

Academic Board (AB) Minutes of Meeting



DATE: Tuesday 28 July 2020
TIME: 10am via Microsoft Teams

PRESENT:

1. Professor D Cohen, AB President and Chair
2. Professor M-L McLaws, AB Deputy President
3. Associate Professor G Forsyth, AB Deputy President
4. Professor I Jacobs, President and Vice-Chancellor
5. Scientia Professor J Roberts, Business School
6. Professor C Annesley, Dean of Arts & Social Sciences
7. Professor M Crossley, Deputy Vice-Chancellor, Academic
8. Professor M Davis, Such other Person (SoP), Pro-Vice-Chancellor, Indigenous
9. Professor A Deletic, Pro-Vice-Chancellor, Research
10. Professor A Durbach, Law
11. Professor N Fisk AM, Deputy Vice-Chancellor, Research
12. Professor S Foster, Dean of Engineering (Acting)
13. Professor M Green, Such other Person
14. Professor R Harley, Dean of Art & Design
15. Professor E Johnston AO, Dean of Science
16. Professor N Kessissoglou, Engineering
17. Professor G Lodewijks, Science
18. Professor S Loo, Art & Design
19. Professor A Lynch, Dean of Law (Acting)
20. Professor J Morris, Dean of Graduate Research
21. Professor A Munster, Art & Design
22. Professor S Parameswaran, Engineering
23. Professor V Perkovic, Dean of Medicine
24. Professor J Seidel, Science
25. Professor A Simmons AM, Provost
26. Professor A Steel, Law
27. Professor C Styles, Dean of Business School
28. Professor M Tani Bertuol, UNSW Canberra
29. Professor M Uncles, Business
30. Professor R Wilkinson, Pro-Vice-Chancellor, Education & Student Experience (PVCE)
31. Professor S Zlatanova, Built Environment
32. Professor A Zwi, Arts & Social Sciences
33. Associate Professor J Bryant, Arts & Social Sciences
34. Associate Professor C Collins, Business School
35. Associate Professor S Egan, Science
36. Associate Professor H Kleine, UNSW Canberra
37. Associate Professor L Lixinski, Law
38. Associate Professor M Michael, Arts & Social Sciences
39. Associate Professor M Nehme, Law
40. Dr N Castano Rodriguez, SoP, Chair of the Early Career Academic Network
41. Dr S Clark, Engineering
42. Dr G Edwards, SoP, Chair of the Re-enrolment Appeals Committee
43. Dr R Green, Art & Design
44. Dr A Kayis-Kumar, Business School
45. Dr D Moreau, Engineering
46. Dr B Oo, Built Environment
47. Dr M Pervaz Iqbal, Medicine
48. Dr J Steele, Science
49. Dr A Unnikrishnan, Medicine
50. Mr N Bedford, SoP, Indigenous Student Representative

51. Ms N Bhattacharya, SoP, International Student Representative
52. Mr A Bin Ramizi, Undergraduate Student
53. Mr R Challis, Undergraduate Student
54. Ms N Laba, Higher Degree Research Student
55. Mr M Raman, Postgraduate Student
56. Ms E (M) Risoldi, President of the UNSW Student Representative Council (SRC)
57. Mr R Roy, Postgraduate Student
58. Ms B (X) Shi, President of Postgraduate Council (PGC)

APOLOGIES: Scientia Professor M Santamouris, Built Environment
Professor T Cumming, Arts & Social Sciences
Professor N Di Girolamo, Medicine
Professor M Frater, Rector of UNSW Canberra
Professor H Lochhead, Dean of Built Environment
Professor R McLaughlin, UNSW Canberra
Dr J Galliot, UNSW Canberra
Mr J Fox, Built Environment
Ms S Kong, Higher Degree Research Student
Ms S Nandakumar, Chair of Arc @ UNSW Board
Officer Cadet C Wooding

IN ATTENDANCE: Scientia Professor G Williams AO, Professor E Baldry, Professor M Ostwald (for Professor Lochhead), Professor G Velan (for item 11), Associate Professor C Mathies (for item 9), Ms R Lawrence (for item 13.1), Mr M Borchert, Ms T Devitre, Mr D Gleeson, Ms S Mohamed, Mr N Morris, Ms M Pavelkova, Ms K Piccirillo, Mr J Rogers, Mr M Smith and Ms S Telfser

SECRETARY: Ms F 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

The Chair extended his respects to Elders past, present and emerging, and acknowledged the Traditional Custodians of all the lands from which members were joining the meeting.

AB accepted the apologies received from members for this meeting. The Chair welcomed everyone to the meeting, especially the following:

- Professor Lynch, Acting Dean of Law
- Professor Ostwald for Professor Lochhead
- Associate Professor Kleine, replacing Mr Benson (UNSW Canberra)
- Ms Nandakumar, replacing Mr Jones as Chair of Arc
- Mr Rogers (recently elected professional staff member on UNSW Council) as an AB attendee

The Chair also welcomed the following who were attending to present and/or answer questions:

- Associate Professor Mathies (item 9)
- Professor Velan (item 11)
- Ms Lawrence (item 13.1)

On behalf of AB, the Chair thanked the following:

- Scientia Professor Williams (outgoing Dean of Law) for his AB participation as Dean of Law, and welcomed him as an AB attendee, and
- Mr Jones, outgoing Chair of Arc, for his contribution to the Board over several years and terms of office.

2. Minutes of the previous meeting held on 23 June 2020

RESOLVED

The Academic Board confirmed the minutes of the meeting held on 23 June 2020 as an accurate record and authorised the Chair to sign them digitally.

3. Matters arising and business carried forward, other than business covered on the agenda – Nil

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

AB did not star additional items for discussion, and received and carried a motion to adopt all the unstarred items. The Chair rearranged the agenda for the DVCR to report after item 7.

5. Confirmation of confidential items

AB noted that there were no confidential agenda items.

B PRESIDENTS' BUSINESS

6. Report from the AB President (Chair)

AB received and noted the report of the AB President. The Chair thanked Ms Pavelkova for her work in compiling the report based on the information received from the Faculties on their transition to the online delivery of academic offerings in response to the COVID-19 restrictions in 2020 (see item 6.1).

6.1 COVID-19 UNSW Academic Board Report – Executive summary

AB received and noted the overview of the UNSW response to COVID-19 in relation to the delivery and assessment of academic offerings as well as the relevant academic governance processes, student and staff support, student experience, challenges, opportunities and future developments.

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

The VC thanked Professor Harley, Professor Lochhead and Scientia Professor Williams for their outstanding work as Deans and for their contributions to the University. He thanked Professor Lynch for taking up the position of Acting Dean of Law during the University's Faculty reorganisation process.

The VC also thanked everyone who attended the online staff forum on 15 July 2020 on the next steps for UNSW in responding to the COVID-19 crisis. He thanked the University community for their participation in the consultations and all the feedback provided, and for their positive response to the difficult and compassionate decisions made following the reports of the Taskforce 20/21+ Working Groups.

AB noted that the next phase would be the implementation of the proposed changes, with a reminder that the submission of applications for voluntary redundancies would close on 31 July 2020. The VC acknowledged a difficult aspect of the University's next steps would involve the inevitable job losses to address the University's financial shortfall in 2021 due to COVID-19. He expressed the hope that the voluntary redundancy process would limit the number of compulsory job losses.

The VC reported he would communicate the next steps for a formal workplace change proposal and any necessary forced redundancies. AB noted that workplace change documentation would be completed by the end of August 2020.

The Chair thanked the Vice-Chancellor for his report.

8. Questions on notice – Nil

C PRESENTATIONS AND DISCUSSION TOPICS

9. BCom Review – The New Bachelor of Commerce (BCom 2021)

The Chair invited Professor Uncles and Associate Professor Mathies to present.

Professor Uncles thanked AB for the opportunity to present on the academic program review (APR) and subsequent curriculum changes to the flagship BCom, and to reflect on the proposals and the process followed for the redesign of the BCom. Professor Uncles referred AB members to the background information on the overview of the BCom redesign in the AB meeting pack.

Associate Professor Mathies shared her screen and Professor Uncles summarised the following on the BCom program designed to equip students for careers in contemporary business:

- a snapshot of the BCom in terms of the large number of diverse students (6800 in T2 2020), the 18 double degrees (within and across Faculties) and the 15 majors, and
- 10 high-level commendations and 14 high-level recommendations, which became the 14 Principles, built on the Hand-Mind-Heart branding of the University.

Associate Professor Mathies presented on:

- the work of the Steering Committee with Professor Uncles as the Chair, the Working Group and 24 Champion Teams, involving over 100 staff,
- the structure of the new BCom blueprint and curriculum, incorporating UNSW's new integrated first year (IFY) course development, progression and graduation gates as well as the final year synthesis with more authentic second- and third-year experiences,
- the four key learnings from the BCom redesign process, which helped the Faculty to think ahead and address obstacles early, and
- the academic and administrative (governance structure) implementation.

In conclusion, Professor Uncles referred to the implementation challenges and further work required, especially the following, for further discussion:

- identifying and resourcing suitable platforms and systems for the BCom and around the University, and
- leveraging double degrees – limiting the list of double degrees vs allowing student to do any combination of double degree.

Professor Uncles reported that he was looking forward to the launch of the new BCom in T1 2021. He thanked all the stakeholders involved in the work undertaken to redesign the BCom, including industry, students, Schools and other Faculties, with particular reference to Professor Pagnucco in Engineering and AB members.

The Chair thanked Professor Uncles and Associate Professor Mathies for their presentation.

10. Student Survey Results

The Chair invited Ms Risoldi to present on the results of the Student Satisfaction Survey T1 2020 of the Student Representative Council (SRC), included in the AB meeting pack.

Ms Risoldi presented on the survey goals, challenges (namely that only about 100 students had responded to the survey), key groups, key findings, and recommendations for:

- flexibility and online learning,
- examinations, and
- the University's messaging to students to help prevent them from missing important information.

Professor Wilkinson thanked Ms Risoldi for her presentation and welcomed the SRC recommendations, which he would discuss with the students as part of ongoing activities to improve the student experience.

The Chair invited Ms Shi to present. Ms Shi shared her screen to present on the Arc postgraduate student experience survey on online education, which had sought feedback from international students.

AB noted that the results obtained from about 160 respondents varied, depending on the students' nationality, geographic location and study program, and that international postgraduate students would like to receive a 'fair, fun and quality' education. The survey conclusions included that the students would like:

- more engaging and versatile teaching delivery,
- a better assessment experience with timely feedback,
- improved study/research and career support and services, including solutions to network-related and time difference issues, and
- increased peer contact and UNSW exposure.

Professor Wilkinson thanked Ms Shi for the presentation and invited her and the PGC to discuss their findings with him for consideration of the best way forward.

The Chair thanked Ms Risoldi and Ms Shi for their presentations.

11. The future of assessment at UNSW: a call to action

The Chair invited Professor Velan, as Co-Director of the Scientia Education Academy (SEA), to present. Professor Velan referred AB member to the SEA paper included in the AB meeting pack for additional information and exemplars of good assessment practice at UNSW. He acknowledged the contribution of the Education Focussed (EF) community of practice on digital assessment.

Professor Velan shared his screen to discuss the future of assessment with one aim of reducing the burden of assessment on staff and students at the University, explaining:

- the what and why of assessment,
- that, for most students, assessment defined the curriculum and significantly impacted on their experience of higher education,
- student complaints related to assessment and feedback, and the related stress they experienced because only a minority of students believed they received regular, helpful and timely feedback on their assessment, and
- how assessment should enhance student learning and wellbeing.

Professor Velan discussed the vision for the future of assessment at UNSW as making assessment central to course and program design, while focusing on engaging students in meaningful learning and facilitating the development of graduate capabilities. He emphasised the importance of supporting timely, constructive and usable feedback on assessment as well as making students partners in the assessment process so that they progressively develop the capability to evaluate their own work and that of others. In this way, students would become self-regulated learners.

Professor Velan discussed the following enablers of the vision:

- encouraging integrated and longitudinal program assessment structures,

- University systems to facilitate the tracking of program learning outcomes, e.g. ePortfolios, student progress dashboards, micro-credentials,
- placing greater emphasis on formative assessment tasks with timely, actionable feedback,
- promoting authentic, contemporary assessment tasks, enabling student choices where appropriate,
- utilising digital assessment platforms where appropriate to enhance efficiency, flexibility and the provision of feedback,
- supporting students to understand the benefits of assessment – by discussing explicit rationale for assessment tasks with the students,
- providing institutional support for staff to develop assessment and feedback literacy, and to reward innovations and best practice, and
- reviewing assessments regularly to incorporate graduate and employer perceptions of graduates' preparedness.

AB noted the importance of urging all program authorities and directors to review assessment practices, including the alignment of learning outcomes and utilising an ePortfolio platform to manage a repository of assessment tasks and consider the above enablers. AB noted that if assessment focussed on graduate outcomes, the need to assess learning outcomes for every course should be diminished.

Professor Wilkinson confirmed that his office welcomed the work and recommendations of Professor Velan and the SEA in underlining the importance of assessment and feedback on the student experience at university and after completion of their studies.

AB noted that although reducing the overall burden of assessment on staff and students should not require any resources and should not be too difficult to do, it would only go part of the way to solving the assessment issues identified. AB members agreed that AB should advocate for a fundamental change in approach and the culture of assessment, and enact strategies to realise the new vision of assessment.

The Chair thanked Professor Velan for his presentation.

D REPORTS

12. 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 summarised the following, as detailed in the attachments to his report:

- Research funding outcomes, with particular reference to the five successful 2020 ARC Laureate Fellows, which he congratulated,
- the 2020 HERDC submission, finalised on 30 June 2020 for research income in 2019, which had increased,
- rankings results, including the 2020 ARWU Global Ranking of Academic Subjects, the 2020 CWTS Leiden Ranking, and an Addendum to the results of the 2020 QS World University Rankings by Subject, and
- Higher Degree Research (HDR) updates.

Professor Fisk reported that he was working on how best to construct the proposed new Division of Research and Enterprise (name to be confirmed) to align the strengths of research, knowledge exchange (KE), entrepreneurship and research training into one division.

The Chair thanked Professor Fisk for his report.

13. 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 thanked:

- Ms Risoldi and Ms Shi for their presentations (item 10), and reiterated the commitment of the DVCA Division in listening to the student voice and improving the student experience in the spirit of the strategy of Listening, Challenging, Supporting students, and
- Professor Velan for his vision for the future of assessment at UNSW (item 11) and confirmed the commitment of the DVCA Division to review assessment with a view to enhancing student learning, satisfaction and wellbeing, and assisting staff in the process.

The Chair thanked Professor Crossley for his report.

13.1 Undergraduate Admission Algorithm

RESOLVED

The Academic Board received and endorsed the proposed change to the undergraduate admission algorithm for 'Not New to Higher Education (CAT B)' applicants to align with the sector and to provide further opportunities for CAT B university applicants, as detailed in the document presented.

13.2 Academic Offerings Review Procedure Annual Program Monitoring – Program Quality and Risk Indicators – Coursework Programs

RESOLVED

The Academic Board received and endorsed, in principle, the Academic Offerings Review Procedure, Annual Program Monitoring – Coursework Program Quality and Risk Indicators, for implementation from 2021, subject to UAQC review in 2021 as well as a report to AB in about 12 months (in mid-2021).

13.3 Degrees Awarded with Distinction – 1 June 2019 to 31 May 2020

AB received and noted the Degrees Awarded with Distinction report.

E POLICIES AND PROCEDURES – Nil

F ACADEMIC OFFERINGS

14. Academic Programs (new and revised) (program proposals from ABPC of 3 July 2020)

RESOLVED

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

Business

Postgraduate (new)

14.1 8431 Master of Management (Keypath)

Science

Undergraduate (revisions)

14.2 3991 Bachelor of Medical Science

14.3 4500 Bachelor of Science (Honours)

Postgraduate (revision)

14.4 8095 Master of Clinical Optometry

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

16. **Academic Partnerships – Nil**

G MINUTES

17. **Academic Board & University Committees, DVCA Board of Studies (BoS) & Faculty Boards**

RESOLVED

The Academic Board received and noted the following minutes:

- 17.1 Joint meeting of the Academic Board Programs Committee (ABPC) and the University Academic Quality Committee (UAQC): 10 June 2020
- 17.2 Academic Board Programs Committee (ABPC): 3 July 2020 (unsigned)
- 17.3 University Academic Quality Committee (UAQC): 8 July 2020 (unsigned)
- 17.4 University Higher Degree Research Committee (UHDRC): 11 June 2020 (unsigned)
- 17.5 DVCA BoS: 21 May 2020
- 17.6 Built Environment: 6 July 2020 (unsigned)
- 17.7 Engineering: 5 June 2020
- 17.8 Law: 3 June 2020 (unsigned)

H OTHER BUSINESS

18. **Business without notice**

There was no business without notice.

The Chair declared the meeting closed at 12.05pm.

Next scheduled meeting: Tuesday 15 September 2020 at 10am.



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Professor David Cohen

Chair
15 September 2020