

WESTERN SYDNEY UNIVERSITY



ACADEMIC SENATE

The next meeting (Meeting 18/02) of the Academic Senate of Western Sydney University will be held on **Friday 20 April 2018 at 9:30AM** in the **Board Room, Ground Floor, Building AD, Werrington North campus**.

For apologies and enquiries, please contact Angela MacDonald on (02) 9678 7894 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:

- Welcome to Associate Professor Susanne Gannon, newly elected member of Academic Senate (School of Education, Level D/E).
- Congratulations on the reappointment of Professor Denise Kirkpatrick as Deputy Vice-Chancellor (Academic) for a further five years, until 11 January 2023.

At the time of writing, apologies had been received from Professor Barney Glover, Professor Janice Aldrich-Wright, Professor Kevin Daly, Professor Steven Freeland, Associate Professor Susanne Gannon, Professor Scott Holmes, Professor Peter Hutchings, Professor Gregory Kolt and Associate Professor Surendra Shrestha.

Welcome to Dr Stephen Janes, representing Professor Steven Freeland.

☆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 Strategic Plan
- 3.4 Division overview - Audit & Risk
- 3.5 Research
- 3.6 School of Science and Health Review

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

Following the Academic Senate meeting an induction for newly elected Senate members is scheduled to take place. All members are encouraged to attend; the induction may also be act as a refresher. An agenda and associated documents will be provided by Tuesday 17 April.

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

AS18/02-1.6
Page 001

Unconfirmed minutes of the Academic Senate meeting held on 23 February 2018 are appended.

It is recommended:

That Academic Senate confirms the minutes of the Senate meeting held on 23 February, as an accurate record.

☆1.7 ACTION SHEET FROM LAST MEETING

AS18/02-1.7
Page 014

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

2 BUSINESS ARISING

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

2.1 ACADEMIC SENATE ELECTIONS

AS18/02-2.1

Page 015

The position of Deputy Chair and the position representing the School of Education (Level D/E Academic Staff) each received more than one nomination. Both positions proceeded to election.

For the position of Deputy Chair the ballot closed at 4.00pm on Tuesday 27 February 2018 and Dr Elfriede Sangkuhl was elected to the position. The result published on Wednesday 28 February 2018.

The remaining position representing the School of Education, the ballot closed at 4.00pm on Thursday 29 March 2018 with Associate Professor Susanne Gannon elected to the position. The result published on Tuesday 3 April 2018.

A final list of election results is appended.

For information

3 GENERAL BUSINESS

☆3.1 REPORT FROM THE CHAIR

AS18/02-3.1

Page 016

A written report from the Chair covering activities undertaken on behalf of the Senate since 23 February 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 4 April meeting of the Board of Trustees is also appended.

☆3.2 REPORT FROM THE VICE-CHANCELLOR

AS18/02-3.2

Page 030

The Vice-Chancellor's Report is appended.

☆3.3 THE STRATEGIC PLAN

AS18/01-3.3

Page 037

The final version of the 2018-2020 Strategic Plan is appended following minor changes proposed by the Board of Trustees. A summary of changes is listed on the cover sheet for noting.

For information

☆3.4 DIVISION OVERVIEW - AUDIT & RISK

AS18/02-3.4

Page 058

The Office of Audit and Risk Assessment provides the University with internal audit and risk assessment services. It operates under a formal charter approved by the Board of Trustees and reports to the University Secretary and General Counsel.

Mr Aman Chand, Director of Audit and Risk will provide a divisional overview to Academic Senate members, including proposed future interactions with Academic Senate. The Audit and Risk Assessment Workplan is appended.

For discussion/information

☆3.5 RESEARCH

AS18/02-3.5

Page 064

Dr Shantala Mohan, Director Research Strategy, will provide an overview of the 2018 Engagement and Impact Assessment and will discuss several exemplars of case studies from the list appended.

For discussion/information

☆3.6 SCHOOL OF SCIENCE AND HEALTH REVIEW

AS18/02-3.6

Page 066

The School of Science and Health was reviewed in 2017 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 review, panel report and action plan are appended.

The academic aspects of the review are for discussion by Senate. The panel report (Attachment A) includes nine commendations, nine affirmations and 11 recommendations.

For discussion

It is recommended:

That Academic Senate notes the School of Science and Health Review 2017 Panel Report, and the School of Science and Health Review Action Plan.

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 14 February 2018.

<i>Course Design Policy</i>	A Working Party has been established to work with the 21 st Century Curriculum Project Implementation Advisory Group. The first meeting of group was held 20 March 2018.
<i>Disruption to Studies Policy (renamed from Special Consideration Policy)</i>	An implementation plan is under development noting the influence of the e-Form Project on progressing this new policy. The revised timeline for the e-Forms Project was reviewed at the 14 February meeting of APAG.
<i>Examinations Policy</i>	A broad review of this policy has been completed and feedback sought from Executive Committee, Policy DDS and SACs. The revised policy will be considered at the 24 April meeting of Education Committee.
<i>Lecture Recording Policy Review</i>	A proposed <i>Multimedia Production Policy</i> has been developed by LaTTe and will be discussed at the 23 May meeting of APAG.
<i>Posthumous Awards and Aegrotat Grades Policy</i>	A broad review of this policy has been completed and feedback sought from Executive Committee, Policy DDS and SACs. The revised policy will be considered at the 24 April meeting of Education Committee.
<i>Progression and Unsatisfactory Academic Progress</i>	A revised <i>Progression Policy</i> was endorsed at the 7 March 2017 meeting of Education Committee, recognising that an extensive implementation plan is required. The new policy will be provided to a University Executive Committee meeting shortly regarding resourcing implications and will be provided for consideration of Senate when the detailed implementation plan has been developed.
<i>Review of Grade Policy</i>	A broad review of this policy has been completed and feedback sought from Executive Committee, Policy DDS and SACs. The revised policy will be considered at the 24 April meeting of Education Committee.
<i>Student Placement Policy</i>	Amendments by the WHS unit to the <i>Student Placement Policy</i> with the introduction of checklists were endorsed by the University Executive Committee and Education Committee at the 7 November 2017 meeting. This revised policy will be provided for consideration of Senate when the detailed implementation plan has been developed.

The Academic Policy Advisory Group agreed to minimal administrative changes to the *Unit Outlines and Learning Guides Policy* and *Examination Procedures*, at this stage, which do not require formal approval. These minor amendments have been published.

A Student Administration Policy Working Group has been formed and is currently considering policies regarding the University's partner providers. An Implementation Advisory Group for the 21st Century Curriculum Project has been formed to look at coursework and effects on related policies. A Research Policy Working Group is being formed to consider Research Policies due for review.

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).

For information

3.8 AWARDS OF THE UNIVERSITY MEDAL AND POSTHUMOUS AWARDS

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

- Jessica Lauren HOWE (SID 18090127), Bachelor of Health Science (Honours)/Master of Occupational Therapy, Honours Class 1
- Catherine Jane KNIGHT (SID 18089019), Bachelor of Health Science (Honours)/Master of Occupational Therapy, Honours Class 1
- Katherine Emily HARRIS (SID 18066366), Bachelor of Health Science (Honours)/Master of Physiotherapy, Honours Class 1
- Christophe Marie Johnny Emmanuel Benoit CAMILLE (17892810), Bachelor of Engineering (Civil), Honours Class 1
- Benjamin James STOCKLEY (18042580), Bachelor of Engineering (Robotics and Mechatronics), Honours Class 1
- Andrew TALOS (18028270), Bachelor of Engineering (Civil), Honours Class 1
- Michael SEECY (18035878), Bachelor of Engineering Advanced (Honours) (Robotics and Mechatronics), Honours Class 1
- Thomas Patrick Rudolph SYNNOTT (17479514), Bachelor of Laws, Honours Class 1
- Lena HATTOM (18091319), Bachelor of Psychology, Honours Class 1
- Paige CASACCHIA (18013001), Bachelor of Psychology, Honours Class 1
- Mark David LATHOUWERS (17412230), Bachelor of Arts (Honours) Psychology, Honours Class 1
- Samantha RYAN (17992389), Bachelor of Psychology, Honours Class 1
- Tuyet-Ngan DOAN (18137691), Bachelor of Arts (Honours) Psychology, Honours Class 1
- Felicia ALONSO DEBRECZENI (18028876), Bachelor of Psychology, Honours Class 1
- Mark Palmerston BROWN (18097157), Bachelor of Social Work, Honours Class 1
- Christopher James NALDER (18094161), Bachelor of Social Work, Honours Class 1

It is recommended:

That Academic Senate note the award of the University Medals, approved by the Chair of Academic Senate, on behalf of the Senate.

3.9 APPROVAL OF SCHOLARSHIPS

University Donor Funded Scholarships

AS18/02-3.9

Page 115

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

Dr Bob Fisher Memorial Scholarship in Nursing

This new undergraduate scholarship is intended for students who are commencing study or currently enrolled in full or part time in any year of the Bachelor of Nursing. Applicants must reside in Greater Western Sydney and be Australian citizens, or permanent residents. The recipient is expected to maintain satisfactory academic progress, maintaining a minimum GPA of 4.0 for the duration of the scholarship.

JLL Scholarship for Business

This new undergraduate scholarship is intended for students who are commencing study or currently enrolled in full time in any year of the Bachelor of Business (Property). Preference will be given to applicants who demonstrate equity considerations such as economic, social or other disadvantage, based on equity considerations as assessed by UAC. Students must be Australian citizens, permanent residents, or on a humanitarian visa. The recipient is expected to maintain satisfactory academic progress, maintaining a minimum GPA of 5.0 for the duration of the scholarship.

Scholarship amendments for noting:

Donor-funded scholarships related to the Bachelor of Medicine/Bachelor of Surgery (4641)

As the University moves to offering a Doctor of Medicine (4758) in place of the Bachelor of Medicine/Bachelor of Surgery (4641), the Office of Advancement will amend all references to the Bachelor of Medicine/Bachelor of Surgery to include the new Doctor of Medicine in donor-funded scholarship criteria, so as to allow new and continuing students to remain eligible for scholarships that explicitly refer to the Bachelor of Medicine/Bachelor of Surgery.

It is recommended:

- 1) *That Academic Senate approves the following proposed University Donor Funded Scholarships:*
 - *Dr Bob Fisher Memorial Scholarship in Nursing*
 - *JLL Scholarship for Business*
- 2) *That Academic Senate notes the amendments to University Donor Funded Scholarships; all references to the Bachelor of Medicine/Bachelor of Surgery will include the new Doctor of Medicine in scholarship criteria.*

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

AS18/02-4.1
Late paper

The Senate Executive Committee held an electronic meeting conducted from 12-17 April 2018. The report of this meeting will be provided as a late paper.

It is recommended:

That Academic Senate notes the report of the electronic meeting held from 12-17 April 2018 of the Senate Executive Committee.

4.2 RESEARCH COMMITTEE

The Research Committee met on 5 April 2018. The minutes of this meeting will be provided at the 22 June meeting of Academic Senate.

4.3 RESEARCH STUDIES COMMITTEE

AS18/02-4.3
Page 119

The Research Studies Committee met on 20 February and 13 March 2018. The minutes of these meetings are appended.

It is recommended:

That Academic Senate notes the minutes of the Research Studies Committee held on 20 February and 13 March 2018.

4.4 EDUCATION COMMITTEE

AS18/02-4.4
Page 134

The Education Committee met on 6 March 2018. The minutes of this meeting is appended.

It is recommended:

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

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

AS18/02-4.5
Page 143

The Academic Planning and Courses Approvals Committee (APCAC) met face to face on 27 March 2018. The report of this meeting is appended.

It is recommended:

That Academic Senate notes the report of the Academic Planning and Courses Approvals Committee meetings held on 27 March 2018, and approves the recommendations contained therein.

4.6 ASSESSMENT COMMITTEE

AS18/02-4.6

Page 150

The Assessment Committee met on 6 February 2018. The minutes of this meeting is appended.

It is recommended:

That Academic Senate notes the minutes of the Assessment Committee held on 6 February 2018.

4.7 THE COLLEGE ACADEMIC COMMITTEE

AS18/02-4.7

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The College Academic Committee met face to face on 15 February 2018, and conducted electronic meetings from 14-16 March 2018 and 16-20 March 2018. The minutes and reports of these meetings are appended.

It is recommended:

That Academic Senate notes the minutes of the face to face meeting on 15 February 2018, and notes the report of the College Academic Committee meetings conducted from 14-16 March 2018 and 16-20 March 2018.

4.8 BOARD OF TRUSTEES

The Board of Trustees met on 4 April 2018.

The next meeting of the Board of Trustees is scheduled for 13 June 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

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4.9.9	Academic Planning and Courses Approvals Committee (APCAC)	Page 198
4.9.10	Research Studies Committee (RSC)	Page 201

The School of Social Sciences and Psychology Annual Report will be provided as a late paper.

Remaining 2017 Annual Reports will be provided at the 22 June meeting of Academic Senate.

5 FOR INFORMATION

No items.

6 NEXT MEETING

The next Academic Senate meeting is arranged for **Friday 22 June 2018**, the location is to be confirmed.

The Academic Senate meeting dates for 2018 are as follows:

- 22 June
- 17 August
- 19 October
- 7 December

Meetings commence at 9:30am and conclude by 12:30pm.