ACADEMIC BOARD (AB)
Minutes of Meeting

Date: Tuesday 18 June 2019
Time: 10am
Venue: Council Chamber, Chancellery

PRESENT:
Associate Professor D Cohen (Academic Board President and Chair)
Associate Professor G Forsyth (Deputy President of the Academic Board)
Professor I Jacobs, Vice-Chancellor
Scientia Professors J Murphet, M Santamouris and G Williams
Professors A Deletic, N Di Girolamo, A Durbach, N Fisk, M Frater, I Gibson,
R Harley, E Johnston, N Kessissoglou, H Lochhead, G Lodewijks, S Loo,
J Morris, S Parameswaran, A Simmons, A Steel, C Styles, M Tani, M Uncles
and A Zwi
Associate Professors D Blaazer and M Michael
Drs C Benson, S Clark, C Collins, R Green, A Kayis-Kumar, M Nehme, B Oo,
V Sreenivasan and J Steele
Mr N Bedford, Ms N Bhattacharya, Mr A Cain-Grey, Mr R Challis, Mr J Fox,
Ms A Griffin, Ms S Kong, MIDN L Rowe and Mr F Ullah

IN ATTENDANCE:
Professors E Baldry and G Velan (for the Dean of Medicine)
Mr M Borchert, Ms B Greene, Ms C Jones, Mr N Morris, Ms M Pavelkova and
Mr A Sampath

SECRETARY:
Ms Fatima Velosa (Senior Governance Officer)

Quorum: 20
RAMS: 2019/01240

For convenience, items were taken out of agenda order.

A Procedural Matters

1. Apologies and leave of absence
   The Board noted apologies from the following Board members:
   Scientia Professor J Roberts, Professors D Blackman, M Crossley, M Davis, M Green,
   M Hoffman, M-L McLawns, A Munster, R Phillips, J Seidel and S Zlatanova, Associate
   Professors R Bolt, J Bryant and L Lixinski, Drs N Castano Rodriguez, G Edwards, J Galliott,
   M Iqbal and D Moreau, Ms S Azad, Ms N Daud, Ms V Rathi and Mr G Vats.
   The Chair welcomed new student member, Mr Fahim Ullah (see item 6.1), and
   congratulated him on his appointment.

2. Minutes of the previous meeting held on 30 April 2019
   RESOLVED
   The Academic Board confirmed the minutes of the meeting held on 30 April 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 Board noted that the matters arising were either completed or in progress.

3.1 Representation on UNSW Committees and Decision-Making Bodies Procedure
   The Chair reported that, on 17 June 2019, UNSW Council had endorsed the slightly revised
   Representation on UNSW Committees and Decision-Making Bodies Procedure for approval
   by the Responsible Officer (Deputy Vice-Chancellor, Equity, Diversity & Inclusion). The
Chair asked the Deans to ensure Heads of Schools and other Faculty staff were aware of the principles and requirements of the Procedure to ensure compliance.

4. **Starring of items, adoption of unstarred items and rearrangement of the agenda**
The Board adopted all the unstarred items and did not star additional items for discussion.

5. **Confirmation of confidential items**
The Board noted that there were no confidential items.

### B Presidents' Business

6. **Report of the President of the Academic Board**

**RESOLVED**
The Academic Board received and noted the tabled report of the President of the Academic Board, dated June 2019.

**Note for the record**
The Board noted that the President would be attending the June 2019 Academic Board meeting of King's College London (KCL) where he would also meet with various senior staff involved in PLuS Alliance projects and hold discussions about general university academic governance.

6.1 **HDR student appointment to the Academic Board (Mr Fahim Ullah)**

**RESOLVED**
The Academic Board approved the appointment of Mr Fahim Ullah as one of the Higher Degree Research student members of the Academic Board from 18 June 2019 to 31 December 2019.

6.2 **KPMG Internal Audit Report Response**

**RESOLVED**
The Academic Board received and noted the KPMG Internal Audit Report Response.

**Note for the record**
- With regard to the format of Faculty Board reports to the Academic Board, it was proposed that further discussions be held with the Deans, in conjunction with Governance, to avoid creating an additional level of reporting [Matter Arising]. It was suggested that the inclusion of an action sheet with the Faculty Board minutes provided to the Academic Board may be a sufficient in responding to this aspect of the KPMG audit.
- The Chair advised that guidelines would be sought from Risk Management on the best approach to incorporating risk in new and revised academic proposals.

6.3 **Response to 2017 Review of Academic Governance at UNSW**

**RESOLVED**
The Academic Board received and noted the Response to the 2017 Review of Academic Governance at UNSW.

6.4 **Audit of UNSW3+ T2 Course Transition Arrangements**

**RESOLVED**
The Academic Board received and discussed the Audit of UNSW3+ T2 Course Transition Arrangements.

**Note for the record**
- The Board noted that the outcomes of the T2 audit were similar to those of the T1 audit.
The Board noted that a key area of concern raised by the UNSW3+ T2 audit working group was ‘assessment’, especially quantity, timing, summative versus formative as well as staff and student workloads.

The Board requested a review of assessment processes in coursework programs at UNSW, focusing on undergraduate students, via the Division of the DVCA and the University Academic Quality Committee (UAQC), in order to develop revised guidelines that would benefit both students and staff (see items 6 and 10).

7. President and Vice-Chancellor’s Report
Professor Jacobs reported on the following:

- UNSW Council had held a strategic planning day on 17 June 2019, where the various opportunities and threats facing UNSW and the tertiary education sector as well as the global role and nature of universities into the future, including student numbers and diversification, were discussed.
- The Vice-Chancellor (VC) thanked all staff and students for their efforts in the transition to UNSW3+, noting that it had not been without challenges but that the reduction in timetable clashes was one of the advantages of the new calendar.
- The Board noted that Mr Black continued to undertake the Strategy 25+ (S25+) consultation process, during which there would be various opportunities for input from staff and students, including a workshop to be run with elected Board members.
- The QS World University rankings, among others, to be published on 19 June 2019 would reveal that UNSW was rising steadily in world rankings (see item 12). The VC noted outstanding contributions by UNSW staff and congratulated everyone on the excellent results.
- The new Enterprise Bargaining Agreement (EBA) for academic and professional staff respectively had been approved. The Board noted that one of the amendments allowed the University to advertise Education Focused (EF) positions and appoint EF academics.
- Randstad’s Employer Brand Research Report had recently ranked UNSW as the 15th most attractive place to work in Australia.
- The recent round of graduation ceremonies had been hugely successful. The VC thanked and congratulated everyone involved.

The VC congratulated the 110 members of the UNSW community who had been named in the recent Queen’s Birthday 2019 Honours List, as detailed in his newsletter of 13 June 2019. The Board noted that the awards were an endorsement of the diverse and impressive impact UNSW staff and alumni had in the wider community.

The Chair thanked Professor Jacobs for his report.

8. Questions on notice
RESOLVED
The Academic Board received and noted the responses provided by Professor Crossley to the questions on notice (see item 13).

C Presentations
9. LAW SWOT Presentation
The Chair invited the Dean of Law, Scientia Professor Williams, to present on his Faculty.

Scientia Professor Williams gave an overview and SWOT analysis of the Law Faculty, emphasising the Faculty’s strong track record in education, research and external engagement, including high rankings nationally and internationally. The Board noted that women made up 70% of the staff in the Law Faculty.

The Chair thanked Scientia Professor Williams for his presentation.
10. Groupwork

RESOLVED
The Academic Board received and discussed the Student Discussion Paper on Groupwork and resolved that:
1. a survey on student experience and attitudes towards groupwork and group assessment be undertaken, and that the results be reviewed by a working group including student representatives;
2. a survey of Faculties or Schools be undertaken, including the processes for assessing groupwork (the process and the product) and that examples of effective approaches to groupwork and group assessment be highlighted; and
3. UNSW policies and procedures relating to groupwork and group assessment be reviewed, with the development of new benchmarks.

Note for the record
Undergraduate student member, Mr Challis, presented on groupwork and led a discussion that resulted in the issue being referred to UAQC, the DVCA and the PVCE for a more extensive analysis of UNSW practices, including best practice, with a view to revising and/or developing relevant guidelines and possibly implementing assessment procedures across the University.

The Chair thanked Mr Challis for his presentation.

11. Student Voice Australia (SVA) Project

RESOLVED
The Academic Board received and noted the report on the Student Voice Australia (SVA) Project.

Note for the record
• SRC President and Academic Board member, Ms Griffin, summarised the outcomes of the SVA project and summit as well as the UNSW involvement.
• The Board noted that Academic Board student members wished to continue UNSW’s engagement in the SVA project and called on Board members to engage with students in establishing meaningful student-staff partnerships in governance decision-making processes.
• The VC congratulated Ms Griffin and all the stakeholders on their meaningful contributions and a great initiative, and he confirmed it had the support of UNSW leadership.

The Chair thanked Ms Griffin for her verbal update and participation in a worthwhile initiative.

D Reports

12. Deputy Vice-Chancellor, Research (DVCR)

RESOLVED
The Academic Board received and noted the June 2019 report of the Deputy Vice-Chancellor, Research.

Note for the record
• The Board noted the outcome of the Leiden ranking, especially the MNCS (mean normalised citation score) data and the improvement in the QS World University rankings. Professor Fisk advised the following information was embargoed until 19 June 2019: UNSW had moved up in the Top 50, from 45th place in 2018 to 43rd place in 2019, the University’s highest ever global ranking. The excellent results for
UNSW attested to an overall improvement in the average rankings across the agencies generating major metrics.

- It was noted that one of the discussion items at the University Research Committee (URC) meeting of 30 May 2019 had been open access, which the University Librarian, Mr Borchert, would present to the Board at its meeting on 30 July 2019.

The Chair thanked Professor Fisk for his verbal update.

13. **Deputy Vice-Chancellor, Academic (DVCA)**

RESOLVED
The Academic Board received and noted the June 2019 report of the Deputy Vice-Chancellor, Academic.

**Note for the record**
On behalf of Professor Crossley, Professor Steel reported that Special Consideration (see item 8) would form part of an internal review of the UNSW 3+ changes introduced in 2019, and that the students would be invited to provide feedback. The Board noted that the timeline and mechanism for the review would be communicated in due course.

The Chair thanked Professor Steel for his verbal update.

13.1 **T1 2019 myExperience**

RESOLVED
The Academic Board received and discussed the T1 2019 myExperience report.

**Note for the record**
Professor Steel presented an overview of the myExperience T1 results, under the following headings:

- percentage of response rates, 2017 to 2019;
- ‘overall I was satisfied with the quality of the course’: percentage ‘agree’ by undergraduate and postgraduate students;
- course satisfaction: new versus continuing undergraduate students, S1 2018 and T1 2019;
- Schools with improved course satisfaction by percentage;
- ‘overall I was satisfied with the quality of this teacher’s teaching’, S1 2018 and T1 2019; and
- teaching satisfaction, undergraduate and postgraduate, S1 2018 and T1 2019.

The Board noted that on the approach to analysis adopted in previous years (% agree), there was an overall increase in student satisfaction with their teachers, balanced by a slight decrease in student satisfaction with their courses. Satisfaction levels varied across Schools, but there were increases in satisfaction in a number of Schools. Professor Steel advised that the results for T2 and T3 2019 would be necessary for more significant analyses.

The student members advised that it was important to note that the myExperience results did not reflect student satisfaction with UNSW3+ because myExperience was about individual teachers and did not cover the new calendar. The Board noted that the SRC and Arc@UNSW had conducted a survey of UNSW3+, the results of which would be discussed at the 30 July 2019 Academic Board meeting.

The Chair thanked Professor Steel for his report and presentation.

14. **S25+ Update**
This item was not discussed.
Policies and Procedures

15. Proposed Research Misconduct Procedure

RESOLVED
The Academic Board received, discussed and endorsed the proposed Research Misconduct Procedure, noting that UNSW had undertaken a major review of the Handling of Allegations of Research Misconduct Procedure to support the new UNSW Research Code of Conduct, due to take effect on 1 July 2019.

Programs

16. Academic Programs (New and Revised) (Program proposals from ABPC of 24 May 2019)

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

Art & Design – Revisions (Undergraduate)
16.1 4821 Bachelor of Fine Arts
16.2 4813 Bachelor of Media Arts

Arts & Social Sciences – Revisions (Undergraduate)
16.3 3438 Bachelor of Media (Screen and Sound Production)

Medicine – New (Postgraduate)
16.4 9362 Master of Infectious Disease Intelligence (Extension)
16.5 9363 Master of Public Health/Master of Infectious Disease Intelligence (Extension)
16.6 9364 Master of International Public Health/Master of Infectious Disease Intelligence (Extension)
16.7 9365 Master of Health Management/Master of Infectious Disease Intelligence (Extension)
16.8 9366 Master of Public Health Extension/Master of Infectious Disease Intelligence (Extension)
16.9 9367 Master of International Public Health (Extension)/Master of Infectious Disease Intelligence (Extension)
16.10 9368 Master of Health Management (Extension)/Master of Infectious Disease Intelligence (Extension)

Science – Revision (Undergraduate)
16.11 4518 Bachelor of Psychological Science (Honours)

Science – New (Postgraduate)
16.12 7958 Graduate Certificate in Science (Professional)
16.13 5958 Graduate Diploma in Science (Professional)
16.14 8958 Master of Science (Professional)
16.15 7066 Graduate Certificate in Commercial Biotechnology
16.16 7959 Graduate Certificate in Data Science and Decisions
16.17 5959 Graduate Diploma in Data Science and Decisions

Science – Revisions (Postgraduate)
16.18 7446 Graduate Certificate in Data Science
16.19 5646 Graduate Diploma in Data Science
16.20 8646 Master of Data Science
16.21 7433 Graduate Certificate in Myopia Management
16.22 8073 Master of Optometry and Vision Science

UNSW Canberra – Revisions (Postgraduate)
16.23 8399 Master of Capability Management
16.24 8567 Master of Systems Engineering
16.25 8571 Master of War Studies
16.26 8572 Master of Strategy and Security
16.27 8573 Master of Security and Defence Management
16.28 8595 Master of Project Management
16.29 8624 Master of Space Operations
16.30 8631 Master of Cyber Security, Strategy and Diplomacy
16.31 8632 Master of Special Operations and Irregular Warfare

**Engineering – Revisions (Postgraduate)**

16.32 5449 Graduate Diploma in Engineering (Biomedical Engineering)
16.33 8660 Master of Biomedical Engineering

17. **Academic Programs – Disestablishments, Art & Design**

**RESOLVED**

The Academic Board approved the following Art & Design academic program disestablishments, as detailed in the documents presented:

17.1 4803 Bachelor of Art Theory
17.2 4703 Bachelor of Art Theory/Bachelor of Laws
17.3 4815 Bachelor of Art Theory/Bachelor of Social Research and Policy
17.4 4817 Bachelor of Art Theory/Bachelor of Arts

18. **Higher Doctorates – Confidential** – Nil

19. **Academic Partnerships** – Nil

| G Minutes |
| 20. Academic Board and University Committees, DVCA Board of Studies and Faculty Boards |

**RESOLVED**

The Academic Board received and noted the following minutes:

20.1 Academic Board Programs Committee (ABPC) – 24 May 2019 signed minutes
20.2 University Academic Quality Committee (UAQC) – 10 April 2019 signed minutes
20.3 University Academic Quality Committee (UAQC) – 15 May 2019 signed minutes
20.4 University Higher Degree Research Committee (UHDRC) – 11 April 2019 unsigned minutes
20.5 Program Review Committee (PRC) of the AB – 4 June 2019 unsigned minutes
20.6 DVCA Board of Studies Faculty Board – 18 April 2019 signed minutes
20.7 Arts & Social Sciences Faculty Board – 11 March 2019 signed minutes
20.8 Built Environment Faculty Board – 4 March 2019 signed minutes
20.9 Engineering Faculty Board – 1 March 2019 signed minutes
20.10 Law Faculty Board – 13 March 2019 signed minutes
20.11 Medicine Faculty Board – 2 April 2019 signed minutes
20.12 Science Faculty Board – 7 March 2019 signed minutes
20.13 UNSW Business Faculty Board – 7 March 2019 signed minutes

| H Any Other Business |
| 21. Business without notice |

There was no business without notice.

The Chair declared the meeting closed at 12pm.

Next Academic Board meeting: Tuesday 30 July 2019, 10am to 12pm, Council Chamber, Chanceller.

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