



Academic Board Minutes

Academic Board Officer: Keri Neveldsen

Secretariat, Quadrangle, A14

Phone: 9351 3305; Fax: 9351 3572

E-mail: K.Neveldsen@secretariat.usyd.edu.au

Web site: <http://www.usyd.edu.au/su/ab/>

Minutes of the meeting of the Academic Board held at 2 pm on Wednesday 13 February 2002 in the Professorial Board Room

There were present: the Chair (Professor J Sachs) presiding, the Deputy Chair (Associate Professor P McCallum), the Acting Vice-Chancellor and Principal (Professor K J Eltis), Professors C Adam, S Chapman, R Y Ebied, K Eltis, M A Harris, B Hesketh, H Kendig, K Lester, G T Moore, B Roufogalis, J Webber and P Wolnizer, Associate Professors R Drynan, C B Gillies, A F Masters, N C Weber and S West, Drs M Boughton, L Carson and M Torode, Mr K Barlow, Mr M Hall, Mr D Kyriacou and Mrs M McKerchar.

Also present: Secretary of the Academic Board (Dr W Adams).

Present as observers: Professors L Field, D Napper, R Pesman, P Ramsden and J A Young, Drs D Godden and M Edmond and Mr J Shipp

Present by invitation: Professor G Gill, Mr K Croft.

In attendance: Miss K Neveldsen.

★ 1. **Apologies**

The Board noted that apologies had been received from: the Vice-Chancellor and Principal (Professor G Brown), Professors S Armitage, S I Benrimoj, L Copeland, J Higgs, J Kinnear, S Leeder, D Melrose, K Parton, G Sherington, and M Vitale, Associate Professors A Reynolds and R Ross, Dr B Winter and Ms P Kamvounias.

(File 021/0005/00003)

★ 2. **Arrangement of agenda**

★ 2.1 **Starring of items**

Members of the Board were invited to star for discussion any unstarred items.

The following additional items were starred: item 4 and item 15.4.1.

Dr D Godden, who attended part of the meeting as an observer, indicated that he wished to star item 3. By way of clarification, the Registrar noted that, unless specified in the Academic Governance Rules, observers may only speak at a meeting with the approval of the Chair. The item remained unstarred.

2.2 Adoption of unstarred items

Resolution 01/02

That the Academic Board resolve as recommended with respect to all unstarred items.

3. Minutes of previous meeting

Resolution 02/02

That the Academic Board adopt the minutes of the previous meeting held on 12 December 2001 as a true record.

(File 2002/309)

★ 4. Business arising from the minutes

The Board noted the report of the Chair of the Academic Board regarding the Review of the Academic Board and the Academic Forum in relation to business transacted at the previous meeting of the Board.

The Chair noted that it had been made clear at the December meeting that further information would be brought to the Board for discussion and debate. In response to a query regarding the report, the Chair noted that two months had passed since the last meeting of the Board in which time members had had the opportunity to raise any outstanding issues with the Chair.

It had been noted at the December meeting of the Board that the timeframe for consideration of the Response to the Review of the Academic Board and the Academic Forum had not been ideal, however all recommendations had been carried by the meeting.

Resolution 03/02

That the Academic Board note the report of the Chair of the Academic Board relating to business arising from the minutes of the previous meeting, as set out in the report presented.

Action: No further action required.

(File 2001/3342)

★ 5. **Report of the Chair**

5.1 **Reports on Senate matters**

5.1.1 **Report of the Senate meeting held on 3 December 2001**

The Chair re-iterated the process Senate used to consider the report of the Academic Board, noting that considering items by exception allowed for the highlighting of significant issues being considered by the Board.

In response to a query the Chair advised which documents would be referred to Senate for consideration at its March Colloquium in relation to the Review of the Academic Board and the Academic Forum, noting that a report of the outcomes of the Colloquium would come back to the Board.

It was noted that at the December meeting of Senate, the Chair was asked to consider the format of the Colloquium and who would be invited to attend. The Chair advised that she had not yet received advice from the Chancellor's office regarding this.

Resolution 04/02

That the Academic Board note the report of the Chair of the Academic Board on academic matters considered by Senate at its meeting held on 3 December 2001, as set out in the report presented.

Action: No further action required.

5.1.2 **Report of the Senate meeting held on 4 February 2002**

Resolution 05/02

That the Academic Board note the report of the Chair of the Academic Board on academic matters considered by Senate at its meeting held on 4 February 2002, as set out in the report presented.

Action: No further action required.

5.2 **General report**

5.2.1 **Review of the Academic Board and the Academic Forum**

At its December 2001 meeting, the Academic Board adopted recommendations contained in the Response to the Review of the Academic Board and the Academic Forum.

The Chair reported that in response to those recommendations, advice relating to the legal implications of the recommendations was sought from senior counsel. This advice necessitated changes in the original recommendation contained in the Response.

Pursuant to this advice a proposed amendment to the University of Sydney By-law 1999 was drafted. In conjunction with this, amended terms of reference of the Academic Board were also developed.

The Board noted that the proposed By-law amendment and Rule remained subject to confirmation that they conformed with legal requirements. Senate was being asked to exercise its power to delegate authority in certain matters to the Board.

Concern was raised about this proposed solution as it did not appear that the authority of Senate was clear and it was suggested that the By-law amendment as proposed removed the existing level of protection of the Board's right to provide advice to Senate.

During discussion it was noted that the spirit of the Review was that the Board have the ability to take academic decisions and that Senate needed to be asked to find a way in which this could be achieved.

The Board re-iterated its recommendation from the December meeting:

That the Academic Board be the principal academic decision-making body in the University.

It was noted that this principle needed to be conveyed to Senate and could be expressed through the action of Senate delegating authority to the Board and did not necessarily need to be contained in the By-law.

Resolution 06/02

That the Academic Board note the report of the Chair of the Academic Board on the Review of the Academic Board and the Academic Forum, as set out in the report presented.

Action: Chair of the Academic Board amend the final recommendations to Senate regarding the Review of the Academic Board and the Academic Forum, based on the discussion at the meeting to ensure the principle of the Academic Board being the principal academic decision-making body is enacted.

(File 2001/3342)

5.2.2 University of Sydney (Intellectual Property) Rule 2002

At its November 2001 meeting, the Board received the proposed University of Sydney (Intellectual Property) Rule 2002 and noted associated documents and resolved that they lie on the table, for further consideration in light of input received, and final endorsement at this meeting of the Board.

The Acting Pro Vice-Chancellor (Research) outlined the process undertaken to review and develop the legislation and noted that while the Review was required to report directly to Senate, the Review Committee had felt that endorsement by the Academic Board was essential.

Significant changes in the proposed Rule were highlighted and it was noted that the Preamble in the existing document had been moved into the Guidelines. In response to a question, the Acting Pro Vice-Chancellor (Research) noted that there was not a lot of consistency in Intellectual Property rules between the Go8 Universities, based mainly on philosophical differences and that this was unlikely to be achieved.

In relation to implementation, it was noted once the Rule had been approved by Senate, it would be published in postgraduate handbooks and made available on the web. An information package for postgraduate co-ordinators within departments/schools was also being developed.

The Board noted that minor amendments had been made to the proposed Rule circulated to members and that these would be incorporated in the final version referred to Senate.

Resolution 07/02

That the Academic Board:

- (1) recommend that Senate, pursuant to s37(1) of the University of Sydney Act 1989, resolve:
 - (a) to promulgate the new Rule in the form presented as the University of Sydney (Intellectual Property) Rule 2002, to take effect from the date on which it is promulgated in accordance with clause 6 of the University of Sydney By-Law 1999; and
 - (b) to repeal Part 8 of the University of Sydney (Amendment Act) Rule 1999 in its entirety, to take effect simultaneously with the promulgation of the University of Sydney (Intellectual Property) Rule 2002;
- (2) note associated documents:
 - (a) Intellectual Property Rule: A Guide (which sets out a plain English guide to the Rule); and
 - (b) Review of Intellectual Property Rule (which indicates changes from the existing Rule).

Action: Acting Pro Vice-Chancellor (Research) to recommend through the Vice-Chancellor to Senate that the University of Sydney (Intellectual Property) Rule 2002 be adopted with the endorsement of the Academic Board.

(File 2001/6096)

5.2.3 Meeting of the Academic Board of the Australian Graduate School of Management, University of New South Wales, 14 November 2001

At its meeting of 14 November 2001, the Academic Board of the Australian Graduate School of Management adopted a Grading Policy for the full-time MBA program, for application to students entering year 1 from 2002, as set out in the report presented.

The AGSM Board noted that students who transfer into the full-time MBA program from other AGSM programs or elsewhere would be assessed using the grading policy applicable to the students in that year of the program.

During discussion it was noted that the grading system could have future implications on applications for admission to the University of Sydney.

Resolution 08/02

That the Academic Board note the report of the Chair of the Academic Board on the meeting of the Academic Board of the Australian Graduate School of Management, as set out in the report presented.

Action: No further action required.

(File 2001/1878)

5.2.4 Academic Board Nominees to Selection Committees

5.2.4.1 Academic Board Nominees to the Selection Committee for the Chief Financial Officer

The Chair of the Academic Board acts on behalf of the Board in making nominations to selection committees to Senate.

The Board noted that the Chair had appointed Professors R Pesman, S I Benrimoj, R Bartels and J Chalmers as nominees to the selection committee for the position of Chief Financial Officer, at the equivalent of Deputy Vice-Chancellor level.

Resolution 09/02

That the Academic Board note the report of the Chair of the Academic Board on the Academic Board Nominees to the Selection Committee for the Chief Financial Officer, as set out in the report presented.

Action: No further action required.

5.2.4.2 Chair of the Academic Board Nominees to Selection Committees

The Chair of the Academic Board acts as the Board's agent in making nominations to selection committees.

The Board received a report of academic staff who had consented to be available to serve on selection committees. On behalf of the Board, the Chair expressed appreciation to all those people who participated in the selection processes.

It was noted that some faculties appeared to be underrepresented and it was agreed that the Chair would follow this up with the Deans.

Resolution 10/02

That the Academic Board note the report of the Chair of the Academic Board on Chair of the Academic Board Nominees to Selection Committees, as set out in the report presented.

Action: Chair of the Academic Board to contact faculties regarding representation on selection committees.

(File 2002/1234)

5.2.5 Summary of Academic Board activities 2001

The Chair of the Academic Board presented a report of the Board's activities during 2001, noting that the report helped showcase the achievements of the Board and demonstrate the range of activities the Board participated in.

Resolution 11/02

That the Academic Board note the report of the Chair of the Academic Board on Academic Board activities during 2001, as set out in the report presented.

Action: No further action required.

5.2.6 Academic Board Faculty Review Visits

The Chair of the Academic Board noted that the first two Academic Board Faculty Review Visits, to the Faculty of Veterinary Science and the Sydney Conservatorium of Music, had been completed.

The Board noted that the review process continued to improve and that the reviews were viewed as a collegial rather than managerial process. The reviews offered opportunities for open discussion, arising from the requirement for structured self-reflection prior to the visits.

Concern about the work required to prepare for the reviews was expressed but it was felt that the benefits far outweighed the negatives and that the process was improving with each review conducted.

It was noted that the Deans would receive reports to which responses were required for consideration by the Teaching and Learning Committee and for reporting through to the Board.

Resolution 12/02

That the Academic Board note the report of the Chair of the Academic Board on Academic Board Faculty Review Visits to the Faculty of Veterinary Science and the Sydney Conservatorium of Music, as set out in the report presented.

Action: No further action required.

(File 2002/428, 2002/429)

5.2.7 National Chairs of Academic Boards Conference

The Chair of the Academic Board highlighted discussion points from the National Chairs of Academic Boards Conference, noting that universities were facing similar issues, particularly in relation to quality assurance.

The Board noted Conference had discussed the progress and process of quality audits undertaken by the Australian Universities Quality Agency (AUQA) and the role and purpose of Academic Boards. The University of Sydney's Academic Board Faculty Review Visits generated interest and the Chair of the Academic Board will begin to consider ways in which the performance of the Academic Board can be assessed.

Resolution 13/02

That the Academic Board note the report of the Chair of the Academic Board in relation to the National Chairs of Academic Boards Conference, as set out in the report presented.

Action: No further action required.

(File 2002/1187)

5.2.8 Actions taken under delegated authority

The Academic Board, at its December 2001 meeting, authorised the Chair of the Academic Board to act on its behalf on any urgent matter which arose following the December 2001 Board meeting and which could not await the February 2002 Board meeting.

The Board noted that the Chair had approved a variation to the semester and vacation dates in the Faculty of Medicine and had recommended that Senate amend the Resolutions of the Senate relating to the Master of Dental Science.

Resolution 14/02

That the Academic Board note the report of the Chair of the Academic Board on actions taken under delegated authority since the December 2001 meeting of the Academic Board, as set out in the report presented.

Action: No further action required.

(File 2000/3626, 033/0001/00019)

(File 2001/1773)

★ **6. Report of the Vice-Chancellor and Principal**

6.1 Reports on Senate matters

6.1.1 Report of the Senate meeting held on 3 December 2001

Resolution 15/02

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 3 December 2001, as set out in the report presented.

Action: No further action required.

6.1.2 Report of the Senate meeting held on 4 February 2002

Resolution 16/02

That the Academic Board note the report of the Vice-Chancellor and Principal on matters considered by Senate at its meeting held on 4 February 2002, as set out in the report presented.

Action: No further action required.

6.2 General report

The Acting Vice-Chancellor and Principal, Professor K Eltis, highlighted key points in the reports to the Board from meetings of Senate. In particular the Board noted the work being undertaken in relation to capital funding and the proposal from MGT Architects regarding capital developments on campus, the progress of the proposed Financial and Other Powers legislation, and the March colloquium of Senate regarding the Review of the Academic Board and Academic Forum.

In relation to quality assurance matters the Acting Vice-Chancellor noted that the quality assurance co-ordination group had facilitated a number of self-audits with faculties and central administrative units and that the Australian Universities Quality Agency was due to announce the planned 2003 audits in March.

In response to a query regarding the March Colloquium of Senate it was agreed that the Registrar would confirm with the Chancellor whether the colloquium was an open meeting.

Resolution 17/02

That the Academic Board note the general report of the Acting Vice-Chancellor and Principal.

Action: Registrar to confirm with the Chancellor whether the March Colloquium of Senate is an open meeting.

(File 021/0006/00007)

7. Report of the Academic Forum

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7.1 Oral report of the Chair

The Chair of the Academic Forum, Associate Professor A F Masters, noted that the report of the last Forum meeting regarding the Review of the Academic Board and the Academic Forum had already been received by the Board and that the coming meeting would discuss this further, but the main topic for the Forum Focus would be the Academic Board's Faculty Review Visits.

Resolution 18/02

That the Academic Board note the report of the Chair of the Academic Forum.

Action: No further action required.

(File 028/0039/00002)

8. Reports of Faculties and Boards

8.1 Report of the Faculty of Health Sciences

8.1.1 Receipt of report

Resolution 19/02

That the Academic Board receive and note the report of the Faculty of Health Sciences meeting held on 8 November 2001.

Action: No further action required.

8.1.2 Amendment of the Resolutions of the Senate: Constitution of the Faculty of Health Sciences

Resolution 20/02

That the Academic Board recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Health Sciences, with immediate effect, as set out in the report presented.

Action: Chair of the Academic Board to recommend that Senate amend the Resolutions of the Senate relating to the Constitution of the Faculty of Health Sciences.

(File 036/0006/00209)

9. Report of the Undergraduate Studies Committee

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9.1 Oral report of the Chair

The Chair of the Undergraduate Studies Committee, Associate Professor P McCallum, noted that the Committee had not met since the last meeting of the Board and that there were no items to report.

Resolution 21/02

That the Academic Board note the report of the Chair of the Undergraduate Studies Committee.

Action: No further action required.

(File 2001/2124)

10. Report of the Graduate Studies Committee

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10.1 Oral report of the Chair

In the absence of the Chair of the Graduate Studies Committee, Associate Professor R T Ross, the Chair noted that the Committee had not met since the last meeting of the Board and that there were no items to report.

Resolution 22/02

That the Academic Board note the report of the Chair of the Academic Board, on behalf of the Chair of the Graduate Studies Committee.

Action: No further action required.

(File 2001/1770)

11. Report of the Teaching and Learning Committee

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11.1 Oral report of the Chair

In relation to the last report of the Teaching and Learning Committee, not considered at the December meeting of the Board, the Chair of the Teaching and Learning Committee, Professor J Sachs, highlighted the item relating to the Vice-Chancellor's Awards for Excellence in Research and Higher Degree Supervision, noting that due to the high calibre of applicants, three awards had been made.

Resolution 23/02

That the Academic Board note the report of the Chair of the Teaching and Learning Committee.

Action: No further action required.

(File 028/0025/00029)

12. Report of the Research Committee

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12.1 Oral report of the Alternative Chair

The Alternative Chair of the Research Committee, Professor Graeme Gill, highlighted aspects of the report of the Committee noting the Committee's desire for transparency in the University funding formula for research grants and publications. It was noted that there had been difficulties in tracking income and expenditure and that a strategy needed to be developed to address the issue.

During discussion, the Acting Vice-Chancellor noted that work was being undertaken on the research component in the Funding Model with the Acting Pro Vice-Chancellor (Research), who also noted that work continued on the provision of better information regarding research performance and research management.

The Board noted that the impact on budget allocation from the Research Training Scheme was still being assessed as the weightings differed significantly with the move to an emphasis on student completions rather than student enrolments. This matter would be addressed in the re-examination of the Funding Model.

Resolution 24/02

That the Academic Board note the report of the Alternative Chair of the Research Committee.

Action: No further action required.

12.2 Report of the meeting held on 6 November 2001

12.2.1 Receipt of report

Resolution 25/02

That the Academic Board receive and note the report of the Research Committee meeting held on 6 November 2001.

Action: No further action required.

12.2.2 Proceedings of the Committee

Resolution 26/02

That the Academic Board note the proceedings of the Research Committee meeting held on 6 November 2001, as set out in the report presented.

Action: No further action required.

(File 2001/362)

13. Report of the Library Committee

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13.1 Oral report of the Chair

In the absence of the Chair of the Library Committee, Professor S Armitage, the Chair noted that the Committee had not met since the last meeting of the Board and that there were no items to report.

Resolution 27/02

That the Academic Board note the report of the Chair of the Academic Board, on behalf of the Chair of the Library Committee.

Action: No further action required.

(File 2000/3994)

14. Report of the Academic Staffing Committee

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14.1 Oral report of the Chair

In the absence of the Chair of the Academic Staffing Committee, Associate Professor A Reynolds, the Chair noted that the Committee had not met since the last meeting of the Board.

The Board noted the briefings conducted in relation to the process of promotions.

Resolution 28/02

That the Academic Board note the report of the Chair of the Academic Board, on behalf of the Chair of the Academic Staffing Committee.

Action: No further action required.

(File 2002/367)

15. General Business

15.1 Appointment of members of the 2002 Student Proctorial Panel

The Board received a report on the provisions of the University of Sydney By-law 1999 for the establishment of the Student Proctorial Panel, noting that membership of the Panel included six members of the academic staff appointed by and from the members of the Academic Board.

In accordance with the procedures outlined in the University of Sydney (Amendment Act) Rule 1999, the Pro Vice-Chancellors of each College nominated the staff to serve on the Panel for 2002.

Resolution 29/02

That the Academic Board appoint Professors L Copeland, R Ebied and J Lawler, Associate Professors P Phibbs and C Russell and Dr L Carson as members of the 2002 Student Proctorial Panel, as set out in the report presented.

Action: Director, Student Centre, to note the appointment of members of the academic staff to the Student Proctorial Panel 2002.

(File 028/0025/00042)

15.2 Membership of Central Promotions Committees: 2002

The Board noted the report detailing nominees for Central Promotions Committees for 2002 for Senior Lecturer, Associate Professor and Professor.

Resolution 30/02

That the Academic Board appoint members to the Central Promotions Committees for 2002, as set out in the report presented.

Action: Secretaries to Central Promotions Committees to note the appointment of members of the Committees for 2002.

(File 028/0002/00332)

15.3 Conferring of All Academic Titles

In accordance with the policy, *Conferring of All Academic Titles*, the Board received a report of titles conferred by the College of Humanities and Social Sciences.

Resolution 31/02

That the Academic Board note the report relating to the Conferring of All Academic Titles by Colleges and Faculties, as set out in the report presented.

Action: No further action required.

(File 2001/5164)

★ **15.4 Membership of the Academic Board**

15.4.1 2002 Board membership

In response to a query, the Chair of the Board noted that the process of filling casual vacancies had commenced and that an election was likely to be conducted to some categories of membership of the Board in the near future.

Resolution 32/02

That the Academic Board note the 2002 membership of the Board, as set out in the report presented.

Action: No further action required.

(File 2001/1122)

15.4.2 Filling of casual vacancies: academic staff members elected from the academic staff members of each faculty

The Board noted the appointment of Associate Professor L Tong to fill the casual vacancy for one academic staff member elected from the academic staff members of the Faculty of Engineering.

Resolution 33/02

That the Academic Board appoint Associate Professor L Tong, Faculty of Engineering, to fill a casual vacancy in the category of one academic staff member of each faculty, as set out in the report presented.

Action: No further action required.

(File 2001/3531, 2001/1122)

Signed as a correct record

Chair

Date