ACADEMIC BOARD (AB)
Minutes of Meeting

Date: Tuesday 26 March 2019
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)
Associate Professor G Forsyth (Deputy President of the Academic Board)
Professor I Jacobs (President and Vice-Chancellor)
Scientia Professors J Roberts and J Murphet
Professors D Blackman, M Crossley, M Davis, A Deletic, N Di Girolamo,
S Dodds, A Durbach, M Frater, M Green, M Hoffman, N Kessissoglou,
H Lochhead, G Lodewijks, S Loo, J Morris, A Munster, J Seidel,
A Simmons, A Steel, C Styles, M Uncles, S Zlatanova and A Zwi
Associate Professors R Bolt, L Lixinski and M Michael
Drs C Benson, C Collins, G Edwards, R Green, M Iqbal, A Kayis-Kumar,
D Moreau, M Nehme, B Oo, V Sreenivasan and J Steele
Ms N Bhattacharya, Mr A Cain-Grey, Ms N Daud, Mr R Challis, Mr J Fox
and Ms A Griffin

IN ATTENDANCE:
Professors E Baldry and G Velan (for the Dean of Medicine)
Dr N Castano Rodriguez
Mr M Borchert, Mr D Do, Mr J Fitzgibbon, Mr D Gleeson, Ms B Greene,
Ms S Mohamed, Mr N Morris and Ms M Pavelkova

Quorum: 20
RAMS: 2019/01240

SECRETARY:
Ms Fatima Velosa (Senior Governance Officer)

A Procedural Matters
1. Apologies and leave of absence

The Board noted apologies from the following Board members:
Scientia Professors M Santamouris and G Williams; Professors N Fisk, R Harley,
E Johnston, S Parameswaran, R Phillips and M Tani; Associate Professor J Bryant, Drs
S Clark and J Galliott; Ms S Azad, Mr N Bedford, Ms S Kong, Ms V Rathi, MIDN L Rowe,
Mr A Sagotra and Mr G Vats

2. Minutes of the previous meeting held on 26 February 2019

RESOLVED
The Academic Board confirmed the minutes of the meeting held on 26 February 2019
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 Chair reported that Professor Baldry had confirmed that a working group had been
established to address potential bias in student satisfaction survey data and consider a
positive formal University approach to the issues identified.

The Board noted that Professor Crossley continued to meet with the students to discuss
the ‘fit to sit or submit’ approach in the newly implemented centralised special
consideration process.
4. **Starring of items, adoption of unstarred items and rearrangement of the agenda**

The Board adopted all the unstarred items, did not star any additional items for discussion and did not rearrange the agenda.

5. **Confirmation of confidential items**

The Board noted that attachment 3 of item 10, distributed to members via the Academic Board SharePoint site, was confidential and not for circulation outside Academic Board. It was noted that item 13.1 could be distributed across the University, but not outside the University.

The Chair advised that the Academic Board Advisory Committee (ABAC) had agreed that there would be the following two levels of confidentiality applied to Academic Board papers:

a) ‘Confidential to Academic Board’ and not to be circulated outside Academic Board (e.g. higher doctorates for approval); and

b) ‘Confidential: Distribution within UNSW only’, with general University-wide circulation permitted.

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**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 Chair congratulated Professor Simmons on her appointment as Provost and Professor Steel on his appointment as Acting PVCE. On behalf of the Board, the Chair farewelled and thanked Professor Dodds for her outstanding contributions to the Board as Dean of the Faculty of Arts and Social Sciences over the last three years.

- CoCABS (Committee of Chairs of Academic Board and Senates) minutes

**RESOLVED**

**The Academic Board received and noted** the Committee of Chairs of Academic Board and Senates (CoCABS) minutes provided.

6.1 **Review of Academic Board and University Committee Terms of Reference**

**RESOLVED**

**The Academic Board recommended to UNSW Council that it approve** the proposed amendments to the Terms of Reference of the following Committees:

- Academic Board Advisory Committee (ABAC)
- Academic Board Programs Committee (ABPC)
- Program Review Committee (PRC)
- University Academic Quality Committee (UAQC)
- University Research Committee (URC)
- University Higher Degree Research Committee (UHDRC)

**Note for the record**

The Chair reported that references to ‘Pro-Vice-Chancellor (Academic Excellence)’ in the Terms of Reference included in the UNSW Rules would be replaced with ‘Provost’ or ‘Provost or nominee’, as appropriate, for approval by UNSW Council.

*Secretary’s note: Section 2.4 of the UNSW Rules (Members of Academic Board) was updated on 26 March 2019 – for approval by UNSW Council –*
6.2 Review of DVCA Board of Studies Terms of Reference

RESOLVED

The Academic Board recommended to UNSW Council that it approve the proposed amendments to the Terms of Reference of the Deputy Vice-Chancellor (Academic) Board of Studies (Schedule 8 of the University of New South Wales Rules).

7. Vice- Chancellor’s Report

The Vice-Chancellor noted the University’s inaugural Provost appointment of Professor Simmons and congratulated her on the appointment. He also acknowledged Professor Dodds’s contribution to UNSW in her role as Dean of the Faculty of Arts and Social Sciences.

The Vice-Chancellor noted the departure of Professor Crisp (Pro-Vice-Chancellor, Education) from UNSW on 22 March 2019 and thanked Professor Steel for agreeing to take up the position of Acting PVCE from 25 March 2019.

The Board noted that the University had held a well-attended Harmony Day event on 21 March 2019 during which the University had paid its respects to the victims of violence in Christchurch and across the world. Harmony Day also provided an opportunity for UNSW to reiterate its commitment to a campus and a world in which people of all races, nationalities, religious beliefs, and of no belief, lived together peacefully and in harmony.

The Vice-Chancellor emphasised that, in 2019, an extensive consultation process relating to the Strategy 25 rollout would be undertaken and would result in an S25+ Strategy by early 2020 for endorsement by UNSW Council.

The Vice-Chancellor encouraged all staff and students to attend the Professorial Inaugural Lectures introduced in 2016 as they were excellent events that created opportunities for discussion about the life, research and careers of new professors.

The Chair thanked the Vice-Chancellor for his report.

8. Questions on notice

The Board noted that no questions on notice had been received for this meeting.

C Presentation

9. Arc Presentation

The Chair invited Ms Daud (Chair of Arc@UNSW Board) to present on Arc, UNSW Student Life, noting her excellent presentation at UNSW Council recently.

Ms Daud discussed the following:
- The Arc vision to create the best student experience at UNSW and student life in general
- The membership of the Arc Board and its governance
- The number of student members, clubs and societies, events, sports activities and volunteer programs, which provide many opportunities for students to socialise and make new friends
- Priorities for 2019, including UNSW3+ sustainability, international student engagement, wellness and digital communities
- Arc’s relationship with UNSW, which involves increased collaboration between the students, as partners, and the University
Ms Daud reported that Arc was always looking for new areas of collaboration and encouraged Board members to contact Arc if they identified opportunities for collaboration with the students and to direct students to Arc, as appropriate.

The Chair thanked Ms Daud for her presentation.

**Reports**

**10. Deputy Vice-Chancellor, Research – confidential**

**RESOLVED**

The Academic Board received and noted the DVCR report.

**Note for the record**

On behalf of Professor Fisk, Professor Deletic (Pro-Vice-Chancellor, Research) summarised the DVCR report, noting that the attachments provided more details on the items reported.

Academics were encouraged to create and publish a Google Scholar profile and link this within their researcher profiles as it was key to promoting the work and reputation of UNSW researchers.

The Chair thanked Professor Deletic for reporting on behalf of the DVCR.

**11. UNSW Disciplinary FWClS (Field-Weighted Citation Impacts)**

Professor Deletic presented a detailed analysis of the relationship between subject field-weighted citation impact (FWCI) and subject rankings, and between journal quality and citation rates for papers. It was noted that UNSW lagged at the bottom of Go8 in average FWCI for journal papers though it published a high proportion of its papers in highly ranked journals.

The Board noted the following:

- If researchers, in any discipline, wanted their papers to have a decent chance of achieving FWCI >2, they should target journals ranked in the top 5 to max 10% of their discipline.
- A correlation between subject FWCI and citation scores had been found for all three major rankings for selected STEM disciplines – no matter how citations were measured.

The Board noted that UNSW researchers were encouraged to do the following:

- Conduct high quality research.
- Publish in at least Q1 journals, preferably in the top 5% (for HASS disciplines in globally respected journals).
- Publish as many papers as possible in the top journals.
- Acknowledge that journal papers are less important for HASS disciplines than STEM.
- Ensure all publications are attributed appropriately and collected by UNSW systems.
- Embed the importance of quality publications in myCareer conversations.
- Start developing quantitative assessment of research performance.

The Chair thanked Professor Deletic for her presentation.

**12. Quantitative Benchmarks**

**RESOLVED**

The Academic Board received and noted Professor Simmons’s report on Quantitative Benchmarks (QBs), Consultation and Actions.
Note for the record
Professor Simmons outlined the consultation, actions and implementation process relating to QBs, emphasising that the QBs were designed to help define ‘excellence’ in performance and enhance academic excellence at UNSW. The Board noted that the QBs were being piloted in 2019 and would include an additional stage of consultation, after which an evaluation of the outcomes would be presented to the Academic Board.

The Chair thanked Professor Simmons for reporting on the quantitative benchmarks.

13. Deputy Vice-Chancellor, Academic (DVCA)

RESOLVED
The Academic Board received and noted the DVCA Report.

Note for the record
Professor Crossley thanked everyone for their extraordinary work that had contributed to the smooth implementation of UNSW3+ in 2019, noting that all the processes – including various assessment reviews – were being monitored closely.

Professor Crossley thanked Professor Steel for taking up the role of Acting PVCE during the recruitment of a PVCE (after the departure of Professor Crisp).

The Chair thanked Professor Crossley for his report.

13.1 Student Conduct and Complaints Report – Confidential: Distribution within UNSW only

RESOLVED
The Academic Board received and noted the Student Conduct and Complaints Report, noting that it was confidential and not for distribution outside the University.

E Policies and Procedures
14. Representation on UNSW Committees and Decision-Making Bodies Procedure

RESOLVED
The Academic Board received and endorsed the Representation on UNSW Committees and Decision-Making Bodies Procedure for Council consideration.

Note for the record
The Chair reported that the Procedure was the result of a debate at Academic Board in 2018. The Board noted that while the Procedure set out some specific criteria, it formed part of a drive to address equity, diversity and inclusion in an effort to create a more diverse cohort of staff and students on committees. It was noted that Appendix A listed committee and decision-making bodies to be monitored on a phased-in basis, and that the list would be expanded, as required, by the Division of Equity, Diversity and Inclusion.

15. Research Code of Conduct (open for consultation)

RESOLVED
The Academic Board received and noted the major revision to the Research Code of Conduct, which would be open for consultation on the Governance Policy website until 29 March 2019, with feedback to be provided to Mr Do (Manager, Research Integrity).
Programs

16. New and revised Programs – Nil

17. Academic Programs – Disestablishment of Medicine Higher Degree Research programs

RESOLVED

The Academic Board received and approved the following Medicine Academic Program Disestablishments:

17.1 440 Psychiatry and Pathology – Doctorate
17.2 1760 Community Medicine – Doctorate
17.3 1765 Community Medicine & Sociology – Doctorate
17.4 1950 Health Administration – Doctorate
17.5 0450 Health Services Management – Doctor of Medicine (Research)

18. Higher Doctorates – Nil

19. Academic Partnerships – Nil

Minutes

20. 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:

20.1 Academic Board Programs Committee (ABPC) – 8 February 2019 – signed minutes
20.2 University Academic Quality Committee (UAQC)
   • 13 February 2019 – signed minutes
   • 13 March 2019 Joint Meeting with ABPC – unsigned minutes
20.3 Program Review Committee (PRC) of AB – 5 March 2018 – unsigned minutes
20.4 Arts and Social Sciences – 11 February 2019 – signed minutes

Any Other Business

21. Business without notice

There was no business without notice.

The Chair declared the meeting closed at 12.05pm.

Next Academic Board meeting: Tuesday 30 April 2019, 10am to 12pm, Council Chamber, Chancellery

Associate Professor David Cohen
Academic Board President and Chair
30 April 2019