

ACADEMIC BOARD (AB) Minutes of Meeting



Date: Tuesday 4 September 2018
Time: 10am
Venue: Council Chamber, Chancellery

PRESENT: Associate Professor D Cohen (Academic Board President and Chair)
Professor M-L McLaws (Deputy President of the Academic Board)
Mr G Forsyth (Deputy President of the Academic Board)
Scientia Professors J Roberts, V Sahajwalla and G Williams AO
Professors G Crisp, M Crossley, A Deletic, S Dodds, N Fisk, M Frater,
R Freestone, R Harindranath, R Harley, M Hoffman, P Munroe, L Poole-
Warren, E Scheer, A Simmons, A Sowmya and M Velonaki
Associate Professors R Bolt, T Bucic, M Green, K Lai, J Nolan and N Tedla
Drs C Benson, L Crommelin, G Edwards, K Moline and S Sharpe
Mr A Cain-Grey, Ms N Daud, Mr J Fox, Ms B Oo and Mr C Poulton

IN ATTENDANCE: Professors S Killcross (for Dean of Science) and G Velan (for Dean of
Medicine)
Associate Professor C Ellis (present from items 1 to 11)
Mr M Borchert, Mr S Griffin, Ms M Pavelkova, Mr L Pearcey and Mr M Smith
Ms G McKinnon and Ms S Smallacombe (present from items 1 to 10)

SECRETARY: Ms Fatima Velosa (Senior Governance Officer)

A Procedural Matters

1. Apologies and leave of absence

Apologies were received from Professors H Abbass, R Buckland, D Blackman, L Chappell, A Cossins, M Davis, D Fabian, I Jacobs, E Johnston, L Jorm, H Lochhead, M Loosemore, R Phillips, A Steel, C Styles, M Uncles and ST Waller, Associate Professor P Martens, Drs D Moreau, S Graham and A Kayis-Kumar, Ms R Abeyratne, Ms S Azad, Mr S Dhouchak, Mr B Jones, Mr D Lloyd, Mr A Sagotra, Ms M San Roque, Mr Z Solomon and Ms S Zhou.

The Chair welcomed everyone to the meeting, with particular reference to new member Professor Robert Freestone, who was joining the Academic Board as the professorial representative of the Faculty of the Built Environment (see item 19).

The Chair reminded members that nominations for Academic Board and Faculty Board membership for 2019 and 2020, as appropriate, had opened on Friday 31 August 2018 and would close on Friday 21 September 2018 (at 4pm). He encouraged academics and students to submit their nominations before the closing date.

2. Minutes of the previous meeting held on 24 July 2018

RESOLVED

The Academic Board confirmed the minutes of the meeting held on 24 July 2018 as an accurate record and authorised the Chair to sign them.

3. Matters arising, and business carried forward (other than business covered on the agenda)

The Board noted that there were no matters arising and there was no business carried forward, other than business covered on the agenda.

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

RESOLVED

The Academic Board starred agenda items 18.7 to 18.14, in addition to the items starred on the agenda for discussion, and adopted all the unstarred items.

5. **Confirmation of confidential items**

The Board noted that agenda item 11 should be treated as confidential.

B President's Business

6. **President's Report**

RESOLVED

The Academic Board received and noted the report from the President of the Academic Board.

Note for the record

The Chair summarised his tabled report and referred specifically to the well-attended UNSW Open Day on 1 September 2018, expressing the hope that the attendance would translate into excellent future enrolments for the University.

6.1 **UNSW Canberra Academic Board meeting: 16 October 2018**

RESOLVED

The Academic Board received and noted the proposed program for the Academic Board meeting scheduled to take place at UNSW Canberra.

6.2 **Audit of UNSW3+ Course Transition Arrangements – Report**

RESOLVED

The Academic Board received and noted the report on the Audit of UNSW3+ Course Transition Arrangements.

Note for the record

The Academic Board noted that the audit of course transitions to UNSW3+ had been completed and found that most of the courses were transitioning to the new term model in compliance with the transition criteria and governance requirements.

The Chair highlighted the following recommendations, reporting that the University Academic Quality Committee would consider the recommendations and advise the Board which should be accepted:

- An additional sample of courses planned for delivery in T2 and T3 in 2019 should be audited in Faculties and Schools where there was the greatest risk of non-compliance, as recommended by the audit.
- Schools and course authorities should review course assessment requirements, including timing of formative or summative assessment feedback, under the Assessment Policy and Assessment Design and Implementation Procedures.
- Where course conveners had proposed significant changes to courses under the UNSW3+ transition or Digital Uplift, Faculties should confirm the approval status.
- Systems of record, such as AIMS, should ensure that all relevant information on a course was captured, including total delivery hours and on-line hours, and that consistent definitions and terminology were developed and applied in the recording systems.

The Chair thanked the working group members, the course convenors and the Associate Deans, Education for their work and participation in the audit.

7. Vice-Chancellor's Report

No report was given in the Vice-Chancellor's absence.

8. Questions on notice

RESOLVED

The Academic Board received and noted the responses provided to the questions on notice.

Note for the record

The Board discussed the questions on notice, noting the following:

Question one – effect of UNSW3+ on workloads for 'research-active staff'

Professor Crossley advised:

- The commitment that 'teaching and research staff' would not be required to teach during more than two terms would be retained in the new enterprise agreement (which should be finalised soon). However, some staff would, of course, manage their teaching workload, utilising options such as spreading their teaching across more of the year.
- The questioner had understood the intentions behind UNSW3+ with two misunderstandings:
 - The words 'research and teaching staff' would presumably have been used rather than 'research-active staff' since the latter words are not current, as the University now has a more sophisticated system for celebrating research achievements, replacing the binary, active/non-active definition.
 - The PVCE, Professor Crisp, was not involved in presenting this information to staff and it was presumably the then DVCE (Professor Crossley) to whom the questioner was referring. Professor Crossley clarified that the PVCE had not made any commitment that research-active staff would not be required to teach more than two of the three terms in the new UNSW3+ calendar.

Question two – embedding diversity in UNSW Committees

RESOLVED

The Academic Board received and noted the Chair's written response.

Note for the record

It was suggested that with regard to reporting to Council and Academic Board annually on the overall composition of boards and committees, such reporting may be more effective if completed around the time when nominations were sought for membership on boards and committees.

Question three – details of (international) research partnerships: Integrated Quantum Sensing and Control for High Fidelity Qubit Operations

Professor Fisk provided a verbal response to the seven questions (Appendix A).

C Presentations

9. Faculty Presentation – Faculty of Art & Design – SWOT Analysis (Presentation)

RESOLVED

The Academic Board received and noted the presentation UNSW Art & Design 2018 SWOT Analysis from the Dean, Faculty of Art and Design.

Note for the record

Professor Harley spoke to this item and the Board noted the following information presented:

- Rankings and Faculty profile

- Areas of research strength
- Stakeholders and partnerships
- Strengths and threats
- Opportunities and weaknesses
- 2018 Priorities
- Key themes and enablers

Professor Harley reported that the Faculty's Open Day on 1 September 2018 had been a resounding success and that the student ambassadors at the Open Day had been inspiring and done the Faculty, and the University, proud.

Professor Harley ended his presentation with an Indigenous community film, which showcased the Faculty's Indigenous Programs as well as the Indigenous students, lecturers and leaders in the Faculty.

The Chair thanked Professor Harley for his presentation.

10. **PVC Indigenous Strategy** (Presentation)

RESOLVED

The Academic Board received and noted the presentation on the Indigenous Strategy 2018.

Note for the record

Ms McKinnon and Ms Smallacombe were present for this item. The Board noted the following information presented by Ms McKinnon:

- The journey so far – the cultural footprint of the Kensington Campus and the work being undertaken in the University community
- Culture and country – the history presented, including the establishment of the Nura Gili Centre for Indigenous Programs
- Give back – the goal to promote a civic-minded ambition in students and the opportunity to work and volunteer in communities.
- Grow our own (education, workforce and research) – members noted the plans for increasing enrolment and retainment of students and staff and developing future Indigenous leaders.

Professor Crossley noted that the Strategy was on the right track and encouraged the Board to lead a University-wide collaboration in its implementation.

The Chair thanked Ms McKinnon for the presentation and discussion, and everyone involved in developing an Indigenous Strategy for the University.

Ms McKinnon and Ms Smallacombe left the meeting at the end of this item.

11. **Contract Cheating (Confidential)** (Presentation)

RESOLVED

The Academic Board received and noted the presentation on Contract Cheating from the A/Professor Ellis, the Associate Dean (Education), Faculty of Arts and Social Sciences.

Note for the record

Associate Professor Ellis spoke to this item and the Board noted the following information:

- The prevalence of contract cheating
- Two sharing behaviours and five cheating behaviours
- Whether cultural norms matter when considering cheating attitudes
- The factors that influence contract cheating

- Whether staff talk to students about contract cheating often enough
- Why suspected contract cheating often goes unreported
- Whether penalties are too lenient
- The increase in cheating as dissatisfaction among students increases
- The extent to which staff and students were concerned about cheating

The Board discussed what the University could do to reduce contract cheating while agreeing that contract cheating could neither be prevented nor ignored:

- Detect and deter contract cheating.
- Talk more about contract cheating when covering academic integrity and ethics, essential in personal, academic and professional capacities.
- Review assessment design and all the factors that increase student satisfaction.
- Help students learn to develop ethical fitness while learning and understand that it would harm them and hinder future employment as it was a risk to everyone.
- Provide more student support to reduce cheating.

The Board agreed to refer this item to the University Academic Quality Committee to consider how the University could raise the awareness, prevention, detection and deterrence of contract cheating.

D Reports

12. Deputy Vice-Chancellor (Research)

RESOLVED

The Academic Board received and noted the report from the Deputy Vice-Chancellor (Research).

Note for the record

Professor Fisk discussed his report, highlighting some of the key research developments and achievements since the last Academic Board meeting, including the Academic Ranking of World Universities with the University jumping 31 spots up the ranking, the 2017 Annual Research Outputs Collection and progress against the Strategy 2025.

13. Deputy Vice-Chancellor (Academic)

RESOLVED

The Academic Board received and noted the report from the Deputy Vice-Chancellor (Academic).

Note for the record

Professor Crossley advised:

- Many prospective students and families, representative of diverse communities, had attended the Open Day on 1 September 2018. Professor Crossley took the opportunity to thank all faculties and various University divisions for their hard work and contribution in producing a successful Open Day.
- As it had become increasingly important to address the causes of mental issues among students, there would be increased focus on student communities on campus, and it was anticipated that the new calendar would reduce stress among students as it would allow students to take two courses instead of three per term. This would also allow them to work part-time if they were experiencing financial stress.

- **Keypath (update)**

Professor Crisp advised:

- A contract had been entered into with Keypath to accelerate the development and marketing of UNSW's new offering of fully online coursework master's programs, especially in disciplines in high demand (e.g. Data Analytics and Data Science).

- The governance and quality assurance approval processes followed would be no different to the processes followed for other UNSW program offerings.
- UNSW staff would undertake all the teaching, assessment and content finalisation whereas Keypath would package the material, conduct the necessary research into marketing and sourcing of new students and monitor student success.
- Faculties would not be compelled to use Keypath, but were encouraged to use them for their expertise in the online learning environment.

13.1 Review of Permitted Withdrawal (PW) Grade

RESOLVED

The Academic Board approved the recommendation to discontinue the practice of including a PW grade on an official academic transcript, effective from Term 1 2019, as detailed in the document presented.

Note for the record

The Academic Board noted the following:

- PW grades would continue to be visible on student records in SiMS and on the Advisor Statement available through myUNSW.
- All other conditions relating to the PW grade would remain the same.
- The change would not be retrospective and the PW grades applied to courses between 2014 and 2018 would remain on students' academic transcripts.

Professor Crossley thanked everyone involved in helping to resolve this matter.

E Policies and Procedures

14. Nil.

F Programs

15. **Academic Programs** (new and revised)
(from ABPC: 10 August 2018 & UHDC: 9 August 2018)

RESOLVED

The Academic Board approved the following program proposals, as detailed in the AIMS proposals:

Art & Design – Revised Undergraduate

15.1 4803 Bachelor of Art Theory

15.2 4821 Bachelor of Fine Arts

Arts & Social Sciences – Revised Postgraduate

15.3 8910 Master of Education

15.4 8960 Master of Educational Leadership

Built Environment

Nil

Business

Nil

UNSW Canberra – Revised Undergraduate (CDF: Chief of Defence Force)

15.5 4461 Bachelor of Arts

15.6 4462 Bachelor of Business

15.7 4463 Bachelor of Science

15.8 4468 Bachelor of Technology (Aeronautical Engineering)

15.9 4475 Bachelor of Engineering (Honours) Electrical Engineering

15.10 4476 Bachelor of Engineering (Honours) Aeronautical Engineering

15.11 4477 Bachelor of Engineering (Honours) Civil Engineering

15.12 4478 Bachelor of Engineering (Honours) Mechanical Engineering

UNSW Canberra – Revised Postgraduate

15.13 8571 Master of War Studies

15.14 8572 Master of Strategy and Security

15.15 8573 Master of Security and Defence Management

Engineering

Nil

Law – Revised Postgraduate

15.16 2440 Master of Laws (Research)

Medicine – Revised Undergraduate

15.17 3880 Bachelor of International Public Health

Science

Nil

16. Academic Programs (Disestablishments)

RESOLVED

The Academic Board approved the following program disestablishments, as detailed in the papers presented:

16.1 1740 Doctor of Juridical Science

16.2 1799 PhD Research Law

17. Higher Doctorates – Confidential

Nil

18. Academic Partnerships

Nil

G Academic Board and University Committees, DVCA Board of Studies and Faculty Boards – minutes, if available

RESOLVED

The Academic Board received and noted the minutes of the following meetings:

18.1 Academic Board Programs Committee (ABPC) Meeting – 10 August 2018 – Unsigned Minutes

18.2 University Academic Quality Committee (UAQC) Meeting – 15 August 2018 – Unsigned Minutes

18.3 University Research Committee (URC) Meeting – 26 July 2018 – Unsigned Minutes

18.4 University Higher Degree Research Committee (UHDRC) Meeting – 9 August 2018 – Unsigned Minutes

18.5 DVCA Board of Studies – Nil

18.6 Art & Design – Nil

18.7 Arts & Social Sciences – 4 June 2018

18.8 Built Environment – 18 June 2018

18.9 Business – 7 June 2018

18.10 UNSW Canberra – Nil

18.11 Engineering – Nil

18.12 Law – Nil

18.13 Medicine – 1 May 2018

18.14 Science – 21 June 2018

Note for the record

Professor Fisk reported that he had noted some Faculty Board minutes, provided under items 18.7-18.14, contained neither a research report nor a research discussion. He

requested that research be considered an important pillar of academic excellence on Faculty Board agendas – for appropriate discussion and minuting.

H Any Other Business

19. Casual vacancy – Professorial representative of the Built Environment on the Academic Board

RESOLVED

The Academic Board approved the appointment of Professor Robert Freestone as a member of the Academic Board, in the category of Professorial Member from the Faculty of the Built Environment, from 4 September 2018 to 31 December 2018.

20. Proposed 2019 Meeting Dates

RESOLVED

The Academic Board noted the proposed 2019 Academic Board meeting dates, for consideration at Faculty level when proposing Faculty Board and Faculty Committee meeting dates for 2019.

21. Business without notice

There was no business without notice.

The Chair declared the meeting closed at 12.25pm.

Next Academic Board meeting: Tuesday 16 October 2018, 10.30am to 12.30pm, UNSW Canberra @ ADFA



Associate Professor David Cohen
Academic Board President and Chair
18/10/2018

Question 2018/13

“It was revealed in a media release earlier in the year by the Minister for Defence Industry Christopher Pyne that UNSW had been chosen to partner with the University of Sydney, the University of Tennessee, Ohio State University and the Virginia Polytechnic Institute in a research partnership for Integrated Quantum sensing and control for high fidelity Qubit Operations. Since then, there has been little news or transparency given to the UNSW community as to the details of this research partnership. Could the executive of the board please respond to the following questions: What is the projected timeline for this collaboration? How much funding is UNSW receiving for this partnership? What private companies, if any, are involved in the collaboration, or stand to benefit from such research? What schools and faculties are involved in this research? -Are any student funds, either directly through fees or through the HECS-HELP scheme being used to assist this research? Is UNSW currently engaged in any other defence contracts with weapons manufacturers or developers? What is the total amount of funding UNSW receives from defence-based contracts into research?”

Professor Fisk noted that this referred to a funding announcement for the Australian Multidisciplinary University Research Initiative (AUSMURI), under which the Commonwealth Department of Defence (Defence) funds the involvement of Australian universities in selected US MURI projects on topics determined by Defence as having high potential for significant future defence capability. UNSW is involved in two projects totalling around \$800k p.a. As AUSMURI is a university to university program, none involve private companies. Subcontracts are under negotiation with the respective lead Australian university, and thus not yet in InfoEd, but will run for three years once signed. With well over a thousand active awards, UNSW does not typically publicise individual research grants and contracts, especially those as here which are not led by UNSW. The projects involve the School of Electrical Engineering & Telecommunications, Faculty of Engineering, and the School of Materials Science & Engineering, Faculty of Science. The additional indirect costs of research are covered in UNSW as in other Australian Universities by the Commonwealth’s Research Block Grant schemes. Over the last three years, UNSW has been involved in around \$35M of contracts with governmental defence-based organisations, and around \$1.6M of contracts with companies involved in arms manufacturing (e.g. Boeing, Airbus, etc), none of which has a focus on developing or improving weaponry.