ACADEMIC SENATE

The next meeting (Meeting 09/02) of the Academic Senate of the University of Western Sydney will be held on Friday 29 May 2009 at 9:30am in the Boardroom, Building AD at Werrington North.

For apologies and enquiries, telephone (02) 9678 7820, fax (02) 9678 7831 or email g.wheatley@uws.edu.au

AGENDA

1 PROCEDURAL MATTERS

1.1 INTRODUCTION, APOLOGIES AND WELCOME

The Chair of Academic Senate, Professor Anne Cusick, will chair the meeting.

As at 22 May 2009, apologies have been received from Professors Shelley Burgin, Stuart Campbell, Andrew Cheetham, Gregory Kolt, Michael McDaniel and Wayne McKenna, Associate Professors Robyn Bushell and Andrew Francis, Dr Carmel Coady, Ms Thea Seabrook and the Acting Academic Registrar, Ms Shaneen McGlinchey.

This is the first meeting for Ms Margaret Malak, the elected Undergraduate Student Member of Senate, Mr David Clarke (Vice President Academic of New Student Organisation) the elected Undergraduate Student Member, and Mr David Lenton (Vice President Postgraduate of New Student Organisation) the elected Postgraduate Student Member.

1.2 STARRING OF ITEMS

Senate members will be asked which items they wish starred for discussion.

Apart from procedural items, items already starred on the agenda are:

- 3.1 Chair’s Report: Revisions to academic governance arrangements
- 3.2 Proposed Higher Degree Research Policies and units
- 3.7 Casual Vacancy in the position of Chair of Academic Senate

It is recommended:

That the documents for all unstarred agenda items be noted and, except where alternative action is noted as appropriate, all recommendations contained in those items be endorsed.
1.3 ORDER OF BUSINESS
If a re-arrangement of the order of business is required.

1.4 OTHER BUSINESS
Members are invited to nominate other relevant matters, noting that such items will normally be included on the agenda for a future meeting.

1.5 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 20 March 2009 require confirmation.

The unconfirmed minutes of that meeting were initially circulated to members on 31 March 2009. On 6 April 2009 a revised set of minutes was circulated due to an error in resolution AS09/01.05 (page 8) regarding the time ranges for full and part-time candidatures to successfully complete a formal Confirmation of Candidature.

The correct wording of the resolution is as follows:

"It was resolved (AS09/01.05)
Candidates must successfully complete a formal Confirmation of Candidature within 3 to 12 months of commencement of candidature. Full-time candidates will normally complete the Confirmation of Candidature within six months. Part time range is 3 - 18 months."

Also, the title of Dr Meg Smith was incorrectly expressed as Associate Professor under the Members Present section.

It is recommended:
That Academic Senate confirm the revised minutes of the Senate meeting held on 20 March 2009, circulated on 6 April 2009, as an accurate record.

2 BUSINESS ARISING

2.1 ACADEMIC ADVISING POLICY

The Academic Advising Policy was approved by Senate in 2008 and the Deputy Vice-Chancellor (Corporate Strategy and Services) earlier this year. A guideline related to the Policy is attached for the information of Senate.

The guideline identifies a technical impediment for those academics who wish to send a copy of the email (record of advice) to the student file but do not have level 3 access to the TRIM File Management System. Likewise, the guideline states that there is a technical impediment that precludes trimming emails in vUWS.

The document will shortly be included on the Policy DDS Directory as an Associated Document to the Academic Advising Policy.

2.2 OVERVIEW OF NEW ACADEMIC GOVERNANCE ARRANGEMENTS

Following a request from a member at the 20 March meeting, the Chair undertook to submit details of the names and positions of Senate committee members (attached). Details of Senate can be found at the following URL:
http://www.uws.edu.au/about_uws/uws/governance/academic_senate
3 GENERAL BUSINESS

3.1 CHAIR'S REPORT: REVISIONS TO ACADEMIC GOVERNANCE ARRANGEMENTS

The Chair of Academic Senate convened a Special meeting of the Senate Executive Committee on 1 May 2009 to consider consequential amendment to the Academic Governance Policy, the Academic Senate Standing Committees Policy and a number of other academic policies, following changes to the academic governance arrangements approved by the Board of Trustees during October 2008 and April 2009.

Board of Trustees decision: April 2009

School Academic Standards and Quality Assurance Committees (SASQAC) were established to ensure quality within schools by monitoring academic policy adherence, supporting academic policy implementation, and providing recommendations regarding units to College Committees.

Recently, the overlap between SASQAC terms of reference and Head of School responsibilities was identified. To clarify this, the Board of Trustees (the Board), on the recommendation of the Deputy Vice-Chancellor (Academic and Enterprise) and Deputy Vice-Chancellor (Corporate Strategy and Services), approved the following changes to academic governance arrangements:

- the Head of School will be the Chair of the school committee;
- the school committee will be renamed "School Academic Committee";
- the people who were Chairs of the school committee will remain members of Academic Senate;
- the people who were Chairs of the school committee will remain members of the School Academic Committee to maintain a direct link with Academic Senate; and
- Executive Deans will be members of college academic committees.

On 22 April 2009 the Chair of Senate circulated, via email, to Heads of Schools and ex-Chairs of SASQACs, an explanation regarding the background to the Board’s decision and its implications for the school committees.

Implementation of the Board’s decision

The Deputy Vice-Chancellor (Corporate Strategy and Services) requested that the Executive Committee of Senate oversee the implementation of these decisions, including a further change to permit Heads of Schools to nominate a Chair from within the School Academic Committee membership should they so desire.

Senate Executive Committee

Full details of the Senate Executive Committee deliberations and decisions taken at the 1 May 2009 meeting can be found under agenda item 4.1 Senate Executive Committee (SEC). The minutes of the SEC meeting of 1 May provide details of the changes to the Academic Governance Policy, Academic Senate Standing Committees Policy (previously entitled Standing Committees of Academic Senate) and other academic policies affected by the Board decision.

Changes approved by the Committee, on behalf of Senate, include:

- Changes to nomenclature, as presented in the agenda papers, in relation to the renaming the School Academic Standards and Quality Assurance Committees as the School Academic Committee.
• **Academic Governance Policy**, Clause 13, providing for one member of the academic staff of each school of the University (not including the Sydney Graduate School of Management), elected by the members of the School Academic Committee of the School from the full-time members of the academic staff of the School (Elected School Member); and one member of the academic staff of the Badanami Centre for Indigenous Education (BCIE), elected by the members of the Badanami Academic Committee from the full-time members of the academic staff of the BCIE;

• **Academic Governance Policy**, Clause 19, providing for a change of title of the *Standing Committees of Academic Senate Policy to Academic Senate Standing Committees Policy.*

• **Academic Senate Standing Committees Policy**, relating to changes to school membership of the Senate Executive Committee, Education Committee, Academic Planning and Courses Approvals Committee, Research Committee, Research Studies Committee, College Education, Assessment and Progression Committee, Executive Committee of the College Education, Assessment and Progression Committee, College Research and Higher Degrees Committee, School Academic Committee and the Executive Committee of the School Academic Committee.

The Chair will present this item.

**3.2 HIGHER DEGREE RESEARCH POLICIES & UNITS AS09/02-3.2A/B/C**

The Academic Senate’s Research Studies Committee has requested Senate to consider approval of new Research Higher Degree Policies entitled *Doctor of Cultural Research Policy* and *Doctor of Creative Arts Policy*, for immediate implementation:

(a) **Doctor of Cultural Research Policy**
The policy outlines the specific course requirements of the Doctor of Cultural Research (DCR) at the University of Western Sydney (UWS). It should be read in conjunction with the UWS *Professional Doctorate Policy* and UWS policies relating to Higher Degrees by Research and specific College requirements and guidelines for candidates.

(b) **Doctor of Creative Arts Policy**
The policy outlines the specific course requirements of the Doctor of Creative Arts (DCA) at the University of Western Sydney (UWS). It should be read in conjunction with the UWS *Professional Doctorate Policy* and UWS policies relating to Higher Degrees by Research and specific College requirements and guidelines for candidates.

**It is recommended**

*That the Research Studies Committee recommends that Academic Senate approve the following policies:*

- Doctor of Cultural Research
- Doctor of Creative Arts

for immediate implementation.

The Academic Senate should note that on 20 May 2009 the Senate Executive Committee approved, on behalf of Senate, (following an urgent request from the Research Studies Committee) the following policy and units:
The policy outlines the specific course requirements of the Doctor of Business Administration (DBA) at the University of Western Sydney (UWS). It should be read in conjunction with the UWS Professional Doctorate Policy and UWS policies relating to Higher Degrees by Research and specific College requirements and guidelines for candidates. A copy of the policy is attached.

(d) Proposed new and revised Research units:
The proposed new units are entitled 800148 Philosophical Foundations of Business Research Unit Outline; 800149 Advanced Research Skills Unit Outline; and 800150 Thesis Preparation and Ethics Unit Outline, and the major variation to an existing unit is entitled 500029 Critical Literature Review Outline.

Professor Wilkes will present this item.

3.3 PROPOSED AMENDMENT TO SENATE STANDING ORDERS AS09/02-3.3
The Executive Committee considered at its E-meeting on 17 March 2009 proposed amendment to the Senate Standing Orders, following a review by the Academic Secretariat.

Apart from reviewing the text/grammar and inclusion of some definitions, the principle changes were as follows:

(a) Clause 7 - Reference to meetings being conducted by face-to-face or video-conferencing (requested by Senate Executive – 17 September 2008).

(b) Clause 10 – Duration of meetings extended to maximum of three hours.

It is recommended
That the Senate Executive Committee endorses for the approval of Senate the proposed amendment to the Senate Standing Orders, pursuant to Part O, Clause 62 of the Academic Senate Standing Orders, with immediate effect.

3.4 PROPOSED AMENDMENT: SPECIAL CONSIDERATION POLICY AS09/02-3.4
The Education Committee considered at its meeting on 18 May 2009, minor amendment to the Special Consideration Policy. The change relates to the clause in the Policy, covering record keeping.

This change was identified by the OAR in discussions with schools, and as a consequence of re-designing Special Consideration forms for the Policy changes implemented from 1 January 2009.

It is recommended
That Academic Senate approve amendment to clause 41 of the Special Consideration Policy relating to record keeping, with immediate effect.

3.5 PROPOSED SCHOLARSHIP: PENRITH CITY COUNCIL AS09/02-3.5
Senate is requested to approve, in accordance with the University’s Scholarships and Prizes for Undergraduates Policy, the scholarship proposal donated by the Penrith City Council entitled Penrith City Council Urban Planning Scholarships.

The proposal comprises one scholarship to be offered in 2010 and one additional scholarship every year of the Agreement thereafter. The scholarships relate to the
Bachelor of Social Science (Geography & Urban Studies)/Master of Urban Management and Planning courses and each scholarship will be valued at $5,000 per year and will be held by the recipient for two years.

It is recommended
That Senate approve the proposed Penrith City Council Urban Planning Scholarships for eligible students in the Bachelor of Social Science (Geography & Urban Studies) / Master of Urban Management and Planning courses.

3.6 THE BRADLEY (EXPERT PANEL) REVIEW INTO AUSTRALIAN HIGHER EDUCATION: IMPLICATIONS FOR UWS (IN THE LIGHT OF THE FEDERAL BUDGET)
The Deputy Prime Minister and Minister for Education, Employment and Workplace Relations, the Hon. Julia Gillard MP, in her speech to the Universities Australia Conference on 4 March 2009, announced the following:

- A target that by 2025, 40% of Australian 25-34 year olds will have a bachelor level or above qualification.
- From 2012 universities will be funded on the basis of student demand. This means the Government will fund a Commonwealth supported place for all domestic students accepted into an eligible, accredited higher education course at a recognised public higher education provider.
- From 2010, the current cap on over enrolment will be raised from 5 to 10 percent and removed completely in 2012. This will prevent institutions growing too quickly at the expense of providing quality education and will allow a managed transition into the new system.
- The Government will establish a national regulatory and quality agency for higher education. Providers will be regulated by this body, who will carry out audits of standards and performance, quality assure international education, and provide for national consistency by streamlining current regulatory arrangements.

Professor Geoff Scott will deliver a presentation on the likely implications for UWS of the recent review of higher education, particularly in the light of the Federal Budget handed down on Tuesday 12 May 2009.

3.7 CASUAL VACANCY IN THE POSITION OF CHAIR OF ACADEMIC SENATE
Professor Anne Cusick has given notice of her resignation from the position of Chair of Academic Senate. She will be returning to the School of Biomedical and Health Sciences to focus on teaching and research.

An election for a new Chair of Academic Senate will be held in June, commencing with a Notice of Election and a Call for Nominations on 3 June 2009. The term of office for the new Chair will commence on 1 August 2009 and conclude on 19 March 2011.

Professor Cusick has indicated her willingness to assist the new Chair elect assume duties.

The Deputy Chair of Academic Senate will move a vote of thanks and appreciation.
4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE  AS09/02-4.1
The Senate Executive Committee met on 17 March, 20 April, 1 and 20 May 2009. The report of the 20 May is not yet available.

A copy of the reports/minutes of the meetings are attached.

It is recommended:
That Academic Senate note the reports/minutes of the Senate Executive Committee meetings held on 17 March, 20 April and 1 May 2009 and ratify the recommendations contained therein.

4.2 RESEARCH COMMITTEE  AS09/02-4.2
The Research Committee met on 7 April 2009. Minutes of the meeting are attached.

It is recommended:
That Academic Senate note the minutes of the Research Committee meeting held on 7 April 2009.

4.3 RESEARCH STUDIES COMMITTEE  AS09/02-4.3
The Research Studies Committee met on 3 March, 7 April and 5 May 2009. Minutes of the meetings are attached.

It is recommended:
That Academic Senate note the minutes of the Research Studies Committee meetings held on 3 March, 7 April and 5 May 2009.

4.4 EDUCATION COMMITTEE  AS09/02-4.4
The Education Committee met on 20 April and 18 May 2009. A report of the meetings is attached.

It is recommended:
That Academic Senate note the report of the Education Committee meetings held on 20 April and 18 May 2009.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE  AS09/02-4.5
The Academic Planning and Courses Approvals Committee met on 13 May 2009. The recommendations contained therein are submitted for consideration by Academic Senate.

It is recommended:
That Academic Senate note the report of the Academic Planning and Courses Approvals Committee meeting held on 13 May 2009, and the recommendations contained therein be approved.

4.6 BOARD OF TRUSTEES
The Board of Trustees most recent meeting was held on 8 April 2009.

The next meeting is scheduled for 24 June 2009. Summaries of Board of Trustees meetings, and minutes of Board of Trustees meetings, are available on the web-site at: http://www.uws.edu.au/boardoftrustees
5 FOR INFORMATION

No items.

6 NEXT MEETING

The next meeting of Academic Senate is provisionally scheduled for Friday 14 August 2009 in the Boardroom, Building AD, Werrington North, commencing at 9:30am.