

# Academic Board (AB) Minutes of Meeting



**DATE:** Tuesday 18 February 2020  
**TIME:** 10am-12pm  
**VENUE:** Council Chamber, Chancellery

**PRESENT:** Professor D Cohen, AB President and Chair  
Professor M-L McLaws, AB Deputy President  
Scientia Professor J Roberts, Business School  
Scientia Professor G Williams, Dean of Law  
Professor C Annesley, Dean of Arts & Social Sciences  
Professor D Blackman, UNSW Canberra  
Professor M Crossley, Deputy Vice-Chancellor, Academic  
Professor M Davis, Such other Person (SoP), Pro-Vice-Chancellor, Indigenous  
Professor A Deletic, Pro-Vice-Chancellor, Research  
Professor A Durbach, Law  
Professor N Fisk, Deputy Vice-Chancellor, Research  
Professor M Frater, Rector of UNSW Canberra  
Professor M Green, SoP  
Professor R Harley, Dean of Art & Design  
Professor I Jacobs, Vice-Chancellor  
Professor E Johnston, Dean of Science  
Professor N Kessissoglou, Engineering  
Professor H Lochhead, Dean of Built Environment  
Professor G Lodewijks, Science  
Professor S Loo, Art & Design  
Professor A Munster, Art & Design  
Professor S Parameswaran, Engineering  
Professor V Perkovic, Dean of Medicine  
Professor J Seidel, Science  
Professor A Simmons, Provost  
Professor A Steel, Law  
Professor M Tani Bertuol, UNSW Canberra  
Professor M Uncles, for the Dean of the Business School  
Professor ST Waller, Dean of Engineering, Alternate  
Professor Rorden Wilkinson, Pro-Vice-Chancellor, Education and Student Experience (PVCE)  
Professor S Zlatanova, Built Environment  
Professor A Zwi, Arts & Social Sciences  
Associate Professor J Bryant, Arts & Social Sciences  
Associate Professor C Collins, Business School  
Associate Professor S Egan, Science  
Associate Professor P Martens, Deputy Dean of Graduate Research (for Professor Morris)  
Associate Professor C Mathies, Business School (for Professor Uncles)  
Associate Professor M Michael, Arts & Social Sciences  
Associate Professor M Nehme, Law  
Dr C Benson, UNSW Canberra  
Dr N Castano Rodriguez, SoP, Chair of the Early Career Academic Network  
Dr S Clark, Engineering  
Dr G Edwards, SoP, Chair of the Re-enrolment Appeal Committee  
Dr R Green, Art & Design  
Dr A Kayis-Kumar, Business School  
Dr D Moreau, Engineering  
Dr B Oo, Built Environment

Dr M Pervaz Iqbal, Medicine  
Dr J Steele, Science  
Dr A Unnikrishnan, Medicine  
Ms N Bhattacharya, SoP, International Student Representative  
Mr A Bin Ramizi, Undergraduate Student  
Mr R Challis, Undergraduate Student  
Mr J Fox, Built Environment  
Ms N Laba, Higher Degree Research Student  
Mr M Raman, Postgraduate Student  
Ms M Risoldi, President of the UNSW Student Representative Council (SRC)  
Mr R Roy, Postgraduate Student  
Ms B Shi, President of Postgraduate Council (PGC)

**APOLOGIES:** Associate Professor G Forsyth, AB Deputy President  
Scientia Professor J Murphet, Arts & Social Sciences  
Scientia Professor M Santamouris, Built Environment  
Professor N Di Girolamo, Medicine  
Professor S Foster, Dean of Engineering (Acting)  
Professor J Morris, Dean of Graduate Research  
Professor C Styles, Dean of Business School  
Associate Professor L Lixinski, Law (leave of absence until April 2020)  
Dr J Galliot, UNSW Canberra  
Mr N Bedford, SoP, Indigenous Student Representative  
Mr B Jones, Chair of Arc @ UNSW Board  
Ms S Kong, Higher Degree Research Student  
Officer Cadet C Wooding, SoP, UNSW Canberra (ADFA) Undergraduate Student

**IN ATTENDANCE:** Mr M Borchert, University Librarian  
Mr J Fitzgibbon, Director of Governance  
Ms K George, Manager of Student Surveys  
Mr D Gleeson, Academic Promotions Manager  
Mr N Morris, Director, Student Life  
Ms M Pavelkova, Executive Assistant to Academic Board  
Mr L Pearcey, Pro-Vice-Chancellor, International  
Mr D West, UNSW Global (for item 12.1)  
Ms L Zieme, UNSW Global (for item 12.1)

**SECRETARY:** Ms Fatima Velosa, Senior Governance Officer

**Quorum: 20**  
**RAMS: 2020/000201**

*For convenience, items were taken out of agenda order.*

## **A PROCEDURAL MATTERS**

### **1. Welcome and apologies**

#### **RESOLVED**

The Academic Board granted a leave of absence to A/Professor L Lixinski from 18 February 2020 to mid-April 2020 due to special study leave.

#### **Note of the record**

The Chair expressed his respects to and acknowledged the Bedegal people, the Traditional Custodians of the Land.

The Board accepted the apologies received for this meeting. The Chair welcomed everyone to the first AB meeting of 2020, especially the new members (see item 6.1) and:

- Professor ST Waller (attending for the Acting Dean of Engineering)
- A/Professor P Martens (attending for the Dean of Graduate Research)

The Chair thanked the following members for their respective roles on AB in 2019:

- Professor Alex Steel, Acting PVCE
- Professor Mark Hoffman, Dean of Engineering (who had taken up a position at the University of Newcastle in 2020)
- A/Professor David Blaazer, Interim Dean of Arts & Social Sciences

## 2. Minutes of the previous meeting held on 5 December 2020

### RESOLVED

The Academic Board confirmed the minutes of the meeting held on 5 December 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 AB noted that the matters arising had either been completed or were in progress.

## 4. Starring of items, adoption of unstarred items and rearrangement of the agenda

In addition to the starred items, the AB starred item 12.1 for discussion. A motion for the unstarred items was received and carried.

## 5. Confirmation of confidential items

The AB confirmed that there were no confidential items on the agenda.

## B PRESIDENTS' BUSINESS

## 6. Report from the AB President

### RESOLVED

The Academic Board received and noted the tabled report of the President of the Academic Board, dated February 2020.

### 6.1 Welcome new AB members

The Chair welcomed the following new AB members for 2020:

#### Students

- Ms M (E) Risoldi, new Student Representative Council (SRC) President until November 2020 (replacing Ms A Griffin from December 2019)
- Ms B (X) Shi, new Postgraduate Council (PGC) President until November 2020 (replacing Mr G Vats)
- Mr A Bin Ramizi (newly elected undergraduate student member from 1 January 2020 to 31 December 2021)
- Mr R Roy (newly elected postgraduate student member from 1 January 2020 to 31 December 2021)
- Mr M Raman (new postgraduate student member from 18 February 2020 to 31 December 2020, replacing Ms W Gi who had resigned from AB)
- Ms N Laba (newly elected higher degree research (HDR) student member from 1 January 2020 to 31 December 2021)
- Officer Cadet C Wooding (new UNSW Canberra student member until 31 December 2020)

### Staff

- Professor R Wilkinson, new PVCE
- Professor C Annesley, new Dean of Arts & Social Sciences
- A/Professor S Egan (replacing Professor D Cohen as a non-professorial member of Science on AB)

## 6.2 Extending the powers of ABAC to act on behalf of AB

### RESOLVED

The Academic Board approved, in principle, the proposal to extend the powers of ABAC to act on behalf of the Academic Board, as detailed in the document presented, and recommended that Council approve the proposal, subject to the following:

- Amending 'noted' to 'ratified' in the following sentence in the AB Standing Orders: 'The matter must be ~~noted~~ ratified at the next meeting of the Academic Board.'
- Review and approval by UNSW Legal.

### Note for the record

The AB noted that if UNSW Legal proposed significant changes to the revisions, the amendments would be submitted to AB for consideration.

## 7. Report of the President & Vice-Chancellor (VC)

The VC welcomed everyone to the first AB meeting of the year with a reminder of how 2019 had ended with an unprecedented rise in UNSW's global rankings. It was noted that UNSW was the fastest rising university in the top 100 universities worldwide.

- UNSW 2025 Strategy

The VC reported on the following:

- A review of the benefits of the first five years of the UNSW Strategy had shown that over 85% of the objectives had been achieved, including the successful implementation of UNSW3+ in 2019, and that the University had performed better than expected financially. UNSW Council had acknowledged this at its meeting on 17 February 2020 and expressed its gratitude to the University community on the successes of 2019.
  - Although faced with various social and economic challenges in 2020, including the bushfires and the coronavirus (COVID-19), the VC acknowledged the extraordinary and exemplary response of the University community to the challenges, and thanked everyone for their contributions.
  - The UNSW [2025 Strategy Update](#), which included the elevation of the student experience and student satisfaction, had been published and was well received.
- Coronavirus (COVID-19)
    - Update on University response

The VC referred this item to the Provost for an update. Professor Simmons reported as follows:

1. As the health and safety of the University community was paramount in dealing with COVID-19, UNSW was following the policies of the state and federal Departments of Health to the letter. The travel restrictions had been extended to 22 February 2020 and would be reviewed weekly, and the UNSW travel advice always aligned with DFAT guidance.
2. There were various scenarios for how COVID-19 would play out, but it was hoped that it would settle by the end of T1 2020.

3. Carefully considered online study options had been offered to students who would not be able to return from China in time for T1, while acknowledging that it would not be possible to offer all courses online in such a short time. Students were reassured that if they were able to be at UNSW by 28 February 2020, they should be able to participate in T1 successfully. If students were able to arrive in Sydney for T2 on 1 June 2020, the flexibility of UNSW3+ should allow them to catch up on courses missed in T1.
4. Regular meetings had been held with students and with the Government to minimise the impact of COVID-19 regarding accommodation and visas, while acknowledging that some issues were out of the University's control.
5. Unprecedented dialogue had been held with ministers, public health, Go8 universities as well as partners in China, among others, and a communications strategy had been implemented to communicate with the UNSW community via daily email updates and regularly updated FAQs.

Professor Simmons thanked the University community, especially the following for their outstanding efforts in responding to the COVID-19 challenges in their respective portfolios, especially as the situation was quite fluid and changed regularly:

- Division of the DVCA and the Faculties
- Dean of Medicine and his team for providing expert advice and peer-reviewed articles
- PVC International
- UNSW Global, Division of External Relations (DEx) and the Graduate Research School

- Technical implications on delivering courses  
The Provost asked the DVCA to report on this item (which was covered under item 10).

The Chair thanked the Vice-Chancellor and the Provost for their updates.

**8. Questions on notice – Nil**

**C PRESENTATIONS AND DISCUSSION TOPICS – Nil**

**D REPORTS**

**9. Deputy Vice-Chancellor, Research**

**RESOLVED**

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

**Note for the record**

Professor Fisk discussed the following items in his report:

- 2020 Research Block Grant (RBG) Funding for which a full report would be provided to AB at a future meeting
- Australian Research Council (ARC) Funding Outcomes 2019
- National Health & Medical Research Council (NHMRC) Funding Outcomes 2019
- Australia and New Zealand Standard Research Classifications (ANZSRC) Review

The Chair thanked Professor Fisk for his report.

## 10. Deputy Vice-Chancellor, Academic

### RESOLVED

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

### Note for the record

Professor Crossley:

- welcomed Professor Wilkinson and thanked Professor Steel for his work as Acting PVCE for the last 12 months;
- thanked students and staff for the successful University orientation held during O-week;
- reported that T1 had started on 17 February 2020 and requested that staff remain sensitive to the effects of COVID-19 and the travel restrictions in the first four weeks of term as students made their way to UNSW;
- requested that staff ensure the accessibility of online material for students off campus;
- advised that requests for Special Consideration would be dealt with on a case-by-case basis and that the University would be sympathetic in considering exceptional circumstances;
- reiterated the following three measures put in place during the period of travel restrictions – as detailed in his report:
  1. Online Readiness,
  2. Digital Delivery, and
  3. T2 2020 Opportunities.

AB members noted that UNSW IT and some Faculties had been testing student access in China to UNSW material online and it appeared not to be problematic, though some sophisticated online platforms may present problems. Staff were encouraged to work with their School, Faculty, the DVCA and/or the Provost if online issues persisted.

### 10.1 myExperience 2019 Summary report

### RESOLVED

The Academic Board received and discussed the myExperience 2019 report.

### Note for the record

Professor Crossley noted that although there were limitations in the myExperience surveys, the results were remarkably good, thanking academics for their contributions in reconfiguring their courses from 12 weeks to 10 weeks successfully for UNSW3+ in 2019.

Professor Crossley analysed some of the results, noting the following:

- Postgraduate students seemed to have embraced the UNSW3+ better than the undergraduate cohort.
- As myExperience used a 6-point scale, it tended to yield better results for the University than QILT, which used a 4-point scale.
- Course outlines available online for prospective students should incorporate improvements made as a result of the myExperience surveys as soon as possible.
- The Deans had been asked to report back in their mid-year reviews in 2020 on how the burden of assessment on students and staff had been reduced.
- The Division of the DVCA was working on a student experience strategy to improve the student experience.

The Chair thanked Professor Crossley for his verbal update.

## E POLICIES AND PROCEDURES

11. **Changes to Academic Promotions**  
11.1 **Academic Promotions Policy**  
11.2 **Academic Promotions Procedure**

### RESOLVED

The Academic Board received, discussed and endorsed the changes to the Academic Promotions Policy and the Academic Promotions Procedure for approval by the VC.

### Note for the record

The DVCA summarised the changes listed in his paper, and AB discussed the amendments, noting the following:

- Deans and Heads of Schools should encourage staff to apply for promotion at the right time in their career. This would help ensure a positive experience for applicants and the Committees considering the applications.
- The Deans should remind Heads of Schools to encourage candidates considering applying for promotion to attend Mr Gleeson's excellent academic promotion information sessions well in advance of submitting their applications. It was noted that candidates who attended Mr Gleeson's sessions and support programs tended to have a better understanding of the right time to apply for promotion and a higher success rate.

The Chair thanked Professor Crossley and Mr Gleeson for discussing and explaining the proposed changes to academic promotions.

## F ACADEMIC OFFERINGS

12. **Academic Programs** (new and revised as endorsed by ABPC of 7 February 2020)

### RESOLVED

The Academic Board received and approved the following program proposals:

#### UNSW Global (DVCA Board of Studies)

Undergraduate (New)

- 12.1 7004 Diploma in Business

### Note for the record

The Chair reported that some verbs in the Program Learning Outcomes (PLOs) for 7004 Diploma in Business would be amended as follows:

PLO5: ~~understand~~ – identify

PLO6: ~~be aware~~ – demonstrate awareness

PLO7: ~~develop~~ – demonstrate

Undergraduate (Revisions)

- 12.2 7001 Diploma in Science

- 12.3 7002 Diploma in Engineering

- 12.4 7003 Diploma in Computer Science

#### Art & Design

Undergraduate (Revisions)

- 12.5 4821 Bachelor of Fine Arts

#### Engineering

Undergraduate (Revisions)

- 12.6 3736 Bachelor of Engineering (Honours)/Master of Engineering

- 12.7 3773 Bachelor of Engineering (Honours)/Bachelor of Engineering Science

- 12.8 3785 Bachelor of Engineering of Engineering (Honours)/Bachelor Surveying
- 12.9 3776 Bachelor of Engineering (Honours)/Bachelor of Surveying
- 12.10 3736 Bachelor of Engineering (Honours)/Master of Engineering – Electrical Engineering
- 12.11 3768 Bachelor of Engineering (Honours)/Master of Biomedical Engineering

#### **Medicine**

Undergraduate (Revisions)

- 12.12 3831 Bachelor of Science (Medicine) Honours

#### **Science**

Undergraduate (Revisions)

- 12.13 3970 Bachelor of Science
- 12.14 3962 Bachelor of Advanced Science (Honours)
- 12.15 3966 Bachelor of Life Sciences

#### **Engineering**

Postgraduate (Revision)

- 12.16 8338 Master of Engineering Science

#### **Science**

Postgraduate (Revisions)

- 12.17 7959 Graduate Certificate in Data Science and Decisions
- 12.18 5959 Graduate Diploma in Data Science and Decisions

### **13. Specialisations**

**Business School** – Proposal to add Co-Op majors to BCom Double Degrees

- 13.1 3573 Bachelor of Commerce/ Bachelor of Arts
- 13.2 3529 Bachelor of Commerce/ Bachelor of Science
- 13.3 3784 Bachelor of Commerce/ Bachelor of Science – Computer Science
- 13.4 3155 Bachelor of Commerce/ Bachelor of Actuarial Studies
- 13.5 3521 Bachelor of Commerce/ Bachelor of Economics
- 13.6 3584 Bachelor of Commerce/ Bachelor of Information Systems

### **14. Academic Programs – Disestablishments**

#### **RESOLVED**

The Academic Board approved the following suspension, as detailed in the paper presented:

- 14.1 7359 Graduate Certificate in Advanced City Policy and Practice

### **15. Higher Doctorates – Confidential – Nil**

### **16. Academic Partnerships – Nil**

## **G MINUTES**

### **17. Academic Board and University Committees, DVCA Board of Studies and Faculty Boards**

#### **RESOLVED**

The Academic Board received and noted the following minutes:

- 17.1 DVCA Board of Studies – 17 October 2019
- 17.2 Art & Design – 27 November 2019
- 17.3 Business – 5 December 2019
- 17.4 Engineering – 1 November 2019




**E OTHER BUSINESS**

**18. Business without notice**

There being no other business, the Chair declared the meeting closed at 11.55am.

Next scheduled meeting: Tuesday 24 March 2020 from 10am to 12pm in the Council Chamber, Chancellery.



.....  
Professor David Cohen

Date: 27/03/20