyn Cole
Professor Donna Craig	Ms Sue Craig
Professor Gabriel Donleavy	Associate Professor Craig Ellis
Dr Betty Gill	Professor Rhonda Griffiths
Assoc. Professor Cecily Hengstberger-Sims	Professor Annemarie Hennessy
Professor Peter Hutchings	Dr Cindy Kersaitis
Professor Kerri-Lee Krause	Ms Shaneen McGlinchey
Associate Professor Jane Mears	Dr Mary Mooney
Dr Michael O'Connor	Mr Michael Richardson
Associate Professor Leanne Rylands	Dr Seyed Shahrestani
Professor Simeon Simoff	Associate Professor Terry Sloan
Professor Clive Smallman	Professor Kate Stevens
Professor Deborah Sweeney	Professor Zhong Tao
Professor Steve Wilson	

In Attendance:

Ms Gillian Brown (Secretary)	Ms Terri Anderson
Ms Diana Camilleri	Mr James Fitzgibbon
Ms Tahani Husari	Ms Deirdre Lee
Ms Kate Shane	

Apologies:

Professor Ian Anderson	Professor Kevin Dunn
Professor Gregory Kolt	Mr Angelo Kourtis
Dr Peter Mauch	Professor Donald McNeill
Dr Terri Mylett	Dr Awais Piracha
Associate Professor Anne Power	Professor Janice Reid (VC)
Professor Lynette Sheridan Burns	Professor Deborah Stevenson
Ms Maxine Veale	Dr Greg Whateley

Absent:

Ms Soumaya Alaouie	Associate Professor Berice Anning
Mr Robert Coluccio	Mr Elie Hammam
Mr Terry Mason	

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:

“As a matter of Indigenous cultural protocol and out of recognition that its campuses occupy their traditional lands, 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.”

It was noted that this was the first meeting with a fully electronic agenda and associated papers. The Chair reported that electronic papers have worked well at the Board of Trustees and hoped this method would also be successful for Senate. Members were requested to advise the Chair or Secretary if there were any difficulties or concerns, or suggestions for some ways in which arrangements could be improved.

The Chair welcomed several attendees to the meeting, as follows:

- Ms Tahani Husari (newly elected to one of the two Postgraduate student positions on Senate from 1 June 2013), who attended to see what being a member of Academic Senate involves, and how she can make contributions in her expert capacity of being a UWS student.
- Ms Kate Shane (Senior Project Manager, Our Future Program), who is a longstanding contributor to Senate, and will be working with Senate on a range of matters, including some curriculum proposals.
- Ms Gillian Brown as the executive support and Secretary to Senate replacing Mr Martin Derby.

Farewells

The Chair acknowledged the contribution of the outgoing postgraduate student member, Mr Ellie Hammam, and thanked him for his considered contributions to Senate meetings and participation on other groups such as Misconduct Appeal hearings.

It was also acknowledged that this was the final meeting for the two undergraduate student members Soumaya Alaouie and Robert Coluccio who have participated in discussions with the Chair about a range of student academic issues. Elections for the replacement two undergraduate student members closed on 6 May 2013. We will welcome Mr Dean Walker and Mr Michael Robertson at the next meeting of Senate.

Apologies

Apologies as listed were noted.

1.2 DECLARATION OF INTERESTS

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.

No members reported any conflict of interest in relation to agenda items.

1.3 STARRING OF ITEMS

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

- 3.1 Chair's Report
- 3.3 Autonomous Sanctions Regulations
- 3.4 Senate Work Plan
- 3.6 Curriculum Planning
- 3.7 Academic Year Review
- 3.8 Red Tape Taskforce
- 3.9 Blended Learning Update
- 3.10 Doctorate Policy

It was resolved (AS13:02/01):

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 endorsed.

1.4 ORDER OF BUSINESS

There were a substantial number of matters for decision, information, comment and feedback. In cases where Senate was asked to make comment, the Chair undertook to report at a later meeting about where that comment went, and the outcomes.

The order of some items was varied to bring the discussions on the Red Tape Taskforce and Blended Learning forward, and ensure decisions were made about the University's doctoral awards. Accordingly, item 3.7 *Academic Year Review* was discussed after items 3.8 *Red Tape Taskforce*, 3.9 *Blended Learning Update* and 3.10 *Doctorate Policy*.

1.5 OTHER BUSINESS

There was no other business

1.6 MINUTES OF THE PREVIOUS MEETING

Senate had before it the unconfirmed minutes of the Senate meeting held on 22 February 2013. The Chair acknowledged Martin Derby's excellent work in preparing his final meeting minutes.

It was resolved (AS13:02/02):

To confirm the minutes of the Senate meeting held on 22 February 2013 as an accurate record.

2 BUSINESS ARISING

2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

2.1 MINUTE 3.6 - MEMBERSHIP OF ACADEMIC SENATE AND ACADEMIC SENATE STANDING COMMITTEES - ACADEMIC GOVERNANCE POLICY

Without discussion, it was noted that the revised *Academic Governance Policy* had been published on the DDS system and changes to the membership of Academic Senate standing committees were published on the Senate web page. The *Academic Senate Standing Committees Policy* will now be repealed.

2.2 MINUTE 3.7 - HONOURS IN BACHELOR AWARDS POLICY

Without discussion, it was noted that the revised *Honours in Bachelor Awards Policy* had been published on the Policy DDS.

2.3 MINUTE 3.8 - ARTICULATION PATHWAYS POLICY

Without discussion, it was noted that the revised *Articulation Pathways Policy* had been published on the Policy DDS.

2.4 MINUTE 3.9 - GRADUATE ATTRIBUTES

Without discussion, it was noted that arrangements have been made for the revised *Graduate Attributes* to be published on the Policy DDS.

2.5 MINUTE 3.10 - ENROLMENT POLICY

Without discussion, it was noted that arrangements have been made for the revised *Enrolment Policy* to be published on the Policy DDS.

2.6 MINUTE 3.11 - SPECIAL CONSIDERATION POLICY

Without discussion, it was noted that that the revised *Special Consideration Policy* related to the introduction of the e-form had been published on the Policy DDS.

3 GENERAL BUSINESS

3.1 CHAIR'S REPORT

Senate had before it a written report from the Chair covering activities undertaken on behalf of the Senate since 22 February 2013.

The Chair offered to answer any questions and reported the following additional matters.

The Chair reported some changes to TEQSA's schedule for quality assessments. The assessment for English Language Proficiency has been deferred until 2014, but it was noted that Senate still considered this a critical area for work within the University. TEQSA also announced a very recent decision to carry out an assessment of Teacher Education programs in early 2014, prompted by the wide discussion in the media and at various levels of government. It was noted that the School of Education was currently in the middle of a very thorough process of curriculum revision, and last week APCAC endorsed its Course Concept Proposals for the revised courses.

Before the end of May, the Chair and some other Senate members will be giving some information sessions for academic staff who intend to seek promotion this year. Although not compulsory, it was considered that a number of staff could benefit from the advice provided at these sessions and in some cases it may save colleagues from the effort and stress of applying too early, or without enough evidence of their achievements. Members were requested to remind their colleagues about these sessions.

Speaking to his report, the Chair advised that Senate has two members on the Vice-Chancellor Selection Committee: Professor Kate Stevens and himself. The Chancellor had indicated that there has been strong interest in the position, including from senior academic leaders overseas. Members of Senate and the wider professoriate have suggested names, and this has been followed up by the Executive Search Firm. Professor Kate Stevens reported on her consultation with the University community, through School meetings and requested comments on the features, qualities and vision for a new Vice-Chancellor. The importance of research was being promoted, however further comments and suggestions were welcomed.

Members provided the following comments:

- Attending some smaller groups within Schools for comments was suggested.
- Candidates could be asked to comment on:
 - Their views on the role of Academic Senate.
 - Their views on transparency and consultation.
 - Their understanding and views on social justice and the role of UWS in Greater Western Sydney. It was noted that the advertisement included reference to assisting education in Western Sydney.
 - Their views on and suggestions for encouraging an increase in research outputs at UWS, recognising the importance of research for the University and its academic culture.
 - Their understanding of the overall culture of Western Sydney and the changes expected over the next five to ten years, in relation to the rest of New South Wales.
 - The importance of the role of the Vice-Chancellor as an academic leader who has the respect of the professorial community, and is a public intellectual who can project the role of the University.
 - Their skills in identifying a good leadership and management team, which will be of particular importance.

- Members understood that the selection will be based on a balance of qualities.

The Chair thanked Professor Stevens for her efforts in seeking the views of the academic community, and Senate members for their valuable comments.

3.2 ACADEMIC STANDARDS AND QUALITY, INCLUDING THE AUSTRALIAN QUALIFICATIONS FRAMEWORK (AQF)

Without discussion, Senate noted a report prepared by the Chair which provided an update on developments in relation to the Higher Education Standards, TEQSA regulation and Quality Assessments.

Further information and regular updates are available from the UWS Understanding the AQF and TEQSA website at:

http://www.uws.edu.au/idvceducation/idvc_education/academic_quality_and_standards/australian_qualifications_framework_tertiary_education_quality_and_standards_agency

3.3 AUTONOMOUS SANCTIONS REGULATIONS

One of the University's legislated objects under the *University of Western Sydney Act 1997* is the promotion of free inquiry, with Academic Senate as the "primary custodian of academic values and standards for the University", where the University's values include "academic responsibility and freedom". This is a crucial aspect of a university's identity and role in Australian society, but there is the potential for this to be curtailed by Commonwealth legislation, with substantial penalties in some cases.

The Interim Deputy Vice-Chancellor (Research), Professor Andrew Cheetham, provided a presentation regarding the *Defence Trade Controls Act 2012* and *Autonomous Sanctions Regulations 2011*, including an overview of their intention and guidelines.

Defence Controls Act:

It was noted that the regulations were introduced to facilitate scrutiny and not to impede trade or innovation. However, the regulations encompass intangible information about any technologies identified on the Defence Strategic Goods List (DSGL) provided by any form of electronic means. The scope is potentially quite broad and the penalties for breaches are high: a maximum of ten years imprisonment and up to 2500 penalty points (\$170 per penalty point). Individuals and organisations can self-assess whether their goods or technology are listed in the Defence and Strategic Goods List (DSGL), noting that industry, university and research institutions are well-placed to identify the technical capabilities of their research, goods and technology and whether these are to be exported or supplied overseas from Australia. However, this includes publication of research carried out in Australia. If unsure, individuals or organisations are encouraged to contact the Defence Export Control Office (DECO) to seek guidance; but this will not necessarily be a speedy process.

The Act is to be introduced over a two-year period.

Autonomous Sanctions:

The Autonomous Sanctions are controls on trade in goods and services and financial restrictions against persons and entities designated by the United Nations Security

Council and are implemented through regulations made under the Charter of the United Nations Act 1945 (the UN Charter Act). Depending upon their terms, these controls apply to:

- any person in Australia;
- any Australian anywhere in the world;
- companies incorporated overseas that are owned or controlled by Australians or persons in Australia;
- any person using an Australian flag vessel or aircraft to transport goods or transact services subject to UN sanctions.

The sanctions take three forms:

- Sanctioned Supply
- Sanctioned Service – this includes training of PhD students for example
- Sanctioned Persons

The Sanctioned countries, which are different for the three forms, are listed on the DFAT website and should be consulted as they change from time to time.

http://www.dfat.gov.au/un/unsc_sanctions/unsc_sanctions_how.html

These sanctions are already in place. UWS guidelines will be released soon to help assess the risk.

In response to a question about whether Academic Senate or the University could take any action about this, the Interim DVC Research advised that *Universities Australia* is in discussions with the Department of Defence to negotiate on the restrictions and penalties to the University sector. However, little success in reducing the implications of these sanctions is expected, as there has been strong external pressure to have this legislation passed. The submission by *Universities Australia* is available at

<http://www.universitiesaustralia.edu.au/page/submissions---reports/reviews-and-inquiries/2011-submissions/reforms-to-autonomous-sanctions/>

To give an example of the possible implementation requirements, another Australian university requires the completion of a twelve-page checklist for each International student. International Admissions staff at UWS have been aware of the requirements since August 2012, and local processes are being developed to ensure that students are screened diligently and in good faith.

The School of Business noted that it has several students from Middle Eastern countries studying Logistics and Supply Chain Management units, which might potentially require scrutiny. Similarly, the School of Computing, Engineering and Mathematics believe they may also have students within the target group. It should be noted however, that these sanctions (apart from sanctioned persons) do not apply to coursework study.

Members recommended the overall management of this area by the Office of Audit and Risk, with robust processes and filters introduced. The Chair recognised the contribution of the feedback from the collective expertise of UWS staff members. Professor Cheetham's presentation is available under the Resources for Committee Members and Secretaries at

http://www.uws.edu.au/about_uws/uws/academic_senate

3.4 ACADEMIC SENATE WORK PLAN

At the 22 February meeting Senate discussed the draft Work Plan, and a paper entitled *Raise and Enhance* by the Deputy Chair of Academic Senate.

As well as setting the University context, which included the *Our Future Program* projects, the draft Work Plan contained a set of suggested priorities in the areas of academic standards and assessment, curriculum renewal, and ethical scholarship and academic honesty in research and teaching. Academic Senate decided that curriculum planning should be added to the list of priorities.

The paper *Raise and Enhance* included a series of recommendations for action and exploration in 2013, including wide consultation and communication with the University community. At the conclusion of the debate Academic Senate agreed to a resolution that affirmed its commitment to the spirit and letter of its role as “the primary custodian of academic values and standards for the University”, and its functions and powers under clauses (3) and (6) of the *Academic Governance Policy*.

At the 3 May meeting Senate had before it a report prepared by the Chair regarding the Senate’s Work Plan and raising the Senate’s profile and communication, including consultation with the Vice-Chancellor and other senior University Officers and engagement with the *Our Future Program* projects and *MyVoice* survey.

The Chair noted some key text on page 54 of the consolidated agenda papers, referring to the way in which Senate’s intentions and resolution referred to above, have been interpreted:

Senate may wish to provide further guidance to the Chair about this, but he has taken forward the view that Senate wishes to give timely, appropriate and expert academic advice on important University decisions, giving fuller expression to its advisory and decision-making powers under the Academic Governance Policy, for the benefit of the University, its Mission and communities.

The national paper on academic governance, which was included as part of the agenda papers, included the following proposed criterion:

An effective academic board “Sets its own agenda, within its terms of reference, and is free to debate important academic matters with appropriate input from all levels of the university community.”

The Chair indicated that he will endeavour to continue putting relevant items on the agenda, when they have not already been suggested by Senate Standing Committees. He noted that members, including student members, are welcome to raise issues for discussion by Academic Senate.

Members commented that there had been constructive outcomes in implementing Senate’s resolution, and acknowledged that the only issue was around boundaries and the separation of powers. The Deputy Chair drew Senate’s attention to a leading case in March 1999 in the Hamilton High Court in New Zealand, which related to decisions about the reorganisation of academic units.

Members agreed with the interpretation by the Chair of the resolution passed at the 22 February 2013 meeting and indicated that any further advice or suggestions will be provided to the Chair as required.

3.5 OUR FUTURE ACTION PROGRAM

The *Our Future Program* is an integrated group of initiatives that were developed during 2012 in response to a set of resolutions by the UWS Board of Trustees that aim to strengthen the University's position in the increasingly competitive higher-education sector, both in Australia and internationally. The *Our Future Program* website may be found at the following URL, and it includes the statement that "Academic Senate and its committees will be closely involved in the Program, with regular communication and engagement with the various academic projects." http://uws.edu.au/our_future_program/our_future_program

The *Our Future Program* work falls within six broad activity streams:

1. Learning and Teaching Flexibility: Beyond the Classroom
2. Optimising the Use of the Academic Year and Infrastructure
3. Staffing for Development
4. Financial Sustainability
5. Academic Program and Pathways
6. Marketing the University: Branding and Identity

This comprehensive and integrated initiative involves all staff across all areas of the University, and Academic Senate members will receive briefings at the School level and through regular reports to Senate.

Although the activity streams do not refer explicitly to the University's research programs, there are strong and clear links which are being promoted through the relevant research portfolios and committees.

This will be a standing item on Academic Senate agendas for 2013, and a series of briefings, discussions and items for comment and decision will be organised around it, including items 3.6 – 3.9 of this agenda paper.

3.6 CURRICULUM PLANNING

This item relates to the "Learning and Teaching Flexibility: Beyond the Classroom" and "Academic Program and Pathways" activity streams of the *Our Future Program*.

The Deputy Vice-Chancellor (Academic Planning) was invited to provide an update on the Academic Program and Pathways Project. This strategy and academic plan, to take effect from December 2013, will determine the shape and delivery of academic programming into the future. A short options paper on this item is to be discussed at the joint meeting of the UWS Executive and the Strategy and Quality Committee next week, and distribution of a longer options paper to the wider University community is planned for August 2013.

Members of Senate are involved in a joint working party considering approximately ten main principles, which include the need to collect and use robust data regarding demand trends across the UWS campuses to ascertain whether the geographical spread of courses can be an attractor or inhibitor. This includes the availability of sub-majors across campuses.

The role and nature of pathways into courses will also be examined, along with investigations into any duplication of content across Schools. There will also be

consideration of International perspectives, including the internationalisation of our curricula.

Other factors that will be considered will include the efficient promotion of our UWS “brand”, identifying and advertising the areas of exceptional results, and also the lifecycle of each course, so that the introduction and teach-out of courses reflects a more proactive and planned approach, rather than being reactive in response to changes in course popularity.

Senate members advocated an expert, widely representative academic group to give feedback about these principles, and advise on cross-School strategies. The need for more attractive and broadly available courses, with richer and more convenient learning for students, but with constrained funding, was seen as a real challenge. It was recognised that the availability of electives will change, with some being cut due to financial pressures, and others being opened and made available across a wide range of programs to improve student choice.

There are some possible “quick wins” that could be facilitated by blended learning, and made available across the University from 2015. The potential popularity of sub-majors such as Law, Psychology, Information Technology and Business was noted.

Members indicated that clarity around course structures and offerings was imperative for students and to ensure correct course advice is provided. Given the current financial pressure for Schools to ensure loads are maintained in their units, the development of a framework which encourages cross-disciplinary cooperation, with incentives for cross-School ventures, was seen as desirable.

A more strategic approach to unit funding, including financial, academic and governance elements, was suggested. This would include the use of accurate data for business cases to ensure realistic forecasts are made, with realistic timelines, to allow sufficient time for courses to become successful.

3.7 ACADEMIC YEAR REVIEW

At the request of the Chair, the Deputy Vice-Chancellor (Academic Planning) updated Senate members on the Academic Year Review.

The initiative for the review came from the Board of Trustees and was premised on the need to maximise the use of resources as the University grew.

The DVC (Academic Planning) was able to report that there are now 104 units to be offered, in different teaching modes, over three Summer session times. The first three-week session will run from 2 – 20 December 2013; the second seven-and-a-half week session from 2 December 2013 to 5 February 2014; and the third four-week session from 6 January to 5 February 2014.

Three campuses will be used for the Summer period: Hawkesbury (4 units), Campbelltown (11 units) and Parramatta (89 units). Enrolment in these units for UWS students is planned to open on 17 June 2013 and the launch is expected in mid-May. There will be no quotas and HECS will be available for all units.

Members noted that Spring results need to be provided in time for failing students to have an opportunity to enrol in any available remedial units. The working party has

identified units where students most often require multiple attempts and Schools have included these units in the third Summer session.

It was also noted that the timing of assessment tasks within the Summer units was critical for results to be released in a timely manner for Autumn enrolments and graduating students, and the identification of potential graduands was seen as important.

The Chair requested any further feedback to be forwarded to him and the DVC (Academic Planning).

3.8 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. The project lies within the Financial Sustainability stream of the *Our Future* Program, and is being led by the DVC Academic Planning, supported by the Chair of Academic Senate. Although creating additional work in the short term, this initiative is an opportunity to free up academic time currently spent on administration, while improving efficiencies and processes.

The Chair advised that the course/unit approval process had already been identified as a major focus of the taskforce, which would aim to produce a balance between flexibility and governance requirements. In addition, Schools will be approached to nominate administrative tasks for review.

The DVC Academic Planning advised that the Taskforce would be looking to establish a consultative process. As changes to academic policies will eventuate from these efficiencies, volunteers from Senate were requested to assist on this taskforce.

Members of Academic Senate provided the following suggestions:

- A reference book for this approach is “The Lean University” which provides a systematic approach.
- There should be a complete audit and grandfathering of all forms.
- The time taken to complete each form should be assessed, and each form should indicate who should complete it, and where help is available.
- Consideration should be given to the usability of some of the new systems such as CAPS, Compass, e-Tan.
- The Taskforce should build cases for removing some forms, programs and processes.
- All student forms should be iPad compatible, which is not currently the case.
- Obtaining input from students was seen as vital.
- There should be an electronic interface for submissions to Ethics Committees and PhD theses.

The DVC (Academic Planning) thanked members for their expert comments. Five members volunteered at the meeting.

3.9 BLENDED LEARNING UPDATE

The Interim Deputy Vice-Chancellor (Education) updated Senate on developments with Blended Learning, including the iPad initiative. This included a chart of each School's progress with the blended learning review of all first-year units. The IDVC (Education) acknowledged the work and innovation that is being carried out in Schools, and those colleagues who had positively embraced the blended learning concept.

Members then viewed an iBook specifically designed by the Blended Learning team addressing both the logistical side and pedagogy of teaching and learning with iPads. The team are now evaluating the responses following the implementation of this iBook, including how to ensure all staff and students are engaged. A progress report on the staff training initiatives will be provided to the next meeting of Senate.

Members of Senate recommended the gathering of information regarding students' commitment to their studies, including hours spent on the reading of suggested texts, to ensure they are cognisant of their learning as a reciprocal engagement. The approach of attracting students as a consumer rather than a popularity contest, and the reinforcement of learning as an active process were considered important factors.

Inherent distractions (internet surfing / social media) with using the iPad as a learning instrument were highlighted and the requirement for strategies to overcome these pitfalls, were discussed. This included the need for workshops for students around how to acquire academic skills in using electronic tools for learning from online content, and not assuming students are 'digital natives'.

The maintenance of attendance at initial face-to-face classes in some cases was discussed to assist students engage early and ensure culture and learning aspects are accepted. It was also noted that many courses involve training students to interact with public and communication remains an important component.

The use of vUWS as the provider of the electronic course content was questioned. Some issues had been noted, however, to avoid further changes, and due to Blackboard functionality being world standard for multi-tasking, the view is to enhance current systems.

The IDVC (Education) welcomed all feedback regarding Blended Learning.

3.10 DOCTORATE POLICY

A new consolidated *Doctorate Policy* was recommended to Senate by the Research Studies Committee of Academic Senate. This policy was a consolidation of eight doctoral policies into a single policy, encompassing the *Doctor of Business Administration Policy*, *Doctor of Creative Arts Policy*, *Doctor of Cultural Research Policy*, *Doctor of Education Policy*, *Doctor of Medicine Policy*, *Doctor of Philosophy (Political and Social Thought) Policy*, *Doctor of Philosophy Policy* and *Professional Doctorate Policy*, and aimed at simplifying the current documentation and procedures. No changes to policy content were intended.

An inconsistency with other areas and timelines stated in the policy was identified in clause (188) and Senate agreed to the removal of the following two sentences from that clause:

Remove

"The DBA may be completed over three years of full time study and research, or the part-time equivalent. The minimum period of candidature is three years full-time, or

the part-time equivalent and the maximum period of candidature is three years full-time, or the part-time equivalent.”

New Clause (188)

“Coursework units will be presented one per term over four consecutive terms for full-time candidates; and part-time candidates may spread coursework subjects over two years. All candidates must undertake the coursework program in the order as specified by the University and outlined in Appendix 1 - Coursework Outline for Doctor of Business Administration.”

It was requested that any amendments regarding the policy content be forwarded to Professors Deborah Sweeney and Deborah Stevenson for consideration by the Research Studies Committee. The Chair acknowledged the considerable efforts by Mary Krone, Tanya Rubin and their teams in consolidating these policies.

It was resolved (AS13:02/03):

To approve the Doctorate Policy as amended (Clause 188), to replace the Doctor of Business Administration Policy, Doctor of Creative Arts Policy, Doctor of Cultural Research Policy, Doctor of Education Policy, Doctor of Medicine Policy, Doctor of Philosophy (Political and Social Thought) Policy, Doctor of Philosophy Policy and Professional Doctorate Policy, effective from the date of publication of the new Policy.

3.11 EXAMINATIONS POLICY – MOBILE PHONE PROBLEMS IN FORMAL EXAMINATIONS PERIOD

The amended clause (42), as endorsed by Education Committee and from the circulated minutes of the Education Committee meeting held 8 April 2013, is shown below. There are minor changes from the clause circulated to Senate with the Agenda for the 3 May 2013 Academic Senate meeting. There is no difference in meaning, just improved clarity.

(42) Having a mobile phone or a similar communication device in the examination venue, and not adhering to these rules is regarded as unacceptable and will result in a financial penalty being imposed. An encumbrance will be placed on the student’s record which will prevent the student from accessing their session results, enrolling in new units and graduating. This encumbrance will be removed once the financial penalty is paid. The Assessment and Graduation Manager will decide whether to refer the incident for action under the Misconduct - Student Academic Misconduct Policy. [Link to policy: <http://policies.uws.edu.au/view.current.php?id=00051>]

Without discussion ...

It was resolved (AS13:02/04):

To approve the changes to the Examinations Policy, and amendments to the Misconduct – Student Academic Misconduct Policy required to align it with the Examinations Policy, from the date of publication of the revised Policy.

That Academic Senate endorse and recommend the amendments to the Misconduct – Student Non-Academic Misconduct Policy required to align it with the Examinations Policy, from the date of publication of the revised Policy.

3.12 HONOURS IN BACHELOR AWARDS POLICY

At the 21 March 2013 meeting the Bachelor (Honours) Committee endorsed a proposed amendment to the *Honours in Bachelor Awards Policy*.

It was resolved (BHonsC 13:01/02), and it is recommended:

That the following provision be incorporated into the Honours in Bachelor Awards Policy:

The Chair or, in the Chair's absence, the Deputy Chair of Academic Senate, may determine that there are no valid grounds for appeal, and that the appeal will therefore not be heard.

Without discussion...

It was resolved (AS13:02/05):

To approve the changes to the Honours in Bachelor Awards Policy, from the date of publication of the revised Policy.

3.13 APPROVAL OF SCHOLARSHIPS

Without discussion...

It was resolved (AS13:02/06):

To approve the proposed Sydney Catchment Authority Engineering Scholarship.

3.14 AWARDS OF THE UNIVERSITY MEDAL

Without discussion...

It was resolved (AS13:02/07):

To note the awards of the University Medal, approved by the Chair of Academic Senate, on behalf of the Senate.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

Without discussion

It was resolved (AS13:02/08):

That Academic Senate note the 2012 Annual Report of the Senate Executive Committee.

That Academic Senate note the reports of the Senate Executive Committee electronic meetings conducted between 16 and 21 November, 12 and 14 December, 19 and 21 December 2012, 31 January and 5 February 2013, 22 – 27 March 2103 and the face-to-face meeting on 17 January 2013.

4.2 RESEARCH COMMITTEE

Without discussion

It was resolved (AS13:02/09):

That Academic Senate note the 2012 Annual Report of the Research Committee.

That Academic Senate note the minutes of the 2 April 2013 Research Committee meeting.

4.3 RESEARCH STUDIES COMMITTEE

Without discussion

It was resolved (AS13:02/10):

That Academic Senate note the 2012 Annual Report of the Research Studies Committee.

That Academic Senate note the minutes of the 6 November 2012, 5 February 2013, 5 March 2013 and 2 April 2013 Research Studies Committee meetings.

4.4 EDUCATION and ASSESSMENT COMMITTEES (incorporating Student Experience and Engagement Committee)

Without discussion

It was resolved (AS13:02/11):

That Academic Senate note the 2012 Annual Report of the Education Committee, also covering the Assessment Committee and the Student Experience and Engagement Committee.

That Academic Senate note the reports of the Education Committee meetings held on 5 November, 3 December 2012, 4 March and 8 April 2013, the report of the Assessment Committee meeting held on 4 February 2013 and the reports of the Student Experience and Engagement Committee held on 13 December 2012 and 14 February 2013.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

Without discussion

It was resolved (AS13:02/12):

That Academic Senate note the 2012 Annual Report of the Academic Planning and Courses Approvals Committee.

That Academic Senate note the report of the 13 February 2013 Academic Planning and Courses Approvals Committee meeting, including the electronic meeting conducted between 18 and 22 January 2013, and the report of the 24 April 2013 Academic Planning and Courses Approvals Committee meeting and ratify the recommendations contained therein.

4.6 BACHELOR (HONOURS) COMMITTEE

Without discussion

It was resolved (AS13:02/13):

That Academic Senate note the 2012 Annual Report of the Bachelor (Honours) Committee.

That Academic Senate note the minutes of the Bachelor (Honours) Committee meetings held on 29 October 2012 and 11 December 2012.

4.7 ACADEMIC APPEALS AND INTEGRITY COMMITTEE

Without discussion

It was resolved (AS13:02/14):

That Academic Senate note the 2012 Annual Report and the report of the Academic Appeals and Integrity Committee.

4.8 BOARD OF TRUSTEES

The Board of Trustees met on 27 February 2013 and 10 April 2013.

The next meeting is scheduled for 5 June 2013. 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

5.1 CONSULTATION WITH ACADEMIC SENATE MEMBERS

Following the 22 February 2013 meeting, members of Academic Senate and Senate Education Committee were invited to provide comment on the following matters, for inclusion in the University's consolidated responses.

- Comment on the Terms of Reference of the Coalition's Online Higher Education Working Group, chaired by Alan Tudge MP. A copy of the University's response was provided to Senate members.
- Comment on the Higher Education Standards Panel's proposed revisions to the Higher Education Threshold Standards, in relation to course design (coursework) standards and the learning outcomes (coursework) standards.

A copy of the advertisement for the position of UWS Vice-Chancellor was also circulated, and Senate members were invited to draw this advertisement to their colleagues' attention, at UWS and elsewhere.

5.2 UWS COLLEGE ACADEMIC COMMITTEE

Without discussion...

It was resolved (AS13:02/15):

To note the minutes of the UWS College Academic Committee meeting held between 12 and 19 September, and on 13 November 2012.

6 NEXT MEETING

The next Academic Senate meeting was arranged for Friday 21 June. Senate meeting dates for the remainder of 2013 are as follows:

- Friday 21 June
- Friday 16 August
- Friday 25 October
- Friday 6 December (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