ACADEMIC SENATE

Confirmed minutes of meeting 17/01 of the Academic Senate of Western Sydney University held on Friday 17 February 2017 at 9:30am in the Female Orphan School, Building EZ, Ground Floor Conference Room at Parramatta South (main) campus.

Present:

Associate Professor Paul Wormell (Chair)	Professor Lisa Jackson-Pulver
Professor Michael Adams	Professor Gregory Kolt
Professor Simon Barrie	Associate Professor Jane Mears
Professor Kevin Bell	Dr Olivia Mirza
Associate Professor Matthias Boer	Dr Terri Mylett
Mr Jarrod Bradley	Dr Christopher Peterson
Mr Jack Braithwaite	Associate Professor Alpana Roy
Ms Robyn Causley	Dr Elfriede Sangkuhl
Mr Andrew Dawkins	Professor Michele Simons
Dr Kathleen Dixon	Associate Professor Terry Sloan
Professor Kevin Dunn	Professor Sheree Smith
Mr Michael Gonzalez	Professor Deborah Sweeney
Associate Professor Deborah Hatcher	Associate Professor Linda Taylor
Professor Scott Holmes	
Professor Peter Hutchings	

In Attendance:

Ms Gillian Brown (Secretary)	Mr Ian Londish

Apologies:

Professor James Arvanitakis	Associate Professor Julie Old
Mr Michael Burgess	Professor Carol Reid
Professor Barney Glover (VC)	Associate Professor Surendra Shrestha
Professor Annemarie Hennessy	Professor Simeon Simoff
Dr Kate Huppatz	Professor Zhong Tao
Professor Denise Kirkpatrick	Dr Vivek Thakkar
Associate Professor Alana Lentin	Dr Katina Zammit
Mr Ralph Melano	

Absent:

1   PROCEDURAL MATTERS

1.1   INTRODUCTION, WELCOMES, CONGRATULATIONS, FAREWELLS AND APOLOGIES

Welcome

The Chair of Academic Senate, Associate Professor Paul Wormell, welcomed all to the first meeting of Academic Senate for 2017, noting the change of venue and layout for this meeting, due to room availability during the Orientation period, and to facilitate discussions around planning for the year, later in the agenda.

The Chair opened the meeting by reading an Acknowledgment of the Traditional Owners, paying his respects to their Elders, past, present and future, and extending a warm welcome to all Aboriginal and Torres Strait Islander people attending the meeting.

The Chair welcomed new and continuing members, noting that Associate Professor Alana Lentin has returned to Senate as a recently elected representative from the School of Humanities and Communication Arts.

The Chair farewelled Associate Professor Joanne Lind, who left the University in early February, and thanked her for her contribution across many aspects of the University's academic work and culture, in learning and teaching, research and in academic leadership through The Academy.

The Chair also respectfully acknowledged the contributions of the late Associate Professor Cecily Hengstberger-Sims as a past member of Academic Senate and its committees. She was remembered as a splendid, wise and ever-resourceful colleague, and an influential contributor to academic quality and governance in the School, the former College, and across the University.

The Chair congratulated Associate Professor Mathias Boer on his recent promotion and Michael Gonzalez on his appointment as University Librarian.

Apologies

Apologies were noted and accepted.

As customary for the first meeting of the year, the Chair highlighted the roles and functions of Academic Senate, including approving academic policies, the University's courses and units, and students' marks, grades and eligibility to graduate through the School Academic Committees and the Research Studies Committee.

Members were reminded of Senate's contribution to academic standards and values, noting that the University's legislated objects are "the promotion, within the limits of the University's resources, of scholarship, research, free inquiry, the interaction of research and teaching, and academic excellence."

It was acknowledged that academic standards are an all-of-institution responsibility, including senior university leaders and divisional units, in close collaboration with the Office of Quality and Performance, with a renewed focus on the new national Academic Standards Framework as the University prepares for TEQSA reaccreditation next year. As the peak forum of the University for academic debate and discourse, Senate discusses the important academic issues of the University and the sector. It is obliged to keep within its terms of reference, but these provide a wide scope for discussion.

1.2   DECLARATIONS OF INTEREST

No declarations of interest were reported.

1.3   STARRING OF ITEMS

Apart from procedural items, items starred on the agenda were:
- 3.1   Report from the Chair
- 3.3.2   Academic Governance Working Party
- 3.4.1   Senate Work Plan
- 3.7.1   Learning and Teaching – Aboriginal and Torres Strait Islander Education

- 4.1 Senate Executive Committee
- 4.3 Research Studies Committee
- 4.4 Education Committee
- 4.6 Academic Appeals and Integrity Committee
- 4.7 School Academic Committee Reports

It was agreed to unstar the following item and hold over the annual report briefings to the next meeting to allow the Chair of this Committee, an apology for this meeting, to speak to this item:

- 4.3 Research Studies Committee

It was agreed to star the following additional item:

- 3.11.2 Posthumous Award

It was resolved (AS17:01/01):

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 endorsed.

The Chair acknowledged the large volume of work completed by the standing committees of Senate, in connection with the unstarred items which had just been approved.

1.4 ORDER OF BUSINESS

Some School Academic Committee reports were brought forward to the start of the *Reports from Senate Committees* to enable relevant staff to attend Orientation events.

1.5 OTHER BUSINESS

Members noted with sadness the passing of Emeritus Professor Natalie Bolzan in January 2017.

Members agreed to consider at the end of General Business an urgent item from the Chair of the Asylum Seeker Scholarship Assessment Panel regarding a revised set of selection criteria for Scholarships for Asylum Seekers to permit the next round of scholarships to be advertised.

Members noted that the amendments provided greater clarity and breadth of courses for consideration in the revised criteria.

It was resolved (AS17:01/02):

That Academic Senate approves the revised eligibility, courses, duration and criteria for Scholarships for Asylum Seekers.

1.6 MINUTES OF THE PREVIOUS MEETING

Senate had before it the unconfirmed notes of the inquorate Senate meeting held on 9 December 2016 and the Report of the electronic meeting conducted from 12 to 19 December 2016:

It was resolved (AS17:01/03):

To confirm the notes of the inquorate Senate meeting held on 9 December 2016 and the report of the electronic meeting of Senate conducted from 12 to 19 December 2016, as accurate records.

1.7 ACTION SHEET FROM LAST MEETING

To assist members with monitoring the work of Senate, the action sheet from the meeting held on 9 December 2016 and previous meetings had been circulated.

An update will be sought regarding the Red Tape Taskforce item from the 21 October 2016 meeting and reported to the next meeting.

It was noted that the update for item 3.12.2 from the 22 April 2016 meeting, due to be reported to the 21 April 2017 meeting, had been brought forward to this meeting under agenda item 3.9.2.

2 BUSINESS ARISING

2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

2.1 MINUTE 2.3.1 External Advisory Committee Procedures

Without discussion it was noted that the new Procedures to replace the *External Advisory Committee Policy* had been published on the Policy DDS System.

2.2 MINUTE 2.3.2 Retirement of the Academic Policies Framework

Without discussion it was noted that the *Academic Policies Framework* had been removed from the Policy DDS System

3 GENERAL BUSINESS

3.1 REPORT FROM THE CHAIR

Senate had before it a written report from the Chair covering activities undertaken on behalf of the Senate since 9 December 2016. Also provided was an updated summary report from the Chair on the Review of Assessment, presented at the 10 February 2017 meeting of the Senate Executive Committee.

The Chair provided an update on recent developments not reported in other agenda items, and advised the following additional matters:

- Recent external academic governance commitments, such as on the Australian Catholic University Academic Board, have provided valuable benchmarking.

- The first round of reporting to the Assessment Committee on the new *Student Misconduct Rule* provided numerical data which was broadly comparable to two other local universities.

- A further reminder was provided to members to keep an eye on any developments in the NSW HSC that are relevant to their discipline areas, and bring them to Senate's and the University Executive Committee's attention if they need university-level attention.

3.2   REPORT FROM THE VICE-CHANCELLOR

This item was unstarred as the Vice-Chancellor had provided his apologies for this meeting. The Vice-Chancellor's Report to the 7 December 2016 meeting of the Board of Trustees had been provided. This report was brought forward from the agenda of the inquorate meeting on 9 December 2016.

3.3   HIGHER EDUCATION STANDARDS AND REGULATION

3.3.1 Higher Education Standards Framework

The revised *Higher Education Standards Framework (Threshold Standards) 2015* commenced from 1 January 2017 as a legislative instrument, and re-registration of the University to ensure it meets these standards is due in May 2018.

The University has established a TEQSA Working Party whose membership includes the Chair of Academic Senate. A report from the Office of Quality and Performance (OQP), including a compliance map and action plan, was noted by members via the electronic meeting of Senate conducted in December 2016. Members were provided with an updated Compliance Action Plan annotated by the Chair of Academic Senate with some other actions that Senate or its committees will contribute to.

Members were invited to raise any related matters or provide comment. No matters were raised or comments provided.

3.3.2 Academic Governance Working Party

The Academic Governance Working Party met on Tuesday 15 November 2016 and Thursday 16 February 2017. A paper, providing an update on the work of this committee up to December 2016 was provided as a held over item from the inquorate 9 December 2016 meeting of Academic Senate.

A further update was provided by the Chair of the working party, Professor Michael Adams with the following matters highlighted:

- Senate's updated 2017 Work Plan will be a major agenda item for the next meeting in May.

- Feedback from a survey of School Academic Committee (SAC) members highlighted the need for updated training, to reflect the impact of the relevant Shared Services Project.

- The working party continues to provide an academic review of relevant non-academic policies, such as the recently updated *University Review Policy*.

- Members of Senate were encouraged to network with others in the higher education sector in their disciplines regarding compliance with the higher education standards, to identify good practice that can be shared.

Members requested that the working party highlight the *Intellectual Property Policy* for academic feedback at the next review.

3.4   SENATE WORK PLAN AND SECURING SUCCESS

[Securing Success: 6.5 Promote inclusive and participatory decision-making; 6.7 Foster a strong culture and track record of successful renewal and innovation, achieved through the determination, creativity and hard work of all staff; 6.16 Aspire to the highest standards of university governance and accountability]

✩3.4.1 Senate Work Plan

The Senate Work Plan is continuing to develop in response to the *Securing Success* implementation plans and consultation with Senate Executive Committee for the areas of focus for 2017. The latest version is available at http://www.westernsydney.edu.au/about_uws/leadership/academic_senate.

The Chair is reviewing the Work Plan, following discussion and advice from the Senate Executive Committee on 10 February 2017 to make more use of the standing committees' individual work plans, with Senate's Work Plan focusing more on Senate's own role and responsibilities. This is to provide further scope for Senate to hear about and discuss major academic topics, and give advice to the relevant people in the University, based on discussion by this large group with broad representation and a range of expertise and perspectives.

The Chair sought advice about priorities for academic discussion and presentations during the year. Members discussed their ideas and preferences in small groups and made the following comments and suggestions:

Group 1 –
- Student Retention and Engagement – Reports from Schools
- Quality Assurance for Remote and Off-Shore sites
- Research – Meeting National metrics

Group 2 –
- Graduate attribute – Problem Solving and Critical Thinking to survive in a working environment.

Group 3 –
- Benchmarking in Research
- Logistical issues for International Students
- What are the indicators for success for International students?

Group 4 –
- Course planning for the best student experience – including academic expertise and capacity to support courses
- Major works and projects – obtaining early academic input and support
- Post implementation reviews of major changes

Group 5 –
- Student readiness for University – definition and holistic approach
- Learning analytics – existing and planned

Group 6 –
- International students – Research and Teaching
- Connecting Senate to its role and engaging with members
- Promoting an acceptance of diversity
- Student Voice – broader engagement

Group 7 –
- Digital Futures and E-Learning
- Bringing Research to Learning – Research led with Teaching Focus
- Professional Accreditation – burdens and costs
- Governance – connections with sub committees

Group 8 –
- Preparing students for employability and building relationships
- Retention – student perspective – what makes them stay?

The Chair thanked all for their thoughtful contributions to these big picture topics. These discussions will assist the University in this changing environment, and will help to guide Senate's agendas for the rest of the year.

3.4.2 School of Medicine Review

The School of Medicine was reviewed in 2016 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 extent to which the School is achieving the strategic goals and objectives of *Securing Success 2015-2020* and addressing the *2015 Higher Education Standards Framework (Threshold Standards)* (HESF). The Review Report and Action Plan were attached. Without comment members noted this item, which was held over from the inquorate 9 December 2016 inquorate meeting.

3.5   *TRANSFORMING WESTERN SYDNEY UNIVERSITY*

On Thursday 21 July 2016 the Vice-Chancellor provided an overview of the University's current performance and financial position and key future strategic initiatives. Transforming Western Sydney University (*TWSU*) is a suite of these related strategic initiatives organised into five thematic areas, to enact the *Securing Success* strategies.

An update on this initiative is planned for the next meeting of Academic Senate.

3.6   RESEARCH

3.6.1 Research Week

Research Week celebrated research at Western Sydney University. It provided an opportunity for industry, business, government, staff, students and the community to increase their knowledge of the University's research, facilities and talent. Members were provided with information on the events held during Research Week in October 2016. This item was held over from the inquorate 9 December 2016 meeting.

3.7   LEARNING AND TEACHING

3.7.1 Aboriginal and Torres Strait Islander Education

Aboriginal and Torres Strait Islander Education was the topic for the Vice-Chancellor and Chair of Academic Senate jointly sponsored Forum held on Wednesday, 21 September 2016 at the Parramatta campus. The notes from this Forum had been provided and this item was held over from the inquorate 9 December 2016 meeting.

The Pro Vice-Chancellor (Aboriginal and Torres Strait Islander Leadership) provided context for this item and the outcomes of the Forum discussions, including the following points:

- Acknowledgement of the extraordinary diversity in the University's geographical area, noting this includes the largest population of Aboriginal and Torres Strait Islander people in Australia.

- Acknowledgment that the University is part of the solution in closing the gap for Aboriginal and Torres Strait Islander people: in maintaining the momentum of more Aboriginal and Torres Strait Islander people completing high school education and in University degrees than ever before; influencing research and teaching; and promoting aspirational targets.

- Providing a broader strategy in the portfolios of learning and teaching, integrating strategies such as the Elders on Campus into the curriculum in a meaningful and systematic way.

- Building the capacity and capability of staff. This work has commenced with the new staff induction program; with the development of a module of work which includes a mentor; and links between cultural awareness and capability for promotion.

- Research support for Aboriginal and Torres Strait Islander students, including critical friend circles requires resourcing.

- Development of protocol documents to ensure cultural congruence and dispelling misconceptions.

- Development of a Reconciliation Action Plan after the development of a Strategy Plan and policies.

- Identify where cultural assistance is available and recognising those with language expertise.

Members thanked Professor Jackson-Pulver for her informative and thought-provoking presentation and provided the following comments:

- Members congratulated the University Executive for their focus and work in this area which has been recognised as best practice in the sector by the National Tertiary Education Union.

- Interest was expressed in learning Aboriginal and Torres Strait Islander languages. This was encouraged as a powerful method of connecting with the culture, and online modules were recommended.

- A module in the course for Education students was suggested to provide formalised teaching methods and content in Aboriginal and Torres Strait Islander history and culture.

- Communicating the information discussed to members of other Academic Senate committees, and to the wider University community, to increase awareness and start conversations was suggested.

3.7.2 Digital Innovation and Learning Futures

Digital Innovation and Learning Futures was the topic for the Vice-Chancellor and Chair of Academic Senate jointly sponsored Forum held on Thursday, 10 November 2016 at the Werrington North campus. The notes from this Forum were provided. This item was held over from the inquorate 9 December 2016 meeting.

No matters were raised at the meeting, but there will be a further presentation at a future meeting.

3.8   RED TAPE TASK FORCE

The Red Tape Task Force (RTTF) was established to review a range of administrative tasks required in support of teaching and research programs. This initiative of the Board of Trustees aimed to identify opportunities to free up academic time currently spent on administration, while improving efficiencies and processes.

An update on the current projects will be provided to the next meeting of Academic Senate. Members were invited to raise any related matters or provide comment. No matters were raised at the meeting.

3.9 ACADEMIC SENATE MEMBERSHIP AND THE SELF-REVIEW OF ACADEMIC SENATE

3.9.1 Undergraduate Student Representative

An Expression of Interest process was run in September 2016 to fill an undergraduate student representative casual vacancy on Academic Senate. Senate Executive Committee discussed the candidates at its 10 February 2017 meeting and Ms Janice Yane was named as the successful candidate. Should Janice be unavailable, Tajinder Kumar and Johnny Nguyen were also identified as candidates who could be offered this position.

3.9.2 Self-Review of Academic Senate

A set of appropriate action items, identified from the self-review of Academic Senate undertaken in late 2015, were agreed at the 22 April 2016 meeting of Academic Senate. Senate Executive Committee prioritised some actions for 2016 and agreed priorities for 2017 at its 10 February 2017 meeting. An update on the work completed and priorities for 2017 was provided to members at the meeting. No matters were raised at the meeting.

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.

Policy	Status
Advanced Standing Policy	The revised draft policy was approved by Academic Senate on 21 October 2016 with some minor amendments and has been published. A definition of 'shortened duration masters programs' was added. The Student Experience Office (SEO) will be consulting with Schools regarding an implementation plan.
Articulation Pathways Policy	The 26 October 2016 APAG meeting discussed a proposed new version of the *Articulations Policy* and *Procedures*. This version has been further amended to align with the new Partnerships and Pathways Framework and was discussed at the 16 February meeting of APAG.
Course Design Policy	The Terms of Reference and membership for the Working Party have been agreed noting that this work will be heavily influenced by the *TWSU* curriculum transformation project.
Disruption to Studies Policy (renamed from Special Consideration Policy)	The review of this complex policy has been completed and the new *Disruption to Studies Policy* and associated Guidelines were approved at the 21 October 2016 meeting of Academic Senate. Implementation will involve alignment of some other processes.
External Advisory Committee Procedures	A revised version replacing this policy with procedures was approved by the electronic meeting of Academic Senate conducted in December 2016.
Progression and Unsatisfactory Academic Progress	A revised Policy was provided to the 16 February meeting of APAG for discussion.

Student Feedback on Units and Teaching Survey Policy	Amendments proposed by the SFU/SFT Review Steering Group have been supported and consultation completed. The revised version was discussed at the 16 February meeting of APAG.

Members were invited to submit expressions of interest in contributing to the review of particular academic policies (to Gillian.Brown@westernsydney.edu.au).

3.10.2 Policy Amendments – Replacement of Redundant Position Title

From 1 January 2016, the University removed the position of Academic Registrar, and the position was not directly replaced by another position. Many references to the position had been replaced in University policies as minor amendments under delegation. Other references could not be amended under delegation and needed to be considered and approved by the relevant approval authority.

The provided paper detailed the amendments which were endorsed by Education Committee. Without comment…

It was resolved (AS17:01/04):

That Academic Senate approves the proposed minor amendments to the Academic Records Issuance Policy, Assessment Policy – Criteria and Standards-based Assessment, and the Progression and Unsatisfactory Academic Progress Policy, from the date of publication.

3.10.3 Revised *Student Feedback on Units and Teaching Survey Policy*

In late 2015 a steering group with school representation and chaired by the Deputy Vice-Chancellor and Vice-President (Academic) was formed to propose a single tool to deliver online the Student Feedback on Unit (SFU) and Student Feedback on Teaching (SFT) Surveys. One component of the project was to update the current *Student Feedback on Units and Teaching Survey Policy.*

The provided paper detailed the amendments which were endorsed by Education Committee at the 8 November 2016 meeting. Without comment…

It was resolved (AS17:01/05):

That Academic Senate approves the revised version of the Student Feedback on Units and Teaching Survey Policy.

3.11   AWARDS OF THE UNIVERSITY MEDAL AND POSTHUMOUS AWARDS

3.11.1 Awards of the University Medal

The following student was awarded the University Medal at the December 2016 Graduation ceremonies, as approved by the Chair of Academic Senate, on behalf of the Senate.

- Lana Vien Chi NGUYEN (SID 17490489) Bachelor of Medicine, Bachelor of Surgery (Honours), Honours Class 1

It was resolved (AS17:01/06):

That Academic Senate notes the award of the University Medal, approved by the Chair of Academic Senate, on behalf of the Senate.

3.11.2 Posthumous Award

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

At its meeting in May 2016, the School of Psychology and Social Sciences Academic Committee approved a posthumous award to Mrs Salwa Haydar noting that with advanced standing granted, she had completed 120 of 240 credit points (50%) of the 1665 Bachelor of Community Welfare, which complied with the *Posthumous Awards and Aegrotat Grades Policy*.

Associate Professor Jane Mears provided insight to this student's courage and how the loss of this extraordinary woman is a reminder of a community-wide issue. With members' sympathies and condolences...

It was resolved (AS17:01/07):

That Academic Senate notes the award of the Bachelor degree 1665 Bachelor of Community Welfare posthumously to Mrs Salwa Haydar SID 16784156, under the Posthumous Awards and Aegrotat Grades Policy.

3.12 APPROVAL OF SCHOLARSHIPS

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

McCarthy Brothers Family Scholarship – This scholarship is intended for new or continuing full-time students in any undergraduate or The College award who are currently living and attended high school in the Blacktown/Penrith/Mt Druitt area, and who maintain satisfactory academic progress.

GHD Refugee Scholarship for Women – This scholarship is intended for new or continuing female students in any degree in the School of Computing, Engineering and Mathematics or the School of Business or the School of Social Sciences and Psychology who have been granted a humanitarian visa, preferably in the last five years.

Approval is also sought for the following amendments to existing Scholarships:

Heather Peters Refugee Scholarship – Selection process to include an interview.

Poly (Australia) Construction Management Scholarship – Bachelor of Construction Management to be added to the list of eligible courses.

It was resolved (AS17:01/08):

That Academic Senate approves the following proposed Scholarships:
- McCarthy Brothers Family Scholarship
- GHD Refugee Scholarship for Women

It was resolved (AS17:01/09):

That Academic Senate approves the proposed amendments to the following existing Scholarships:

- Heather Peters Refugee Scholarship
- Poly (Australia) Construction Management Scholarship

4   REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

Items 4.1 – 4.7 provide an overview of the matters dealt with by Senate standing committees.

4.1   SENATE EXECUTIVE COMMITTEE

The Chair of the Senate Executive Committee spoke briefly to the Committee's 2016 Annual Report, noting that this committee normally considers urgent routine matters on behalf of Senate, or more substantial matters after they have been discussed by members of Senate. The Senate Executive Committee also provides guidance to the Chair on Senate's Work Plan and priorities. In 2016 there were far fewer electronic meetings than in previous years to consider urgent course and articulation proposals, reflecting good planning and scheduling of work by the Schools.

Senate revised the membership of this Committee in 2016, with the revised membership including two elected members of Academic Senate, nominated by the Chair of Senate. There will be a call for expressions of interest in joining this Committee soon.

It was resolved (AS17:01/10):

That Academic Senate notes the 2016 Annual Report of the Senate Executive Committee.

That Academic Senate notes the report of the joint electronic meeting conducted from 12 to 15 December 2016.

4.2   RESEARCH COMMITTEE

The Research Committee met on 13 October 2016 and the minutes of this meeting were provided. This matter was held over from the inquorate 9 December 2016 meeting. The Research Committee next met on 14 February 2017. The minutes of this meeting and the 2016 Annual Report will be provided to the next meeting of Academic Senate.

It was resolved (AS17:01/11):

That Academic Senate notes the minutes of the meeting held 13 October 2016 and ratifies the recommendations contained therein.

4.3   RESEARCH STUDIES COMMITTEE

The Research Studies Committee met on 1 November 2016 and conducted an electronic meeting from 1 to 8 December 2016. The minutes of the 1 November meeting and the report of the electronic meeting were provided. This matter was held over from the inquorate 9 December 2016 meeting.

It was agreed to unstar this item and hold over the annual report briefing to the next meeting to allow the Chair of this Committee, an apology for this meeting, to speak to this item.

4.4   EDUCATION and ASSESSMENT COMMITTEES (including Student Engagement and Experience Committee)

The Education Committee met on 8 November 2016 and conducted an electronic meeting from 8 to 13 December 2016. The Assessment Committee met on 7 February 2017. The Student Experience and Engagement Committee (SEEC) met on 30 November 2016 and 1 February 2017. A combined report of the Education Committee and SEEC meeting for 30 November was appended. This matter was held over from the inquorate 9 December 2016 meeting.

The 2016 combined Annual Report and the report from the Assessment Committee meeting held 7 February 2017 and SEEC on 1 February 2017 will be provided to the next meeting of Academic Senate.

The Report of the Education Committee Electronic Meeting conducted from 8 to 13 December 2016 was provided and the Chair of Education Committee, Professor Simon Barrie, introduced item 2.1 in this report on the Review of the SFU/SFT. The members of the seven task groups were congratulated for effectively resolving issues and providing recommendations for the short implementation phase. A review of the data, including identification of any bias, will be completed.

> **It was resolved (AS17:01/12):**
>
> *That Academic Senate notes the combined report of the Education Committee meeting held 8 November 2016 and the Student Experience and Engagement Committee held 30 November 2016 and the report of the electronic meeting of Education Committee conducted from 8 to 13 December 2016.*

4.5   ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

The Chair of the Academic Planning and Courses Approvals Committee (APCAC) was an apology for this meeting and the 2016 Annual Report will be provided to the next meeting of Academic Senate.

The Academic Planning and Courses Approvals Committee (APCAC) met face-to-face on 24 January 2017 and conducted an electronic meeting from 20 to 21 December 2016. The reports of these meetings are appended. A joint electronic meeting with Senate Executive Committee was conducted from 12 to 15 December 2016 (refer item 4.1).

> **It was resolved (AS17:01/13):**
>
> *That Academic Senate notes the reports of the electronic meeting conducted from 20 to 21 December 2016 and the 24 January 2017 meeting of the Academic Planning and Courses Approvals Committee and approves the recommendations contained therein.*

4.6   ACADEMIC APPEALS AND INTEGRITY COMMITTEE

The Chair of the Academic Appeals and Integrity Committee spoke briefly to the Committee's 2016 annual report advising that this committee can hear a very wide range of appeals, and its membership is adjusted accordingly. In addition, for many appeals the Chair has discretion to determine whether the appeal will be held, on the basis of there being grounds to do so under the relevant academic policy.

As part of the Higher Education Standards implementation project a review of the University appeals processes has commenced to ensure appeal provisions are clear and consistent. It is likely that some minor policy amendments will be proposed.

A key concern for this committee is the large number of students who are excluded each year, although the hurdle for exclusion is high and students have already received a large amount of correspondence and advice; appeals are possible, and often successful. APAG has considered a draft policy that proposes a different and more interventionist approach. The key issues identified are linking support and retention strategies within the overall student lifecycle; making use of advances in student analytics; and advocating for resources to take a more interventionist approach. The proposal was due to be sent to the next meeting of Senate Education Committee for consideration.

> **It was resolved (AS17:01/14):**
>
> *That Academic Senate notes the 2016 Annual Report of the Academic Appeals and Integrity Committee.*

4.7   SCHOOL ACADEMIC COMMITTEE REPORTS

The 2016 Annual Reports for the following School Academic Committees were presented:

- School of Humanities and Communication Arts – Professor Peter Hutchings, Dean of the School of Humanities and Communication Arts, spoke to the report. He noted that the Committee is very active and engaged in academic policy development. The main issues considered were around student progression and success. This committee was commended for its curriculum work in core units to address progression issues.

- School of Science and Health – Associate Professor Paul Wormell, who was acting Deputy Dean for the School of Science and Health for the second half of 2016, highlighted the importance of SACs in the implementation of policies and careful consideration of assessment matters.

- School of Education - Professor Michele Simons, Dean of the School of Education, highlighted the two areas of focus on addressing the growing accreditation requirements and post initial training programs for educators. Difficulties and risks regarding the National Literacy and Numeracy Test were discussed and members expressed their appreciation to this committee.

- School of Nursing and Midwifery - Associate Professor Deborah Hatcher, Dean of the School of Nursing and Midwifery, advised that the committee had been strengthened with the addition of the Course Quality Officer and Curriculum Advisors, and noted an area of focus for 2017 for the addition of a stronger student voice on the committee. The compliance and accreditation role of SAC was also acknowledged. This committee was commended for its curriculum work in core units and effective use of its Course Quality Officer.

The Chair commended the work of the School Academic Committees.

> **It was resolved (AS17:01/15):**
>
> *That Academic Senate notes the 2016 Annual Reports of the School of Nursing and Midwifery, School of Science and Health, School of Education and School of Humanities and Communication Arts.*

4.8   THE COLLEGE ACADEMIC COMMITTEE

The College Academic Committee met face to face on 17 November 2016. The minutes of this meeting were provided. This matter was held over from the inquorate 9 December 2016 meeting.

The next scheduled meeting of The College Academic Committee was 9 March 2017.

4.9   BOARD OF TRUSTEES

The Board of Trustees met on 7 December 2016.

The next meeting of the Board of Trustees is scheduled for 22 February 2017. Summaries of Board of Trustees meetings, and minutes of Board of Trustees meetings, are available on the web-site at: http://www.uws.edu.au/boardoftrustees.

5   FOR INFORMATION

5.1   ACADEMIC PROMOTIONS PROCESS REPORT

A report prepared by the Office of Human Resources on the 2016 promotion process for academic staff was provided to members.

6   NEXT MEETING

The next Academic Senate meeting is arranged for Friday 21 April. This meeting will be held in the Board Room, Building AD, Werrington North campus.

The Academic Senate meeting dates for 2017 are as follow:
- Friday 23 June – Board Room, Building AD, Werrington North campus
- Friday 18 August – Board Room, Building AD, Werrington North campus
- Friday 20 October – Board Room, Building AD, Werrington North campus
- Friday 8 December – To be Advised

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