

WESTERN SYDNEY UNIVERSITY



ACADEMIC SENATE

Confirmed Minutes of Meeting 21/04 of the Academic Senate of Western Sydney University held on Friday 13 August 2021 at 9.30AM via Zoom.

Present:

Professor Alpha Possamai-Inesedy (**Chair**)
Associate Professor Kate Huppatz (**Deputy Chair**)
Professor Janice Aldrich-Wright (*arrived at 9.33AM*)
Professor Simon Barrie
Professor Simon Bedford
Professor Suzan Burton
Professor Anna Cody
Associate Professor Liza Cubeddu
Dr Maggie Davidson
Lizette DeLacy
Professor Kevin Dunn
Professor Barney Glover (Vice-Chancellor) (*departed at 11.04AM*)
Associate Professor Simon Green
Hollie Hammond (Undergraduate student) (*departed at 11.15AM*)
Associate Professor Mary Hardie
Professor Deborah Hatcher
Distinguished Professor Annemarie Hennessy (*arrived at 11.37AM*)
Associate Professor Ana Hol
Professor Heather Horst
Dr Peter Humphreys
Leanne Hunt
Professor Mike Kagioglou
Professor Gregory Kolt
Dr Ranjith Liyanapathirana
Dr Samantha Liyanapathirana
Pete Maggs
Professor Amir Mahmood
Dr Kenan Matawie
Professor Matt McGuire
Professor Eileen McLaughlin (*arrived at 9.56AM*)
Professor Tanya Meade
Bakar Mohamad (Undergraduate student)
Dr Nicolene Murdoch
Professor Andrew Page (*arrived at 9.44AM*)
Associate Professor Christopher Peterson
Professor Clare Pollock
Professor Adam Possamai
Dr Margarite Poulos (*departed at 11.24AM*)
Professor Catherine Renshaw
Dr Ludmilla (Lucy) Robinson
Dr Ana Rodas
Professor Yenna Salamonson
Dr Annette Sartor

Professor Michele Simons
Associate Professor Karen Soldatic (*arrived at 9.38AM, departed at 11.50AM*)
Professor Brian Stout
Professor Deborah Sweeney
Dr Caterina Tannous (*arrived at 9.38AM*)
Professor Zhong Tao (*departed at 10.35AM*)
Associate Professor Linda Taylor
Dr Steven Trankle (*departed at 9.49AM, re-joined at 9.53AM*)
Professor Michelle Trudgett
Associate Professor Michael Tyler (*arrived at 9.32AM*)
Khandakar Farid Uddin (HDR student)
Associate Professor Jacqueline Ullman

Apologies:

Professor Matthias Boer
Matija Burrett (Student representing disability matters)
Dr Martin Daly
Khulan Khurelbaatar (International student)
Dr Robert Osei-Kyei
Elif Sakiz (Postgraduate student)
Professor Simeon Simoff
Professor Kate Stevens

Absent:

Michael Burgess
Jessie Robinson (ATSI student)

In attendance

Angela MacDonald, Senior Governance Officer, Office of Governance Services (**Secretary**)
Maret Brennan, Senior Governance Officer, Office of Governance Services
Sophie Buck, Director, Office of Governance Services
Professor Phillip Dawson, Deakin University
Shubha Devadasen, Associate Director, Office of Governance Services
Natasha Ferrer, Vice President Undergraduate Member, SRC
Professor Andrew Francis, Deputy Dean (Computer, Data and Mathematical Sciences)
Dr Tim Griffin, Deputy Dean School of Psychology and Director Sydney City Campus
Jo Maguire, Manager, Policy & Governance and Privacy Officer, Office of Governance Services
Dr Andy Marks, Assistant Vice-Chancellor, Strategy & Projects and CEO NUW Alliance
Allyson McDonald, Executive Governance Officer, Office of Governance Services
Jen McPherson, Senior Lecturer Learning Futures
Professor Susan Page, Director of Indigenous Learning and Teaching
Natalia Vukulova, Graduate Member, Board of Trustees

CONFIRMED MINUTES

1 PROCEDURAL MATTERS

☆ 1.1 INTRODUCTION, WELCOME, AND APOLOGIES

The Chair of Academic Senate, Professor Alpha Possamai-Inesedy, chaired the meeting. The Chair invited Professor Michelle Trudgett, Pro Vice-Chancellor Aboriginal and Torres Strait Islander Education, Strategy and Consultation to open the meeting by acknowledging the Traditional Custodians. Professor Trudgett extended the welcome to Professor Susan Page, Director of Indigenous Learning and Teaching, in attendance at today's meeting of Senate.

Professor Trudgett noted to members a prior email to all staff on 13 July from Professor Clare Pollock, Senior Deputy Vice-Chancellor. The purpose of the email was to further awareness of traditional place names, Professor Trudgett extended thanks to staff that had quickly adopted traditional place names in their correspondence and email signatures.

The Chair welcomed all members and attendees, with a specific mention to:

- Professor Phillip Dawson, Associate Director, Centre for Research in Assessment and Digital Learning, Deakin University – in attendance to speak to *Item 3.4 Academic Integrity and Contract Cheating*.
- Dr Andy Marks, Assistant Vice-Chancellor, Strategy and Projects and Chief Executive Officer of the NUW Alliance – in attendance to speak to *Item 3.5 NUW Alliance*.
- Dr Tim Griffin, Deputy Dean School of Psychology and Director Sydney City Campus – in attendance to speak to *Item 3.7.2 A Survey of Group Assessment Tasks*.
- Professor Andrew Francis, Deputy Dean, School of Computer, Data and Mathematical Sciences.
- Professor Susan Page, Director of Indigenous Learning and Teaching.
- Ms Naomi Hastings, Postgraduate Student Member, Board of Trustees.
- Ms Natalia Vukulova, Graduate Member, Board of Trustees.
- Dr Jen McPherson, Senior Lecturer Learning Futures.
- Ms Natasha Ferrer Vice President Undergraduate Member, SRC.
- Ms Maret Brennan, Senior Governance Officer, Office of Governance Services.

Farewell to Senate members Pete Maggs, Director of Library Services and Professor Eileen McLaughlin, Dean of School of Science.

Changes to Academic Senate student representation include; Ms Elif Sakiz, Postgraduate Student Member has resigned, Ms Khulan Khurelbaatar, International Student Member is on leave. Vacancies for student members will be filled when ballots open later this year for the 2022 commencing terms.

[Associate Professor Michael Tyler, arrived at 9.32AM]
[Professor Janice Aldrich-Wright, arrived at 9.33AM]
[Associate Professor Karen Soldatic, arrived at 9.38AM]
[Dr Caterina Tannous, arrived at 9.38AM]

☆ 1.2 DECLARATIONS OF INTEREST

No declarations of interest were reported.

☆ 1.3 STARRING OF ITEMS

Apart from procedural items, items already starred on the agenda were:

- 3.1 Report from the Chair
- 3.2 Report from the Vice-Chancellor
- 3.3 Student Report
- 3.4 Academic Integrity and Contract Cheating
- 3.5 NUW Alliance
- 3.7.1 Lecture Recordings
- 3.7.2 A Survey of Group Assessment Tasks
- 3.8.2 Graduation Policy

- 3.8.3 Examinations Policy, Examinations Procedures, Deferred Exam Procedures
- 3.8.4 SMS Implementation Revised Policies
- 3.8.5 Policy Variations in Response to Covid-19 - Capping Placement Unit Attempts

The following item was additionally starred:

- 4.3 Research Studies Committee

It was resolved (AS 21/04:01):

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 remained unchanged.

☆ **1.5 OTHER BUSINESS**

No other business was raised.

☆ **1.6 MINUTES OF THE PREVIOUS MEETING**

The unconfirmed minutes of the Academic Senate meeting held on Friday 18 June 2021 (Meeting 21/03) were confirmed without amendment.

It was resolved (AS 21/04:02):

That Academic Senate confirms the minutes of the Senate meeting held on Friday 18 June 2021 (Meeting 21/03), 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

There was no business arising for consideration.

[Dr Steven Trankle, departed at 9.49AM, re-joined at 9.53AM]

3 GENERAL BUSINESS

☆ **3.1 REPORT FROM THE CHAIR**

A written report from the Chair covering activities undertaken on behalf of the Senate since 18 June had been circulated, the Chair's report to the 9 June meeting of the Board of Trustees was appended to the Chair's report. The Chair provided an update on recent developments.

The Chair extended thanks to the Vice-Chancellor, University Executive, in particular Distinguished Professor Annemarie Hennessey for the continued support and advice provided via the numerous all staff webinars.

The Chair noted the recent meetings of Senate Executive, the committee ratified approvals to variations to policy clauses, reinforcing the importance of the University's GPA Neutral Scheme. Further variations have been tabled for consideration at this meeting. It is important to note, extensions to the GPA Neutral Scheme need to be communicated broadly for awareness, not only with students, but within Schools and Third Party Providers.

The Chair invited the respective Chairs of the standing committees of Senate to provide a brief update:

Academic Planning and Courses Approvals Committee (APCAC)

Chair of APCAC, Professor Simon Barrie, Deputy Vice-Chancellor and Vice-President (Academic), provided the following highlights from recent APCAC meetings:

- A high volume of new course proposals, new pathways and new Third Party Provider arrangements have been endorsed.
- Discussions continue on external collaborations around the Multiversity.
- Ten new transdisciplinary 21C minors have been well received, with ongoing work occurring with Curriculum Champions. A showcasing of the new minors will be via upcoming staff webinars. The first webinar is planned for 26 August 2021, between 2-3.30PM.
- Quarterly 21C updates continue to APCAC, these reports may be accessed via the School representatives on the committee membership.
- Looking at the CRICOS registration process under the newly assigned accountability of the DVC(A) portfolio.
- Ongoing work on CDA implementation processes aligning with the new SMS.

Research Studies Committee (RSC)

Chair of RSC, Professor Adam Possamai Dean of the Graduate Research School, provided the following highlights from recent RSC meetings:

- The new Doctorate policy will soon be submitted to the Senate Policy Committee.
- A carer bursary has been created to help HDR candidates with carer responsibilities during the pandemic. The first round is complete with a second round planned for later this year.
- Revisions have been made to the process for connecting and supporting offshore students and ensuring research and theses work continues.
- The Library provided a presentation on quality and copyright issues relating to PhD publications, the presentation assisted in revisions to the Doctorate Policy.
- Endorsed the 2021 Scholarship metric for rankings.
- Training resources have been developed for Supervisors, soon to be circulated.
- New ways to implement the SMS are continuing with the Associate Deans and HDR Director.
- Guidelines have been created for students if their research has been impacted by the pandemic.
- The next focus for the RSC will be a list of recommendations to help HDR candidates, thanks were extended to Ms Emma Taylor and the Mental Health and Wellbeing team.
- For reference, the Three Minute Thesis (3MT) competition final is on 25 August 2021.

Research Committee (RC)

Chair of RC, Professor Deborah Sweeney, Deputy Vice-Chancellor and Vice President (Research, Enterprise and International), provided the following highlights from recent RSC meetings:

- The RC has formed a sub-group looking to develop exemplars on how values can be reflected in research activities. Professor Sweeney thanked members of the

sub-group; Professor Ben Smith, Associate Professor Karen Soldatic, Professor Hannah Dahlen, and Professor Robert Mailhammer. Thanks were also extended to Professor Alphia Possamai-Inesedy and Professor Brian Stout for their support.

- The Research Enterprise and International strategy is in its final stage, with work on the objectives and priorities for the division and how they link to the nine enablers. Professor Sweeney wished to acknowledge the work of Dr Annette McLaren on this.

To conclude, the Chair reminded members following the last meeting of Senate, an orientation session took place on academic governance. A very productive session with several actions stemming from the session to be taken onboard.

The Chair thanked the respective Chairs of the Standing Committees of Academic Senate for their updates.

Noted.

*[Professor Andrew Page, arrived at 9.44AM]
[Professor Eileen McLaughlin, arrived at 9.56AM]*

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

Prior to opening comments on the Report, the Vice-Chancellor shared an announcement with members and attendees, warmly congratulating Professor Michelle Trudgett on her appointment to Deputy Vice-Chancellor (Indigenous Leadership). The appointment will be formally communicated in the coming days.

The Vice-Chancellor indicated the Report would be taken as read and provided highlights from recent events.

The Chancellor joined the panel at the recent all staff webinar, and provided a unique perspective on many aspects including his chairing roles in the NSW Educational Standards Authority and Aged Care, and work relating to refugee and asylum seeker resettlement in NSW.

The Chancellor and Vice-Chancellor acknowledged the challenges of home schooling for many Western staff, encouraging members to engage with the recent support resources provided by the School of Education. It is expected that the current working arrangements and impacts to schooling will be in place to at least the end of September.

As Chair of the NSW Vice-Chancellor Committee, the Vice-Chancellor indicated institutions acknowledge that a majority of their staffing profile is from Western Sydney and hot-spot locations, thus requiring a considered approach to a phased return to work.

In relation to vaccinations, Leaders need to continue to encourage this, the pathway to normality is through vaccinations with data to support this. A Pulse survey will soon be released to staff on vaccination status, participants can remain anonymous, this data is needed to understand the extent to which our policies and procedures will be affected. Conversations will continue on mandated vaccinations. No decision has been made on this area, survey data received will inform future decisions. Access to adequate vaccine supply also plays a role in this. Also discussed at the NSW Vice-Chancellors committee meeting was boosting manufacturing and research capabilities of ribonucleic acid vaccines (RNAs).

Lastly, the Vice-Chancellor reinforced the importance of cyber security awareness, with risks at their highest level, and increased vulnerabilities while working from home. Encouragement continues to all staff to complete the mandatory training modules available via MyCareer Online. In preparation for the University's new SMS, training modules are also to be completed by all staff. Virtual campus visits are underway, with approximately 500 staff having 'attended' to date.

Member feedback included:

- It was suggested WSU subject teaching could be more active in the provision of vaccine information, this would appease the concerns and mistrust around the varied information in the community. The Vice-Chancellor agreed this was a great idea, and will raise at the next Covid Taskforce meeting. The University is also working on promoting vaccine awareness in multi-lingual formats.
- Further detail was requested on the *Gender Equity and Strategy Plan (2021-2026)*. The strategy is well supported by the Board of Trustees. For noting, Western is recognised in the top 10 in the World in the UN Sustainable Development Goals in gender equality. The strategy has targets within with a comprehensive action plan, the Work of Michelle Falconer and team has played an important role in this. Also to note, the VC Gender Equity committee (Chaired by the Vice-Chancellor) is to broaden the funds available for specific projects, including in the STEM space.
- Additional commentary on providing vaccine information was received from members, with acknowledgment given to a low click rate in student emails. Suggestions raised included increased messaging in vUWS and Zoom. Professor Clare Pollock, Senior Deputy Vice-Chancellor welcomed new ideas on how to better communicate to staff and students. The Vice Chancellor added information from Dr Kerry Chant, Chief Health Officer, NSW Health, will soon be shared more broadly with across the University community.
- With regard to the staff pulse surveys capturing information on Covid impacts, careful monitoring was requested on the Level A, B and C academic data. Concerns are ongoing on workload, mental health and wellbeing of this staffing cohort. In response, Professor Pollock stated resources are being disseminated on a needs basis to support additional staff and workload needs.

The Chair thanked the Vice-Chancellor for the update provided and encouraged members to come forward with ideas on improving the scope of vaccine awareness with staff and students.

Noted.

[Professor Zhong Tao, departed at 10.35AM]

☆ 3.3 STUDENT REPORT

A report compiled by the student representatives of Senate is provided at each meeting of Senate. A report was provided from the Higher Degree Research (HDR) and Undergraduate Student Representatives on Senate.

The report compiled on behalf of undergraduate students provided several recommendations and areas of concern:

- A different approach was suggested to communicate policy changes. Rather than policy changes appearing in combined broadcast emails, it was suggested these changes be communicated in a dedicated email solely on changes to policy and impacts to students.
- Student reports were recommended to be a standing item in School Academic Committee agendas.

- Instances of changes occurring to tutorial registration in Allocate+ without notification to the student.
- A deeper understanding of the Student Services and Amenities Fee (SSAF), with a suggestion of workshops provided to student representatives, so they may better inform their peers on the decision-making process.

In response to concerns on Allocate+ notifications, the Chair invited Ms Lizette DeLacy, Director, Data Integrity, Quality and Operations to provide feedback. Ms DeLacy stated there has been a process whereby manual allocations are being managed by staff, with notifications set to follow when changes are made. If changes are being made without notification, this feedback needs to be directed to the Student Services Hub or School Unit Coordinators. All efforts are being made to accommodate reasonable timeframes for students offshore and in other time zones, the Western Success team is connecting with these students to ensure there is fairness in scheduling. For issues such as these, students should always liaise with their school in the first instance.

In relation to the report compiled on behalf of HDR students, Professor Possamai, Dean of the Graduate Research School was invited to provide a response. A number of initiatives are planned as outlined in the earlier Research Committee update during the Chair's Report. These include, the development of guidelines to assist with mental health and wellbeing, how to assist students to balance their caring responsibilities, and workshops planned to support and create cohesion amongst the HDR community.

Action items:

Updates to be provided to the 15 October Senate meeting on the following issues and recommendations:

- Communicating policy changes in a dedicated email, including impacts to students.
- Student reports to be a standing item in School Academic Committee agendas.
- The provision of workshops for student committee representatives on the SSAF process and decision-making.

Noted.

☆ **3.4 ACADEMIC INTEGRITY AND CONTRACT CHEATING**

Professor Phillip Dawson, Associate Director, Centre for Research in Assessment and Digital Learning, Deakin University provided a presentation titled *Assessment Security and Online Learning: Advice for Academic Leaders*.

Professor Dawson's presentation was designed around three key factors:

1. Cheating methods are rapidly changing,
2. A need for a balance between academic integrity and assessment security, and
3. Broader institutional strategic interventions are required.

Cheating that uses or is enabled by digital technology is referred to as e-cheating. This includes; contract cheating, using specialist technology devices, hacking, and usage of 'study' sites such as Chegg. It can also be also prevalent between friends and family sharing material.

An extract from Professor Dawson's outlines the difference and accessibility of e-cheating as follows:

- It does not require any cleverness or hard work on the part of students.

- It can be packaged up and shared freely.
- It can be bought with a credit card.
- It can be anonymous.
- It is pushed to students by social media and online advertisements.
- Is usually rates higher on web searches than legitimate help.
- It evolves at the pace of technology.
- It is never more than a web search away.

There needs to be a balance of academic integrity and assessment security. Assessment security includes making cheating more difficult via assessment design and the increased ability to detect and prevent cheating attempts.

Professor Dawson likened the approach to swiss cheese; each intervention (layer) has imperfections (holes), multiple layers improve success. The intervention (layers) were labelled as environment, engineering, education and enforcement. Approaches include:

- Countering the persuasion put forward by cheating purveyors with education campaigns.
- Site blocks with referral to support.
- De-platforming cheating.
- Improving detection rates through training, staffing and technology.
- Amnesties - asking students to come forward.

Professor Dawson's closing slide noted the following:

- Assessment security needs to function at the level of the award/program/degree.
- Program teams need to map out where the key summative moments are and secure those.
- Promote academic integrity in other tasks.
- The alternatives; ignoring cheating, leaving it up to those educators who care, or securing everything – this comes with significant problems.

The Chair thanked Professor Dawson for his presentation and provided members with the opportunity to ask questions.

Questions from members included how to best manage the contract cheating challenges, such as the current threat of targeted blackmail. Professor Dawson agreed this was an increasing issue, and noted that UNSW were taking the approach of 'courageous conversations' and assisting their students to go to the Police.

Feedback was sought from Professor Dawson on deliberate material posted by academics on Reddit with the intention of catching cheating. Wrong answers are posted assuming that it will be picked up by students and subsequently the cheating can be linked to the student. This 'honey pot' style was not endorsed and seen as unfairly baiting students.

In closing remarks, Western is currently looking at approaches to initiate awareness pop-ups and blocks to prevent access to sites. It was noted the 'amnesty' approach is receiving pushback across the sector with regulatory concerns. In conclusion, it was agreed addressing contract cheating it is not just an institutional approach, but requires a whole of sector approach.

For information:

- Professor Dawson's presentation was recorded, the file will be shared with members and the broader university community.
- Academic Integrity Week will be held at Western between 16-22 August 2021.

Noted.

*[The Vice-Chancellor, departed at 11.04AM]
[Hollie Hammond (Undergraduate student) departed at 11.15AM]*

☆ 3.5 **NUW ALLIANCE**

Dr Andy Marks, Assistant Vice-Chancellor, Strategy and Projects and Chief Executive Officer of the NUW Alliance provided a presentation on the NUW Alliance. The NUW Alliance is a strategic grouping of the University of Newcastle, UNSW Sydney, the University of Wollongong and Western Sydney University. The objective of the alliance is to explore, develop and deliver collaborative opportunities where the benefits are greater than the sum of each University working separately. Combined institutional figures cover 194,000 students, 14,500 staff, 37 major sites, over \$5.5b annual turnover and \$850m in research funding.

The multiversity (including TAFE NSW), will deliver a new approach to education, research and training, centred in the western Sydney Aerotropolis and Western Parkland City. To deliver STEM based education with a focus on women and diversity. At present 100 enrolments have been secured, with a high number of female applicants.

The University of Technology Sydney (UTS) and Western have secured a commitment to collaborate and attract partnerships at the airport via the Advanced Manufacturing Research Facility (AMRF). The facility is State Government funded with WSU funding staffing, the project has a longer term vision of 5-7 years.

Other projects include the 'NSW Decarbonisation Hub', '4x1 Engineering PGM' an experimental and experiential programs whereby the student spends one-year at each institution, 'Tedi-London' complementary to our 21C programs, and 'Bilaterals' with UNSW and University of Wollongong (UOW).

Member feedback included the question of whether this was perceived as a step towards state-based universities such as those models in America. In response, Dr Marks stated connections did pre-exist between several of the institutions (such as UOW and UNSW). The intentions of the NUW Alliance are to allow for closer collaborations and thus providing more opportunities for students. Apart from a STEM focus, there will be a focus on Humanities, Arts and Asocial Sciences (HASS), social and equity-based issues.

For information, Dr Marks' presentation file will be shared with members post-meeting.

Noted.

*[Dr Margarite Poulos, departed at 11.24AM]
[Distinguished Professor Annemarie Hennessy, arrived at 11.37AM]*

3.6 QUESTIONS ON NOTICE

Questions on Notice are a tool that academics from across the University can use to engage with Senate. Questions must be sent to the Chair and the Secretary at least two weeks prior to Senate and must fit within the scope of the [Terms of Reference](#) of Senate. All questions that fit this criterion will be answered, it is up to the discretion of the Chair if questions will be tabled at Senate.

No Questions on Notice were tabled at this meeting.

3.7 HOT TOPICS

In response to the Senate Review Report recommendations, Senate members have the opportunity to submit a 'Hot Topic' for discussion prior to each meeting of Senate.

☆ 3.7.1 LECTURE RECORDINGS

The purpose of this item was to allow Senate member discussion on recordings, specifically tutorials. Professor Simon Bedford, Pro Vice-Chancellor (Learning Futures) introduced the item.

Previously there were challenges in recording large lectures and acquiring good quality audio visual files. Now with a change to hybrid online approaches, Zoom and Blackboard Collaborate are commonly used. There has also been an increase in professional development sessions to assist with new technologies.

It is agreed our policies and procedures have not adapted to support new technologies, while adequately addressing privacy concerns. Member feedback centred on engagement. When cameras are turned off, fostering interactions has been more difficult. A suggestion was raised for investigation into whether the student's camera function could only be visible to the Tutor, rather than the entire class.

For information

Professor Bedford's presentation slide will be shared with members post-meeting.

Action items:

- Senate School and Institute representatives to gain feedback via their school committees and report to the next meeting of Senate.
Reports to be provided to the Committee Secretary by 1 October, to allow for tabling at the 15 October meeting of Academic Senate.
- Investigation into whether the student's camera function on Zoom / Blackboard Collaborate could only be visible to the Tutor, rather than the entire class.

☆ 3.7.2 A SURVEY OF GROUP ASSESSMENT TASKS

Following a prior Student Report submission to Senate, the attached paper was a related outcome to the Report. The purpose of the appended paper was to notify Senate Members of the review, survey and analysis work conducted on group assessment tasks by the Alternative Assessment Working Party (AAWP).

Dr Tim Griffin, Deputy Dean School of Psychology and Director Sydney City Campus briefed Senate members. The move to online learning has resulted in more complexities in group work being equally assessed.

As a result of the report, it was recommended that the AAWP undertake further analysis of CAMS and SFU data, collate and share examples of good practice from high-scoring units with assessed group tasks, review learning outcomes for units with assessed group tasks, and promote strategies for increasing the use of well-designed group assessment tasks where appropriate. Prior to reaching Senate, the report has undergone consultation via a number of committees.

The Chair responded providing written feedback on behalf of the undergraduate student representative. The qualitative analysis of group work had been well received by the student body, there had also been positive feedback on forming groups aligned with students needs and academic goals, rather than random formations. Lastly it should be noted that students with Academic Integration Plans (AIPs) had experienced some complications with their AIPs being implemented for group work assessments and hoped that might be considered in future work.

General member feedback included experiences that group work had in fact become more efficient with an increased use of app technologies and chat groups. This could be seen as an opportunity to look at improvements that can be made to group work processes and assessments. Sometimes the weighting is not consistent or comparative to the tasks, and there is an assumption that students know what to do and how to work in such settings, noting resources are available in the Library to assist students.

The Chair thanked Dr Griffin, Dr McPherson and Dr Clark for the report submission.

Noted.

[Associate Professor Karen Soldatic, departed at 11.50AM]

3.8 POLICY REVIEW

3.8.1 POLICY REVIEW UPDATE

The purpose of this item was to notify Senate of the proposed policies to be prioritised for 2021 for consideration and progress by the Academic Senate Policy Committee. The document was provided as a late paper.

Noted.

☆ 3.8.2 GRADUATION POLICY

The purpose of this paper was to seek the approval of Senate for the revised *Graduation Policy*, the packaged documents were provided as a late paper.

The Chair invited Ms DeLacy to brief members on the changes proposed. Changes address the following; eligibility for the Dean's Medal and Dean's Merit List, in absentia graduands noting virtual ceremonies, and equity issues around Student Misconduct sanctions.

No feedback was received from members, the proposal was approved without amendment.

It was resolved (AS 21/04:03):

It is recommended that the Academic Senate approves the revised and Graduation Policy from the date of approval.

☆ **3.8.3 EXAMINATIONS POLICY, EXAMINATIONS PROCEDURES, DEFERRED EXAM PROCEDURES**

The purpose of this was is to seek the approval of Senate for the revised *Examinations Policy, Examinations Procedures and Deferred Exam Procedures*, which include changes to reflect online exams and the new Student Management System (SMS). The packaged documents were provided as a late paper.

For the information of members, Ms DeLacy added there was a previous document titled 'Online Examination Guidelines' in the Associated Information section of the Policy DDS, this document has been made redundant, following an increase in resources and guidelines now provided by the Learning Futures team.

No feedback was received from members, the proposal was approved without amendment.

It was resolved (AS 21/04:04):

It is recommended that the Academic Senate approves the revised Examinations Policy, Examinations Procedures and Deferred Exam Procedures from the date of approval, noting that the documents will be published on 6 October 2021 to coincide with the launch of the new Student Management System.

☆ **3.8.4 SMS IMPLEMENTATION REVISED POLICIES**

The purpose of this paper was to seek the approval of Senate for the revised Credit for Prior Learning Policy (previously titled Advanced Standing Policy), Program Transfer Policy (previously titled Course Transfer Policy), which include amendments due to the new Student Management System (SMS), and the revised Enrolment Policy, which includes changes related to the new SMS, Home Campus Rule and pre/co-requisites. The packaged documents were provided as a late paper.

Member feedback was received on the status of a set of guidelines discussed at a previous Senate meeting, the guidelines were recommended to be created to provide consistency in assessing prior learning. In response the Chair outlined the document is still planned to be available, when ready it will accompany the policy in the 'Associated Information' section within the Policy DDS.

No feedback was received from members, the proposal was approved without amendment.

It was resolved (AS 21/04:05):

It is recommended that the Academic Senate approves the revised and retitled Credit for Prior Learning Policy, revised and retitled Program Transfer Policy and revised Enrolment Policy from the date of approval, noting that the documents will be published on 6 October 2021 to coincide with the launch of the new Student Management System.

☆ 3.8.5 POLICY VARIATIONS IN RESPONSE TO COVID-19 – CAPPING PLACEMENT UNIT ATTEMPTS

The purpose of this paper was to seek Senate's ratification on the *Policy Suspension or Variation Instrument*, affecting clause 30 of the *Progression and Unsatisfactory Academic Progress Policy*. The variation will incorporate capping placement units at three attempts including the attempt that results in a Withdrawal Without Academic Penalty.

The Chair brief members on the proposed changes, in recognition of the GPA Neutral Scheme and the impacts of Covid-19 to students. The capping of attempts on placement units is also intended to address fitness for practice issues.

No feedback was received from members, the proposal was approved without amendment.

It was resolved (AS 21/04:06):

That Academic Senate Executive Committee approves the amendment to the Policy Suspension or Variation Instrument, affecting the Progression and Unsatisfactory Academic Progress Policy, Clause 30.

3.9 POSTHUMOUS AWARDS

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

There were no posthumous awards for noting at this meeting.

3.10 APPROVAL OF SCHOLARSHIPS

3.10.1 Donor Funded Scholarships

Academic Senate was requested to consider the proposal for two new donor funded scholarships, prepared by the Office of Advancement:

- FPA Women in Finance and Economics Scholarship – Masters
- FPA Women in Finance and Economics Scholarship – Graduate Diploma
- Australia Chinese Medical Association Charitable Trust Scholarship

It was resolved (AS 21/04:07):

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

- *FPA Women in Finance and Economics Scholarship – Masters*
- *FPA Women in Finance and Economics Scholarship – Graduate Diploma*
- *Australia Chinese Medical Association Charitable Trust Scholarship*

3.11 AWARDS OF THE UNIVERSITY MEDAL

There were no University Medals for noting at this meeting.

3.12 CONFERRAL OF GRADUANDS

There were no awards conferred to graduands by the Chair of Academic Senate since the last meeting.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

Items 4.1 – 4.9 provide an overview of the matters dealt with by Senate standing committees.

4.1 SENATE EXECUTIVE COMMITTEE

Senate Executive Committee conducted electronic meetings commencing on Monday 7 June (eMeeting 21/07), Tuesday 13 July 2021 (eMeeting 21/08), and Wednesday 21 July (eMeeting 21/09). The reports had been circulated for noting.

4.2 RESEARCH COMMITTEE

The Research Committee met on Wednesday 30 June 2021, the minutes had been circulated for noting.

☆ 4.3 RESEARCH STUDIES COMMITTEE

The Research Studies Committee met on Tuesday 15 June and Tuesday 13 July 2021, the de-identified minutes had been circulated for noting.

The item was requested to be starred to suggest a different approach to redactions within the Candidature Matters section of the Minutes. It was suggested redactions should not be applied to the 'Option' outcome within the resolution, for greater transparency. Redactions would be continued to be applied to protect student and examiner details. This was agreed to be a reasonable request and would be communicated to the committee secretary.

4.4 SENATE EDUCATION COMMITTEE

Senate Education Committee met on Thursday 17 June 2021, the minutes had been circulated for noting.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

The Academic Planning and Courses Approvals Committee (APCAC) met on 6 July (meeting 21/07) and 3 August 2021 (meeting 21/08), and 6-9 August (eMeeting 21/03). The reports had been circulated for noting.

It was resolved (AS 21/04:08):

That Academic Senate notes the reports of the Academic Planning and Courses Approvals Committee meeting held on 6 July (meeting 21/07), 3 August 2021 (meeting 21/08), 6-9 August (eMeeting 21/03), and approves the recommendations contained therein.

4.6 SENATE ASSESSMENT COMMITTEE

The Senate Assessment Committee met on Friday 4 June 2021 (meeting 21/03) and Tuesday 27 July (meeting 21/04), the minutes of these meetings had been circulated for noting. Minutes for 27 July meeting will be provided to the next meeting of Senate.

4.7 THE COLLEGE ACADEMIC PATHWAY PROGRAM COMMITTEE

The College Academic Pathway Program Committee met on 24 June (WSTC21/05), the minutes had been circulated for noting.

4.8 ACADEMIC SENATE POLICY COMMITTEE

The Academic Senate Policy Committee (ASPC) met on Wednesday 30 June 2021 (meeting 21/04), the minutes had been circulated for noting.

4.9 THIRD PARTY PROVIDER COMMITTEE

The Third Party Provider Committee met on Tuesday 3 August (meeting 21/03), the minutes had been circulated for noting.

4.10 BOARD OF TRUSTEES

The next meeting of the Board of Trustees is scheduled for 4 August 2021. 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

5 FOR INFORMATION

The meeting formally closed at 12:14PM.

6 NEXT MEETING

The next Academic Senate meeting is scheduled for Friday 15 October 2021. Remaining meeting dates for 2021 are as follows:

- 15 October
- 10 December.

For information, meeting dates for 2022 are as follows:

- 25 February
- 15 April
- 17 June
- 12 August
- 14 October
- 9 December

Meetings commence at 9.30AM and conclude by 12.30PM.