Minutes of the 268th meeting of the Academic Senate held at 9:30am on Wednesday 4 October 2006 in 20.5, Communications Building.

Present:

Prof D Griffiths (Chair)
Dr A Abraham
A/Prof T Bryant
Prof R Castle
Prof J Chicharo
A/Prof D Considine
Ms N Conyer
A/Prof J Curtis
Prof P Eklund
Mr G Ellmers
A/Prof P Else
Ms E Ens
A/Prof K French
Mr S Grattan
Dr M Hadi
A/Prof P Heaven
A/Prof A Hodgkinson
Prof J Hogg
Mr W Hudson
Prof S Kaye
Ms Y Kerr
Prof P Kitley
Prof S Leitch
A/Prof M McCrae
A/Prof J McQuilton
A/Prof R Nilsson
Prof J Patterson
Mr L Perera
Mr R Perrin
Prof R Whelan
Mr R Stace
Prof G Sutton
Dr E Thomson
A/Prof G Turcotte
A/Prof D Vance
A/Prof R Vickers
A/Prof G Williams
Prof S Wills
A/Prof E Wilson
A/Prof T Wysocki
A/Prof M Zanko

Leave of Absence:
A/Prof S Dodds (Arts), A/Prof W Vialle (Education), A/Prof B Walker (H&BS)

In Attendance:
Prof M Barrett (Commerce), Mr N Cairns (Library), Mr P Laird (Informatics), Mr K Yong (Vice-Chancellor’s Unit), Ms L Kirchmajer, Ms T McLaughlin, Ms N Margrie and Ms J Payne (PGU) and Ms F Walder (ARD)

PART A - PRELIMINARY BUSINESS

*A1 Apologies, Leave of Absence and Welcomes

Apologies were received from Prof L Astheimer, Prof S Bouzerdoum, Dr M Brown, A/Prof B Buttemer, Dr L Chisholm, Dr D Christie, Prof P Crookes, A/Prof B Ferry, Prof B Harper, Dr D Jolley, Mr J Langridge, A/Prof R Lewis, Mr J Littrich, Ms F McGregor, Ms J Marychurch, A/Prof K Maxwell, Prof P Ogunbona, Dr A Porter, Dr M Rix, Prof M Sheil, Prof B Uy, Mr A Wearne, Prof A Wells, Prof J Wright, Prof A Worthington, A/Prof H Yeatman.

The Chair welcomed observers of the meeting: Prof Mary Barrett from the Faculty of Commerce, Mr Neil Cairns from the Library, Mr Philip Laird from the Faculty of Informatics, Mr Kevin Yong from the Vice-Chancellor’s Unit, Ms Leonie Kirchmajer, Ms Tori McLaughlin, Ms Nerida Margrie and Ms Julia Payne from the Policy & Governance Unit, and Ms Fran Walder from the Academic Registrar’s Division.

*A2 Arrangement of the Agenda

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

B1 Changes to General Course Rules
B5 Academic Probation Committee and Academic Promotion Committee
B6 Member-driven debate
A motion to adopt the draft resolutions for the unstarred items was carried.

*A3  Business from the Last Meeting

A3.1 Minutes of the Previous Meeting (9/8/06 and 20/9/06)
A/Prof S Dodds was on Leave of Absence from the meetings on 9 August 2006 and 20 September 2006 and her apologies were not noted at these meetings.

Resolved (98/06)
That, subject to minor amendments as noted in the minutes, the minutes of the previous meetings of 9 August 2006 and 20 September 2006 be accepted as true records of those meetings.

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
Noting the focus of the meeting on member-driven debate, the Vice-Chancellor had no business to report.

*A6 Chair’s Business
Noting the focus of the meeting on member-driven debate, the Chair had no business to report.

*A7 Reports from Senior Executive and Members of other University Committees
There were no reports from the Senior Executive or members of other University Committees.

*A8 Business from Senate Sub-Committees
There was no business from Senate Sub-Committees.

*A9 Business from Faculties and Wollongong University College
There was no business from Faculties and WUC.

*A10 Members’ Business
Academic Senate noted with sadness the passing of Emeritus Professor Peter Fisher, acknowledging with gratitude his contribution to the life of the University and conveying sincere condolences to his family.

*A11 Student Members’ Business
A student member asked about the process of filling casual vacancies on Academic Senate.
The decision on who is appointed to fill casual vacancies is made by Senate Standing Committee. The Executive Officer of Academic Senate notifies WUSA and WUPA of casual student vacancies and asks those organisations to liaise with their members for nominations. In the post-VSU environment, however, these organisations may represent only a small proportion of students and a more equitable process for seeking nominations may be needed.

It was agreed that this matter be included on the agenda for the Academic Senate meeting of 29 November.

PART B GENERAL BUSINESS

B1 Changes to General Course Rules
Members sought clarification of several points and asked questions regarding specific elements of the Course Rules, including:

6.16 The variation of subjects during an academic misconduct investigation
6.2d Apparent duplication of point 6.37
6.32 Apparent conflict with the draft Special Consideration Policy
8.52 The time limit on making amendments to a student’s academic record
10.60 Multiple conflicting options for the awarding of Masters by Research

It was agreed that these questions be referred to EPRS and other relevant Committees for further discussion and possible subsequent modifications to the Rules.

Various grammatical and typographical errors were also pointed out; these will be corrected in the final version to be presented to Council.

The Chair congratulated the staff members involved for their hard work in revising the General Course Rules.

Resolved (99/06)
That Academic Senate:
   i) Endorse the changes to the General Course Rules;
   ii) Refer these changes to Council for approval.

B2 Committee Report – Review of Information Systems and Information Technology

Resolved (100/06)
That Academic Senate receive the Committee Report–Review of Information Systems and Information Technology and endorse the recommendations contained in the Report, noting:

   i) the number of Information Systems staff to remain in Commerce is to be negotiated between the Deans of Commerce and Informatics, rather than the recommendation contained in the report (maximum three); and
   ii) that, after discussions between the Faculties of Commerce and Informatics, it was agreed that a minor rather than major in Information Systems be included in the Bachelor of Commerce.
B3 Quality Improvement Report on Progress against UOW Plan

Resolved (101/06)
That Academic Senate:
   i)  Note the Quality Improvement Report on Progress against UOW Plan;
   ii) Refer the Report to Council for approval.

B4 Teaching Evaluation Survey

Resolved (102/06)
That Academic Senate endorse the recommended changes to the standard Teacher Survey questions.

B5 Academic Probation Committee and Academic Promotion Committee

A member noted that the list of Faculty representatives included in the agenda papers appeared to conflict with the list as approved by Academic Senate on 8 March 2006. The Committee noted that the names on this list are in addition to those on the earlier list.

Resolved (103/06)
That, subject to the terms of appointment of nominees expiring on 30 September of the given year, Academic Senate approve the appointment of the nominated Faculty representatives to the Academic Probation Committee and Academic Promotion Committee, as listed in the attached agenda papers.

B6 Member-driven debate

Academic Senate held lengthy debate on the following topics raised by members on behalf of the University community.

B6.1 Internationalisation and languages

Dr Elizabeth Thomson discussed the difference between the University’s objectives regarding internationalisation and the small number of UOW students undertaking study abroad activities, as well as the Modern Languages Review recommendation urging integration of language subjects into degrees other than the Arts degree.

In noting that these are timely issues, members discussed the following points:

- The limited access to language study outside the Arts degree for UOW students to study and the limited number of languages on offer
- Unsuccessful introduction of the International minor
- Various targets for number of students doing study abroad: AVCC target is 20% of Australian students; the average in the United States is 5% of students; UOW’s current rate is 2%
- Lack of awareness within the student body as to what languages are available and which degrees allow study of language subjects.

It was agreed that these issues be referred to the University Internationalisation Committee for further discussion and to be reported back to Senate.
B6.2 The advisory role of Academic Senate and Faculties/Units in decisions as to significant structural change

A/Prof Paul Else raised the concerns of some of his colleagues in the Faculty of Health & Behavioural Sciences about the perceived lack of direction and consultation with staff when structural changes are made within Faculties.

Following a brief discussion, Prof John Patterson acknowledged the perception of lack of consultation and noted that it is being addressed.

B6.3 Alternative paths to expulsion/suspension/probation on academic grounds

Prof Stuart Kaye spoke about the possibility of introducing the double-fail rule to other Faculties, noting that it is allowed in the Graduate School of Medicine.

Members noted that introducing this rule would cause difficulties for international students and that a range of factors require consideration before a decision is made.

It was agreed that this matter be referred to EPRS for consideration during its review of the Minimum Rate of Progress policy.

B6.4 Internet quota for postgraduate research students

Ms Emilie Ens spoke about the apparent restrictions on internet quota imposed on postgraduate research students in three Faculties, in conflict with the UOW Internet Access Policy.

In noting that the use of internet quotas is a contentious issue, members discussed the following points:

- Funding from an account tied to a the relevant research project
- Whether applying a quota (of variable size determined by Faculties and potentially varying by discipline/course within Faculties) to all research students would be more equitable than the current de facto system in which students in some Faculties are effectively subjected to the undergraduate quota. (It would be crucial to have in place a system to address requests for quota extension by students who exceed quota.)
- The proposal to set up a commercial internet café on campus
- The commercial competitiveness of internet charges
- The impact on international students who regularly exceed their internet quota when accessing their home country websites
- Whether internet quota can be allocated to particular subjects rather than to students
- Making internet costs associated with specified software upgrades free-of-charge to students

It was noted that the University does not wish to constrain research students in accessing the internet for their work, as research is vitally important to the University. Any postgraduate research student who requires more internet access should raise the matter with the Dean for consideration.

B6.5 Student and staff mobility at UOW

Ms Emilie Ens spoke about the limitations in accessing UOW’s Wollongong campus and noted the opportunity for the University to link in with Wollongong City Council’s Transport Plan.
Members discussed the following transport and related issues:

- Introduction of a shuttle bus from Wollongong CBD to UOW campus
- Conducting a project to map where students and staff come from and how this compares with current bus routes
- Lack of public transport discount for frequent travellers
- The use of bikes and the lack of bike paths between the UOW campus and Wollongong CBD

**B6.6 Waste and water recycling**

Prof Jennifer Seberry showed some slides of dying trees and ferns on campus and of examples of inappropriate waste disposal. She sought Academic Senate’s support for a greater focus on recycling at UOW.

A discussion ensued regarding the University’s waste management systems and it was noted that everyone on campus must take personal responsibility for recycling.

**PART C COURSE PROPOSALS FOR APPROVAL**

There were no course proposals for approval.

**PART D ITEMS FOR NOTING**

**D1 Courses Approved by the Vice-Chancellor**

<table>
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<tr>
<th>Approval Category</th>
<th>Name of Degree</th>
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<th>Approved by VC</th>
<th>Implementation Date</th>
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PART E COMMITTEE / FACULTY MINUTES

E1 Committee Minutes

E1.1 Senate Standing Committee

The Recommendation to Academic Senate for Item C4.6 in the minutes of 30 August 2006 incorrectly refers to the Faculty of Arts. This item should refer to the Faculty of Education.

Resolved (105/06)

That, subject to the minor amendments as noted in the minutes, Academic Senate note:

i) The Minutes from the Senate Standing Committee meeting held 19 July 2006; and

ii) The draft Minutes from the Senate Standing Committee meeting held 30 August 2006.

E1.2 University Education Committee

Resolved (106/06)

That Academic Senate note the Minutes from the University Education Committee meeting held on 2 August 2006.

E2 Faculty Minutes

E2.1 Faculty of Engineering Committee Meeting Extract

Resolved (107/06)

That Academic Senate note the extract from the Faculty of Engineering Committee meeting held on 13 June 2006.

PART F FUTURE MEETINGS AND OTHER BUSINESS

F1 Future Meetings

Academic Senate 29 November 2006 (commencing 3pm)
Senate Standing Committee 1 November 2006
F2 Other Business

F2.1 Rules for Student Conduct and Discipline

Brief discussion was held regarding different definitions of plagiarism, including self-plagiarism, and what constitutes the definition of a Higher Degree Research student.

Members also noted that the Rules currently allow 10 days in which to investigate cases of alleged plagiarism by undergraduate students and requested this be extended to 20 days in line with the rules for postgraduate students. Academic Senate supported this immediate change and agreed to refer other issues to the Academic Integrity Project Reference Group.

A member asked that the web links contained in the Rules for Student Conduct and Discipline be checked as they sometimes link to incorrect pages.

Resolved (108/06)

That Academic Senate:

i) Endorse the revised Rules for Student Conduct and Discipline;

ii) Refer these changes to Council for approval and immediate implementation.

F2.2 Student Elections for 2007

The Committee noted that the postgraduate student positions for Academic Senate in 2007 will be filled casually as no nominations were received for these positions.

There will be an election for the undergraduate student positions, the outcome of which will be announced on Friday, 20 October 2006.

Nerida Margrie
Executive Officer
Academic Senate