

# WESTERN SYDNEY UNIVERSITY



## ACADEMIC SENATE

The next meeting (Meeting 18/06) of the Academic Senate of Western Sydney University will be held on **Friday 7 December 2018 at 9:30AM in Parramatta City campus 1PSQ, Level 9, Conference Room 2.**

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

## AGENDA

### **1 PROCEDURAL MATTERS**

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#### **☆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 Professor Annemarie Hennessey OAM, one of eight members of the professoriate who will be named as Distinguished Professor, the most prestigious honour awarded to highly-recognised and influential academics.
- Welcome to Dr Andy Marks, Assistant Vice-Chancellor, Strategy and Projects – present to speak to item 3.3 Western Sydney Aerotropolis.
- Welcome to Ms Karen Davies, Program Manager, Student Management Systems Portfolio – present to speak to item 3.4 SMS Project Update.
- Farewell to Senate member Dr Kate Huppertz, School of Social Sciences and Psychology (SSaP), leaving Senate following her promotion to Associate Professor (Level D) 1 January 2019. Mr Martin Daly, Lecturer in Psychology, will commence in the SSaP Academic Staff (Level A/B/C) Senate member position from 1 January 2019.
- Welcome to our guests from the Chinese University Arts Delegation, attending the first half of the Senate meeting.

At the time of writing, apologies had been received from: Professor Deborah Sweeney, Professor Janice Aldrich-Wright, Dr Jane Mears, Dr Kathleen Dixon, Dr Katina Zammit, Dr Khoa Le, Professor Paul James, Associate Professor Linda Taylor and Professor Yenna Salamonson.

#### **☆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 Western Sydney Aerotropolis
- 3.4 SMS Project Update
- 3.5 Learning Management System
- 3.6 Academic Freedom (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

**AS18/06 -1.6**  
Page 001

Unconfirmed minutes of the Academic Senate meeting held on 19 October 2018 are appended.

**It is recommended:**

*That Academic Senate confirms the minutes of the Senate meeting held on 19 October 2018, as an accurate record.*

### ☆1.7 ACTION SHEET FROM LAST MEETING

**AS18/06 -1.7**  
Page 014

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**

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

### **2.1 REPORT FROM THE ACADEMY**

**AS18/06 -2.1**

**Late paper**

A report from The Academy will be provided as a late paper, for noting.

## **3 GENERAL BUSINESS**

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### **☆3.1 REPORT FROM THE CHAIR**

**AS18/06 -3.1**

Page 015

A written report from the Chair covering activities undertaken on behalf of the Senate since 19 October 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 5 December meeting of the Board of Trustees is also appended.

### **☆3.2 REPORT FROM THE VICE-CHANCELLOR**

**AS18/06 -3.2**

Page 019

The Vice-Chancellor's Report is appended.

### **☆3.3 WESTERN SYDNEY AEROTROPOLIS**

Western Sydney University will join forces with the NUW Alliance (the University of Newcastle, UNSW Sydney and the University of Wollongong) to deliver a world-class higher education and research presence in Western Sydney. The Multiversity will specialise in STEM (science, technology, engineering and mathematics) and be part of the Aerotropolis precinct at Badgerys Creek. Dr Andy Marks, Assistant Vice-Chancellor Strategy and Projects will provide an update on this project.

### **☆3.4 SMS PROJECT UPDATE**

Ms Karen Davies, Program Manager, Student Management Systems Portfolio is in attendance to provide an update on the Student Management System (SMS) project.

### **☆3.5 LEARNING MANAGEMENT SYSTEM**

**AS18/06 -3.5**

Page 030

The report provides a summary of the recent market analysis and review of Western Sydney's Learning Management System (LMS), the report is for members' information. Professor Kevin Bell, Pro Vice-Chancellor (Digital Futures) will introduce the report and answer any questions on the system analysis.

### ☆3.6 ACADEMIC FREEDOM

AS18/06 -3.6

**Late paper**

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

### 3.7 ACADEMIC POLICY REVIEW

#### 3.7.1 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 17 October 2018.

<p>Academic Appeals Procedures and Third Party Provider arrangements – Policy Alignment</p>	<p>The following policies have been revised to align with the new Academic Appeals Procedures and to accommodate University partner providers, are provided at item <b>3.7.3</b> for consideration:</p> <ul style="list-style-type: none"> <li>• Admissions Policy</li> <li>• Honours in Bachelor Awards Policy</li> <li>• Student Fees Policy</li> </ul> <p>The following remaining policies, revised to align with the new Academic Appeals Procedures, are being prepared for consideration by Senate in early 2019:</p> <ul style="list-style-type: none"> <li>• Advanced Standing Policy</li> <li>• Course Transfer Policy</li> <li>• Enrolment Policy</li> </ul>
<p><i>Course Design Policy</i></p>	<p>The Course Policy Review (CPR) Working Party continue to consult and develop the proposed Course Design Principles. Following finalisation of the proposed principles, work on creating the new <i>Course Design Policy</i> will proceed with a view to providing to the April 2019 Senate for consideration.</p>
<p><i>Disruption to Studies Policy (renamed Special Consideration Policy)</i></p>	<p>The publication and implementation of this policy is stalled awaiting the implementation of interim strategies for the e-Forms project, expected by mid-2019.</p>
<p><i>Learning Technologies Policy review</i></p>	<p>The review of this Policy was due in January 2018 and APAG referred the matter to LaTTe. A draft revised <i>Learning Technologies Policy</i> and LMS Guidelines were provided to the October meeting of APAG and will be progressed through the consultation and approval process.</p>
<p><i>Lecture Recording Policy review</i></p>	<p>A revised and renamed <i>Producing and Using Multimedia Policy</i>, developed by LaTTe, has been discussed at APAG and Assessment Committee, provided to Deans for preliminary comment and will 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.</p>
<p><i>Progression and Unsatisfactory Academic Progress</i></p>	<p>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.</p>

<i>Student Placement Policy</i>	A working group of APAG has been progressing the full review of this policy. A revised version was discussed at 17 October APAG and the consultation and approval process commenced.
<i>Unit Outline and Learning Guides Policy and Examination Procedures</i>	The <i>Unit Outline and Learning Guides Policy</i> and <i>Examination Procedures</i> have been revised in response to an Audit Report following a review of examination processes. The proposed revised policy and procedures are provided at item <b>3.7.4</b> for consideration.
University Medal provisions ( <i>Graduations Policy</i> )	A working group of APAG is reviewing the Dean's medal provisions following a request submitted by a School Academic Committee.

### **3.7.2 Research Higher Degree and Research Training Program Scholarship Policy**

**AS18/06 -3.7.2**

Page 043

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.

Following further feedback in August 2018 the revised Policy was withdrawn from the 17 August 2018 Academic Senate to enable additional updates.

#### **It is recommended:**

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

### **3.7.3 Academic Appeals Procedures**

**AS18/06 -3.7.3**

Page 077

The purpose of this paper is to seek the approval of Academic Senate for the following policies, revised as part of the implementation of the Academic Appeals Procedures, a compliance review and to encompass University partner provider arrangements:

- Admissions Policy
- Honours in Bachelor Awards Policy
- Student Fees Policy

#### **It is recommended:**

*That Academic Senate approves the proposed revised Policies listed below from the date of publication:*

- *Admissions Policy*
- *Honours in Bachelor Awards Policy*
- *Student Fees Policy*

### **3.7.4 Unit Outline and Learning Guides Policy and Examination Procedures**

**AS18/06 -3.7.4**

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The purpose of this paper is to seek the approval of Academic Senate to the listed policies, revised in response to an Audit Report following a review of examination processes:

- Unit Outline and Learning Guides Policy (Attachment A)
- Examination Procedures (Attachment B)

Some additional amendments to the Unit Outline and Learning Guides Policy have been included to improve the accuracy and availability of Unit Outlines and Learning Guides.

**It is recommended:**

*That Academic Senate approves the proposed revised Unit Outlines and Learning Guides Policy and Examination Procedures 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](mailto:gillian.brown@westernsydney.edu.au).

### **3.8 AWARDS OF THE UNIVERSITY MEDAL AND POSTHUMOUS AWARDS**

#### **3.8.1 University Medals**

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

- Ashely Katherine CREIGHTON (SID 17453123), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Melanie JANUS (SID 17511751), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Melina Rebecca BAGALA (SID 17662475), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Shenal Mario Stanley FERNANDO (SID 17664660), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Isabella Raquel TOWNSHEND (SID 17696685), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Sneha AMIN (SID 17724601), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Crystal Sheree WOOD (SID 17806480, Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Caitlin FREDE (SID 18060108), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Rowan Abdelwahab (SID 18067271), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Anoji Thevarajah (SID 18075377), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Nicholas Anthony COULSHED (SID 18079887), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Eunice Kar Wing CHAN (SID 18134373), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1

- Bronte Rose JEFFREY (SID 18137079), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Kabytto CHEN (SID 18145612), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Madeleine Murchie SOUTHY (SID 18152076), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1
- Melinda Siuyong LAM (SID 18159354), Bachelor of Medicine, Bachelor of Surgery, Honours Class 1

### **3.8.2 Posthumous Award**

The *Posthumous Awards and Aegrotat Grades Policy* states that Academic Senate and the Assessment Committee should be notified of the rationale and decision to approve a posthumous award.

At its meeting on 3 September 2018, the School of Social Sciences and Psychology School Academic Committee approved a posthumous award to Mr Ka Ho Clinton Lee (17192125).

#### **It is recommended:**

*That Academic Senate notes the award of the Bachelor of Policing posthumously to Mr Ka Ho Clinton Lee (17192125), under the Posthumous Awards and Aegrotat Grades Policy.*

## **3.9 APPROVAL OF SCHOLARSHIPS**

### **3.9.1 Donor Funded Scholarships**

**AS18/06 -3.9.1**

Page 126

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

#### **GE Healthcare Biomedical Engineering Scholarship for Women**

This new undergraduate scholarship is intended for students who are commencing study or currently enrolled full-time in the Bachelor of Engineering with a submajor in Biomedical Engineering. Current students must have a minimum GPA of 4.0. New students will be judged on their ATAR results or equivalent.

The recipient is expected to maintain satisfactory academic progress by passing all subject attempts and maintaining a Pass average (GPA 4.0 or greater) for the duration of the scholarship.

#### **A W Edwards Construction Scholarship**

This new undergraduate scholarship is intended for students who are currently enrolled full-time or part-time in their final year of the Bachelor of Construction Management at the time of scholarship awarding. Current students must have a minimum GPA of 4.0. New students will be assessed based on their ATAR or equivalent.

The recipient is expected to maintain satisfactory academic progress by passing all subject attempts and maintaining a Pass average (GPA 4.0 or greater) for the duration of the scholarship.

#### **Club Liverpool Opportunity Scholarship**

This new undergraduate scholarship is intended for students who have received an offer to study or currently be enrolled full-time in any undergraduate degree at the Western Sydney University Liverpool 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.

The recipient is expected to maintain satisfactory academic progress by passing all subject attempts and maintaining a Pass average (GPA 4.0 or greater) for the duration of the scholarship.

#### **Paynter Dixon Construction Scholarship**

This new undergraduate scholarship is intended for students who are currently enrolled in their final year of the Bachelor of Construction Management at the time of awarding. Applicants must demonstrate financial or other hardship as outlined in the Opportunity and Equity criteria. Applicants must have a GPA of 5.0 or above.

The recipient is expected to maintain satisfactory academic progress by passing all subject attempts and maintaining a Credit average (GPA 5.0 or greater) for the duration of the scholarship.

#### **Great Irish Famine Memorial Refugee Scholarship**

This new undergraduate scholarship is intended for students who are currently enrolled and have completed at least one year of full time or part time study in any Western Sydney University undergraduate or postgraduate degree. Applicants must be Australian citizens or permanent residents who have been granted a humanitarian visa, preferably within the last five years.

The recipient is expected to maintain satisfactory academic progress by passing all subject attempts and maintaining a Pass average (GPA 4.0 or greater) for the duration of the scholarship.

#### **School of Medicine Rural Accommodation Scholarship**

This new undergraduate scholarship is intended for students who have lived in an Australian Statistical Geography Standard - Remoteness Area (ASGS-RA) of 2 to 5 for a minimum of 5 years consecutively or 10 cumulative years, commencing from the age of 5 to immediately prior to commencing the Doctor of Medicine. Applicants must be commencing full time in the Doctor of Medicine (MD).

The recipient is expected to maintain satisfactory academic progress by passing all subject attempts and maintaining a Pass average (GPA 4.0 or greater) for the duration of the scholarship.

#### **It is recommended:**

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

- *GE Healthcare Biomedical Engineering Scholarship for Women*
- *A W Edwards Construction Scholarship*
- *Club Liverpool Opportunity Scholarship*
- *Paynter Dixon Construction Scholarship*
- *Great Irish Famine Memorial Refugee Scholarship*
- *School of Medicine Rural Accommodation Scholarship*



### 3.9.2 REVISED - Donor Funded Scholarship

AS18/06 -3.9.2

**Late paper**

Academic Senate is requested to consider the following Donor Funded Scholarship which has been resubmitted following revisions, prepared by the Office of Advancement and Alumni:

#### **CharterNet Private Clients Scholarship**

Following Senate member feedback in October, it was recommended that further revisions occur before it returns to Senate for approval. Areas of concern were:

- GPA & ATAR – an incongruity between a Pass GPA (4 or above) and a high ATAR (85 and above).
- Employment:
  - Concerns were raised that 30hrs per week is an inappropriate load on a full-time student.
  - Concerns were raised on this contractual agreement, the use of ‘*must*’, and the inflexibility of this agreement for the student if circumstances change, i.e. living arrangements, family commitments etc. The impact this would have on the student if they are unable to undertake the 12 months employment post completion of their degree.
  - Lastly it was recommended that the above employment criteria should be more clearly defined with emphasis on the employment agreements, perhaps in its own section. This information was of high importance but could be easily overlooked within the section of ‘Further Criteria’.

#### **It is recommended:**

*That Academic Senate approves the following proposed University Donor Funded Scholarship following revisions made by the donor:*

- *CharterNet Private Clients Scholarship*

## **4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES**

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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**

The Research Committee met on 11 October – minutes will be provided at the February meeting of Senate.

### **4.3 RESEARCH STUDIES COMMITTEE**

AS18/06 -4.3

Page 133

The Research Studies Committee met on 16 October and 13 November – minutes appended.

#### **It is recommended:**

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

#### **4.4 EDUCATION COMMITTEE**

**AS18/06 -4.4**

Page 149

The Education Committee met on 6 November 2018 - minutes appended.

**It is recommended:**

*That Academic Senate notes the minutes of the Education Committee held on 6 November 2018.*

#### **4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE**

**AS18/06 -4.5**

Page 159

The Academic Planning and Courses Approvals Committee (APCAC) met on 8 November and 27 November 2018 – combined report appended.

**It is recommended:**

*That Academic Senate notes the report of the Academic Planning and Courses Approvals Committee meetings held on 8 November and 27 November 2018, and approve the recommendations contained therein.*

#### **4.6 ASSESSMENT COMMITTEE**

**AS18/06 -4.6**

Page 187

The Assessment Committee met on 12 October 2018 – minutes appended.

**It is recommended:**

*That Academic Senate notes the minutes of the Assessment Committee held on 12 October 2018.*

#### **4.7 THE COLLEGE ACADEMIC PATHWAY PROGRAM COMMITTEE**

**AS18/06 -4.7**

Page 193

The College Academic Pathway Program Committee met on 11 October and 8 November 2018, minutes appended.

**It is recommended:**

*That Academic Senate notes the minutes of the meetings held on 11 October and 8 November 2018.*

#### **4.8 BOARD OF TRUSTEES**

The Board of Trustees met on 5 December 2018.

The next meeting of the Board of Trustees is scheduled for 20 February 2019. Summaries and minutes of the Board of Trustees meetings are available on the University website at:

[https://www.westernsydney.edu.au/about\\_uws/leadership/board\\_of\\_trustees/board\\_meetings](https://www.westernsydney.edu.au/about_uws/leadership/board_of_trustees/board_meetings)

## **5 FOR INFORMATION**

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No items.

## **6 NEXT MEETING**

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The next Academic Senate meeting is arranged for **Friday 22 February 2019, Board Room, Building AD, Werrington North campus.**

Meeting dates for 2019 are as follows:

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

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