ACADEMIC SENATE

The next meeting (Meeting 09/01) of the Academic Senate of the University of Western Sydney will be held on Friday 20 March 2009 at 9:00am in the Boardroom, Building AD at Werrington North. This will be the first meeting of the newly constituted Academic Senate.

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 OFFICIAL OPENING BY THE CHANCELLOR
   The Chancellor of the University, Mr John Phillips AO, will deliver an opening address to the new Senate. Members are requested to be seated by 9:30 am.

1.2 INTRODUCTION, APOLOGIES AND WELCOME
   The Chair of Academic Senate, Professor Anne Cusick, will chair the meeting.

   The Chair will welcome new members to the Senate. Because the new membership and academic delegations are a significant change from the former academic governance arrangements, and herald a bringing together of key people in academic management, academic quality and the academic staff and student community, the Chair will provide an overview of new arrangements and a summary of the consultation and approval process that underpinned it. (Refer agenda item 3.2).

   All members are welcome to attend a training session “Introduction to Academic Governance” that follows the Senate meeting.

   Incoming Committee Chairs are welcome to attend a training session “Chairing Senate Committee meetings” that follows the “Introduction to Academic Governance” session.

   Members wishing to attend the training sessions are asked to register to ensure catering and resource arrangements are adequate. Please advise Mr Greg Wheatley on: g.wheatley@uws.edu.au by Close of Business 18 March 2009

   As at 6 March 2009, apologies have been received from Professors John Ingleson and Andrew Cheetham, and Dr Graydon Davison.

1.3 PROGRAM FOR THE DAY
   Morning session:

   The Academic Senate meeting is scheduled to conclude about 12:30 pm.
A brief morning tea is scheduled for 11 am.

Lunch will be available in Meeting room 5 at 12:30 (please advise any special dietary requirements to: di.camilleri@uws.edu.au by Close of Business on 17 March 2009).

**Afternoon session**: Optional members only

Session 1: Introduction to Academic Governance (from 1:15 to 2:45 pm).

Afternoon tea break at 2:45 – 3:00 pm.

Session 2: Chairing Senate Committee meetings (Chairs and Deputy Chairs) (from 3:00 to 4:30 pm)

☆1.3 **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:

- 3.2 Overview of the New Academic Governance Arrangements
- 3.3 AUQA Cycle 2 update
- 3.4 Amendments to Higher Degree Research policies: admission.

**It is recommended:**

That the documents for all unstared 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 21 November 2008 were confirmed by the previous Senate by rotary circulation.

A copy of the confirmed minutes are attached for your information.

**It is recommended:**

That Academic Senate note the minutes of the meeting of Senate held on 21 November 2008 that were confirmed by rotary circulation.
2 BUSINESS ARISING

2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETING

2.1 ACADEMIC ADVISING POLICY
A guideline related to the Academic Advising Policy will be submitted to Senate shortly. 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.

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3 GENERAL BUSINESS

3.1 REPORT BY THE CHAIR OF SENATE AS09/01-3.1
A written report from the Chair, covering recent activities undertaken on behalf of the Senate since the last Senate meeting, is attached.

The Chair will respond to any questions in relation to the report, if requested.

3.2 OVERVIEW OF NEW ACADEMIC GOVERNANCE ARRANGEMENTS
The Board of Trustees approved revised Committees, memberships and terms of reference for the UWS Academic Senate on 8 October 2008. The membership of Academic Senate was also approved. Terms of reference for Senate were not altered.

The Chair will outline the new committee structure, associated delegations and the adjustments to academic policy being made in line with the academic governance restructure.

3.3 AUQA CYCLE 2 UPDATE AS09/01-3.3
Professor Geoff Scott, Pro Vice-Chancellor (Quality), will present this item.

It is recommended
That Academic Senate note the report of the Pro Vice-Chancellor (Quality) relating to AUQA Cycle 2 Update.

3.4 HIGHER DEGREE RESEARCH POLICIES AS09/01-3.4
Academic Senate is requested to consider approval of amendments to Research Higher Degree Policies to allow the delegation of approval for admission of Higher Degree Research candidates to be given to the Executive Dean of the College on advice of the College Research and Higher Degrees Committee chaired by the Associate Dean Research, for immediate implementation.

It is recommended
That Academic Senate approve amendment to the following policies:

Doctor of Philosophy Rule
Professional Doctorate Policy
Doctor of Medicine Policy
Research Masters (Hons) Policy
Supervision of Research Candidates Policy
Research Higher Degree Candidature Essential Resources Policy

to allow the delegation of approval for admission of Higher Degree Research candidates to be given to the Executive Dean of the College on advice of the College Research and Higher Degrees Committee chaired by the Associate Dean Research, for immediate implementation

It is recommended
That Academic Senate approve amendment to the Standing Committees of Academic Senate Policy in relation to the terms of reference for the following Committees:

College Research and Higher Degrees Committee
Research Studies Committee

to allow the delegation of approval for admission of Higher Degree Research candidates to be given to the Executive Dean of the College on advice of the College Research and Higher Degrees Committee chaired by the Associate Dean Research, for immediate implementation.

3.5 PROPOSED AMENDMENT TO GRADUATION POLICY AS09/01-3.5
The Education Committee considered at its meeting on 9 March 2009 amendment to the Graduation Policy. The Office of the Academic Registrar had requested an amendment to the clauses in the Graduation Policy covering Replacement Testamurs, because of requests from graduates for the re-issue of documentation to reflect name changes. These are not currently catered for in the Policy.

It is recommended
That Senate approve the proposed amendment to the Graduation Policy clauses covering Replacement Testamurs, and associated procedures, with immediate effect.

3.6 PROPOSED AMENDMENT TO THE ASSESSMENT POLICIES AS09/01-3.6
The Education Committee considered at its meeting on 9 March 2009 amendment to the Assessment Policy - Interim and the Assessment Policy - Criteria and Standards-Based Assessment. The changes are designed to ensure consistency between the two Policies, cover arrangements for grading UWS exchange units – i.e. units taken at other providers as part of UWS courses, and explicitly state that supplementary assessment in the final unit of a course will not be allowed if the fail grade in the final unit is the result of a disciplinary determination.

It is recommended
That Senate approve the following proposed policy amendments to ensure consistency between the two Assessment Policies, cover arrangements for grading UWS exchange units and explicitly state that supplementary assessment in the final unit of a course will not be allowed if the fail grade in the final unit is the result of a disciplinary determination:

(a) Assessment Policy – Interim, with immediate effect.

(b) Assessment Policy – Criteria and Standards-based Assessment, with immediate effect.
3.7 UWS REPRESENTATION ON THE HSC TECHNICAL COMMITTEE ON SCALING

Senate is requested to note that Associate Professor John MacFarlane is continuing as the UWS representative on the NSW Board of Studies (the Board) Technical Committee on Scaling.

The Committee has delegated responsibility to the Board for providing advice and decision regarding the way in which the UAI is calculated.

Associate Professor MacFarlane has been the UWS representative for many years. UWS is fortunate to have a scholar of his discipline background and academic standing representing the University on the Committee.

*It is recommended*

That Academic Senate note that Associate Professor John MacFarlane is the continuing UWS representative on the NSW Board of Studies Technical Committee on Scaling.

3.8 SCHOLARSHIP APPROVALS

Senate is requested to approve, in accordance with the University’s *Scholarships and Prizes for Undergraduates Policy*, the following scholarship proposals:

3.8.1 The Michael Lynch Scholarship

The scholarship provides for $10,000 to fund five Student Summer Research Program Scholarships valued at $2,000 per scholarship. The $10,000 grant to the UWS School of Medicine, in relation to the Bachelor of Medicine/Bachelor of Surgery, will allow the expansion of the School’s Summer Research Program.

The aim of the program is to inspire the medical researchers of tomorrow and give participants experience in working on a research project in conjunction with a senior academic.

*It is recommended:*

That Academic Senate approve the proposed Michael Lynch Scholarship for eligible students in the Bachelor of Medicine/Bachelor of Surgery course.

3.8.2 Shanthi Ramanathan Medical Scholarship

The scholarship provides for $3,000 per annum for up to four years for students who have successfully completed year one of the Bachelor of Medicine/Bachelor of Surgery. The aim of the scholarship is to benefit students who are financially disadvantaged.

*It is recommended:*

That Academic Senate approve the proposed Shanthi Ramanathan Medical Scholarship for eligible students who have successfully completed year one of the Bachelor of Medicine/Bachelor of Surgery.

3.8.3 RailCorp “Women in Engineering” Scholarship

The scholarship provides $15,000 per annum for up to two years for students entering their third year of a Bachelor of Engineering Degree at UWS in 2009.

The scholarship was established to accelerate the focus of Women in Engineering at RailCorp. This strategy is part of an organisational wide cultural change initiative designed to attract, engage and develop future Women
Engineers and to ensure RailCorp has the right people in the right place at the right time.

It is recommended:
That Academic Senate approve the proposed RailCorp “Women in Engineering” scholarship for eligible students entering their third year of a Bachelor of Engineering Degree at UWS in 2009.

3.9 APPROVAL OF UNIVERSITY MEDAL

The Chair of Senate, on behalf of Academic Senate, on the recommendation of the relevant Chair, College of Business Education, Assessment and Progression Committees and the relevant Executive Deans, has approved the attached list of students for the University Medal, in accordance with the UWS Graduation Policy:

It is recommended:
That Academic Senate note the decision of the Chair of Senate, on behalf of Academic Senate, on the recommendation of the relevant Chair, College of Business Education, Assessment and Progression Committees and the relevant Executive Deans, to approve the University Medal to the students listed in the attached agenda paper entitled University Medal Winners 2009.

3.10 SENATE MEETING SCHEDULE FOR 2009

The Academic Senate meeting schedule for 2009 is as follows:

20 March
1 May
29 May
14 August*
16 October
20 November*

* Provisional only.

3.11 VOTE OF THANKS TO MEMBERS OF PREVIOUS ACADEMIC SENATE

The Chair of Academic Senate will move a formal vote of thanks to members of the previous Academic Senate and will seek leave of Senate to convey to them, by letter, the appreciation of Senate for their contributions.

It is recommended
That Senate move a formal vote of thanks to members of the previous Academic Senate and will seek leave of Senate to convey to them, by letter, the appreciation of Senate for their contributions.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

The Senate Executive Committee met on 17 December 2008 and 27 February 2009. A copy of the report of the meetings are attached.

It is recommended:
That Academic Senate note the report of the Senate Executive Committee meetings held on 17 December 2008 and 27 February 2009.
4.2 RESEARCH COMMITTEE: AS09/01-4.2
The Research Committee met on 18 November 2008 and 3 February 2009. Minutes of the meeting are attached.

It is recommended:
That Academic Senate note the minutes of the Research Committee meetings held on 18 November 2008 and 3 February 2009.

4.3 RESEARCH STUDIES COMMITTEE: AS09/01-4.3
The Research Studies Committee met on 4 November and 2 December 2008 and 3 February 2009. Minutes of the meetings are attached.

It is recommended:
That Academic Senate note the minutes of the Research Studies Committee meetings held on 4 November and 2 December 2008 and 3 February 2009.

4.4 EDUCATION COMMITTEE: AS09/01-4.4
The Education Committee met on 2 February and 9 March 2009. A report of the meetings is attached.

It is recommended:
That Academic Senate note the report of the Education Committee meetings held on 2 February and 9 March 2009.

4.5 COURSES APPROVALS AND ARTICULATIONS COMMITTEE: (To Follow)
The Courses Approvals and Articulations Committee met on 13 March 2009. The recommendations contained therein are submitted for consideration by Academic Senate.

At the Board of Trustees meeting held on 25 February 2009 the Board endorsed the proposed development of undergraduate double degree programs to be offered at Parramatta, Hawkesbury and Campbelltown campuses in 2010.

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

4.6 BOARD OF TRUSTEES
The Board of Trustees most recent meeting was on 25 February 2008.

The next meeting is scheduled for 8 April 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

5.1 THE BRADLEY REVIEW AND THE GOVERNMENT RESPONSE
The Minister for Education, Employment and Workplace Relations released the Expert Panel’s final report (the Bradley Report) on 17 December 2008. The report can be accessed at the following url:

The Vice-Chancellor issued a press release on 23 December 2008 entitled “UWS welcomes Bradley Report as a blueprint for a competitive knowledge economy” that can be accessed at the following url:


6 NEXT MEETING

The next meeting of Academic Senate will be held on **Friday 1 May 2009** in the Boardroom, Building AD, Werrington North, commencing at 9:30am.