

WESTERN SYDNEY UNIVERSITY



ACADEMIC SENATE

The next meeting (Meeting 18/04) of the Academic Senate of Western Sydney University will be held on **Friday 17 August 2018 at 9:30AM** in the **Conference Rooms, Level 9, Liverpool 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:

- Ms Nicolene Murdoch appointed to the role of CEO, The College.
- Ms Lisa Tyson, Acting University Librarian.
- Professor Sharon Bell present to speak to item 3.4 Academic Structure.
- Ms Jess Huckstadt representing Ms Robyn Causley, Director Student Administration.
- Ms Vicky Renier-Clark, Undergraduate Student, Bachelor of Arts (Applied Psychology), attending this meeting of Senate as a student committee representative.

Following this meeting of Senate, Professor Brian Stout will provide Senate members with a short tour of the Liverpool campus.

At the time of writing, apologies had been received from: Professor Barney Glover (VC), Professor Janice Aldrich-Wright, Dr Kathleen Dixon, Associate Professor Linda Taylor, Professor Michele Simons 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 The Student Voice
- 3.4 Academic Structure
- 3.5 MyVoice Survey Results

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

AS18/04-1.6
Page 001

Unconfirmed minutes of the Academic Senate meeting held on 22 June 2018 are appended.

It is recommended:

That Academic Senate confirms the minutes of the Senate meeting held on 22 June 2018, as an accurate record.

☆1.7 ACTION SHEET FROM LAST MEETING

AS18/04-1.7
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To assist members with monitoring the work of the Academic Senate, an action sheet from the previous meeting is provided.

2 BUSINESS ARISING

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

2.1 SENATE REVIEW

Academic Senate endorsed the terms of reference for its external review at their meeting in December 2017, which was subsequently approved by the Board of Trustees in February 2018. The terms of reference indicated that the review would be conducted as a panel review, as per the *University Reviews Policy*. The panel will consist of four members, three individuals external to the University, and a student representative. The composition of the panel is currently under discussion before a proposal is submitted to the Vice-Chancellor for approval. The proposed review of the Academic Senate is scheduled for September/October 2018.

3 GENERAL BUSINESS

☆3.1 REPORT FROM THE CHAIR

AS18/04-3.1
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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

AS18/04-3.2
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The Vice-Chancellor's Report is appended.

☆3.3 THE STUDENT VOICE

Mr Michael Burgess will provide an update to Senate members on two new initiatives to improve our students' experience. The *Student Panel* project is a longitudinal study of the student experience, using Behavioural Science to gain deeper student insights into pain points, key thoughts, emotions and motivations at various points throughout the student lifecycle and develop evidence based interventions to improve student experience and retention. The *Voice of Student* initiative will improve our understanding of the student experience at WSU via the design and implementation of a framework that provides visibility of the gaps between student expectations and their actual experiences.

☆3.4 ACADEMIC STRUCTURE

Professor Sharon Bell will be present to provide an update on the latest White Paper and recommendations within. A Q&A session will follow. The latest version of the White Paper is available on the [Leadership and Governance Webpage](#), staff login required.

For discussion

☆3.5 MYVOICE SURVEY RESULTS

AS18/04-3.5

Page 045

The MyVoice Survey is a longitudinal study on staff engagement and perception of organisational culture. The Survey is undertaken by 39 universities across Australia and New Zealand, thereby providing benchmark data for comparison across the sector.

Western Sydney University engaged The Voice Project to conduct the MyVoice Survey in 2012, 2015 and 2018 for staff on fixed-term or ongoing employment contracts. In 2018, the University, along with eight other Australian and New Zealand universities, also launched a separate survey for sessional academic staff.

Senior Deputy Vice Chancellor, Professor Scott Holmes will provide an overview of the results for discussion. Data appended.

For discussion

3.6 ACADEMIC POLICY REVIEW

3.6.1 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 23 May 2018.

<i>Course Design Policy</i>	The Course Policy Review (CPR) Working Party met on 10 and 26 July 2018. A 21 st Century Curriculum Course Design Principles paper has been developed for discussion. The Chair, Professor Sara Denize was thanked for her leadership and valuable work on this project to date. Professor Felicity Blackstock and Associate Professor Simon Bedford will be co-chairing this group from August.
<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. A risk flag for the e-Forms Project was raised with ITDS and the Audit and Risk Office. 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>	The following policies have been revised to align with the new Academic Appeals Procedures and for administrative updates to accommodate third party provider arrangements. These minor revisions have been discussed at APAG, provided to Deans and Institute Directors and provided for discussion at the 13 August Executive Committee meeting as part of the preliminary consultation process: <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>Student Fees Policy</i> The <i>Scholarships for Undergraduates Policy</i> was noted at the 18 June Executive Committee meeting and is currently available on the Policy DDS Bulletin Board for comment).

<i>Lecture Recording Policy Review</i>	A proposed <i>Producing and Using Multimedia Policy</i> has been developed by LaTTe and discussed at the 23 May meeting of APAG with further feedback provided at the 24 July Assessment Committee meeting. This substantially revised policy will be provided to Deans and then Executive Committee as part of the preliminary consultation process.
<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 and will be provided for consideration of Senate when a detailed implementation plan is available.
<i>Referencing Styles Policy</i>	As part of the review of this policy it has been proposed to convert this Policy to Guidelines attached to the <i>Assessment Policy</i> . These proposed Guidelines were noted at the 18 June Executive Committee meeting and are currently available for comment on the Policy DDS Bulletin Board.
<i>Research Policies</i>	<p>Revised versions of the <i>Honours in Bachelor Awards Policy</i> and <i>Research Higher Degrees Appeal Policy</i>, to align with the new Academic Appeals Procedures, have been discussed by working groups of the Research Studies Committee and provided for discussion at the 13 August Executive Committee meeting. These will be provided for comment on the Policy DDS Bulletin Board in due course.</p> <p>The <i>Research Higher Degree Scholarship Policy – Australian Citizens and Permanent Residents</i> has been revised to ensure compliance with new legislative requirements and as part of the broader policy review of the HDR environment. This revised and retitled Policy has been noted by the Executive Committee, available for comment on the Policy DDS Bulletin Board and is on this agenda for consideration.</p>

3.6.2 Research Higher Degree Research Training Program (RTP) Scholarship Policy

AS18/04-3.6.2
Page 048

From January 2017, the Commonwealth Government introduced the Research Training Program (RTP) to support the research training of both domestic and international Higher Degree Research (HDR) candidates. This revised and retitled Policy ensures that Western Sydney University is compliant with the new legislative requirements.

For decision

It is recommended:

That Academic Senate approves the revised and renamed Research Higher Degree Research Training Program (RTP) Scholarship Policy from the date of approval.

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.

3.7 AWARDS OF THE UNIVERSITY MEDAL AND POSTHUMOUS AWARDS

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

3.8 APPROVAL OF SCHOLARSHIPS

Donor Funded Scholarships

AS18/04-3.8

Page 083

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

Westpac Young Technologist Scholarship

This new undergraduate scholarship is intended for students who are enrolled in their first year in any of the following degrees: Bachelor of Information and Communications Technology (ICT), Bachelor of Information Systems, Bachelor of Computer Science, Bachelor of Cyber Security and Behaviour, Bachelor of Design and Technology, Bachelor of Entrepreneurship (Game Design and Simulation), Bachelor of Creative Industries, Bachelor of Design / Bachelor of Creative Industries, Bachelor of Data Science, Bachelor of Construction Technology. The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

James Murphy Scholarship

This new undergraduate scholarship is intended for students who are currently enrolled in their first year of the Bachelor of Sustainable Agriculture and Food Security degree. The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

Hawkesbury Foundation Foster Care Scholarship

This new undergraduate scholarship is intended for students who are currently enrolled in any year of any degree offered at Western Sydney University's Hawkesbury campus. Applicants must demonstrate financial or other hardship, based on the Opportunity and Equity criteria, including students who are the first in their family to attend university, or students residing in Western Sydney as defined by the University. Applicants must must have been (for a minimum of 12 months) or currently be in Foster or Kinship care, as defined by the NSW Department of Family & Community Services. The recipient must remain enrolled in the required course (that is, not less than 20 credit points per semester), and must maintain a minimum GPA of 4.0.

MistryFallahi Scholarship

This new undergraduate scholarship is intended for continuing students who are commencing or currently enrolled in their fourth or fifth year of a Bachelor of Laws combined with either a Bachelor of Business, Bachelor of Business (Advanced Business Leadership), or Bachelor of Accounting. Applicants must be commencing or currently enrolled in their second or third year of a Bachelor of Laws (Graduate Entry). The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

Liverpool City Council Equity Scholarship

This new undergraduate scholarship is intended for students who have received an offer to study or currently enrolled in an undergraduate degree in the programs of either the School of Nursing & Midwifery or School of Social Sciences & Psychology at the Liverpool campus. The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

Sydney Zoo Scholarship in Tourism Management

This new undergraduate scholarship is intended for students who are commencing study or currently enrolled in their first year of the Bachelor of Tourism Management. The recipient must remain enrolled full-time in the required course (that is, not less than 30 credit points per semester), and must maintain a minimum GPA of 5.0.

It is recommended:

1) *That Academic Senate approves the following proposed Donor Funded Scholarships:*

- *Westpac Young Technologist Scholarship*
- *James Murphy Scholarship*
- *Hawkesbury Foundation Foster Care Scholarship*
- *MistryFallahi Scholarship*
- *Liverpool City Council Equity Scholarship*
- *Sydney Zoo Scholarship in Tourism Management*

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

AS18/04-4.1

Page 091

The Senate Executive Committee met face-to-face on 3 July 2018 - minutes appended.

It is recommended:

That Academic Senate notes the minutes of meeting held on 3 July 2018 of the Senate Executive Committee.

4.2 RESEARCH COMMITTEE

AS18/04-4.2

Page 095

The Research Committee met on 7 June 2018 - minutes appended.

It is recommended:

That Academic Senate notes the minutes of the Research Committee held on 7 June 2018.

4.3 RESEARCH STUDIES COMMITTEE

AS18/04-4.3

Page 102

The Research Studies Committee met face-to-face on 12 June and 10 July 2018 - minutes appended.

It is recommended:

That Academic Senate notes the minutes of the meetings held on 12 June and 10 July 2018 of the Research Studies Committee.

4.4 EDUCATION COMMITTEE

AS18/04-4.4

Page 114

The Education Committee met on 5 June 2018 - minutes appended.

It is recommended:

That Academic Senate notes the minutes of the Education Committee held on 5 June 2018.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

AS18/04-4.5

Late paper

The Academic Planning and Courses Approvals Committee (APCAC) met face to face on 26 June and 31 July 2018 - report appended.

It is recommended:

That Academic Senate notes the report of the Academic Planning and Courses Approvals Committee electronic meeting held on 26 June and 31 July 2018, and approve the recommendations contained therein.

4.6 ASSESSMENT COMMITTEE

AS18/04-4.6

Page 122

The Assessment Committee met on 24 July 2018 - minutes appended.

It is recommended:

That Academic Senate notes the minutes of the Assessment Committee held on 24 July 2018.

4.7 THE COLLEGE ACADEMIC COMMITTEE

AS18/04-4.7

Page 129

The College Academic Committee met face to face on 18 June 2018, and conducted an electronic meeting from 16-23 July 2018 - minutes appended.

It is recommended:

That Academic Senate notes the minutes of the face to face meeting on 18 June 2018, and the electronic meeting conducted from 16-23 July 2018.

4.8 BOARD OF TRUSTEES

The Board of Trustees met on 8 August 2018.

The next meeting of the Board of Trustees is scheduled for 8 August 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

4.9 2017 ANNUAL REPORTS

4.9.1	Research Committee - 2017 Annual Report	Late paper
4.9.2	Assessment Committee – 2017 Annual Report	Page 139

It is recommended:

That Academic Senate notes the 2017 Annual Reports of the Research Committee and the Assessment Committee.

5 FOR INFORMATION

No items.

6 NEXT MEETING

The next Academic Senate meeting is arranged for **Friday 19 October 2018, on the Hawkesbury campus**. Meeting room details are to be confirmed. A tour of the new Glasshouse S40 will occur after the meeting.

The remaining Academic Senate meeting dates for 2018 are as follows:

- 19 October – Hawkesbury campus
- 7 December – IPSQ

Meeting dates for 2019 are as follows:

- 22 February
- 19 April
- 21 June
- 16 August
- 18 October
- 6 December

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