

## ACADEMIC BOARD

1:00 pm, Tuesday 28 March 2017

Professorial Boardroom, Quadrangle (A14)

**Members Present:** The Chair (Associate Professor Tony Masters); the Vice-Chancellor (Dr Michael Spence); the Chairs of the Standing Committees (Associate Professor Wendy Davis; Professor Jane Hanrahan; Associate Professor Michael Kertesz; Associate Professor Tim Wilkinson (from 2:00pm); Helen Agus (Science); Associate Professor Judy Anderson (Education & Social Work); Marco Avena (Student, Science); Anne Bell (Director of University Libraries); Professor Tina Bell (Agriculture); Professor Kathy Belov (Pro-Vice-Chancellor (Global Engagement)); Isabella Brook (President, SRC); Associate Professor Tom Buckley (Nursing); Professor Tyrone Carlin (Deputy Vice-Chancellor (Registrar)); Dr Jeanell Carrigan (Conservatorium); Brennan Clody (Student, Architecture, Design & Planning); Associate Professor Rachel Codd (Medicine); Dr Penelope Crossley (Law); Dr Frances Di Lauro (Arts & Social Sciences); Professor Alan Fekete (Engineering & IT); Dr Karin Findeis (SCA); Professor Robyn Gallagher (Nursing); Dr Jinlong Gao (Dentistry); Professor Stephen Garton (Provost and Deputy Vice-Chancellor); Associate Professor James Glister (Law); Professor Manuel Graeber (Medicine); Imogen Grant (Nominee, SRC); Professor Nicole Gurran (Architecture, Design & Planning); Professor Trevor Hambley (Dean, Science); Professor Annamarie Jagose (Dean, Arts & Social Sciences); Dr Nerida Jarkey (Arts & Social Sciences); Associate Professor Annette Katelaris (Medicine); Dr Eric Knight (Business); Associate Professor Chengwang Lei (Engineering & IT); Professor David Lowe (Engineering & IT); Georgia Mantle (Student, Arts & Social Sciences); Professor Diane Mayer (Head of School & Dean, Education & Social Work); Alexander McCarthy (Student, Medicine); Professor Richard Miles (Pro-Vice-Chancellor (Education - Enterprise & Engagement)); Oliver Moore (nominee, Co-President, SUPRA) (*for* Lily Matchett); Gilbert Ng (Student, Dentistry); Alexandra Nixon (Nominee, SUPRA); Associate Professor John O'Byrne (Science); Associate Professor Maurice Peat (Business); Professor Chris Peck (Dean, Dentistry); Ivana Radix (SRC); Professor John Redmond (Head of School & Dean, Architecture, Design & Planning); Professor Kathy Refshauge (Dean, Health Sciences); Professor Anna Reid (Acting Dean, Conservatorium); Joshua Reisler (Student, Law); Associate Professor Jennifer Rowley (Conservatorium); Dr Jenny Saleeba (Science); Dr Carl Schneider (Pharmacy); Dr Jen Scott Curwood (Education & Social Work); Dr Ilektra Spandagou (Education & Social Work); Professor Roger Stancliffe (Health Sciences); Ahmed Bin Suhaib (Co-President, SUPRA); Associate Professor Rebecca Suter (Arts & Social Sciences); Associate Professor Catherine Sutton-Brady (Business); Muddasir Tahir (Student, Engineering & IT); Justin Trendall (Sydney College of the Arts); Professor Claire Wade (Veterinary Science); Professor Donna Waters (Dean, Nursing); Amy Wenham (Student, Nursing & Midwifery); Associate Professor Graham White (Arts & Social Sciences); Matthew Wun (Student, Veterinary Science).

**Attendees:** Kate Calhau (EA to Chair, Academic Board); Jaymes Carr (Staff Communications Officer, Marketing, Communications and Engagement); Dr Matthew Charet (Executive Officer); Associate Professor Mark Gorrell (Medicine); Kerrie Henderson (University Policy Manager); Associate Professor Peter McCallum (Director, Educational Strategy); Maari McMillan-Truci (*Honi Soit*); David Pacey (Secretary to Senate); Lynda Rose (Associate Director Operations, Office of the Provost); Siobhan Ryan (*Honi Soit*); Dr Leah Schwartz (Program Manager, Education Strategy); Kate Small (University Quality Manager); Associate Professor Paul Wormell (Academic Board Review Panel).

**Apologies:** Associate Professor Judy Anderson (Education & Social Work); Dr Jacqueline Bloomfield (Nursing); Associate Professor Alex Chaves (Veterinary Science); Associate Professor Ross Coleman (Director, Graduate Research); Dr Emily Crawford (Law); Disha Dhanda (Student, Agriculture); Dr Scott Grattan, (Law); Professor Shane Houston (Deputy Vice-Chancellor (Indigenous Strategy & Services)); Professor Duncan Ivison (Deputy Vice-Chancellor (Research)); Professor Archie Johnston (Dean, Engineering & IT); Associate Professor Mark Krockenberger (Veterinary Science); Tilly Lees (Student, Sydney College of the Arts); Lily Matchett (Co-President, SUPRA) (Oliver Moore attending instead); Professor Alex McBratney (Director, Sydney Institute of Agriculture); Professor Robyn McConchie (Agriculture); Associate Professor Mark McEntee (Health Sciences); Associate Professor Susan McGrath-Champ (Business); Dr Rhonda Orr (Health Sciences); Professor Pip Pattison (Deputy Vice-Chancellor (Education)); Professor Iqbal Ramzan (Dean, Pharmacy); Professor Joellen Riley (Head of School & Dean, Law); Professor Balwant Singh (Agriculture); Associate Professor Marjorie Valix (Engineering & IT); Professor Greg Whitwell (Dean, Business).

## MINUTES

☆ This symbol indicates items that have been starred for discussion at the meeting.

### ☆ 1 WELCOME AND APOLOGIES

The Chair welcomed members and noted the apologies received, asking that any further apologies be communicated to the Executive Officer.

### 2 PROCEDURAL MATTERS

#### ☆ 2.1 Starring of agenda and adoption of unstarred items

No additional items were starred and the Academic Board resolved as recommended with respect to all unstarred items.

**Resolution AB2017/2-1**

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

#### 2.2 Minutes of Meeting 1/2017, 18 February 2016

The minutes of the previous meeting were approved as presented.

**Resolution AB2017/2-2**

*That the Academic Board adopt the minutes of the previous meeting held on 18 February 2017, as a true record.*

#### 2.3 2017 Membership of the Academic Board

Changes to membership were approved as presented.

**Resolution AB2017/2-3**

*That the Academic Board approve the changes to membership of the Board and its committees, as presented.*

### ☆ 3 STRATEGIC ITEMS OF BUSINESS

#### 3.1 Report of the Academic Board Composition Working Party

The Chair reminded members that at the last meeting, it was agreed – as recommended in the Review Report – to establish a working party to discuss the future composition and membership of the Academic Board. Agreement on a future model will enable the revision or replacement of the current *University of Sydney (Academic Governance) Rule 2003 (as amended)*. This needs to be presented to and approved by Senate by May to enable the conduct of staff and student elections in Semester 2 and the matter has therefore been prioritised for immediate attention.

Professor Hanrahan, who chaired the working party, provided an overview of the new structure as agreed by the working party and as presented in the circulated paper. It was agreed that a proportional representation model be adopted for staff and student membership, with four sizes of membership dependent on the proportion of equivalent full time university staff employed by a given faculty. In this model, faculties and University Schools will have between 4 and 16 staff members elected to the Academic Board and between 2 and 4 students elected to the Academic Board; there will be a diversity of levels represented, with at least 25% of elected staff drawn from academic Levels A, B, C and 25% from academic Levels D & E. It was likewise recommended that 50% of students from each academic unit are undergraduate and 50% are postgraduate, and that Faculty / University School Boards would, where possible, elect a staff member from each school within a faculty and determine mechanisms to ensure equity and diversity. It was also agreed that *ex-officio* membership from the student organisations remain as at present.

The working party identified a number of areas for discussion, included *ex-officio* representation by the Heads of School and Deans from the University Schools, representation from Faculty Schools,

and possible representation from the Faculty General Managers. In discussion, members supported the inclusion of all three constituencies, and agreed that the appointment of two Heads of Faculty Schools and two Faculty General Managers be invited by and from the appropriate constituencies. Members also agreed that representation from the Sydney College of the Arts be retained until its ultimate location within the organisation has been determined, with three staff and two students to be appointed to the Board from SCA.

It was agreed to endorse the proposed composition and membership of the Board. Arising from this decision, the University Policy Unit will be asked to develop either an amended *University of Sydney (Academic Governance) Rule 2003 (as amended)* or a replacement Rule, with the intention that it be presented to Senate for approval in May.

**Resolution AB2017/2-4**

*That the Academic Board endorse the model for future composition of the Academic Board and recommend the revision of the University of Sydney (Academic Governance) Rule 2003 (as amended) to reflect the agreed structure, to be presented to Senate.*

**3.2 Initial Senior Executive Response to the Review of the Academic Board**

The Chair advised that this paper was prepared by the Director of Higher Education Policy and Projects as an initial response to the report of the review of the Academic Board, and presents the recommendations made in that report within three broad themes.

The Academic Board noted the paper as presented.

**Resolution AB2017/2-5**

*That the Academic Board note the initial response of the Senior Executive to the Review of the Academic Board.*

**3.3 Review of the Academic Board – Approval of Review Recommendations**

Members were divided into seven groups to discuss individual recommendations of the Review Report, and following this discussion, each group presented a verbal summary to the rest of the Academic Board. It was recognised that recommendation 5.9 had already been approved and addressed by the Composition Working Party, the report of which was discussed as Item 3.1 above.

Group 1 considered recommendation 5.1.1, calling for the clarification of the role of the Board and its committees. The group agreed that quality assurance should be a key part of the role of the Board, and that definition of processes and outcomes would be advantageous. Clarification of roles and responsibilities between local (discipline or faculty) and University-level quality assurance was also highlighted as necessary, with clearer communication highly desirable as to external expectations (for example, for TEQSA re-accreditation). Clearer communication between the University Executive on strategy and policy was also called for.

Group 2 discussed recommendations 5.1.2, 5.1.3 and 5.4, addressing faculty reviews, the committee structure of the Board and meeting scheduling. The group expressed general support for thematic reviews but acknowledged that further details are needed as to how these reviews might work. The group advised that the current committee structure seems to be working well, and that a working group should be established to undertake a more comprehensive review of committee structure, scheduling and function.

Group 3 looked at recommendation 5.2 relating to the culture of academic governance. The group agreed as recommended that the Board look at trends and issues emerging from data analysis to develop academic standards and provide strategic advice as to how these can be attained and improved.

Group 4 focussed on recommendation 5.3 regarding the composition of Board committees, and suggested that a balance be sought between faculty representation and elected membership drawn from the Academic Board. Suitable communications were also required to ensure that decisions made at committees and Academic Board are fed back to faculties.

Group 5 discussed recommendation 5.5 on the allocation of accountability, particularly focussing on the matter of delegation and “on the fly” policy approvals. The group agreed that some delegation to committees is appropriate (for example, course management) and that there are areas (such as academic honesty) which should not be delegated to committees but be

considered by the full Academic Board. It was agreed that this needs further discussion. The group expressed some reservations about the recommendation regarding “on the fly” approvals, observing that in some instances (such as minor matters of grammar or punctuation) an instant change may be best. If such changes were to be abandoned, an appropriate mechanism to address rejected proposals should be developed. It was also suggested that members need to better understand their role and how they contribute to the Academic Board and its committees.

Group 6 examined recommendation 5.7, relating to communication of decisions to the academic community, and agreed that the Academic Board accept all components of the recommendation. They also advised that reference to “Faculties” should be understood to refer also to University Schools.

Group 7 discussed recommendations 5.6 and 5.8 which address communication of the role of the Board and its committees and engagement of the wider community with the work of the Board. It was agreed that there is a need to better communicate the role of the Board to the wider community, that Faculty Boards could provide a mechanism to communicate decisions made by the Board, and that provision of more simple and straight-forward agenda papers would be highly desirable.

Following the reports from each table, the Chair thanked members for their participation and feedback. He then invited members to vote on the adoption of the recommendations, which were supported in their entirety as presented.

**Resolution AB2017/2-6**

*That the Academic Board accept the recommendations in the report of the Review of University of Sydney’s Academic Board, as presented.*

☆ 4 **REPORT OF THE CHAIR**

**4.1 Report on Senate Matters**

The Chair advised that the Senate met on 24 March and held a retreat on 24 and 25 March, at which it received a number of presentations. It is anticipated that a written report of this meeting will be presented to the next meeting of the Academic Board.

**Resolution AB2017/2-7**

*That the Academic Board note the verbal report from the Chair of the Academic Board on matters considered by Senate at its 24 March 2017 meeting.*

**4.2 General Report of the Chair**

In addition to the written report, the Chair advised members that he is taking annual leave for several weeks in April and asked members to approve the Deputy Chair to act as Chair during this period. This proposal was approved.

**Resolution AB2017/2-8**

*That the Academic Board note the General Report of the Chair.*

**4.3 Student Members’ Report**

The presidents and members of the student societies presented verbal reports.

Ms Brook provided an update on the concerns raised at the previous meeting regarding confusion and inconsistency with the provision of academic advice to students. Student representatives have met with the Chair of Academic Board and are scheduled to meet with the Deputy Vice-Chancellor in April to discuss the matter, and also to seek clarification as to where and how a log of requests for academic advice might be kept. The Chair advised that he has discussed the matter with the Deputy Vice-Chancellor (Registrar) and both are keen to resolve this issue as soon as possible.

Mr Suhaib informed members of the opening of nominations for the SUPRA Supervisor of the Year Award for 2017 and invited staff to encourage students to participate. Nominations can be lodged via the SUPRA website.

Ms Grant expressed concern at the delayed implementation of anonymous marking until Semester 1 2018, as advised in the Report of the ASPC. She encouraged deans to encourage unit of study

coordinators to transition to anonymous marking earlier where this is possible.

**Resolution AB2017/2-9**

*That the Academic Board note the report of the student members of the Academic Board.*

☆ 5 **REPORT OF THE VICE-CHANCELLOR**

**5.1 Report on Senate Matters**

The Vice-Chancellor advised members of the discussion at the recent Senate Retreat and provided an update on progress against milestones against 2017 strategic milestones.

In addition to the University's outstanding performance in the QS subject rankings, the Vice-Chancellor highlighted four areas of continuing activity:

Launch of the new curriculum: This is a key priority for 2017, and feedback received to date from head teachers, careers advisors, potential employers and parents – both domestic and international – regarding the changes has been extremely positive. Particularly attractive are the embedded opportunities for international experience and real-world problem solving, and the Vice-Chancellor suggested that the Deputy Vice-Chancellor (Education)'s presentation to Senate be made available to members.

Work of faculties: This activity involves working closely with faculties in their response to the University's strategy. At present, Engineering & IT and Science are developing faculty research strategies and are preparing for the recruitment of new deans. The evolution of the Faculty of Medicine & Health is also continuing and recruitment of an Executive Dean is in progress. The connection between faculties and University services is also being examined, and further work is underway to refine faculty leadership and infrastructure.

Greater Sydney: Because the University is both active and has significant landholdings in all three areas identified in the government's Greater Sydney initiative, it is necessary for the University to establish a clear strategy on how we can best continue to service the educational needs of the Sydney basin. This requires us to develop strategies to take best advantage of opportunities and requires the making of some significant decisions, not only for the University's position in Greater Sydney but also for the future structure of the University and how best we might utilise opportunities at Westmead and the area surrounding the new airport.

Ongoing initiatives: The Vice-Chancellor advised of other ongoing activities, including preparations for 2018 ERA, negotiations for a new Enterprise Agreement, the continuation of activity in Administration Services, and TESQA re-accreditation. Regarding the latter, the Vice-Chancellor encouraged members to view this as an opportunity for us to add value to our already outstanding teaching.

**Resolution AB2017/2-10**

*That the Academic Board note the verbal report from the Vice-Chancellor and Principal on matters considered by Senate at its 24 March 2017 meeting.*

**5.2 General Report**

This was presented as part of Item 5.1 above.

**Resolution AB2017/2-11**

*That the Academic Board note the General Report from the Vice-Chancellor and Principal.*

☆ 6 **QUESTION TIME**

The Deputy Vice-Chancellor (Registrar) was asked to provide an update on the review of the Special Consideration process, and he advised that there have been a number of policy and procedural changes to address areas of concern (the approval of a revised Decisions Matrix at the previous Academic Board meeting being one such amendment). The Student Administration Services team continues to collect data, which will continue to be analysed and processes will be further refined as required.

An update on the Human Rights Commission investigation into sexual assault and harassment was requested, and the Deputy Vice-Chancellor (Registrar) advised that the report is expected to be available

in late May. There has been a sufficient level of response across the sector that it is anticipated that the report will include data relating to individual institutions.

**Resolution AB2017/2-12**

*That the Academic Board note the responses provided to questions raised.*

**7 GENERAL BUSINESS**

**7.1 Changes to Transitional Provisions**

This proposal was noted as presented.

**Resolution AB2017/2-13**

*That the Academic Board note the proposed minor amendment to the University of Sydney (Organisational Design – Transitional Provisions) Rule 2016.*

**8 REPORT OF THE ADMISSIONS COMMITTEE**

**Resolution AB2017/2-14**

*That the Academic Board note the report of the Admissions Committee meeting held on 14 March 2017.*

**8.1 Malaysian Pathway Programs**

This proposal was approved as presented.

**Resolution AB2017/2-15**

*That the Academic Board approve the recognition of Foundation programs, Pre-University programs, Overseas Degree Transfer Programmes and Other pathway programs offered by a recognised university in Malaysia and registered under the Malaysian Qualifications Framework as an entry pathway to undergraduate courses of the University of Sydney; and agree that these programs be assessed as equivalent to an Australian Year 12 qualification and be assessed in the same manner as Australian and UK foundations programs.*

**9 REPORT OF THE UNDERGRADUATE STUDIES COMMITTEE**

The 7 March meeting of the Undergraduate Studies Committee was cancelled.

**10 REPORT OF THE GRADUATE STUDIES COMMITTEE**

**Resolution AB2017/2-16**

*That the Academic Board note the report of the Graduate Studies Committee held on 7 March 2017.*

**10.1 Business: Master of Business Administration in Leadership and Enterprise**

This proposal was approved as presented.

**Resolution AB2017/2-17**

*That the Academic Board approve the proposal from the University of Sydney Business School to introduce the Master of Business Administration in Leadership and Enterprise; recommend that Senate endorse the Academic Board's approval of the proposal and approve amendments to the Resolutions of Senate related to the Degrees, Diplomas and Certificates in the University of Sydney Business School; and approve the introduction of Course Resolutions arising from this proposal, with effect from 1 July 2018.*

**Action**

*Dean and Faculty General Manager, Business School, to note the Academic Board's approval of the proposal from the Business School to introduce the Master of Business Administration in Leadership and Enterprise and ensure that course resolutions and unit of study tables are entered in CMS, with effect from 1 January 2018.*

**Action**

*Chair, Academic Board, to recommend that Senate endorse the Academic Board's approval of the proposal and approve amendments to the Resolutions of Senate related to the Degrees, Diplomas and Certificates in the Business School, with effect from 1 January 2018.*

**10.2 Health Sciences: Master of Speech Language Pathology**

This proposal was approved as presented.

**Resolution AB2017/2-18**

*That the Academic Board approve the proposal from the Faculty of Health Sciences to amend the Master of Speech Language Pathology; and approve the amendment of course resolutions and unit of study tables arising from this proposal, with effect from 1 January 2018.*

**Action**

*Dean and Faculty General Manager, Faculty of Health Sciences, to note the Academic Board's approval of the proposal from the Faculty of Health Sciences to amend the Master of Speech Language Pathology and update the course resolutions and unit of study table in CMS.*

**11 REPORT OF THE ACADEMIC STANDARDS AND POLICY COMMITTEE**

**Resolution AB2017/2-19**

*That the Academic Board note the report of the Academic Standards and Policy Committee held on 14 March 2017.*

**11.1 Proposed Semester Date and Length Changes**

Professor Hanrahan advised that this proposal had received extensive discussion at the ASPC, at which the Deputy Vice-Chancellor (Registrar) was present to respond to questions. She observed that the discussion may have been better had the committee received the proposal earlier in the consultation process. The Deputy Vice-Chancellor (Registrar) spoke to the proposal and thanked the academic community for its feedback to earlier versions of the proposal.

In discussion, Associate Professor McCallum observed that the proposal is contrary to existing Academic Board policies; the *Learning and Teaching Policy*, for example, clearly states that the length of semester is thirteen weeks, so approval of the proposal would necessitate changes to a number of policies. Several student members expressed concern that the reduced length of semester will have a significant impact on students and staff, including reduction of work hours for casual staff. Support for academic staff to restructure the curriculum to meet the reduced volume of learning was also suggested. It was asserted that the achievement of learning outcomes in many programs would be "impossible" in twelve weeks, and Ms Mantle asked whether students could expect a reduction in fees to reflect the shorter teaching period. Concern was also expressed that as the proposed Semester 2 end-date is very close to the University shutdown, it is likely to impact on the return of results, which will increase student stress during what is already a peak inquiry time for SRC support officers. Ms Brook asserted that the consultation process for the proposal had not included students. Professor Carlin refuted this assertion, and also informed the Board that stakeholder feedback has largely been positive.

Professor Reid observed that the Conservatorium needed to complete a number of high-volume and time-demanding activities in the later months of the year, including an extensive practical examination period and completion of approximately 1000 auditions by potential students. Changes to UAC processes (particularly changes to offer rounds) are already anticipated to have a severe impact on the Conservatorium, which this proposal will exacerbate.

Members were advised that existing processes for faculties to request a variation of semester dates (as approved by the Academic Board) will continue to be available, but it was noted that details of this are not included in the proposal. The utility of adjusting semester dates to enable student mobility if faculties are able to request variations was also questioned, as was the absence of any information about planned financial support to enable students to undertake the mobility this proposal is designed to enable.

The Pro Vice-Chancellor (Global Engagement) expressed support for the proposal and informed members that a longer mid-year break is necessary to enable international student experience opportunities, both outgoing and incoming. She also advised that her portfolio has been working

for some time to develop collaborative relationships with international partners to provide greater opportunities for students, and invited members to provide further suggestions as to how the mobility strategy can be implemented.

Professor Fekete informed members that he could see both benefits and risks in the proposal, and observed that – given the feedback provided at the meeting – its passage was not of sufficient urgency to force a decision at the current meeting. He suggested that the concerns expressed in discussion be addressed and that a revised proposal be returned to the ASPC and Board for further consideration. This suggestion was broadly supported.

The recommendation was put to a vote by show of hands. By a clear margin, the proposal was not supported.

**Resolution AB2017/2-20**

*The Academic Board did not approve the proposed semester dates for 2019, nor approve the adoption of twelve week semesters in place of thirteen week semesters, nor approve the preservation of the current commencement point of semester one and delay the commencement point of semester two by a fortnight relative to present practice, as presented.*

**11.2 Policy on Continuing and Extra-curricular Education and non-AQF courses**

This report was noted as presented.

**Resolution AB2017/2-21**

*That the Academic Board note the Committee's endorsement of the aims, scope and governance and section on partnerships of a proposed Policy on Continuing and Extra-curricular Education.*

**12 GENERAL BUSINESS**

There being no other business, the meeting closed at 2:56pm.

A copy of the agenda pack for this meeting is available at [sydney.edu.au/secretariat/pdfs/academic-board-committees/AB/2017/20170328-AB-Agenda-Pack.pdf](http://sydney.edu.au/secretariat/pdfs/academic-board-committees/AB/2017/20170328-AB-Agenda-Pack.pdf).