

ACADEMIC BOARD (AB)

Minutes of Meeting



Date: Tuesday 27 November 2018
Time: 9.45am
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)
Professors D Blackman, L Chappell, A Cossins, G Crisp, A Deletic, S Dodds, D Fabian, N Fisk, M Frater, R Freestone, R Harindranath, R Harley, M Hoffman, I Jacobs, E Johnston, L Jorm, H Lochhead, L Poole-Warren, E Scheer, A Simmons, A Steel, C Styles, M Uncles, M Velonaki and ST Waller
Associate Professors R Bolt, M Green, K Lai, P Martens and N Tedla
Drs C Benson, L Crommelin, G Edwards, A Kayis-Kumar, K Moline and D Moreau
Mr J Fox and Ms M San Roque
Students:

IN ATTENDANCE: Mr A Cain-Grey, Mr D Lloyd and Mr A Sagotra
Professors E Baldry, J Morris and G Velan
Associate Professors V Jivan (for item 15.5) and M Kim (for item 11)
Drs Y Fan (for item 10), R Forage and L Williams (for item 10)
Mr M Borchert, Mr R Challis, Mr J Fitzgibbon, Ms K George, Ms A Griffin, Ms C Guedes (for item 11), Mr N Gurieff, Mr B Jing (for item 11), Ms S Kong, Ms C Lapierre (for item 11), Ms H Li (for item 11), Mr L Li (for item 11), Ms S Mohamed, Mr N Morris, Ms M Pavelkova and Ms L Zhang (for item 11)

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 H Abbass, R Buckland, M Crossley, M Davis, M Loosemore, P Munroe, R Phillips and A Sowmya, Associate Professors T Bucic and J Nolan, Drs S Graham and S Sharpe, Ms R Abeyratne, Ms S Azad, Ms N Daud, Mr S Dhouchak, Mr B Jones, Ms B Oo, Mr C Poulton, Mr Z Solomon and Ms S Zhou.

The Chair welcomed everyone to the meeting, especially the newly elected student members as attendees as they would be joining the Academic Board from 1 January 2019.

2. Minutes of the previous meeting held on 16 October 2018

RESOLVED

The Academic Board confirmed the minutes of the meeting held on 16 October 2018 as an accurate record and authorised the Chair to sign them, subject to the following amendment:

First paragraph on page 7 of the minutes to read:

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.

Secretary's Note: The 16 October 2018 Academic Board minutes were amended and signed by the Chair on 27 November 2018.

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.

3.1 Circular resolution regarding the Data Science suite of programs of the Faculty of Science (dated 8 November 2018)

RESOLVED

The Academic Board noted the circular resolution.

4. Starring of items and adoption of unstarred items

The Academic Board did not star additional agenda items and adopted all the unstarred items.

The Chair advised that items would be taken out of agenda order to accommodate members who had advised they would have to leave the meeting early. Therefore, item 9 would be considered next, followed by item 7 and then the remainder of the agenda.

5. Confirmation of confidential items

The Academic Board noted that there were no confidential items.

B Presidents' 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 of the Academic Board thanked the following:

- The outgoing AB members (listed in the report) for their contributions to the Academic Board during their membership, especially Professor Poole-Warren as she approached the end of her role as PVC, Research Training and Dean of Graduate Research, for her invaluable participation on the Academic Board as well as various committees and working groups of the Academic Board over many years.
- The two Deputy Presidents of the Academic Board and his Executive Assistant for outstanding contributions to the work of the Academic Board in 2018.
- Governance staff for their end-to-end support of the Academic Board and its Committees.

6.1 • Results of the following elections

➤ **Academic Board members – membership from 1 January 2019**

The Chair congratulated the members elected to the Academic Board from 1 January 2019, as listed in the document presented.

➤ **Academic Board President and Deputy Presidents from 1 January 2019**

The Board noted the following announcement made earlier in the day:

In accordance with the University of New South Wales By-law, a ballot has been conducted to fill the position for President of the Academic Board. This ballot closed at 4pm on Monday 26 November 2018.

The following people have been elected for the term from 1 January 2019 to 31 December 2020:

President

Associate Professor David Cohen

Deputy Presidents

Professor Mary-Louise McLaws

Associate Professor Graham Forsyth

- **Appointment of Such Other Persons to the Academic Board**

RESOLVED

The Academic Board recommended that UNSW Council approve the appointment of the following identified positions and members to the Academic Board under the Such other Persons membership:

- a) PVC Indigenous – Professor Megan Davis
- b) Director of Nura Gili – Associate Professor Reuben Bolt
- c) Professor Melissa Green (as per UNSW Rule 2.14)
- d) Chair of the Re-Enrolment Appeal Committee – Dr Gavin Edwards
- e) Indigenous Student Representative – Noah Bedford
- f) International Student Representative – Nayonika Bhattacharya
- g) A UNSW Canberra undergraduate student who is a Trainee Officer (TO) of the Australian Defence Force Academy (ADFA) – Candidate to be confirmed

Note for the record

- The Board noted that Professor Green was recommended for appointment as a Such other Person (as per UNSW Rule 2.14) because she had been promoted to Professor from 1 January 2019 (see item 6.2) and was no longer eligible for Academic Board membership as an Associate Professor. The resultant vacancy for a non-professorial member from the Faculty of Medicine would be filled as per UNSW Rule 2.13.
- Professor Frater provided the update to g) above to replace the following recommendation in the paper provided: 'An ADFA officer cadet and midshipman – TBC'.
- **Academic Board nominees to Academic Board Committees and University Committees**
The Chair advised that the elected and re-elected Academic Board members would receive requests for Expressions of Interest (EOIs) to sit on Academic Board and University Committees as well as working groups of the Academic Board and various committees, and they were encouraged to consider expressing an interest in areas that interested them.

6.2 Professor Promotions

RESOLVED

The Academic Board received and noted the names of the Associate Professors promoted to Professor from 1 January 2019, and congratulated Academic Board member A/Professor Green on her promotion.

6.3 Academic Board Annual Report – Draft

RESOLVED

The Academic Board received and noted the draft Academic Board 2018 Annual Report for submission to UNSW Council on 3 December 2018.

Note for the record

- The Board noted that two photographs of the Academic Board meeting held at UNSW Canberra would be included in the annual report before submission to UNSW Council.
- The President invited Board members to submit comments, updates and amendments on the annual report, if any, to him by the end of the day for inclusion in the final report.

7. Vice-Chancellor's Report

The Vice-Chancellor congratulated Professor Lochhead on an excellent year for the Faculty of the Built Environment as highlighted by her presentation. As it was the last Academic Board meeting of 2018, the Vice-Chancellor thanked all the Faculties, the Divisions and the Academic Board members for their contributions to an excellent year. The Vice-Chancellor congratulated the President and Deputy Presidents on their re-election to the Academic Board leadership for the next two years.

The Vice-Chancellor reflected on the following:

- Although the largest change process ever experienced by the University had been delivered in 2018, no change fatigue had been experienced and it had been a spectacular year in virtually every area of UNSW activity.
- Although some stress was inevitable and challenges were experienced, the University was grateful for remaining on track during a time of change.
- The change process would continue into 2019 and much of the change was expected to have been completed by mid-2019 and the University would continue to reap the benefits of the Strategy.
- The University performance indicators and rankings were improving. UNSW was in 81st position in the world in the benchmark of three rankings, the highest ever.
- The hostility to universities in parts of the external environment (media and politics) and the proposed funding models were areas of concern, which were not in the national long-term interest of the country as tertiary education was a huge economic driver for the country. Having vibrant research and teaching-intensive universities should be considered important to Australia.
- The proposal to review freedom of speech at universities was unfortunate as university campuses were considered bastions of free speech.

Professor Baldry advised that the 'UNSW Statement on Academic Freedom' could be found in a prominent place on the 'Welcome to UNSW Sydney' webpage.

The Board noted that the following events had been held since the last Board meeting:

- The Indigenous Strategy was launched on 23 October 2018. The Vice-Chancellor thanked Professor Davis and her team for an excellent event.
- The UNSW Futures Institute Launch was held on 24 October 2018.
- The Gonski Institute for Education was launched on 25 October 2018.
- The Roundhouse was formally opened in the previous week.
- The Festival of Dangerous Ideas was held on 3 and 4 November 2018 on Cockatoo Island.
- The recent round of academic promotions had been completed. The Vice-Chancellor congratulated everyone who had been promoted, noting that the University consisted of exceptional staff.
- The UNSW Staff and Family Day would be held on the Village Green on 28 November 2018, weather permitting.
- The President's Awards would be held on 5 December 2018. The Vice-Chancellor thanked everyone for their contributions to these awards and for voting for their peers.

The Chair thanked the Vice-Chancellor for his report.

8. Questions on notice

RESOLVED

The Academic Board received and noted the response provided to the question on notice regarding the Student Code of Conduct.

C Presentations

9. Faculty of Built Environment Overview (Presentation)

The Dean, Professor Lochhead, highlighted the following before presenting on the 2018 SWOT Analysis of UNSW Built Environment:

- The Faculty's focus on shaping future cities
- The Faculty's vision of having resilient, informed, healthy, smart, connected, green, liveable and inclusive cities
- A snapshot of the Faculty, including the number of staff, students and alumni as well as the Faculty EFTSL and revenue
- The Faculty's 9 undergraduate and 10 postgraduate programs
- The Faculty's ranking of 23rd globally (as per the QS 2018 world ranking), 3rd nationally and 1st in ERA for Built Environment and Design
- The Faculty's diverse research activities and major Government and Industry partnerships

Professor Lochhead discussed the Faculty's strengths, weaknesses, opportunities and threats relating to education, research, engagement, resources and reputation, noting the following priorities for 2019:

- Strengthening interdisciplinary education, rationalising small courses and reviewing programs to generate diversity of growth and internationalised student experiences
- Improving the quality and income of research performance, and developing strategic national and international partnerships through interdisciplinary approaches for resilient growth
- Expanding on industry, Government, alumni and international engagement through events and lectures
- Leveraging the Grand Challenge: Rapid Urbanisation
- Building reputation, improving facilities, increasing scholarships and focusing on strategic recruitment

The Chair thanked Professor Lochhead for her presentation.

10. Analysis of Factors Affecting Student Satisfaction

Professor Johnston introduced Drs Fan and Williams to discuss this item. Dr Fan discussed gender and cultural bias in student evaluations and why representation matters, as detailed in her paper, noting the following:

- There was potential bias against women and teachers with non-English speaking backgrounds, which could have a negative influence on teaching evaluation.
- It was argued that such surveys did not measure teaching effectiveness and should be used only to monitor student experience.

Dr Williams (Chair of Science Equity, Diversity and Inclusion) reported that the available data was being examined to explore how academics could be advised to present survey data in a more equitable way to provide metrics in a way that highlights staff capabilities. Dr Williams highlighted the following two questions:

- How should academics be advised to present their evaluations?
- How could student evaluations be framed to eliminate bias?

Professor Crisp referred the Board to guidelines provided for use by line managers and promotion panels regarding the interpretation and use of student satisfaction data to raise awareness of different information under different sets of circumstances for male and

female staff. Professor Crisp thanked his team, and Ms George, in particular, for their work in this area and encouraged staff to address questions on the data to Ms George.

Professor Crisp advised that the data was being obtained from student experience surveys that should not be called 'evaluations'. He advised that this was only one component used and that peer evaluation of teaching had been introduced as a more structured way to evaluate teaching. Board members argued that the teaching of academics was being evaluated through student experience surveys and the data was being used for promotion purposes.

The Board discussed whether using data that may be biased against certain academics was placing the University in a vulnerable position as teaching was being measured and whether a solution should be found to the problem rather than following guidelines that appeared to work around the problem. The students agreed that it was unfortunate that bias occurred in student surveys but did not have an immediate solution to the issues identified.

The Board acknowledged that further discussion of this item was required as agreement would not easily be reached, and that an innovative solution and formal approach should be found to the problems identified in data provided through student experience surveys.

Professor Baldry suggested that a working group be convened to address potential bias in student satisfaction data and consider a positive formal University approach/solution to the issues identified **[Matter Arising]**.

The Chair thanked Professors Johnston and Crisp as well as Drs Fan and Williams for their work on student satisfaction surveys.

11. Personalised English Language Enhancement (PELE) (Presentation)

Associate Professor Kim presented on a personalised autonomous model for multilingual UNSW students, discussing the following:

- The number of international students (from 120 countries) compared to the number of local students at UNSW
- The learning experiences of international students and the effect of the wide range of challenges experienced, including cultural differences, alienation, racial discrimination, financial needs and homesickness
- The academic difficulties, social exclusion and psychological anxiety experienced as a result of the language barrier
- The University's responsibility to offer support and guidance to students in their English language endeavours
- As improving English skills is an ongoing process and a one-size-fits-all approach does not work, a sustainable approach is required

The Board noted the following about PELE:

- The improved self-reported feelings about English and an increased sense of belonging to a community experienced at the end of PELE compared to the emotions felt at the start of PELE, improving the students' overall confidence, which is highly valued by the students
- How the personalised autonomous (PA) model works in PELE through analysis, planning, action and reflection
- The students' overall experience at UNSW improved as a result of PELE from 46% to 78%

A/Professor Kim thanked Professor Poole-Warren for supporting PELE, especially for higher degree research students, and for recommending that there be a presentation on the extracurricular program at Academic Board. A/Professor Kim also thanked various

Academic Board members and UNSW for supporting the program. She thanked her PELE team for all their outstanding work on the program, thereby contributing to its success.

The Chair thanked A/Professor Kim for her presentation and congratulated her and her team on the positive results of PELE.

D Reports

12. Deputy Vice-Chancellor, Research

RESOLVED

The Academic Board received and discussed the report of the Deputy Vice-Chancellor, Research.

Note for the record

Professor Fisk announced that Professor Jonathan Morris had been appointed as Dean of Graduate Research from 1 January 2019 and congratulated him.

The Board noted the following:

- The report on Australian Government Funding Arrangements for non-NHMRC Research (Laming Report) had been tabled in Parliament on 26 November 2018, making 14 recommendations largely positive and supportive of those suggested by the sector. Of particular note were the single application system, the reduction of ERA/E&I frequency to 5 years, maintenance of peer-review, and establishment of a future or translation fund for non-medical research. A concern was reference to extending national funding eligibility to research providers outside the university sector (for example TAFE).
- The ARC funding announcements would be made later in the day.
- UNSW would continue with the approach outlined in its current UNSW Open Access Policy, in preferring repository-based open access, and would continue to discourage researchers from paying hybrid Article Processing Charges.
- BORIS statistics showed usage was increasing, with a target of 75% by January 2019.

With regard to BORIS usage, a query was raised about the need for listing the top BORIS users per Faculty by name, as this information could be considered confidential. Professor Fisk explained that the intention had been to inform firstly the URC where it was discussed, and thence the Academic Board, in order to acknowledge leading BORIS users as only 58% of staff with BORIS access had logged on in 2018. Professor Fisk apologised for any oversight and undertook that names would be omitted in future reports to Academic Board.

13. Deputy Vice-Chancellor, Academic

RESOLVED

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

13.1 Update on HESF Compliance and TEQSA Re-registration

RESOLVED

The Academic Board received and noted the update on HESF Compliance and TEQSA Re-registration.

13.2 Universities Australia Student Finances Survey

RESOLVED

The Academic Board received and noted the Universities Australia Student Finances Survey.

13.3 Summary of Graduate Outcomes Survey (GOS) 2017 – 2018

RESOLVED

The Academic Board received and noted the update on the Summary of Graduate Outcomes Survey.

E Policies and Procedures

14. a) Early Career Academic Support Policy

RESOLVED

The Academic Board endorsed the Early Career Academic Support Policy.

b) UNSW3+ Amendments to Policies and Procedures

RESOLVED

The Academic Board received and noted the UNSW3+ Amendments to Policies and Procedures provided by Deputy Academic Board President, Mr Forsyth.

F Programs

15. Academic Programs (new and revised)

(Program proposals from ABPC of 2 November 2018 & UHDRC of 8 November 2018)

RESOLVED

The Academic Board approved the following program proposals (Items 15.1 to 15.18), as detailed in the AIMS proposals:

Law – New (Undergraduate)

- 15.1 4795 Bachelor of Data Science and Decisions/Bachelor of Laws
- 15.2 4796 Bachelor of Data Science and Decisions/Bachelor of Laws (Honours)
- 15.3 4797 Bachelor of Politics, Philosophy and Economics/Bachelor of Laws
- 15.4 4798 Bachelor of Politics, Philosophy and Economics/Bachelor of Laws (Honours)

Law – New (Postgraduate)

- 15.5 5213 Graduate Diploma in Legal Professional Practice

DVCA Board of Studies – Revisions (Undergraduate)

- 15.6 6114 University Preparation Program
- 15.7 6115 University Preparation Program (17-19)

Arts and Social Sciences – Revision (Undergraduate)

- 15.8 3417 Diploma of Languages

Arts and Social Sciences – Revisions (Postgraduate)

- 15.9 8224 Master of Arts/Master of Social Sciences
- 15.10 8926 Master of Teaching (Secondary)

Art & Design – Revision (Undergraduate)

- 15.11 4813 Bachelor of Media Arts

Art and Design – Revision (Postgraduate)

- 15.12 9313 Master of Design

Built Environment – Revisions (Undergraduate)

- 15.13 3256 Bachelor of Interior Architecture (Honours)
- 15.14 3261 Bachelor of Architectural Studies
- 15.15 3381 Bachelor of Landscape Architecture

Built Environment – Revisions (Postgraduate)

- 15.16 8143 Master of Architecture

15.17 7451 Graduate Certificate in City Analytics

Science – New (Postgraduate)

15.18 2912 Master of Industrial Research

16. **Academic Programs (Disestablishments)** – Nil

17. **Higher Doctorates** – Nil

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) Meeting
 - 2 November 2018 – Unsigned Minutes
- 19.2. University Academic Quality Committee (UAQC) Meeting
 - 7 November 2018 – Unsigned Minutes
- 19.3. University Research Committee (URC) Meeting
 - 4 October 2018 – minutes of the Research Planning Day
 - 15 November 2018 – Unsigned minutes
- 19.4. University Higher Degree Research Committee (UHDRC) Meeting
 - 4 October 2018 – Signed minutes
 - 8 November 2018 – Unsigned minutes
- 19.5. Program Review Committee (PRC) of the Academic Board
 - 24 October 2018 – Signed minutes
- 19.6. Art & Design
 - 26 September 2018 – Signed minutes
 - 24 October 2018 – Signed minutes
- 19.7. Built Environment
 - 3 September 2018 – Approved minutes
 - 15 October 2018 – Signed minutes
- 19.8. UNSW Canberra
 - 18 June 2018 – Signed minutes
- 19.9. Engineering
 - 7 September 2018 – Signed minutes
- 19.10. Law
 - 15 August 2018 – Signed minutes
- 19.11. Medicine
 - 31 July 2018 – Approved minutes
- 19.12. Science
 - 20 September 2018 – Signed minutes

H Any Other Business

20. **Proposed 2019 Meeting dates for Academic Board and Committees**

RESOLVED

The Academic Board received and noted the proposed 2019 meeting dates for Academic Board and Committees.

21. **Business without notice**

The Chair thanked everyone for attending the meeting and for their contribution and participation in 2018, especially the Academic Board members whose terms would end on 31 December 2018.

The Chair invited everyone to enjoy the end-of-year Academic Board lunch and welcomed the members of the Australian Human Rights Institute Choir, kindly organised by Academic Board member Professor Chappell. The Chair thanked Professor Chappell and the choir for volunteering and agreeing to perform at the Academic Board lunch.

The Chair declared the meeting closed at 12.10pm.

Next Academic Board meeting: Tuesday 26 February 2019, 10am to 12pm, Council Chamber, the Chancellery



Associate Professor David Cohen
Academic Board President and Chair
18/12/2018