Minutes of the 269th meeting of the Academic Senate held at 3:00pm on Wednesday 29 November 2006 in 20.5, Communications Building.

**Present:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
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<tr>
<td>Prof D Griffiths</td>
<td>Chair</td>
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<td>Prof L Astheimer</td>
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<td>Prof S Bouzerdoum</td>
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<td>Ms R Buckham</td>
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<td>Dr D Christie</td>
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<td>A/Prof D Considine</td>
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<td>A/Prof P Cooper</td>
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<td>A/Prof J Curtis</td>
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<td>Prof P Eklund</td>
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<td>A/Prof P Else</td>
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<td>Ms E Ens</td>
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<td>A/Prof B Ferry</td>
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<td>Mr S Grattan</td>
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<td>A/Prof P Heaven</td>
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<td>A/Prof A Hodgkinson</td>
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<td>Mr W Hudson</td>
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<td>Dr D Jolley</td>
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<td>Prof S Kaye</td>
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<td>Ms Y Kerr</td>
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<td>Prof S Leitch</td>
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<td>A/Prof R Lewis</td>
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<td>Mr J Littrich</td>
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<td>Mr D Perrin</td>
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<tr>
<td>A/Prof I Porter</td>
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<td>Dr A Porter</td>
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<td>Dr M Rix</td>
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<td>Ms E Silk</td>
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<td>A/Prof K Maxwell</td>
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<td>Ms F McGregor</td>
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<td>A/Prof R Nillsen</td>
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<td>Prof P Ogunbona</td>
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<td>Prof J Patterson</td>
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<tr>
<td>Mr R Perrin</td>
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<tr>
<td>A/Prof I Porter</td>
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<td>A/Prof Jebeery</td>
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**Leave of Absence:**

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

**In Attendance:**

Ms T Hoyes, Ms L Kirchmajer, Ms N Margrie and Ms C Perry-Beltrame (P&G)

**PART A - PRELIMINARY BUSINESS**

*A1 Apologies, Leave of Absence and Welcomes*

Apologies were received from Dr A Abraham, Dr I Brown, Dr M Brown, A/Prof B Buttemer, Prof R Castle, Prof J Chicharo, Dr L Chisholm, Ms N Conyer, Prof P Crookes, Mr G Ellmers, A/Prof K French, Dr M Hadi, Mr J Langridge, A/Prof M McCrae, A/Prof J McQuilton, Dr T Macris, Dr B Meyer, Mr L Perera, Prof W Price, Prof M Sheil, Prof G Sutton, Dr E Thomson, A/Prof G Turcotte, Prof B Uy, Prof R Whelan, A/Prof E Wilson, Prof J Wright.

The Chair welcomed observers of the meeting: Ms Theresa Hoynes, Ms Leonie Kirchmajer, Ms Nerida Margrie and Ms Claudia Perry-Beltrame from the Policy & Governance Unit.

*A2 Arrangement of the Agenda*

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

- F1 Future Meeting Dates for 2007

(ii) A motion to adopt the draft resolutions for the unstarrred items was carried.
A3.1 Minutes of the Previous Meeting (04/10/06)

Resolved (109/06)

That the minutes of the previous meeting of 4 October 2006 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 Vice-Chancellor’s report as Professor Gerard Sutton was in Melbourne on University business.

A6 Chair's Business

The Chair reported on the following items:

Chair of Senate's Report to Council for 2006
The Chair noted that the information in this report is now supplemented by the Core Function Reports, which provide key information to Academic Senate and Council. As a result, the format of this report has changed over the past few years. The current format focuses more on Academic Senate’s priorities for 2007. A copy of the report is available on the Academic Senate website.

Internet quota for Higher Degree Research students
Follow-up discussions regarding this matter suggest that the improved access to information on the internet has largely eliminated the concerns raised at the 4 October 2006 meeting of Academic Senate.

Vote of Thanks
The Chair thanked the outgoing student members for their contribution during 2006 and congratulated Warren Hudson on his re-election for 2007.

A7 Reports from Senior Executive and Members of other University Committees
The Pro-Vice Chancellor (Research) reported on the following items:

Australian Research Council Discovery Grants
UOW has been ranked sixth on the Australian Research Council Discovery Ranking.

Research Quality Framework
The Research Quality Framework was released recently by Federal Cabinet. UOW is in a good position to respond to this framework, due to the work already undertaken within the University.

PhD Scholarships
Seventy-two PhD scholarship winners will be notified over the coming week. While both the number of domestic scholarship applications and the overall quality are down on previous years, more international scholarships will be offered in order to retain UOW’s high quality research reputation.
Research networks within UOW
Work is underway on developing research networks within UOW to encourage internal collaboration across research disciplines and to incorporate these networks within research projects. Guidelines for this network will be available from next week.

The Deputy Vice-Chancellor (Operations) reported on the following items:

Promotions and Probations Committee
The quality of applications gets better every year and this year all applications were successful up to the level of Senior Lecturer. Professor John Patterson noted his thanks to Julie Croft and Sandra Wills for their assistance with this Committee.

Graduate School of Medicine
The Graduate School of Medicine will officially open its doors on Monday, 29 January 2007.

The Australian Medical Council’s formal report was glowing and recommended six years’ accreditation – the maximum allowable for new medical schools. Most other medical schools are reviewed after two years.

Department of Education, Science and Training
DEST will visit UOW on Thursday, 30 November 2006 for an institutional framework visit. Discussions will include the demand for a medical school for the Nowra campus; extending educational programs to the Bega campus; UOW’s bid for $4 million from the VSU Transitional Fund to fund URAC capital works to replace the old Faculty of Education gymnasium; and UOW’s bidding for additional government funding to support small businesses on campus.

In response to a student member’s query regarding funding being diverted to student associations, it was noted that strict guidelines attached to the VSU Transitional Fund require that DEST and the Minister sign-off on funding and that funds be used for infrastructure works only.

It was also noted that, should funding be received to assist small businesses on campus, this will also be used for specific projects, for example depreciation of plant used by the food outlets.

*A8 Business from Senate Sub-Committees
On behalf of UEC, Professor Sandra Wills reported that UOW was recently awarded its first ever national teaching award. Dr Julie Kiggins and Associate Professor Brian Cambourne received a Carrick Award for Australian University Teaching, for the Knowledge Building Community Program based in the Faculty of Education.

*A9 Business from Faculties and Wollongong University College
There were no reports from Faculties or WUC.

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

*A11 Student Members’ Business
Following a student member’s question regarding review of the University’s Grievance Policy in compliance with requirements of the NSW Ombudsman, Academic Senate noted that the Staff Grievance Policy is currently under review and the Student Grievance Policy will be reviewed in 2007. A/Prof Rod Nillsen queried whether the Government’s requirement, under the National
Protocols, was effective in relation to grievance procedures. He commented that grievance issues may become more important. He drew attention to the fact that under the Protocols, universities must have codified grievance procedures together with information on how to submit any complaints to the Ombudsman or equivalent.

PART B GENERAL BUSINESS

B1 Amendments to the Aboriginal Studies Board of Studies Terms of Reference

Resolved (110/06)
That Academic Senate approve the amendments to the Aboriginal Studies Board of Studies Terms of Reference as noted in the agenda papers, to be effective immediately.

B2 Dean’s Merit List

Resolved (111/06)
That Academic Senate approve the revised Dean’s Merit List criteria as noted in the agenda papers, to be effective from 1 January 2007.

B3 Prizes

Resolved (112/06)
That Academic Senate approve the following prizes, to be effective immediately:

<table>
<thead>
<tr>
<th>Prize</th>
<th>Faculty</th>
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<tbody>
<tr>
<td>Kothes Chartered Accountants Prize for 1st Year Accounting</td>
<td>Commerce</td>
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<tr>
<td>Kothes Chartered Accountants Prize for Bachelor of Commerce in Accounting</td>
<td>Commerce</td>
</tr>
<tr>
<td>Theilden Prize for Applied ICT Research into Humanitarian Relief and/or Social Justice</td>
<td>Informatics</td>
</tr>
<tr>
<td>Andrew Corporation (Australia) Prize for Software Engineering Practices and Principles</td>
<td>Informatics</td>
</tr>
<tr>
<td>Andrew Corporation (Australia) Prize for Software Engineering Requirements and Specifications</td>
<td>Informatics</td>
</tr>
<tr>
<td>Outstanding Achievement in Final Year Project</td>
<td>Informatics</td>
</tr>
<tr>
<td>Outstanding Achievement in CSCI322 or MSC9322 Systems Administration</td>
<td>Informatics</td>
</tr>
<tr>
<td>John-Head Xian Prize in Earth and Environmental Sciences</td>
<td>Science</td>
</tr>
<tr>
<td>Susan Owen Memorial Prize</td>
<td>Woolyungah Indigenous Centre</td>
</tr>
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PART C COURSE PROPOSALS FOR APPROVAL

C1 Master of Applied Finance (Banking), Master of Applied Finance (Investing) and Master of Applied Finance (Managing) – Major Amendment

Resolved (113/06)
That Academic Senate:

i) Endorse the proposal for the major amendment to the Master of Applied Finance (Banking), Master of Applied Finance (Investing) and Master of Applied Finance (Managing), to be introduced in Autumn 2007;

ii) Request the Deputy Vice-Chancellor (Academic and International) waive the requirement for an External Course Advisory Committee;

iii) Advise the Faculty of Commerce to forward the proposal to the Vice-Chancellor for approval.
C2 Bachelor of Commerce (Finance) – Major Amendment

Resolved (114/06)
That Academic Senate:

i) Endorse the proposal for the major amendment to the Bachelor of Commerce (Finance), to be introduced in Autumn 2007;

ii) Request the Deputy Vice- Chancellor (Academic and International) waive the requirement for an External Course Advisory Committee;

iii) Advise the Faculty of Commerce to forward the proposal to the Vice-Chancellor for approval.

C3 Bachelor of Commerce (Financial Planning) – Major Amendment

Resolved (115/06)
That Academic Senate:

i) Endorse the proposal for the major amendment to the Bachelor of Commerce (Financial Planning), to be introduced in Autumn 2007;

ii) Request the Deputy Vice-Chancellor (Academic and International) waive the requirement for an External Course Advisory Committee;

iii) Advise the Faculty of Commerce to forward the proposal to the Vice-Chancellor for approval.

C4 Master of Professional Accounting – Major Amendment

Resolved (116/06)
That Academic Senate:

i) Endorse the proposal for the major amendment to the Master of Professional Accounting, to be introduced in Autumn 2007;

ii) Request the Deputy Vice-Chancellor (Academic and International) waive the requirement for an External Course Advisory Committee;

iii) Advise the Faculty of Commerce to forward the proposal to the Vice-Chancellor for approval.

C5 Master of Finance – Major Amendment

Resolved (117/06)
That Academic Senate:

i) Endorse the proposal for the major amendment to the Master of Finance, to be introduced in Autumn 2007;

ii) Request the Deputy Vice-Chancellor (Academic and International) waive the requirement for an External Course Advisory Committee;

iii) Advise the Faculty of Commerce to forward the proposal to the Vice-Chancellor for approval.
### D1 Courses Approved by the Vice-Chancellor

**Resolved (118/06)**

*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>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>New</td>
<td>Bachelor of Journalism, Bachelor of Journalism/Bachelor of Arts, Bachelor of Journalism/Bachelor of Commerce, Bachelor of Journalism/Bachelor of Communication &amp; Media Studies, Bachelor of Journalism/Bachelor of Creative Arts, Bachelor of Journalism/Bachelor of Engineering, Bachelor of Journalism/Bachelor of Laws, Bachelor of Journalism/Bachelor of Science</td>
<td>20/09/2006</td>
<td>22/09/2006</td>
<td>Autumn 2007</td>
<td>Wollongong</td>
</tr>
<tr>
<td>Major Amendment</td>
<td>Bachelor of Commerce, Bachelor of Commerce (Dean's Scholars)</td>
<td>20/09/2006</td>
<td>22/09/2006</td>
<td>Autumn 2007</td>
<td>Wollongong</td>
</tr>
<tr>
<td>Major Amendment</td>
<td>Bachelor of Engineering, Bachelor of Engineering (Honours) Bachelor of Engineering double degrees with Arts, Commerce, Mathematics and Science</td>
<td>20/09/2006</td>
<td>22/09/2006</td>
<td>Autumn 2007</td>
<td>Wollongong</td>
</tr>
<tr>
<td>Major Amendment</td>
<td>Bachelor of Computer Science</td>
<td>20/09/2006</td>
<td>22/09/2006</td>
<td>Autumn 2007</td>
<td>Wollongong</td>
</tr>
<tr>
<td>Minor Amendment</td>
<td>Bachelor of Business Administration, Bachelor of Business Administration (Tourism Management), Bachelor of Business Administration (Event Management), Bachelor of Business Administration (Hospitality)</td>
<td>30/08/2006</td>
<td>6/09/2006</td>
<td>Autumn 2007</td>
<td>Wollongong, Shoalhaven, Batemans Bay, Bega, Moss Vale, Loftus, Dubai</td>
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### D2 Election of Student Representatives to Academic Senate for 2007

**Resolved (119/06)**

That Academic Senate:

1. note the outcome of the election for undergraduate student positions on Academic Senate for 2007 and note the names of the successful candidates:
   - Mr John Adams
   - Mr Levi Garry
   - Mr Warren Hudson
   - Mr Anthony Strik;

2. note that there were no nominations for the two postgraduate student positions on Academic Senate for 2007; and

3. endorse the Senate Standing Committee’s resolution (64/06) to seek nominations for the postgraduate student vacancies and, following the nomination process, to fill those vacancies at the first Senate Standing Committee meeting of 2007 in the same manner as for filling casual vacancies.

### PART E COMMITTEE / FACULTY MINUTES

#### E1 Committee Minutes

**E1.1 University Internationalisation Committee**

**Resolved (120/06)**

That Academic Senate note the Minutes of the University Internationalisation Committee meeting held on 22 June 2006.

**E1.2 University Research Committee**

**Resolved (121/06)**

That Academic Senate note the Minutes of the University Research Committee meeting held on 21 June 2006.

#### E2 Faculty Minutes

**E2.1 Faculty of Engineering Committee Meeting Extract**

**Resolved (122/06)**

That Academic Senate note the extract from the Faculty of Engineering Committee meeting held on 5 September 2006.
E2.2 Faculty of Informatics Committee Meeting Extract

Resolved (123/06)
That Academic Senate note the extract from the Faculty of Informatics Committee meeting held on 5 October 2006.

E2.3 Faculty of Science Committee Meeting Extract

Resolved (124/06)
That Academic Senate note the extract from the Faculty of Science Committee meetings held on 21 July 2006 and 1 September 2006.

PART F FUTURE MEETINGS AND OTHER BUSINESS

F1 Future Meeting Dates for 2007

Resolved (125/06)
That Academic Senate note the schedule of Academic Senate and Senate Standing Committee Meetings for 2007 as detailed in the agenda papers.

F2 Other Business
There was no other business for discussion.

Nerida Margrie
Executive Officer
Academic Senate