

# WESTERN SYDNEY UNIVERSITY



## ACADEMIC SENATE

Confirmed Minutes of Meeting (Meeting 19/06) of the Academic Senate of Western Sydney University held on Friday 6 December 2019 at 9:30AM, on Level 9, Conference Room 2, Peter Shergold Building, Parramatta City Campus.

### **Present:**

Associate Professor Alpha Possamai-Inesedy (Chair)

Professor Janice Aldrich-Wright

Associate Professor Simon Bedford

Associate Professor Matthias Boer

Ms Robyn Causley

Professor Kevin Daly

Dr Martin Daly

Professor Kevin Dunn

Associate Professor Susanne Gannon

Professor Barney Glover (VC)

Ms Hollie Hammond

Professor Denise Kirkpatrick

Associate Professor Khoa Le

Mr Pete Maggs

Dr Ludmilla Robinson

Professor Yenna Salamonson

Dr Nicolene Murdoch

Associate Professor Surendra Shrestha

Professor Simeon Simoff

Professor Brian Stout

Dr Caterina Tannous

Professor Linda Taylor

Dr Steven Trankle

Professor Michelle Trudgett

Professor Simon Barrie

Ms Rosina Armstrong-Mensah

Professor Annemarie Hennessy

Professor Gregory Kolt

Professor Amir Mahmood

Dr Edward Mariyani-Squire

### **In attendance:**

Ms Sophie Buck

Ms Elisa Cristallo

Ms Hannah McLean

Ms Desiree Mulley (Minutes)

Dr Valentine Mukuria

Mr. Tim Horan

Ms Angela Pendlebury

Professor Kerry London

Professor Eileen McLaughlin

### **Apologies:**

Dr Elfriede Sangkuhl (Deputy Chair)

Professor Kevin Bell

Professor Michele Simons

Professor Caroline Smith

Professor Deborah Sweeney

Professor Peter Hutchings

Professor Paul James

Dr Anne Jamison

Professor Anna Cody

Dr Kathleen Dixon

Professor Deborah Hatcher

Associate Professor Jane Mears

Associate Professor Slade Jensen

Dr Katina Zammit

Associate Professor Alpana Roy

Ms Taurai Moyo

Associate Professor Christopher Peterson

Professor Zhong Tao

Ms Tegan Bergan

*Quorum attained at 9:35am.*

## **1 PROCEDURAL MATTERS**

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### **☆1.1 INTRODUCTION, WELCOME, AND APOLOGIES**

The Chair of Academic Senate, Associate Professor Alpha Possamai-Inesedy, chaired the meeting. The Chair welcomed all members and attendees, with a specific mention to:

- Welcome to new ex-officio members of Senate; Professor Eileen McLaughlin, Dean, School of Science, Professor Kerry London, Dean, School of the Built Environment, and Professor Tanya Meade, Dean, School of Psychology.
- Elections had been held to fill elected positions on Senate, new appointments commence on 1 January 2020. The following members are subsequently outgoing: Dr Elfriede Sangkuhl, Dr Katina Zammit, Dr Edward Mariyani-Squire, Professor Kevin Daly, Associate Professor Susanne Gannon, Dr Anne Jamison, Dr Alpana Roy, Dr Slade Jensen, Dr Kathleen Dixon, Associate Professor Surendra Shrestha, Dr Jane Mears and Professor Janice Aldrich-Wright.
- Welcome to Dr Valentine Mukuria, Engagement Facilitator, Office of Engagement, present at Senate to speak to item 3.5 on the Carnegie Classification Pilot project.
- Welcome to Mr Tim Horan, Senior Advisor Partnership and Growth, Office of the Deputy Vice-Chancellor (Research and Innovation) present to speak to item 3.6 regarding Developing Enterprise and Partnership.

The Chair formally thanked Dr Elfriede Sangkuhl for her work on Academic Senate, during the time that she was Deputy Chair. The Chair acknowledged all outgoing members individually, and made reference to their individual contributions to the Committee.

### **☆1.2 DECLARATIONS OF INTEREST**

No declarations of interest were reported.

### **☆ 1.3 STARRING OF ITEMS**

Apart from procedural items, the following items were already starred:

- 3.1 Report from the Chair
- 3.2 Report from the Vice-Chancellor
- 3.4 Senate Review
- 3.5 Carnegie Classification – Australia Pilot
- 3.6 Developing Enterprise and Partnership
- 3.10 Academic Policy Review

The following items were additionally starred:

- 3.3 Student report
- 3.12 Approval of Scholarships

#### **It was resolved (AS 19/06:01)**

*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 approved.*

## ☆1.4 ORDER OF BUSINESS

The order of business was amended to consider the following items immediately after the procedural items:

- 3.4 Senate Review
- 3.10.2 Placement Policy.

## ☆1.5 OTHER BUSINESS

No other business was raised.

## ☆1.6 MINUTES OF THE PREVIOUS MEETING

Unconfirmed minutes of the Academic Senate meeting held on 18 October 2019 were appended, and confirmed without amendment.

### **It was resolved (AS 19/06:02)**

*That Academic Senate confirms the minutes of the Senate meeting held on 18 October 2019, as an accurate record.*

## ☆ 1.7 ACTION SHEET FROM LAST MEETING

The action sheet from the previous meeting was reviewed and updated accordingly.

## **2 BUSINESS ARISING**

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There was no business arising from the minutes of the previous meeting.

## **3 GENERAL BUSINESS**

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### ☆ 3.1 REPORT FROM THE CHAIR

A written report from the Chair covering activities undertaken on behalf of the Senate since 18 October, and the Chair's report to the 4 December meeting of the Board of Trustees, had been circulated to the Committee.

The Chair thanked all members of Senate for their contributions over the course of 2019. All student members were acknowledged for their submission of a student report to each meeting.

The Chair highlighted several key points from within her report:

- The amended Terms of Reference for University and School level standing committees of Academic Senate were on the agenda for approval and implementation as of 1 January 2020. Senate members were thanked for their feedback during the consultation and drafting period.
- The Chair attended the 2019 *Australian Chairs and Secretaries of Academic Boards and Senates Conference*. The conference engaged with key priorities within the Higher Education sector, that Chairs of Academic Boards are contending with. The primary matters discussed at the conference were:
  - Academic integrity with particular reference to contract cheating;
  - Micro credentialing and how academic governance keeps pace with the rise of micro-credentials; and
  - Code of Conduct.

The Chair invited Chairs from the standing committees of Academic Senate to provide an oral update:

**Research Committee**, Professor Kevin Dunn, Pro Vice Chancellor (Research and Provost) on behalf of Professor Deborah Sweeney, Deputy Vice-Chancellor & Vice President (Research and Innovation).

The primary proposed amendments to the Terms of Reference for Research Committee have arisen as a result of the Academic Restructure. Associate Deans have been incorporated into the membership. Research active members of Senate will have an opportunity to be represented on Research Committee. The changes have clearly distinguished the work of Research Committee from Research Studies Committee.

**Senate Education Committee (SEC)**, Professor Simon Barrie, Deputy Vice-Chancellor (Academic) (Acting).

The proposed changes to the SEC Terms of Reference are designed to broaden the engagement opportunities with Schools by introducing quality enhancement functions.

SEC has engaged with Associate Professor Si Bedford, Pro Vice-Chancellor (Learning Futures) (Acting) to develop twenty professional development modules for colleagues. SEC has been actively engaging with and supporting the work of the Student Management System (SMS).

### ☆3.2 REPORT FROM THE VICE-CHANCELLOR

The Vice-Chancellor's Report was appended. The Vice-Chancellor directed members to several items within the report.

The Vice-Chancellor congratulated the Chair, Associate Professor Possamai-Inesedy on her reappointment for two years as Chair, Academic Senate.

The final Board of Trustees (BoT) meeting occurred on 4 December 2019. The following was raised in relation to that meeting:

- A call for expressions of interest for strategic projects to be supported by the University corpus occurred, 84 applications were received and reviewed by the Senior Executive Group.
- Seven thematic streams were identified, which included Sustainability, Indigenous, International, Innovation and Industry/Entrepreneurship, Arts and Culture, Student Success strategy and Working Together in New Ways. Corpus funding is not intended to have a connection to theme champions, however has been aligned with the themes that are emerging as part of the discussions for the *2021 – 2026 Western Sydney University Strategic Plan*.
- Resourcing for cluster Pro-Vice Chancellor's was approved.
- The revised Code of Conduct was approved by the Board, and the 8 principles from the Model Code were endorsed, relating to academic freedom and freedom of speech. The Model Code was not adopted as the Charter of Academic Freedom, Ethical Framework for Decision making, Code of Conduct and the Enterprise Agreement sufficiently embed these rights for staff.
- Additional work is required regarding freedom of speech and expression on our campuses. A policy will be developed and presented to the BoT for endorsement during the first half of 2020.

The following was additionally reported:

- The University's relationships in China are well managed. The foreign interference guidelines have been finalised and accepted within the higher education sector and promulgated widely. The University has already adopted best practise for the development of partnerships with overseas institutions. The University will provide additional guidance and training to researchers to assist with the identification of foreign interference.
- Professor Michelle Trudgett, Pro Vic-Chancellor (Aboriginal and Torres Strait Islander) was thanked for holding the 2019 *Yarramundi Lecture*.
- Professor Sharon Bell, Deputy Vice-Chancellor (Strategy and Planning) has been reviewing the sector wide issue of casualisation. Surveys of casual staff members are being undertaken to better understand and support their aspirations.
- Professor Bell will be moving to the Australian National University, however will continue to work with the University on strategic planning for the first half of 2020. The work that Professor Bell has done at the University was formally acknowledged, particularly with reference to consultation and restructure.
- Professor Michail (Mike) Kagioglou has been appointed as the inaugural Dean of the School of Engineering.

Members raised the following feedback:

- A member queried why the School of Law did not receive a ranking in *Times Higher Education (THE) World University Rankings 2020*. Only a small number of Universities make THE rankings. The Research reputation score of the School of Law has varied, and this has been a factor. Professor Kevin Dunn, and Professor Deborah Sweeney will visit the Schools to speak about the rankings.

**Action:** More detailed information regarding the Corpus funding themes for 2020, is to be discussed at the first meeting of Academic Senate in 2020.

### 3.3 STUDENT REPORT

A report compiled by the student representatives of Senate had been circulated to the Committee.

The undergraduate student member suggested the following:

- The *Examinations Policy* be reviewed to enable students studying cross institutionally to apply for a deferred examination if there is a clash with a compulsory and immovable aspect of their cross institutional course, during the WSU examination period; and
- The definition of 'carer responsibilities' be expanded to include parents, to facilitate parents having greater flexibility during tutorial allocation.

Professor Barrie advised that the University has joined the *Australasian Council for Undergraduate Research (ACUR)*. Two students were offered a scholarship to attend the ACUR conference this year, and involvement will increase in future years.

**Action:** Robyn Causley, Director to review the *Examinations Policy*, and the definition of 'carer responsibilities' to be more inclusive for parents, and students studying cross institutionally.

**Action:** Review of the *Examinations Policy* to enable students studying cross institutionally to apply for a deferred examination if there is a clash with a compulsory and immovable aspect of their cross institutional course, during the WSU examination period, is to be progressed to Senate Assessment Committee.

### ☆3.4 SENATE REVIEW

The amended Terms of Reference for Academic Senate and School and Institute standing committees of Senate to be effective 1 January 2020, had been circulated to Senate for approval.

The Chair highlighted the primary proposed changes to each Committee and thanked the Committee for the significant feedback and consultation that has occurred.

The APCAC will continue to have a representative Deputy Dean from each School.

School Academic Committee (SAC) meetings are capped at a maximum of 6 per year. A Multi-Disciplinary Learning and Teaching Advisory Group will be established at the Cluster level as a space to discuss the wider pedagogical advancement piece, this work will be distinct from the regulatory work of SAC.

The following feedback was raised regarding the School Academic Committee:

- SAC Executive had been unintentionally omitted and will be re included with no changes to this section
- The maximum of 6 meetings per year would be reviewed
- A sentence expressly excluding student members from being present during results processing will be included.

The following feedback was raised regarding the School Research and Higher Degrees Research Committee:

- There is no reference to whether discipline leaders form part of the membership of this Committee. This was a deliberate exclusion
- References to centres, groups and/or schools is to be in lowercase.

#### **It was resolved (AS 19/06:03)**

*That Academic Senate approves the updated Terms of Reference for all Standing Committees of Academic Senate, to be effective as of 1 January 2020.*

### ☆3.5 CARNEGIE CLASSIFICATION – AUSTRALIA PILOT

Dr Valentine Mukuria, Engagement Facilitator, Office of Engagement presented regarding the work being undertaken around elective classification of community engagement at the University as part of the national Carnegie Pilot program.

The Carnegie Classification for Community Engagement framework, developed through the *Carnegie Foundation*, and is now the gold standard for community engagement, and the leading framework for recognising and describing institutional engagement in the United States of America. This program will weave the narrative of community engagement throughout the University.

Members provided the following feedback:

- The University software system '*Tracking and Improving Community Engagement*' (TICE) is a pre-existing opt in system that is used predominately for academic promotion, and is designed to improve

community engagement. Members discussed the lack of visibility of this software, and the possibility of increasing its visibility and utilising it in this space.

- *Researcher Portal* is useful to generate outcomes that can be factored in when determining an academic promotion.

### ☆3.6 DEVELOPING ENTERPRISE AND PARTNERSHIP

Mr Tim Horan, Senior Advisor Partnership and Growth, Office of the Deputy Vice-Chancellor (Research and Innovation) presented to the Committee regarding developing enterprise and partnership.

The presentation centered around the different ways that partnerships with external companies are understood and assessed. The successful partnership with *Landcom* was showcased. The partnerships that are most beneficial to the University are those that have respective interests in the Western Sydney region, and mutual goals. Relationships that are led at a senior level are typically the most successful.

Partnerships are internally classified in 'tiers' according to their strategic focus, financial viability and potential reach. The 'tier' classification is internal terminology only.

Members provided the following feedback:

- There are four broad success factors when assessing a partnership:
  - Institutional and cultural factors
  - Relationship factors (trust and commitment)
  - Output factors (intellectual property transfer)
  - Framework factors (external environment and geographical proximity)
- Reconsidering the language of the 'tier' classification was suggested, with the view of softening the language so that it can be used internally and externally.

### 3.7 TEQSA REGISTRATION RENEWAL UPDATE

Senate noted the progress on the University's action plan in response to TEQSA's requests for information and suggestions for improvement.

### 3.8 2019 ANNUAL COURSE REPORT PROCESS

A paper was attached for noting that advised of the enhancements to the *Annual Course Report* (ACR) process based on suggestions for improvement from the *Tertiary Education Quality Standards Agency* (TEQSA) and the timeline for completing the 2019 ACR process.

### 3.9 HOT TOPICS

In response to the recent Senate Review Report recommendations, Senate members had the opportunity to submit a 'Hot Topic' for discussion prior to each meeting of Senate. No Hot Topics were submitted for this meeting of Senate.

### 3.10 ACADEMIC POLICY REVIEW

#### 3.10.1 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 31 October 2019.

ACADEMIC POLICIES	
<i>Assessment Policy</i>	A substantially revised and retitled <i>Assessment Policy</i> was discussed at the 30 July Assessment Committee meeting. An updated version of the Policy was provided to the 14 August 2019 APAG meeting. Collated feedback from members was sent back to Kevin Bell for further work before it returned to APAG on 31 October 2019 for review. The impacts of the new Student Management System (SMS) on the <i>Assessment Policy</i> were also discussed, with members agreeing that the revised policy should progress through the consultation and approval process, with a view to a grade table update being made to the policy to incorporate the changes required due to the new SMS once the system has been implemented. The revised version of the policy will now progress to Deans and Deputy Deans for preliminary feedback before being provided to Executive Committee.
<i>New Curriculum Design and Approvals Policy</i>	The final Course Design Principles, to facilitate the drafting of the new <i>Course Design Policy</i> were discussed at the 12 March 2019 meeting of the Education Committee and endorsed at the 2 April 2019 meeting of APCAC. These principles provide the basis for the new <i>Curriculum Design and Approvals Policy</i> , scheduled to be provided to the December 2019 Senate for consideration. At the 14 August 2019 meeting of APAG, members agreed to reposition and rename the Policy, Governance and Regulatory Requirements Sub-Group currently reporting to the 21C Implementation Advisory Group (IAG) to become the Curriculum Design and Approvals Policy Working Party of APAG. Members reviewed the draft version of the new policy at the 14 August 2019 and provided initial feedback. The policy and guidelines were returned to APAG on 31 October 2019, and members provided some further valuable feedback regarding the opening clauses of the policy. Members indicated agreement of the policy with these changes. Updated guidelines and additional procedural documents are expected to be circulated electronically.
<i>Disruption to Studies Policy (renamed Special Consideration Policy)</i>	The publication and implementation of <i>the Disruption to Studies Policy</i> is stalled awaiting the implementation of interim strategies for the eForms project, expected by mid-2019. A review of the approved policy to ensure terminology is updated before publishing is underway. The revised version of the policy and procedures was provided to the 14 August 2019 and 31 October 2019 meetings of



	<p>APAG. Members provided feedback and agreed for the policy and procedures to progress through the consultation and approval process. The Student Management System (SMS) Project team are also working on building the new Disruption to Studies eForm in the new system to coincide with the publishing of the new policy.</p>
<p><i>Examinations Policy</i></p>	<p>Following discussions with Audit and Risk around exam collection it was considered that it would be beneficial for the responsibility for the collection of examination papers to be specified in the <i>Examinations Policy and Procedures</i>. Proposed amendments were discussed at the 16 May and 14 August 2019 meetings of APAG where it was agreed to progress the revised Policy through the consultation and approval process. The revised policy was circulated to Deans and Deputy Deans for preliminary feedback from late September 2019 to mid-October 2019, with an updated version of the Policy due to be provided to Executive Committee on 9 December 2019 for noting.</p>
<p><i>Foundations of University Learning and Teaching Program Policy</i></p>	<p>At the 14 February meeting of APAG members discussed a substantially revised and renamed <i>Professional Development in Learning and Teaching Policy</i>. Further consultation from HR was sought, with HR noting that they will ensure the <i>Professional Development Policy</i> aligns with this policy as part of the upcoming review. The revised <i>Professional Development in Learning and Teaching Policy</i> was discussed at the 14 August 2019 meeting of APAG and circulated to Deans and Deputy Deans for preliminary feedback from 16-27 September 2019, with an updated version of the policy noted at Executive Committee on 28 October. The policy has been released on the DDS Policy Bulletin Board and to SACs for comment. Consultation will close on 4 December 2019.</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 confirmed. Given how much time has passed awaiting various systems developments to enable implementation before this is progressed it to Executive and Senate, the policy was discussed at the 14 August 2019 APAG meeting and will be updated by a small group before the implementation plan is finalised and it is progressed through the consultation and approval process. Work is also underway to incorporate The College's <i>Progression Policy</i> into the University <i>Progression Policy</i>, as it also applies to College students.</p>
<p><i>New Surveys Policy</i></p>	<p>A proposed new <i>Surveys Policy</i> has been discussed at APAG, provided to Deans, Directors and Deputy Deans for initial comments and discussed with The Student Experience Office. At the 31 October 2019 meeting of APAG, it was proposed that a new <i>Student Feedback Policy</i></p>

	<p>be developed, integrating (and superseding) the existing <i>Student Feedback on Units and Teaching Survey Policy (SFU/SFT Policy)</i> with the new <i>Surveys Policy</i> that is currently under development. APAG members agreed to endorse this proposal, with the new draft survey returning to APAG once it has been developed.</p> <p>In the interim, Tony Lazarra's current role (Executive Director, Business Intelligence and Performance) will take ownership of SFU/SFT policy until the new policy is approved and implemented. Discussions on the ownership of the new <i>Student Feedback Policy</i> has begun, but it has not yet been resolved if it will reside with the Deputy Vice-Chancellor, Academic (DVCA) or the Vice-President, People and Advancement (VP People and Advancement).</p>
<i>Revised and Renamed Student Placement Policy</i>	<p>A working group of APAG has completed the full review of the policy, with broad consultation as part of the process and discussed at the 14 February 2019 APAG. An updated version was provided for comment to the 13 May 2019 University Executive Committee. It was noted that further consultation with the Deans was required. The revised policy returned to Executive Committee on 28 October 2019 for noting. This revised version was released on the Policy DDS Bulletin Board for broad comment from 30 October 2019 to 13 November 2019. A revised and renamed <i>Placement Policy</i> was endorsed at the 21 November meeting of Education Committee. The final version is now submitted to Academic Senate for approval.</p>
University Medals and Deans Medals provisions ( <i>Graduations Policy</i> )	<p>A working group of APAG and a sub-group of the Research Studies Committee have been reviewing Dean's medal provisions and University Medal provisions respectively. Draft initial updates to the <i>Graduations Policy</i> were discussed at the 14 February 2019 and 16 May 2019 meetings of APAG. Preliminary feedback was sought from Deans and Deputy Deans from 2 July 2019 to 26 July 2019. An updated version of the policy was provided to the 14 August 2019 APAG for discussion, and was noted at Executive Committee on 30 September 2019. It was provided to the 22 October 2019 meeting of the Assessment Committee, and will now be provided to the 10 December 2019 meeting of the Research Studies Committee, before it is released on the Policy DDS Bulletin Board for University-wide consultation.</p>
<i>Course Transfer Policy</i>	<p>The <i>Course Transfer Policy</i> had progressed through 23 May 2018 APAG, 13 August 2018 Executive Committee and 12 March 2019 Senate Education and was presented for endorsement to the 12 April 2019 meeting of Senate. Issues were raised on behalf of the School of Science &amp; Health and the policy was referred back to APAG. A response from the Director, Student Administration addressing the issues raised was considered at the 14 August 2019 meeting of APAG, where members agreed that a small group should meet to look at these issues and</p>

	provide an update at the next meeting of APAG on 13 February 2020.
NON-ACADEMIC POLICIES – for APAG advice only	
<i>Scholarships for Undergraduate Policy</i>	A draft revised version of this VC approved policy was provided for discussion at the 15 August 2018 APAG meeting. The proposed changes to the approval process for Scholarships were not supported and these changes have not been progressed. This policy has been reviewed by the Office of the Vice-President, People and Advancement, with approval escalated from the Chief Student Experience Officer, due to the inclusion of Donor funded Scholarships managed by the Office of Advancement, which does not fall under the Student Experience Office. A revised version of this policy will be progressed by the Office of Student Administration through the consultation and approval process. At the 14 August 2019 APAG meeting, members agreed to support this being taken forward and progressed from Office of the Vice-President, People and Advancement, with a view to it being provided to Executive Committee for noting on 9 December 2019.
<i>New Social Media Guidelines for Learning and Teaching Guidelines and Open Education Resources Guidelines</i>	A preliminary draft version of the new <i>Social Media for Learning and Teaching Guidelines</i> and <i>Open Education Resources Guidelines</i> , which are currently being developed by the Learning and Teaching Technologies Advisory Group (LaTTe), were presented to the 31 October 2019 meeting of APAG for preliminary feedback. These guidelines, which are in a very early stage of development, link to the <i>Media, Social Media and Public Commentary Policy</i> , which is not an academic policy. However, the guidelines are focused on teaching and learning, so are relevant to APAG and will return for further consideration once further work has occurred.
<i>Student Misconduct Rule and Student Code of Conduct</i>	The review of the <i>Student Misconduct Rule</i> (due 1 September 2016 – Board of Trustees approved Policy/Rule) has been progressed and the separate but related Student Code of Conduct (due 25 July 2011 – Vice-Chancellor approved policy). Feedback was sought from members of APAG at the 16 May 2019 meeting. The revised Policy/Rule was progressed to the Executive Committee (EC) meeting on Monday 24 June 2019, and progressed to the Senate Education Committee on 25 June 2019 for information/noting. The Student Representative Council was consulted and the final version endorsed at the 16 August 2019 Academic Senate and approved by the Board of Trustees on 16 October 2019. The <i>Student Code of Conduct</i> will be considered at the 4 December 2019 Board of Trustees meeting.

### ☆3.10.2 Placement Policy

The purpose of this paper is to seek Academic Senate approval for the proposed new Placement Policy.

Professor Simon Bedford advised that extensive consultation has occurred during the development of this policy. All changes requested at Senate Education Committee have been incorporated. The TEQSA regulatory requirements had been incorporated, and this clarifies the compliance requirements, and is consistent with equivalent policies at other institutions.

**It was resolved (AS 19/06:04)**

*That Academic Senate approves the proposed new Placement Policy and Procedures from the date of approval.*

**3.10.3 Curriculum Design and Approvals Policy**

**It was resolved (AS 19/06:05)**

*That Academic Senate notes the progress with the proposed new Curriculum Design and Approvals Policy.*

Members are invited to submit expressions of interest in contributing to the review of particular academic policies, please submit these to Ms Allyson McDonald, Executive Governance Officer at a.mcdonald@westernsydney.edu.au.

**3.11 AWARDS OF THE UNIVERSITY MEDAL**

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

**3.12 APPROVAL OF SCHOLARSHIPS**

The undergraduate student member queried whether extenuating circumstances will be taken into account if a student is not satisfying the ongoing admission criteria. Members were advised that there is leniency in the event of extenuating circumstances, and that this is assessed on a case by case basis.

**Donor Funded Scholarships**

Academic Senate is requested to consider the following proposals for new Donor funded scholarships, prepared by the Office of Advancement:

**Gladys Amy Skipton Arts Scholarship**

This new undergraduate scholarship is intended for students who are currently enrolled, or have received an offer, to study in an arts-related undergraduate degree full time at Western Sydney University. The recipient must be able to demonstrate financial hardship, as per Western Sydney University's *Opportunity and Equity* definitions. The recipient must remain enrolled full-time in the required course (no less than 30 credit points per semester), and maintain a Pass average (GPA 4.0 or greater) for the duration of the scholarship.

**Tony Skipton Social Science Scholarship**

This new undergraduate scholarship is intended for students who are currently enrolled, or have received an offer to study in a social science-related undergraduate degree full-time at Western Sydney University. The recipient must demonstrate financial hardship, as per Western Sydney University's *Opportunity and Equity* definitions. The recipient must remain enrolled full-time in the required course (no less than 30 credit points per semester), and maintain a Pass average (GPA 4.0 or greater) for the duration of the scholarship.

### **Julie Evans Scholarship in Midwifery**

This new undergraduate scholarship is intended for students who are commencing study in their first year of the Bachelor of Midwifery, and have been granted a permanent humanitarian visa. The recipient must remain enrolled in the required course (no less than 20 credit points per semester), and maintain a Pass average (GPA 4.0 or greater) for the duration of the scholarship.

### **Walter and Eliza Hall Opportunity Scholarship**

This new undergraduate scholarship is intended for students who are commencing study full-time or part-time in their first year of any undergraduate degree at Western Sydney University, in a Commonwealth Supported Place. The recipient must have a physical disability, demonstrated through formal diagnosis and demonstrate financial hardship based on *Opportunity and Equity Criteria* as assessed by the University. The recipient must remain enrolled full-time or part-time in the required course (no less than 20 credit points per semester), and maintain a Pass average (GPA 4.0 or greater) for the duration of the scholarship.

**Action:** The Chair to speak with the Vice-President (People and Advancement) with the view of creating more transparency regarding the factors that can be taken into account if a student is not satisfying the ongoing scholarship criteria, due to extenuating circumstances.

### **It was resolved (AS 19/06:06)**

*That Academic Senate approves the following proposed Donor funded scholarships:*

- *Gladys Amy Skipton Arts Scholarship*
- *Tony Skipton Social Science Scholarship*
- *Julie Evans Scholarship in Midwifery*
- *Walter and Eliza Hall Opportunity 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 conducted an electronic meeting between Thursday, 14 November and Monday, 18 November 2019. The report had been appended.

### **It was resolved (AS 19/06:07)**

*That Academic Senate notes the report of the electronic meetings held between Thursday, 14 November and Monday, 18 November 2019 of the Senate Executive Committee.*

### **4.2 RESEARCH COMMITTEE**

The Research Committee met on 1 November 2019. The minutes were appended.

### **It was resolved (AS 19/06:08)**

*That Academic Senate notes the minutes of the meeting held on 1 November 2019 of the Research Committee.*

#### **4.3 RESEARCH STUDIES COMMITTEE**

The Research Studies Committee met on 15 October and 19 November 2019. The confirmed minutes from the 15 October were appended.

**It was resolved (AS 19/06:09)**

*That Academic Senate notes the minutes of the meeting held on 15 October 2019 of the Research Studies Committee.*

#### **4.4 EDUCATION COMMITTEE**

The Education Committee met on 1 October and 21 November 2019. The minutes were appended.

**It was resolved (AS 19/06:10)**

*That Academic Senate notes the minutes of the meeting held on 1 October and 21 November of the Education Committee.*

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

The Academic Planning and Courses Approvals Committee (APCAC) met on 13 November and 26 November 2019. The combined report was appended.

**It was resolved (AS 19/06:11)**

*That Academic Senate notes the report of the Academic Planning and Courses Approvals Committee meetings held on 13 November and 26 November 2019, and approve the recommendations contained therein.*

#### **4.6 ASSESSMENT COMMITTEE**

The Assessment Committee met on 22 October 2019. The minutes were appended.

**It was resolved (AS 19/06:12)**

*That Academic Senate notes the minutes of the meetings held on 22 October 2019 of the Assessment Committee.*

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

The College Academic Pathway Program Committee met face to face on 7 November 2019, and conducted an electronic meeting between 3 – 10 October 2019.

**It was resolved (AS 19/06:13)**

*That Academic Senate notes the minutes of the College Academic Pathway Program Committee face to face meeting held on 7 November 2019, and the report of the electronic meeting between 3 – 10 October 2019.*

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

The next meeting of the Board of Trustees is scheduled for 19 February 2020. 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 scheduled for Friday 21 February 2020, Level 9 Conference Room, Liverpool campus.

Meeting dates for 2020 are as follows:

- 21 February
- 17 April
- 19 June
- 14 August
- 16 October
- 4 December

Meetings commence at 9:30AM and conclude by 12.30pm.