

# ACADEMIC BOARD (AB) Minutes of Meeting



**Date:** 19 June 2018  
**Time:** 10am to 12 noon  
**Venue:** Council Chamber, Chancellery

**PRESENT:** Mr G Forsyth (A/President, Academic Board, presiding Chair)  
Professor M McLaws (Deputy President, Academic Board)  
Professor I Jacobs (Vice-Chancellor)  
Scientia Professor V Sahajwalla  
Professors D Blackman, R Buckland, L Chappell, M Crossley, A Deletic,  
S Dodds, D Fabian, N Fisk, M Frater, R Harindranath, E Johnston, L Jorm,  
P Munroe, A Steel, M Uncles and ST Waller  
Associate Professor R Bolt  
Drs L Crommelin, G Edwards, A Kayis-Kumar and D Moreau  
Mr E Bartolo, Mr J Fox and Mr B Jones

**IN ATTENDANCE:** Mr J Fitzgibbon, Ms K George, Ms S Kinch, Mr H Macdonald, Ms S Mohamed, Mr R Nelms, Ms S Nitchell and Ms M Pavelkova

Professor E Baldry and Dr A Jardine (were present for item 10.1)

**SECRETARY:** Mr Mark Smith (Deputy Director of Governance)

*For convenience, items were taken out of agenda order.*

## A PROCEDURAL MATTERS

### 1. Apologies and leave of absence

Apologies were received from Scientia Professors J Roberts and G Williams AO, Professors H Abbass, A Cossins, G Crisp, R Harley, M Hoffman, H Lochhead, M Loosemore, R Phillips, L Poole-Warren, E Scheer and C Styles, A/Professors D Cohen, K Lai, P Martens and N Tedla, Drs C Benson, K Moline, D Schlagwein and S Sharpe, Ms R Abeyratne, Ms S Azad, Mr A Cain-Grey, Mr S Dhouchak, Mr D Lloyd, Mr C Poulton, Mr A Sagotra, Ms M San Roque, Mr Z Solomon and Ms S Zhou.

### 2. Minutes of the previous meeting held on 8 May 2018

#### RESOLVED

The Board confirmed the minutes of the meeting held on 8 May 2018 as an accurate record and authorised the Chair to sign them.

### 3. Matters arising, and business carried forward

There were no matters arising.

### 4. Starring of items and adoption of unstarred items

#### RESOLVED

The Board starred agenda items 6, 7, 8, 10, 17.1, 18.1, 18.2.1 and 19.1 for discussion and adopted all unstarred items.

### 5. Confirmation of confidential items

The Board confirmed that the agenda did not contain confidential agenda items.

## **B PRESIDENT'S BUSINESS**

### **6. President's Report**

Mr Forsyth gave the President's report on behalf of A/Professor Cohen. The tabled report highlighted the following:

- Council's approval of the revisions to the UNSW Rules – members noted that the new Rules included the establishment of the Academic Board's Program Review Committee;
- outcomes from the meeting of the NSW Chairs of Academic Boards and Senate (CABS) – members noted that the CABS discussed:
  - academic misconduct and contract cheating this issue remains a high risk for the sector especially in relation to reputational risk,
  - recognition of students who serve on committees through AHEGS,
  - the creation of a common scale for mathematics and that the University might wish to consider introducing a maths prerequisite for some programs or supporting requiring mathematics for any ATAR calculation;
- the establishment of a working group to report on equity and diversity membership for University committees; and
- recognition of staff who received awards in the Queen's Birthday Honours list, as well as Board member Professor John Roberts on receiving the 2018 Buck Weaver Award for Lifetime Contributions to Theory and Practice in Marketing Science.

### **7. Vice-Chancellor's Report**

The Vice-Chancellor provided a verbal report which included:

- the memorial and symposium for Professor David Cooper AO;
- the success of the 46<sup>th</sup> Annual Alumni Awards held on 28 May 2018 which recognised the achievements of the NSW Premier the Hon Gladys Berejiklian and Australia's First Lady Ms Lucy Turnbull;
- the launch of the Diversity and Inclusion Action Plan; and
- the University's research rankings.

The Chair thanked the Vice-Chancellor for this report.

### **8. Questions on notice**

The Board discussed the questions on notice and the responses provided in the paper presented, noting the following:

- the relationship between the Board and management – members noted that the Board's main responsibility was to oversee the academic governance of the University and works with management in relation to this function, as well as taking lead on appropriate matters such as ensuring equity and diversity on University committees;
- the recruitment research on the new trimester structure – members noted the University reviewed available information from other institutions that implemented a trimester structure and was confident that the structure and student support being put in place would ensure that there was no adverse impact on student recruitment;
- increasing diversity across the University – members noted that the University had begun to implement unconscious bias training and a mentoring scheme to support people from a CALD background, it was anticipated that with the release of the Diversity and Inclusion Action Plan and the other diversity initiatives, as well as the SHARP program, that there would be an increase in diversity at the senior levels across the institution; and



- that the new HR system was now able to monitor the number of female applicants interviewed for senior positions, and many faculties had already introduced a minimum proportion of competitive female candidates for all short lists, which would be rolled out across the university.

## **9. Faculty Presentation**

There was no Faculty presentation for this meeting.

## **10. Discussion Topic:**

### **10.1 Increasing the access of students from low socio-economic backgrounds**

Professor Baldry and Dr Jardine were present and spoke to this item.

The Board discussed and noted the following:

- the University's plans for addressing the barriers to enable more low SES students to enter UNSW – members noted the various programs the University currently implements including the Aspire, Fairway and Gateway+;
- the desire to increase the number of low SES students to 15% by 2025;
- the need to ensure that low SES students were provided with support (both academic and pastoral) during their degree;
- the importance of engaging with students and their support networks (family and friends); and
- providing services to assist low SES students attending the University – members noted that this could range from flexible learning, accommodation and transport.

The Chair thanked Professor Baldry and Dr Jardine for their presentation. Professor Baldry and Dr Jardine left the meeting at the end of this item.

### **10.2 Perspectives on the First Year Experience (FYE)**

Professor Buckland spoke to this item.

The Board noted the presentation from Professor Buckland regarding the first year experience of students and discussed how the students experience relates to the various surveys undertaken by the University, including the myExperience and QILT surveys.

The Board discussed the information provided by Professor Buckland and members agreed that teaching was a corner-stone of the University, as highlighted in the UNSW 2025 Strategy, and that it was important to ensure academic staff were equipped with the right resources to provide outstanding teaching.

The Chair thanked Professor Buckland for his presentation.

## **C POLICIES AND PROCEDURES**

## **11. Policies and Procedures**

There were no policies or procedures for discussion.

## **D PROGRAMS**

### **12. Academic Programs (New and Revised) (from UAPC of 25 May 2018)**

#### **RESOLVED**

To approve the following program proposals, as set out in the AIMS proposals:

Arts & Social Sciences – New (Undergraduate)

- a) 3453 Bachelor of Media (Public Relations and Advertising)
- b) 3454 Bachelor of Media (Communication and Journalism)

Arts & Social Sciences – Revised (Undergraduate)

- a) 4056 Bachelor of Education (Secondary)

Arts & Social Sciences – Revised (Postgraduate)

- a) 8202 Master of Interpreting
- b) 8204 Master of Translation & Interpreting
- c) 8203 Master of Translation
- d) 8925 Master of Teaching (Primary)
- e) 8926 Master of Teaching (Secondary)

Canberra – New (Undergraduate)

- a) 4470 Bachelor of Computing and Cyber Security (CDF)

Canberra – Revised (Undergraduate)

- a) 4511 Bachelor of Arts (Honours)
- b) 4472 Bachelor of Engineering (Honours) Aeronautical Engineering
- c) 4400 Bachelor of Arts
- d) 4410 Bachelor of Science
- e) 4430 Bachelor of Technology (Aeronautical Eng)
- f) 4471 Bachelor of Engineering (Honours) Electrical Engineering
- g) 4473 Bachelor of Engineering (Honours) Civil Engineering
- h) 4474 Bachelor of Engineering (Honours) Mechanical Engineering

Canberra – Revised (Postgraduate)

- a) 8632 Master of Special Operations and Irregular Warfare
- b) 8564 Master of Logistics Management
- c) 8571 Master of War Studies
- d) 8631 Master of Cyber Security, Strategy and Diplomacy

Science – Revised (Undergraduate)

- a) 3980 Bachelor of Aviation

Science – New (Postgraduate)

- a) 7433 Graduate Certificate in Myopia Management

Medicine – Revision (Undergraduate)

- a) 3871 Bachelor of Exercise Physiology

UNSW Business School – New (Postgraduate)

- a) 8361 Master of Management

### **13. Academic Programs (Disestablishments)**

#### **RESOLVED**

That the Academic Board approve the following program disestablishments:

Engineering

a) 3065 Bachelor of Food Science (Honours)

Science

a) 3618 Bachelor of Nanoscience (Honours)

### **14. Higher Degree Research Programs**

There were no Higher Degree Research Programs considered at this meeting.

### **15. Higher Doctorates – Confidential**

There were no Higher Doctorates considered at this meeting.

### **16. Academic Partnerships**

There were no Academic Partnerships considered at this meeting.

## **E REPORTS AND COMMITTEES**

### **17. Education**

#### **17.1 Deputy Vice-Chancellor, Academic Report**

Members noted the verbal update provided by Professor Crossley.

##### **17.1.1 QILT Overall Results**

Members discussed the QILT results noting that there was no “quick fix” in lifting the University’s overall QILT results. Members agreed that a holistic approach was needed in ensuring students were receiving both quality teaching and learning, along with extra-curricular activities that provided an all-inclusive University experience.

#### **17.2 University Academic Quality Committee (UAQC)**

##### **17.2.1 11 April 2018 – signed minutes**

The Board noted the signed minutes of the 11 April 2018 UAQC meeting.

##### **17.2.2 16 May 2018 – signed minutes**

The Board noted the signed minutes of the 16 May 2018 UAQC meeting.

#### **17.3 Pro-Vice Chancellor, Education Report**

There was no report for this meeting.

#### **17.4 University Academic Programs Committee (UAPC)**

##### **17.4.1 6 April 2018 – signed minutes**

The Board noted the signed minutes of the 6 April 2018 UAPC meeting.

##### **17.4.2 25 May 2018 – signed minutes**

The Board noted the signed minutes of the 25 May 2018 UAPC meeting.



## **18. Research and Research Training**

### **18.1 Deputy Vice-Chancellor, Research Report**

Professor Fisk gave a verbal update, highlighting the following:

- the quality of the applications from the University in relation to the 2017 Linkage grants round;
- the University would host the Times Higher Education Research Excellence: Asia Pacific Summit in February 2019 – members noted that the Summit would contribute to the University's research reputational profile, Professor Fisk recommended the Board should encourage all Associate Deans Research to attend the Summit; and
- the Research Block Grant Funding allocated to UNSW for 2018 had remained unchanged from the amount awarded in 2017 – members noted that this was a lagging indicator reflecting 2015-6 activity and despite the near equal weighting of Category 1 versus Categories 2-4 the rate of return was higher for Category 1 grants due to the smaller pool of funds in this category.

The Chair thanked Professor Fisk for the report.

### **18.2 University Research Committee (URC)**

#### **18.2.1 31 May 2018 – signed minutes**

The Board noted confirmed minutes of 31 May 2018 UAPC meeting.

### **18.3 Pro-Vice-Chancellor, Research Training Report**

There was no report for this meeting.

### **18.4 University Higher Degree Research Committee (UHDRC)**

#### **18.4.1 12 April 2018 – signed minutes**

The Board noted the confirmed minutes of the 12 April 2018 UHDRC meeting.

## **19. Operations**

### **19.1 2025 Strategy**

Mr Nelms provided an update on the implementation of the UNSW3+ project, including the progress of the University preparing for enrolments for Term 1, 2019.

### **19.2 Update on HESF Compliance and the University's Reregistration with TEQSA**

There was no report for this meeting.

## **F FACULTIES AND DVCA BOARD OF STUDIES (BoS)**

### **20. Minutes from Faculty Boards and DVCA BoS meetings, if available**

The Academic Board noted the minutes of the following Faculty Board and DVCA Board of Studies meetings:

- a) Engineering – 2 March
- b) Arts & Social Sciences – 3 April
- c) Built Environment – 9 April
- d) Art & Design – 18 April
- e) Law – 18 April

## **G ANY OTHER BUSINESS**

### **21. Any other business**

- a) **Casual vacancy – Non-Professorial representative of the Faculty of the Built Environment on the Academic Board**

**RESOLVED**

The Board approved the appointment of Mr Jonathan Fox as a member of the Academic Board, in the category of Non-Professorial Member from the Faculty of the Built Environment from 19 June 2018 to 31 December 2018.

- b) **Membership updates based on the new UNSW Rules**

The Board noted the attached membership updates based on the new UNSW Rules that were approved by UNSW Council on 28 May 2018

### **22. Business without notice**

There was no business without notice.

The Chair declared the meeting closed at 12.10pm.

Next Academic Board meeting: Tuesday 24 July 2018, 10am to 12.30pm, Council Chamber, Chancellery



---

**Chair**  
**Associate Professor David Cohen**  
**President of the Academic Board**  
24 July 2018