

WESTERN SYDNEY UNIVERSITY



ACADEMIC SENATE

The next meeting (Meeting 18/05) of the Academic Senate of Western Sydney University will be held on **Friday 19 October 2018** at **9:30AM** in **Building L2 Room G.30 Hawkesbury 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 Senate member Dr Kate Huppatz, School of Social Sciences and Psychology, promoted to Associate Professor (Level D) commencing on 1 January 2019. Dr Huppatz's Academic Staff Senate member position is currently progressing through the election process to fill the position from 1 January 2019.
- Welcome to Professor Amir Mahmood appointed to Dean of the School of Business and an ex-officio member of Academic Senate.
- Welcome to Ms Caterina Tannous elected to Senate, representing Academic Staff (Level A/B/C) in the School of Science and Health with a term to 31 December 2019.
- Welcome to Professor Caroline Smith, Dean, Graduate Studies at the Graduate Research School, representing Professor James Arvanitakis, Pro Vice-Chancellor (Research and Graduate Studies).
- Congratulations to Professor Sharon Bell extended in the term of Deputy Vice-Chancellor (Strategy and Planning) to 30 June 2020.
- Farewell to Professor Lisa Jackson-Pulver, Pro Vice-Chancellor (PVC) Engagement, and Pro Vice-Chancellor, Aboriginal and Torres Strait Islander Leadership – leaving the University on 12 October 2018.
- Welcome to Dr Stephen Janes, Deputy Dean, School of Law representing Professor Steven Freeland, Dean.
- Welcome to Ms Holly Kramer, Board of Trustees member invited to attend Senate.
- Welcome to Professor Janette Perz, Director, Translational Health Research Institute (THRI), present at this meeting of Senate to speak to item 3.5.
- Welcome to Dr Daniela Spanjaard, Director of Academic Programs, School of Business, present at this meeting of Senate to speak to item 3.7.

- Welcome to Dr David Harland, Institute Manager, Hawkesbury Institute for the Environment, and Board of Trustees member.

Following this meeting of Senate members will be provided with a tour of the Glasshouse (Building S40) guided by Mr Goran Lopaticki, Senior Technical Officer, Hawkesbury Institute for the Environment.

At the time of writing, apologies had been received from: Professor Barney Glover (VC), Professor Scott Holmes, Professor Denise Kirkpatrick, Professor Kevin Dunn, Professor Gregory Kolt, Professor James Arvanitakis, Professor Steven Freeland, Professor Deborah Hatcher and Associate Professor Surendra Shrestha.

☆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
- 3.3 Academic Senate Standing Orders Review
- 3.4 SAGE Project
- 3.5 Westmead (and Bankstown) Translational Research Hub
- 3.6 Bankstown Campus Update
- 3.7 School of Business and the 21st Century Curriculum Project
- 3.8 School of Education Review (Late paper)

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

AS18/05-1.6

Page 001

Unconfirmed minutes of the Academic Senate meeting held on 17 August 2018 are appended.

It is recommended:

That Academic Senate confirms the minutes of the Senate meeting held on 17 August 2018, as an accurate record.

☆1.7 ACTION SHEET FROM LAST MEETING

AS18/05-1.7

Page 013

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

2 BUSINESS ARISING

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

☆2.1 FEEDBACK FROM SENATE MEMBERS

At the August meeting of Senate the Chair requested additional feedback be provided by members on behalf of their respective entities. The requested feedback covered multiple topics including; University Medals, academic freedom, the MyVoice Survey and cross-unit cooperation. The Chair will provide a summary to members.

For information and discussion

3 GENERAL BUSINESS

☆3.1 REPORT FROM THE CHAIR

AS18/05-3.1

Page 014

A written report from the Chair covering activities undertaken on behalf of the Senate since 20 April is appended. The Chair will provide an update on any recent developments and will answer any questions in relation to the reports, if requested.

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

☆3.2 REPORT FROM THE VICE-CHANCELLOR

AS18/05-3.2

Page 018

The Vice-Chancellor's Report is appended. Professor Deborah Sweeney, Deputy Vice-Chancellor & Vice President (Research & Innovation) will speak to the report on behalf of the Vice-Chancellor.

☆3.3 ACADEMIC SENATE STANDING ORDERS REVIEW

AS18/05-3.3

Page 029

The current Standing Orders for Academic Senate were approved by Senate in 2013. The proposed changes seek to achieve alignment and consistency with the University's Board of Trustees Standing Orders.

For decision

It is recommended:

That Academic Senate approves the revised Academic Senate Standing Orders, from the date of publication.

☆3.4 SAGE PROJECT

Professor Janice Aldrich-Wright, Director of Research, School of Science and Health, will provide an update on the SAGE Project.

The SAGE self-assessment team (SAT) has been responsible for the gathering of data and to develop a detailed picture of WSU's gender equity status, especially within the STEMM disciplines. SAGE data is vital for our Athena SWAN accreditation and will eventually be analysed to benchmark WSU against other institutions in the sector. The SAGE project aims to strategically reduce the barriers to full and equal participation of women, trans, and gender diverse people, to enable the full participation of all talented individuals across our sector.

For discussion

☆3.5 WESTMEAD (AND BANKSTOWN) TRANSLATIONAL RESEARCH HUB

Professor Janette Perz, Director, Translational Health Research Institute (THRI), will provide an overview of the Translational Research Hub; spaces to facilitate health and medical research and development programs, collaboration between WSU research and education bodies, NSW health organisations, and business and industry partners.

For discussion

☆3.6 BANKSTOWN CAMPUS UPDATE

Professor Deborah Sweeney, Deputy Vice-Chancellor & Vice President (Research & Innovation) will provide an update on progress at Bankstown CBD campus.

For discussion

☆3.7 SCHOOL OF BUSINESS AND THE 21ST CENTURY CURRICULUM PROJECT

Dr Daniela Spanjaard, Director of Academic Programs, School of Business, will provide an update on the Postgraduate Degree Project for the 21st Century Curriculum pilot.

For discussion

☆3.8 SCHOOL OF EDUCATION REVIEW

AS18/05-3.8

Late paper

The School of Education was reviewed in May 2018 as part of the University's cycle of School Reviews. The terms of reference for the school review were to evaluate and provide commendations and recommendations on the strategic goals and objectives of Securing Success: 2015-2020 and the Higher Education Standards Framework 2015 (HESF). The Panel Report and School's response in the form of an Action Plan are appended.

It is recommended:

For noting, Senate is asked to consider the academic aspects of the May 2018 Review of the School of Education.

3.9 ACADEMIC POLICY REVIEW

3.9.1 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 15 August 2018.

<i>Course Design Policy</i>	The Course Policy Review (CPR) Working Party continue to meet approximately fortnightly with a view to presenting the proposed Course Design Principles to the December Senate. The consultation process will occur prior to the finalisation of the proposed principles.
<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. 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 are provided at item 3.9.2 for consideration:</p> <ul style="list-style-type: none"> • <i>Scholarships for Undergraduates Policy</i> • <i>Progression and Unsatisfactory Academic Progress Policy</i> • <i>Special Consideration Policy</i> <p>The following revised policies, updated to align with the new Academic Appeals Procedures and to accommodate University partner providers, are being prepared for consideration at the December Senate:</p> <ul style="list-style-type: none"> • <i>Admissions Policy</i> • <i>Advanced Standing Policy</i> • <i>Course Transfer Policy</i> • <i>Enrolment Policy</i> • <i>Honours in Bachelor Awards Policy</i> • <i>Student Fees Policy</i>

<i>Lecture Recording Policy Review</i>	A proposed <i>Producing and Using Multimedia Policy</i> , developed by LaTTe, has been discussed at APAG and Assessment Committee meetings and provided to Deans for preliminary comment. An updated version will shortly be provided to the Executive Committee for feedback as part of the preliminary consultation process, prior to being opened 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>Referencing Styles Policy</i>	As part of the review of this policy it was proposed to convert this Policy to Guidelines attached to the <i>Assessment Policy</i> . These proposed Guidelines are provided at item 3.9.3 for consideration.
<i>Research Policies</i>	As part of the work to revise appeal provisions and policies to align with the new Academic Appeals Procedures, the <i>Research Higher Degrees Appeal Policy</i> was reviewed and it was endorsed at the 11 October meeting of Research Committee to convert this policy to procedures linked to relevant Research policies. This proposal is provided at item 3.9.4 of this agenda for consideration.

3.9.2 Proposed Revised Policies - Academic Appeals Procedures

AS18/05-3.9.2

Page 044

The purpose of this paper is to seek approval at Academic Senate to the following policies, revised as part of the implementation of the Academic Appeals Procedures:

- *Scholarships for Undergraduates Policy*
- *Progression and Unsatisfactory Academic Progress Policy*
- *Special Considerations Policy*

For decision

It is recommended:

1. *That Academic Senate approves the revised Progression and Unsatisfactory Academic Progress Policy and Special Considerations Policy from the date of publication.*
2. *That Academic Senate endorses the revised Scholarships for Undergraduates Policy, and recommends it to the Vice Chancellor for approval.*

3.9.3 Proposed Revised Referencing Styles Policy to Guidelines

AS18/05-3.9.3

Page 071

The purpose of this paper is to seek approval of the Academic Senate to the attached revised Referencing Styles Policy and conversion of this policy to a set of Guidelines attached to the Assessment Policy – Criteria and Standards-based Assessment (Assessment Policy). A minor amendment to the Assessment Policy is included as part of this proposal.

For decision

It is recommended:

That Academic Senate approves the revised Referencing Styles Guidelines and the associated amendment to the Assessment Policy – Criteria and Standards-based Assessment, with the Referencing Styles Policy to be retired.

3.9.4 Amendment of the Research Higher Degree Appeals Policy to a Procedures document

AS18/05-3.9.4

Page 092

The purpose of this paper is to seek the approval of Academic Senate to change the current Research Higher Degree Appeals Policy to a revised procedural document which will be provided as an attachment to various HDR policies.

It is recommended:

That Academic Senate approves the revised Research Higher Degree Appeals Procedures, to be attached as associated information to Research policies, and the corresponding retirement of the Research Higher Degree Appeals Policy.

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.

3.10 AWARDS OF THE UNIVERSITY MEDAL AND POSTHUMOUS AWARDS

The following students will be awarded University Medals at the September 2018 Graduation ceremonies, as approved by the Chair of Academic Senate, on behalf of the Senate.

- Emma Louise BARTLEY (SID 17435332), Bachelor of Laws, Honours Class 1
- Anthony Michael LEE (SID 17997531), Bachelor of Science (Honours) Mathematics, Honours Class 1
- Matthew John HENNESSY (SID 18035230), Bachelor of Science (Honours) Mathematics, Honours Class 1
- Harsha KULASEKARAN (SID 18007057), Bachelor of Psychology, Honours Class 1

- Jacqueline Susan PANGAS (SID 17820253), Bachelor of Nursing (Honours), Honours Class 1
- Jaylene Kim SHANNON (SID 17806578), Bachelor of Nursing (Honours), Honours Class 1

3.11 APPROVAL OF SCHOLARSHIPS

3.11.1 University Funded Scholarship

AS18/05-3.11.1

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Academic Senate is requested to consider the following variation proposal for a University Funded Scholarship, prepared by Western Sydney International:

Vice Chancellor's Academic Excellence Postgraduate Scholarship 25%

Variation to the academic criteria: In December 2017, Academic Senate approved the academic criteria for 25% Vice-Chancellor's Academic Excellence Postgraduate Scholarship be set at a GPA 5.8 on a 7 scale or 83%.

Since the introduction of the 25% scholarships in December 2017, the take up to date has been low, recent competitor analysis and market intelligence conducted by Western Sydney International has concluded that the minimum GPA for the 25% scholarship is too high, relative to the dollar value of the scholarship and competitor eligibility settings.

A minimum GPA 5.5/7.0 (reduced from 5.8/7.0) increases the competitiveness of the Vice-Chancellor's 25% scholarships, will attract good academic achievers and increase international enrolments.

It is recommended:

That Academic Senate approves the variation to academic criteria on University Funded Scholarship:

- *Vice Chancellor's Academic Excellence Postgraduate Scholarship 25%*

3.11.2 Donor Funded Scholarships

AS18/05-3.11.2

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

Sydney Zoo Scholarship in Animal Science/Zoology

This new undergraduate scholarship is intended for students who are commencing study or currently enrolled in their first year of the Bachelor of Science (Zoology). Applicants must be willing to undertake an internship with Sydney Zoo. The recipient must remain enrolled fulltime in the required course (not less than 30 credit points per semester).

CharterNet Private Clients Scholarship

This new undergraduate scholarship is intended for students who are commencing study or currently enrolled full-time or part time in any year of the Bachelor of Accounting, Bachelor of Accounting/Laws or the Bachelor of Information and Communications Technology/Bachelor of Business (Accounting). The recipient must remain enrolled full-time or part-time in the required course (not less than 20 credit points per semester). Applicants must be achieving a GPA of 4 or above or an ATAR of 85 and above.

Hourigan Family Scholarship in Food Sciences

This new undergraduate scholarship is intended for students who are commencing study, or be currently enrolled in any year, of the Bachelor of Science (Nutrition and Food Sciences) or the Bachelor of Science (Advanced Science) with a key program in Nutrition and Food Sciences at Western Sydney University. Applications will be welcomed from commencing students whether from the HSC or alternative pathways including TAFE or those completing the Diploma of Science or the Diploma of Science/Bachelor of Science at The College.

Preference will be given to applicants who demonstrate equity considerations such as economic, social or other disadvantage, based on equity considerations as assessed by Western Sydney University. Equity considerations may include being the first in family to attend university.

The recipient must remain enrolled full-time or part-time in the required course (not less than 20 credit points per semester).

It is recommended:

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

- *Sydney Zoo Scholarship in Animal Science/Zoology*
- *CharterNet Private Clients Scholarship*
- *Hourigan Family Scholarship in Food Sciences*

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 were not required to meet during this time period.

4.2 RESEARCH COMMITTEE

AS18/05-4.2

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The Research Committee met on 20 August 2018 and 11 October.

Minutes appended for 20 August meeting, minutes from 11 October will be provided at the December meeting of Senate.

It is recommended:

That Academic Senate notes the minutes of the Research Committee held on 20 August 2018.

4.3 RESEARCH STUDIES COMMITTEE

AS18/05-4.3

Page 117

The Research Studies Committee met face-to-face on 14 August, 11 September and 16 October. Minutes appended for 14 August and 11 September meetings, minutes from 16 October will be provided at the December meeting of Senate.

It is recommended:

That Academic Senate notes the minutes of the meetings held on 14 August and 11 September 2018 of the Research Studies Committee.

4.4 EDUCATION COMMITTEE

AS18/05-4.4

Page 134

The Education Committee met on 4 September 2018 - minutes appended.

It is recommended:

That Academic Senate notes the minutes of the Education Committee held on 4 September 2018.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

AS18/05-4.5

Page 143

The Academic Planning and Courses Approvals Committee (APCAC) met face to face on 4 September and 4 October 2018. The 31 July report is also appended with an additional item for approval previously omitted. Combined report appended.

It is recommended:

That Academic Senate notes the report of the Academic Planning and Courses Approvals Committee meetings held on 31 July, 4 September and 4 October 2018, and approve the recommendations contained therein.

4.6 ASSESSMENT COMMITTEE

The Assessment Committee met on 12 October 2018 – minutes will be provided at the December meeting of Senate.

4.7 THE COLLEGE ACADEMIC PATHWAY PROGRAM COMMITTEE

AS18/05-4.7

Page 166

The College Academic Pathway Program Committee met face to face on 14 August and 13 September 2018, minutes appended.

It is recommended:

That Academic Senate notes the minutes of the face to face meetings on 14 August and 13 September 2018.

4.8 BOARD OF TRUSTEES

The Board of Trustees met on 10 October 2018.

The next meeting of the Board of Trustees is scheduled for 5 December 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

5 FOR INFORMATION

No items.

6 NEXT MEETING

The next Academic Senate meeting is arranged for **Friday 7 December 2018, on Level 9, Parramatta City campus**. Meeting room details are to be confirmed.

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.