

ACADEMIC BOARD (AB) Minutes of Meeting



Date: Tuesday 16 October 2018
Time: 10.30am to 12.30pm
Venue: SR06, Building 32, Lecture Theatre North (Red door building between North & South) and Committee Room 1, Chancellery (via video conference)

PRESENT at Canberra: 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)
 Professors H Abbass, D Blackman, G Crisp, A Deletic, S Dodds, M Frater, R Freestone, R Harley, E Johnston, H Lochhead, L Poole-Warren and M Uncles

Associate Professor R Bolt
 Drs C Benson, L Crommelin, G Edwards and S Sharpe

Students:

Ms S Azad, Mr A Cain-Grey, Ms N Daud, Mr B Jones, Mr D Lloyd and Mr C Poulton

PRESENT via telephone or video conference: Professor I Jacobs (via telephone)
 Professors P Munroe, A Steel and C Styles
 Dr B Oo
 Ms M San Roque

IN ATTENDANCE at Canberra: Professors E Baldry, W Lawson, N Moore, M O'Donnell, R Sarker, S Scott and H Sidhu

Associate Professor L Ritchie-Tyo

Dr S Telfser

Key Brig. S Pearce

Brig: Brigadier Col. M Kent

Col: Colonel Ms E Grady, Ms H Macdonald, Ms M Pavelkova and Mr M Smith

Capt: Captain

Students:

OCDT: Officer Cadet Capt. G Prentice

OFFCDT: Officer Cadet Mr S Bhattra, OCDT R Bradford, OFFCDT C Deller, Mr S English,

MIDN: Midshipman Mr N Gurieff, MIDN B Howard, Mr N Kahl, Mr M Mohamed, Ms B Mojel and OCDT J Spooner

IT support staff:

Mr J Carroll and Mr S Fisher

IN ATTENDANCE via video conference: Professor K Schindhelm (for Professor M Hoffman)

Dr I Skinner

Ms S Kinch

Quorum: 20

SECRETARY: Ms Fatima Velosa (Senior Governance Officer)

For convenience, items were taken out of agenda order.

A Procedural Matters

1. Apologies and leave of absence

Apologies were received from the following Board members:

Scientia Professors J Roberts, V Sahajwalla and G Williams AO, Professors R Buckland, L Chappell, A Cossins, M Crossley, M Davis, D Fabian, N Fisk, R Harindranath, M Hoffman, L Jorm, M Loosemore, R Phillips, E Scheer, A Simmons, A Sowmya, M Velonaki and ST Waller, Associate Professors T Bucic, M Green, K Lai, P Martens, J Nolan and N Tedla,

Drs S Graham, A Kayis-Kumar, K Moline and D Moreau, Ms R Abeyratne, Mr S Dhouchak, Mr J Fox, Mr A Sagotra, Mr Z Solomon and Ms S Zhou.

The Chair welcomed everyone to the meeting, with particular reference to UNSW Canberra and Defence staff, students and guests.

2. Minutes of the previous meeting held on 4 September 2018

RESOLVED

The Academic Board confirmed the minutes of the meeting held on 4 September 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 was no matter arising or business carried forward, other than business covered on the agenda.

4. Starring of items and adoption of unstarred items

RESOLVED

The Academic Board unstarred agenda item 8, did not star items in addition to the items starred on the agenda, and adopted all the unstarred items.

5. Confirmation of confidential items

RESOLVED

The Academic Board noted that items 17.1 and 22 should be treated as confidential.

B President's Business

6. President's Report

RESOLVED

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

Note for the record

- The President congratulated the staff promoted to Associated Professor in the recent round of promotions, with particular reference to current Board members.
- The President encouraged Board members to vote in the current Academic Board and Faculty Board elections, wishing them luck in the process and thanking them for their work on the Boards in their current terms.
- The students reported that as confusion between the Academic Board and Faculty Board elections may have arisen among the students, it may be worth separating the two elections in future.

6.1 Canberra Program

RESOLVED

The Academic Board received and noted the program for the Academic Board meeting at UNSW Canberra.

6.2 UNSW Statement of Academic Freedom (Presentation)

RESOLVED

The Academic Board received and endorsed the UNSW Statement of Academic Freedom for UNSW Council endorsement.

Note for the record

Professor Dodds presented the following on Academic and Intellectual Freedom of Speech and Expression at UNSW:

- The commitment of UNSW to protection of academic and intellectual freedom as essential to the proper conduct of teaching, research and scholarship within the University.
- The *Hefei Statement* on the ten core characteristics of research universities.
- The UNSW Code of Conduct.
- The UNSW Equity and Diversity Policy as well as the UNSW Enterprise Bargaining Agreement.

The Board agreed that the current UNSW position evident in statements in a number of UNSW documents provided a sufficiently robust defence of academic freedom and that there was no need to develop additional policy in this area. Professor Baldry invited Board members to provide feedback to her in this regard.

7. Vice-Chancellor's Report

The Vice-Chancellor apologised for his absence due to the excessive delay of his flight from Sydney and reported on the following:

- Regarding the three major rankings released recently, the average ranking for UNSW was 81 for 2018, a 7-place improvement from 88 in 2017. The Vice-Chancellor thanked everyone for this fantastic achievement for the University as it was the highest ranking ever achieved.
- UNSW placed 96th on the Times Higher Education (THE) World University Rankings – an 11 place drop on the 2017 rank of 85th.
- The launch of the Parramatta Western Sydney University campus had officially been announced in the previous week to develop a world-class Engineering Innovation Hub in Parramatta.
- The Western Sydney Aerotropolis as a hub for education and leading industries would be a NUW collaboration adjacent to the Western Sydney Airport in Badgerys Creek.
- UNSW Canberra would be a premier partner and the official University partner of the Invictus Games Sydney 2018. The opening ceremony would be held on 20 October 2018.
- UNSW Sydney solar expert, Professor Martin Green, was the first Australian to receive the prestigious Global Energy Prize in Moscow, which cemented his position as the leading photovoltaics researcher in the world.
- Four UNSW academics were elected Fellows of the Academy of the Social Sciences in Australia (ASSA): Professors Denise Doiron, Jacob Goeree, Rosemary Rayfuse and Derrick Silove.
- The University was entering a consolidation phase in its financial planning to balance income and expenditure, and to maintain a strong financial position during a time of incredible change.
- The Town and Gown event would be held on 17 October 2018.
- The Martin Luther King bust unveiling ceremony would be held on 18 October 2018.
- The UNSW Futures Institute Launch would be held on 24 October 2018.

The students asked whether there was any truth in reports that the Vice-Chancellors of the Go8 universities were considering charging students who held protests on campus for security costs. The students felt this would not be conducive to academic freedom. The Vice-Chancellor confirmed that there was no truth in the report because the Vice-Chancellors would object to such a suggestion as it would infringe on freedom of speech. The Board noted that UNSW would continue to protect free speech on campus as long as protests were respectful of others and held within the law.

The Vice-Chancellor thanked the Rector for hosting the Board meeting, reporting that he was proud of UNSW Canberra, its achievements and its affiliation with the University.

8. Questions on notice

RESOLVED

The Academic Board received and noted the responses provided to the questions on notice regarding contract cheating and the WD (result not finalised) grade.

C Presentations

9. SWOT Analysis of UNSW Canberra (Presentation)

Professor Frater welcomed everyone to UNSW Canberra and provided the following overview:

- The history of when the Australian Defence Force Academy (ADFA) was founded, and how and when it became UNSW Canberra at the Australian Defence Force Academy (or UNSW Canberra)
- UNSW Canberra's relationship with Defence
- The Schools and support services available at UNSW Canberra
- The UNSW Canberra programs provided at undergraduate, postgraduate coursework, research and honours levels
- One General Education course in each of the following:
 - Leadership/Ethics
 - Strategy and Defence
 - Data analysis
 - Cyber Security
- The ADFA structure
- The services and five key themes in the ADFA Agreement with built-in governance
- UNSW Canberra Alumni and former staff (locally and internationally)
- The following strengths:
 - Opportunities for cross-disciplinary activities on a relatively small campus
 - Influential alumni
 - Engagement with external stakeholders
- The following opportunities:
 - Close relationship with Defence
 - Improved ACT government relationship
 - Professional relevance of humanities and social sciences
- The following weaknesses:
 - The inability of Defence undergraduates to move straight to PhD
 - Category 1 research income
 - Occasionally disconnected undergraduate student body
- The following threats:
 - Finite-time contract with Defence
 - Government procurement policies
 - Opponents of the ADFA concept

The Board discussed the proposed new Canberra city campus as an exciting opportunity to expand on a great location where innovative programs could be set up specifically for international students.

The undergraduate UNSW Canberra students reported on how their studies involved direct professional development as an advantage over UNSW Kensington studies, which may not necessarily include the same level of professional development. The UNSW Kensington and Canberra students agreed that they should collaborate more with each other and establish lasting relationships to the benefit of the undergraduate, postgraduate and higher degree research students and student bodies on both campuses.

Staff agreed that increased teaching and research collaboration between UNSW Canberra and Kensington would be beneficial to everyone involved.

The Chair took the opportunity to thank Professor Frater for hosting the Board meeting and for his presentation.

10. Academic Transcripts, Grades and Weighted Average Mark: A Discussion (Presentation)

Student member Mr Cain-Grey thanked the Chair for the opportunity to meet UNSW Canberra counterparts, and welcomed further collaboration with UNSW Canberra staff and students.

Mr Cain-Grey presented the student perspective on the following:

- The features of, and inclusions on, academic transcripts.
- The uses of WAM (Weighted Average Mark) and whether the current weighting reflected the difficulty of courses undertaken and the students' efforts.
- WAM versus GPA (Grade Point Average) used among Go8 universities, noting that GPA may be better recognised for international study purposes:
 - Difficulty in comparing WAM across faculties and schools, and the level of WAM anxiety caused due to many internal uses.
 - Uncertainty over student position within a course – would 78 be considered good or average?
 - Should UNSW encourage a degree of leniency as anyone could have a bad subject?
 - Was the focus on WAM detrimental to student experimentation, particularly among General Education (GE) courses?
- Discrimination by employers due to AW (academic withdrawal) and PW (permitted withdrawal) fail grades – the use of PW should be encouraged over AW and students should be provided with more information in this regard as well as early intervention communication to rectify study components that may be outstanding.
- PW could form part of a broader strategy for struggling and/or disadvantaged students.
- The students' desire for the University to acknowledge their broader University involvement.

The Board discussed the following:

- Increasing challenges arising from increased diversity on campus and an increased number of students with disabilities.
- The extracurricular activities of UNSW Canberra students were already assessed more broadly and multiple support networks were available to the students to cover all University activities, thus ensuring the average mark reflected the students' overall capacity and not only the units studied.

The Chair thanked Mr Cain-Grey for the presentation and for leading the discussion, and all the student members involved in developing this paper.

The Board noted that this item would be referred to the University Academic Quality Committee (UAQC) for further advice and action, and future discussion by the Academic Board.

D Reports

11. Deputy Vice-Chancellor (Research)

RESOLVED

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

12. Deputy Vice-Chancellor (Academic)

RESOLVED

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

E Policies and Procedures

13. Program Design and Delivery Policy and Procedures

RESOLVED

The Academic Board recommended that the *Program Design and Delivery Policy*, *Program Design Procedure* and *Program Delivery Procedure*:

- be approved in accordance with the Register of Delegations (by the Deputy Vice-Chancellor, Academic), effective from 1 January 2019; and
- that implementation be staged as specified in the Implementation Schedule.

Note for the record

Professor Crisp spoke to this item and thanked Ms Kinch for her work on the policy and procedures, which had been through significant consultation, and everyone who had contributed to the documents provided to the Board for endorsement. Professor Crisp welcomed feedback on implementation, advising that systems would be taken into account, as appropriate.

14. DRAFT – Representation on UNSW Committees and Decision-Making Bodies Procedure

The Chair advised that a working group had been established to draft this Procedure, based on a request by the Board, after the UNSW Rules were amended in May 2018, to consider equity and diversity in board and committee membership across the University.

The Board commended the work undertaken and endorsed the Procedure for online consultation on the Policy website until 22 November 2018, subject to the following recommendation:

- Amend the fourth dot point under section 4 to read: ‘ensure the Chair and Deputy Chair are of different genders’.

The Board noted that it would monitor the rollout of the Procedure and receive reports on the composition of boards and committees for consideration.

F Programs

15. Academic Programs (new and revised) (from ABPC: 14 and 26 September 2018)

RESOLVED

The Academic Board approved the following program proposals (Items 15.1 to 15.14), as detailed in the AIMS proposals:

Arts & Social Sciences – New Undergraduate Double Degrees

- 15.1 3455 Bachelor of Media (Communication and Journalism)/Bachelor of Arts
- 15.2 3479 Bachelor of Media (Screen and Sound Production)/Bachelor of Arts
- 15.3 3487 Bachelor of Media (Public Relations and Advertising)/Bachelor of Arts

Arts & Social Sciences – Revised Postgraduate

- 15.4 7401 Graduate Certificate in Education
- 15.5 8001 Master of Public Administration (ANZSOG)

Business – New Postgraduate

- 15.6 5437 Graduate Diploma in Analytics
- 15.7 7457 Graduate Certificate in Analytics
- 15.8 8437 Master of Analytics

Note for the record

Professor Crisp tabled a document entitled ‘Process undertaken in the approval of the UNSW-Keypath Agreement and Business Case’, which contained background information for items 15.6 to 15.8 and 15.15 to 15.17 as fully online UNSW programs designed in collaboration with Keypath.

Due to the nature of the contract with Keypath – an external body – Professor Johnston recommended that Academic Board consider a new consultation process.

Governance Note:

The consultation process for the purposes of program proposals is to be considered by the University Academic Programs Committee for agreement to be reached, if possible, on expectations around progressing proposals despite consultation not being satisfactory and relevant parties not agreeing fully on all aspects of a proposal.

Professor Uncles highlighted the cross-disciplinary nature of these programs and the opportunity for specialisation and future inter-disciplinary collaboration by UNSW staff. On the advice of Keypath, the title of the programs would be 'Analytics' rather than 'Business Analytics'.

Business – Revised Undergraduate

15.9 3558 Bachelor of Commerce (International)

15.10 4501 Bachelor of Commerce (Honours)

Business – Revised Postgraduate

15.11 7355 Graduate Certificate of Commerce

15.12 8404 Master of Commerce

15.13 8417 Master of Commerce (Extension)

Engineering – New Postgraduate

15.14 5449 Graduate Diploma in Biomedical Engineering (Revision)

Science – New Postgraduate

RESOLVED

The Academic Board recommended that the following program proposals be reconsidered by the Academic Board Programs Committee (ABPC) via email circulation and subsequently by the Academic Board via email circulation as soon as possible to expediate the approval process:

15.15 5646 Graduate Diploma in Data Science

15.16 7446 Graduate Certificate in Data Science

15.17 8646 Master of Data Science

Note for the record

Members discussed items 15.15 to 15.17. Members noted that the program authority of the Data Science programs had been transferred from Engineering to Science and required further updates before final approval by the Academic Board. On the advice of Keypath, the title of the programs would be 'Data Science' rather than 'Computational Data Science'.

16. Academic Programs (Disestablishments)

RESOLVED

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

16.1 5506 Geriatric Medicine, Grad Dip (48UOC)

16.2 7364 Geriatric Medicine, Grad Cert (24UOC)

16.3 9025 Geriatrics, Master of Medicine (72UOC)

16.4 9036 Health Informatics, Master of Health Informatics (48UOC)

16.5 9037 Health Informatics (Extension), Master of Health Informatics Extension (72UOC)

17. Higher Doctorates – Confidential

17.1 Doctor of Science (1)

RESOLVED

The Academic Board approved the award of the Doctor of Science to Professor John Myburgh, as detailed in the paper presented.

18. Academic Partnerships

Nil

G Minutes

19. Academic Board and University Committees, DVCA Board of Studies and Faculty Boards

RESOLVED

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

- 19.1 Academic Board Programs Committee (ABPC) Meetings
 - 14 September 2018 – Signed Minutes
 - 26 September 2018 – Unsigned Minutes
- 19.2 University Academic Quality Committee (UAQC) Meeting
 - 19 September 2018 – Unsigned Minutes
- 19.3 University Research Committee (URC) Meeting – Nil
- 19.4 University Higher Degree Research Committee (UHDRC) Meeting – Nil
- 19.5 Program Review Committee (PRC) of the Academic Board – Meeting
 - 5 September 2018 – Unsigned Minutes
- 19.6 DVCA Board of Studies – 5 July 2018 – Signed Minutes
- 19.7 Art & Design – 4 July 2018 – Signed Minutes
- 19.8 Arts & Social Sciences – 6 August 2018 – Signed Minutes
- 19.9 Built Environment – 6 August 2018 – Signed Minutes
- 19.10 Business – 16 August 2018 – Signed Minutes
- 19.11 UNSW Canberra – Nil
- 19.12 Engineering – 6 July 2018 – Signed Minutes
- 19.13 Law – 6 June 2018 – Signed Minutes
- 19.14 Medicine – Nil
- 19.15 Science – 16 August 2018 – Signed Minutes

H Any Other Business

20. Promotion to Associate Professor (2018)

RESOLVED

The Academic Board received and noted the names of the staff approved for promotion to Associate Professor with effect from 1 January 2019, as detailed in the document presented.

21. Academic Board Nomination to the Honorary Degrees Committee

RESOLVED

The Academic Board recommended that UNSW Council appoint Emeritus Professor Richard Henry to the Honorary Degrees Committee from 1 January 2019 to 31 December 2020.

22. 2018 Student Conduct and Complaints Interim Report – Confidential to UNSW

RESOLVED

The Academic Board received and noted the Student Conduct and Complaints Interim Report, 1 January 2018 to 30 June 2018 – Confidential to UNSW.

23. Governance Approval Timelines for Program Offerings

RESOLVED

The Academic Board received and noted the Governance Approval Timelines for Program Offerings in 2020.

24. Standards in Learning Outcomes and Links to Accreditation Bodies at UNSW

RESOLVED

The Academic Board received and noted the Standards in Learning Outcomes and Links to Accreditation Bodies at UNSW.

25. Business without notice

There was no business without notice.

The Chair thanked everyone for attending the meeting, especially the UNSW Canberra staff and students as well as the Defence guests and colleagues. The Chair also thanked staff of UNSW Governance, IT support and the Rector's office for undertaking the preparation that went into making the meeting a success.

The Chair encouraged colleagues and students of UNSW Kensington and Canberra to liaise and engage with each other increasingly to the mutual benefit of the UNSW campuses.

The Chair declared the meeting closed at 12.30pm.

Next Academic Board meeting: Tuesday 27 November 2018, 10am to 12pm, Council Chamber, the Chancellery, followed by lunch from 12-2pm



Associate Professor David Cohen
Academic Board President and Chair

27 / 11 / 2018