Minutes of the 262nd meeting of the Academic Senate held at 9:30am on Wednesday 9 November 2005 in UniCentre Function Rooms 1 & 2, Building 11.

**Present:**

- Prof D Griffiths (Chair)
- A/Prof D Considine (Deputy Chair)
- Dr J Curtis
- Prof P Eklund
- A/Prof P Else
- Prof J Glynn
- Dr M Hadi
- Prof B Harper
- A/Prof P Heaven
- Prof S Bouzerdoum
- A/Prof A Hodgkinson
- Prof R Castle
- Ms B James
- Ms Y Kerr
- Prof P Kitley
- A/Prof P Cooper
- A/Prof R Lewis
- Mr B Coughlin
- Mr J Litrich
- Dr L Lyons
- Ms J McConnachie
- A/Prof M McCrae
- Ms F McGregor
- Prof G Turcotte
- Prof J Chicharo
- Dr B Meyer
- A/Prof R Nilsen
- Prof A Wells
- Dr L Chisholm
- Mr T O’Brien
- A/Prof I Porter
- Ms J McConnachie
- Prof M Sheil
- A/Prof S Sivakumar
- Prof T Spedding
- Prof G Turcotte
- Prof B Uy
- Dr R Vickers
- Mr A Wearne
- In Attendance:
  - Prof M Barrett, Mr H Collier (Faculty of Commerce),
  - Ms T Hoynes, Ms L Kirchmajer, (from Secretariat),
  - Ms M Harper-Richardson (UniAdvice),
  - Ms T McLaughlin (Executive Officer),
  - A/Prof F Naghdy (Faculty of Informatics),
  - Ms K Roser (Office of Research),
  - Mr P Dickson and Ms E Rao (2006 student members on Senate).

**PART A - PRELIMINARY BUSINESS**

*A1  Apologies, Leave of Absence and Welcomes*

Apologies were received from A/Prof T Bryant, A/Prof B Buttemer, Dr D Christie, A/Prof S Dodds, Mr G Eimers, A/Prof B Ferry, Mr C Grange, Dr D Jolley, Prof S Kaye, Mr J Langridge, Dr P Lysaght, Dr A Macris, Mr P O’Halloran, Mr R Perrin, Dr W Russell, Prof A Schultz, Prof G Sutton, Dr E Thomson, Mr D Vance, Dr W Vialle, A/Prof B Walker.

The Chair welcomed observers of the meeting: Prof M Barrett and Mr H Collier from the Faculty of Commerce, Ms M Harper-Richardson from UniAdvice, A/Prof F Naghdy from the Faculty of Informatics, and Mr P Dickson and Ms E Rao, both 2006 student members on Senate.

*A2  Arrangement of the Agenda*

(i) The following items were starred (*) for discussion:

- B1 Code of Practice – Research: Amendments
- F2.1 Academic Staff Development Committee – Revised Terms of Reference

Item B5.3 Chair’s Report on the Review of Prizes was moved to the start of General Business.

(ii) A motion to adopt the draft resolutions and recommendations to Academic Senate for the unstarred items was carried.
A3  Business from the Last Meeting

A3.1  Minutes of the Previous Meeting (14/09/2005)

Resolved (83/05)

That the minutes of the previous meeting of 14 September 2005 be accepted as a true record of that meeting.

A3.2  Business Arising from the Minutes

There was no business arising from the Minutes.

A4  Confidential Items of Business

There were no confidential items of business.

A5  Vice-Chancellor’s Business

There was no business from the Vice-Chancellor, who apologised for his inevitable absence as the meeting clashed with AVCC and Rhodes Scholarship selection committee meetings.

A6  Chair’s Business

The Chair reported on the recent meeting of the National Committee of Chairs held at UNSW. Issues discussed at the meeting included:

- Emerging international links at Australian Universities, and in particular the new venture by UNSW into Singapore - UNSW (Asia).
- DEST presentations including the Research Quality Framework, the Learning and Teaching Performance Fund, and the emerging role of the Carrick Institute.
- Presentations on the Research Quality Framework by Sir Gareth Roberts and Michael Barber, including discussion of the oversight committee which has been set up to introduce how the RQF will operate.
- VSU
- Workplace Reform
- The various roles of Academic Senates and Boards and the commonality of these roles, including:
  - Assessing Course Approval processes
  - Flow of information
  - Committee Membership
  - Interaction between Senates and the Faculties
  - Links with Senior Executive
- Universities’ role in relation to HSC Assessment, and the proposed new Australian Certificate of Education

The Chair also referred to the Senate Self-Review Survey Report which was presented to Senate at its 27 July meeting, and the consequent implementation of several recommendations from the report. These included:

- Areas of importance or significance being declared for debate at specific meetings; the Chair would circulate information on this before the first meeting of 2006.
- Linkage roles of faculty/unit and student members and the importance of these members reporting back to their areas as well as bringing forward business to Senate from their areas.
Reports from Senior Executive and Members of other University Committees

DVC(Research) Report

Research Quality Framework: the expert advisory group would be meeting again in December to discuss issues to be considered by several Working Groups, including eligibility, composition of panels, rating of quality and impact, and rating of funding numbers.

In response to a member’s question, the DVC(R) explained that a Working Party would be formed to determine how decisions will be made regarding who is put forward under the RQF.

E-repository: an E-repository is being set up by the Library for storage of research output; this will be a three-year pilot program.

Honours Scholarships: applications for the UOW 2006 Honours Year Scholarships are due by 15 November 2005.

ARC results: an announcement from the minister was imminent. The University community would be notified of results as soon as possible. (ARC results were released later in the day.)

DVC(Academic) Report

AUQA: the AUQA draft report has been received and a response paper would be sent to AUQA on Friday 11 November. In response to a member’s question, the DVC(A) reported that the final AUQA report is expected in February/March 2006.

Learning & Teaching Fund: The minister has announced that results of the Learning and Teaching fund will be declared on 29 November at the National Teaching Awards dinner.

Carrick Institute: the National Teaching Awards will expand to 210 awards next year. Prof Castle would attend a meeting in Adelaide later that week to discuss the implementation of the new awards.

DVC(Operations) Report

Enterprise Bargains: Management and representatives of the staff organisations have now agreed on Enterprise Bargains for both general and academic staff. Information sessions will be held for all staff. Voting will be open for three days, and if successful the Enterprise Bargains will be sent to the Industrial Commission and then to the Minister by 30 November, to meet the deadline for 2006 funding. The DVC(O) acknowledged colleagues involved in the bargaining process from both parties.

Graduate Medical School: The construction of the Medical School is progressing. Members of the Australian Medical Council will meet with Prof Patterson, Prof Hogg and Prof Iverson on Monday 5 Dec to discuss the Stage One accreditation, which is still in progress. A full draft of documentation is due in February 2006 and the Medical School will then move through to Stage Two accreditation.

Enrolment: The University will have no difficulty meeting quotas. Prof Patterson reported on variations from previous years by Faculty/disciplinary area. Final faculty quotas will be released next week.

Probation and Promotion Interviews: Prof Patterson thanked the University for its support in this area, the process has been relatively smooth and he looks forward to successful outcomes.

Business from Senate Subcommittees

There was no business from Senate Subcommittees.

Business from Faculties and WUC

There was no business from Senate Subcommittees.
A10 Members’ Business
There was no business from members.

A11 Student Members’ Business from Faculties and WUC
Mr Ben Coughlin informed Senate that new student representatives had recently been elected for the 2006 term, and that the new student council has a similar position to that of the current council in opposing Voluntary Student Unionism. The Group of Eight has indicated that it is likely to continue to collect compulsory student fees for 2006 and the students would like UOW to make a similar declaration.

PART B GENERAL BUSINESS

B1 Code of Practice – Research: Amendment
There was lengthy discussion between members regarding various aspects of the proposed Code of Practice-Research, including multiple authorship, the possibility of using an ombudsman to ensure objectivity, and the fact that the Code does not preclude staff misconduct rules. Academic Senate agreed that these issues were suitably addressed in the Code and other University policies. The DVC (R) proposed minor amendments to the wording of the Code by deleting “Standing” where references are made to the “Standing Nominee of the Vice-Chancellor”. A member suggested that Section 4.2 of the Code should refer specifically to the statutory ethical requirements that researcher must comply with. Academic Senate agreed that this was appropriate, and resolved to approve the item, subject to these minor amendments.

Resolved (84/05)
That, subject to minor amendments as noted in the Minutes, Academic Senate approve the revisions to the Code of Practice - Research addressing Research Misconduct procedures (sections 3.0, 4.4 & 4.5) and refer them to Council for approval, to be effective 1 January 2006.

B2 Retention of Assessment Documents

Resolved (85/05)
That Academic Senate:
1) approve the Schedule for the Retention of Assessment Records; and
2) approve the amendments to the Code of Practice Teaching and Assessment; and
3) approve the amendments to the Assessment Committee Guidelines.

PART C COURSE PROPOSALS FOR APPROVAL

C1 Graduate Certificate in Public Health

Resolved (86/05)
That Academic Senate:
1) Receive the proposal for the major amendment to the Graduate Certificate in Public Health to be introduced in Autumn Session 2006;
2) Request the Deputy Vice-Chancellor (Academic) to waive the requirement for an ECAC report as endorsed in the Course Approval Guidelines;
3) Forward the proposal to the Vice-Chancellor for approval.
C2 Master of Public Health

Resolved (87/05)

That Academic Senate:

i ) Receive the proposal for the major amendment to the Master of Public Health to be introduced in Autumn Session 2006;

ii ) Request the Deputy Vice-Chancellor (Academic) to waive the requirement for an ECAC report as endorsed in the Course Approval Guidelines;

iii ) Forward the proposal to the Vice-Chancellor for approval.

C3 Master of Science (Population Health)

Resolved (88/05)

That Academic Senate:

i ) Receive the proposal for the new Master of Science (Population Health) to be introduced in Autumn Session 2006;

ii ) Request the Deputy Vice-Chancellor (Academic) to waive the requirement for an ECAC report as endorsed in the Course Approval Guidelines;

iii ) Forward the proposal to the Vice-Chancellor for approval.

C4 Bachelor of Communication and Media Studies Honours

Resolved (89/05)

That Academic Senate:

i ) Receive the proposal for the new Bachelor of Communication and Media Studies Honours to be introduced in Autumn Session 2006;

ii ) Request the Deputy Vice-Chancellor (Academic) to waive the requirement for an ECAC report as endorsed in the Course Approval Guidelines;

iii ) Forward the proposal to the Vice-Chancellor for approval.

C5 Master of International Business

Resolved (90/05)

That Academic Senate receive the amendment to the Master of International Business course proposal, approved by the Pro Vice-Chancellor and Vice-Chancellor on 28 July 2005, to include an additional elective: TBS906 Information Systems for Managers.
## D1 Courses Approved by the Vice-Chancellor

Resolved (91/05)

That Academic Senate note that the following courses and amendments have been approved by the Vice-Chancellor:

<table>
<thead>
<tr>
<th>Approval Category</th>
<th>Name of Degree</th>
<th>Approved by SSC/Senate</th>
<th>Approved by VC</th>
<th>Implementation Date</th>
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<tr>
<td>New (Fast-Track)</td>
<td>Graduate Certificate in Legal Practice &amp; Advocacy (Prosecutions)</td>
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<td>05/09/2005</td>
<td>Spring 2005</td>
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<td>16/09/2005</td>
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<td>Major Amendment</td>
<td>Bachelor of Engineering (Computer, Electrical &amp; Telecommunications Engineering); BE (Hons) and BE double degrees with Arts, Commerce, Maths, Science</td>
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**D2** Schedule of Academic Senate & Senate Standing Committee Meetings for 2006

Resolved (92/05)

That Academic Senate note the Schedule of Academic Senate & Senate Standing Committee Meetings for 2006 as detailed in the attached agenda papers.

**D3** Master of Laws Prosecutions; Graduate Diploma in Prosecutions; Graduate Certificate in Legal Practice & Advocacy (Prosecutions); and Graduate Certificate in Legal Practice & Advocacy (Defence) Fast-Track Proposal

Resolved (93/05)

That Academic Senate note the approval of the Fast-Tracked Course Proposal for the new Master of Laws Prosecutions; Graduate Diploma in Prosecutions; Graduate Certificate in Legal Practice & Advocacy (Prosecutions) and Graduate Certificate in Legal Practice & Advocacy (Defence).

**D4** Certificate in Teaching Software Design & Development Fast-Track Proposal

Resolved (94/05)

That Academic Senate note the approval of the Fast-Tracked Course Proposal for the new Certificate in Teaching Software Design & Development.

**D5** Prizes

**D5.1** AGS-Wollongong Award for Best Performance in Geotechnical Research

Resolved (95/05)

That Academic Senate note the approval of the ‘AGS-Wollongong Award for Best Performance in Geotechnical Research’ in the Faculty of Engineering.
D5.2 Coffey Geoscience Prize

Resolved (96/05)

That Academic Senate note the approval of the ‘Coffey Geoscience Prize’ in the Faculty of Engineering.

*D5.3 Chair’s Report on the Review of Prizes

The Chair advised members of the new Prizes for Academic Excellence Policy which was established by the Student Awards Committee and approved by Academic Senate in 2004. The policy defines University, Campus and Faculty prizes and provides a template to be used in the creation, approval and review of prizes. The policy also has a review requirement, and as such all faculties should be in the process of reviewing their existing prizes. An information letter with support materials was sent to faculties this week regarding the review, which is expected to be completed during Autumn 2006. The purpose of the review is to make all prizes more valuable and appropriately consistent.

PART E COMMITTEE / FACULTY MINUTES

E1 Committee Minutes

E1.1 Senate Standing Committee

Resolved (97/05)

That Academic Senate note the Minutes from the Senate Standing Committee meeting held 24 August 2005.

E1.2 University Education Committee

Resolved (98/05)

That Academic Senate note the Minutes from the University Education Committee meeting held 3 August 2005.

E2 Faculty Minutes

E2.1 Faculty of Education Committee Meeting Extract

Resolved (99/05)

That Academic Senate note the Extract from the Faculty of Education Committee Meeting held 9 August 2005.

E2.2 Faculty of Science Committee Meeting Extract

Resolved (100/05)

That Academic Senate note the extract from the Faculty of Science Committee meeting held 12 August 2005.
Resolved (101/05)

That Academic Senate note the extract from the Faculty of Creative Arts Committee meeting held 31 May 2005.

PART F  NEXT MEETINGS AND OTHER BUSINESS

F1  2006 Meetings

<table>
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<th>Agenda Deadline</th>
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<td>Wed 25 January</td>
<td>Wed 15 February</td>
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<td>Wed 8 March</td>
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<td>Wed 3 May</td>
<td>Wed 24 May</td>
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<td>Wed 14 June</td>
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<td>Wed 1 November</td>
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F2  Other Business

F2.1 Academic Staff Development Committee – Revised Terms of Reference

Resolved (102/05)

That Academic Senate approve the revisions to the Academic Staff Development Committee Terms of Reference.

There being no other business, the meeting closed at 10:45am.

Tori McLaughlin
Executive Officer
Academic Senate