Minutes of the 270th meeting of the Academic Senate held at 9:30am on Wednesday, 7 March 2007 in Room 20.5, Communications Building.

Present:
Prof David Griffiths (Chair)  A/Prof Patrick Heaven  Dr Anne Porter
Dr Anne Abraham  Prof Buddhima Indraratna  A/Prof Ian Porter
Mr John Adams  Dr Dianne Jolley  Dr Mark Rix
A/Prof Ted Bryant  A/Prof Mary Kaidonis  Prof Andrew Schultz
A/Prof Bill Buttemer  Ms Yvonne Kerr  Prof Margaret Sheil
Prof Rob Castle  Prof Philip Kitley  Dr Jan Skillen
Dr Laurie Chisholm  Prof Shirley Leitch  Prof Trevor Spedding
Dr David Christie  A/Prof Roger Lewis  Mr Ray Stace
A/Prof Rodney Clarke  Mr John Littrich  Mr Anthony Strik
A/Prof Damien Considine  Dr Pauline Lysaght  Prof Kiet Tieu
A/Prof Paul Cooper  Dr Anthony Macris  A/Prof Wilma Vialle
A/Prof Janette Curtis  Ms Felicity McGregor  A/Prof Rodney Vickers
Prof Susan Dodds  Mr Malcolm McGregor  Prof Simon Ville
A/Prof Paul Else  A/Prof John McQuilton  A/Prof Beverly Walker
A/Prof Brian Ferry  Ms Judith Marychurch  Prof Andrew Wells
Mr Levi Garry  A/Prof Kay Maxwell  A/Prof Graham Williams
Prof John Glynn  A/Prof Barbara Meyer  Prof Sandra Wills
Mr Chris Grange  A/Prof Fazel Naghdy  A/Prof Ed Wilson
Dr Scott Grattan  A/Prof Rod Nillsen  Prof Janice Wright
Dr Muhammad Hadi  Prof Philip Ogunbona  A/Prof Tadeusz Wysocki
Prof Barry Harper  Prof John Patterson  A/Prof Michael Zanko
Dr Penny Harris  Dr Ian Piper

In Attendance:
Ms Nerida Margrie (Policy & Governance Unit), Ms Robin Buckham (Director Marketing, Recruitment & Partnerships in UniAdvice)

PART A  PRELIMINARY BUSINESS

A1  Apologies, Leave of Absence and Welcomes
Apologies were received from Prof Lee Astheimer, Ms Natalie Conyer, A/Prof Kris French, Prof John Hogg, Mr Warren Hudson, Mr Ron Perrin, Prof Will Price, A/Prof Paul Sharrad, Ms Joanne Sheppard, Prof Gerard Sutton, Dr Elizabeth Thomson, Mr Alan Wearne, Prof Rob Whelan and Prof Andrew Worthington.

A/Prof David Vance (Faculty of Creative Arts) is on leave of absence until the end of 2007.

The Chair welcomed the new student members of Academic Senate and the newly elected academic staff members. The Chair also welcomed observers of the meeting: Prof Mary Barrett from the Faculty of Commerce, and Ms Theresa Hoynes, Ms Claudia
Perry-Beltrame, Ms Leonie Kirchmajer, Mr Shane Cooke and Ms Cettina Attard from the Policy & Governance Unit.

A2 Arrangement of the Agenda
(i) The following items were starred (*) for discussion:
   C1 Master of Commerce – New Course

(ii) 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 (29/11/2006)

A/Prof Rod Nillsen requested the following amendment to the final sentence in section A11 Student Members’ Business of the previous minutes:

“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.”

Resolved (2007/01)
that, subject to the amendment as noted in the minutes, the minutes of the previous meeting of 29 November 2006 be accepted as a true record of that meeting.

A3.2 Business Arising from the Minutes

Review of Grievance Procedures

Resolved (2007/02)
that, in view of the fact that the University is conducting a review of grievance procedures, Academic Senate request:

   i) the University Council to make sure that the reviewed procedures are considered by Academic Senate prior to final consideration by Council; and

   ii) that, as part of the review procedure, submissions from across the University be called for.

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 Canberra on University business.

A6 Chair’s Business
The Chair reported on the following items:
i) **Academic Senate Self-Assessment Survey**  
This self-assessment survey will be distributed to all Academic Senate members in the coming week. One of the survey questions will seek suggested items for debate at the Members Business Only meeting to be held later in 2007. Members are encouraged to respond in a timely manner, so that the collated responses can be presented to the next Academic Senate meeting.

ii) **Casual Vacancy on Senate Standing Committee**  
This vacancy has been created by the departure from UOW of Associate Professor Gerry Turcotte. Section 5 of the Electoral Procedures for Senate and Faculties states that, whenever a casual vacancy occurs for positions with less than 12 months of the term remaining, then the Standing Committee may appoint a qualified person to fill the vacancy after consultation with the relevant unit or student body.

Nominations will be sought from Academic Senate members to fill this casual vacancy for the remainder of the term to 30 June 2007. Further information will be forwarded to all Academic Senate members in the coming days.

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

i) **Enrolments**  
Commencing enrolments for Bachelor degrees are within 1% of target and the University has achieved a greater market share of school leavers than ever before. Over 3,270 new students started this year.

ii) **Bonus 3 UAI Scheme**  
In response to University strategy, student demand and marketing objectives, UOW proposes extending the Bonus 3 UAI Scheme, currently offered throughout the South Coast, Illawarra and Sutherland Shire, to other key regional areas within New South Wales. This is in keeping with the University’s increased regional and rural focus, articulated during the development of the Graduate School of Medicine proposal, and diversifies the strategy across other Faculties. The Committee endorsed this proposal.

iii) **Farewell to Professor Barry Harper**  
It was noted that this meeting is Professor Barry Harper’s last meeting before retirement. On behalf of the Vice-Chancellor, the Deputy Vice-Chancellor (Operations) expressed appreciation for Professor Harper’s long and meritorious contribution to the University. His research over the past 30 years has elevated him to a leader in the field of information technology in education and been instrumental in placing UOW on the global map in this area. In the role of Dean, he has made a substantial contribution to the leadership of his Faculty and of the University. The Chair supported these comments and the meeting endorsed them by acclamation.

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

i) **ARC Discovery Grants**  
132 grants have been completed which is 15 more than last year. The University was involved in three successful Co-operative Research Centre bids: Smart Services, Railway Engineering and Technology and Hearing.
ii) **Research Student Numbers**
Student numbers are down slightly on last year and investigations are underway into the reasons behind this fall, but it may be that strategic targeting of research students is working.

iii) **Commercialisation Grants**
Two investments are being finalised which will be announced shortly.

iv) **Research Quality Framework**
Consultations are going on at present. The University is closely following national developments.

The Deputy Vice-Chancellor (Academic and International) reported on the following items:

i) **AUQA Audit**
The next audit is expected in 2011. Rather than focusing on the whole of UOW, it is likely to focus on academic standards with a strong emphasis on benchmarking.

ii) **Teaching and Learning Fund**
UOW was successful in receiving $5.4 million in funding and a Top 5 ranking in three of the four areas.

iii) **Library Renovations**
Renovations are on track for completion by the end of 2007.

iv) **Forum on Education Abroad visit in November 2006**
The feedback received from the review indicates UOW's policies and procedures was very positive.

The Vice-Principal (Administration) reported on the following items:

i) **Medical facilities on campus**
There is now a GP on campus two days per week, located in Building 11; the University hopes to increase the number of days per week as demand increases. Preliminary discussions are also underway to attract a pharmacist to campus.

ii) **Partnerships with industry**
Accenture will today sign a lease with UOW for long-term space, initially in Building 39 and ultimately moving to the Innovation Campus. Accenture has recently won a contract with the Australian Tax Office to rewrite its IT systems and expects its workforce to quickly grow to 150 and possibly up to 300. This partnership is expected to create employment opportunities for UOW's information technology graduates.

A8 **Business from Senate Sub-Committees**
There were no reports from Senate Sub-Committees.

A9 **Business from Faculties and Wollongong University College**
There were no reports from Faculties or Wollongong University College.
A10 Members' Business

A10.1 UOW Register of Speakers

The Chair noted that two versions of the agenda item had been distributed to members and that the second version is the version to be considered by Academic Senate.

Mr John Adams spoke in support of his proposed motion regarding a UOW Register of Speakers.

The Deputy Vice-Chancellor (Research) noted that a research database is currently under development to capture similar information required by the Research Quality Framework. She expressed her concern that introducing another mechanism to capture speaker data could distract from this project.

The Dean of Arts highlighted the significant resources which would be required to set up and maintain a Register of Speakers and expressed concern with the methodology proposed in the agenda item.

The Academic Registrar noted there are initiatives currently underway across the University which require resources, particularly for community engagement, and expressed concern about the difficulty in balancing these resources with those required by setting up a Register of Speakers.

In response to a member’s question regarding who would draft the report to Academic Senate as outlined in the proposal, Mr John Adams said that would be up to University management to organise.

The Director, Marketing, Recruitment & Partnerships endorsed the concerns expressed by the Deputy Vice-Chancellor (Research) and the Academic Registrar and noted that UOW currently has a mechanism in place which captures information on speakers coming to the University. The UOW Online Events Calendar provides a catalogue of upcoming events, activities and speakers at UOW and is publicly accessible via the UOW website. UniAdvice produces a report each year based on the information in this database.

Several members endorsed the intent of the proposal and noted the importance of attracting high quality speakers to UOW.

Following a vote by show of hands, the proposed resolution was defeated by a clear majority of members.

A10.2 UOW Speakers’ Central

Mr John Adams spoke in support of his proposed motion regarding UOW Speakers’ Central. There was no debate on this item.

Following a vote by show of hands, the proposed resolution was defeated by a clear majority of members.

A10.3 Respect for Diversity Policy

A/Prof Rod Nillsen expressed concern that the draft Respect for Diversity Policy would be submitted to University Council without being firstly considered by Academic Senate. He expressed the view that Academic Senate should not have to make a special request to have referred to it a matter which, under the Terms of Reference of Academic Senate, should have been referred to it as a matter of course.
The Deputy Vice-Chancellor (Operations) responded, noting that the draft Policy had already been considered by the University Council’s Administrative Committee. He further noted that the draft Policy had been sent to various consultative committees and that all University staff were given the opportunity to comment prior to submission to the Administrative Committee.

A/Prof Nillsen queried whether University Council was following its own procedures regarding its delegations to Academic Senate. He then proposed a resolution that Academic Senate express its concern that the draft Respect for Diversity Policy was not submitted to Academic Senate. Mr Malcolm McGregor seconded the motion.

Following a vote by show of hands, the vote was tied at 17 members in favour of the proposed resolution and 17 members against.

In accordance with Clause 2.2 of the Academic Senate Standing Orders, the Chair cast his casting vote in favour of the proposed motion.

Resolved (2007/03)

that Academic Senate express its concern that the draft Respect for Diversity Policy was not submitted to Academic Senate for consideration and approval prior to submission to the University’s Administration Committee.

A11 Student Members’ Business

Mr Anthony Strik expressed concern at the lack of available study space for Commerce students owing to the closure of the Commerce Study Centre, the renovations to the Library and reallocation of the Glasshouse space. The Committee noted these concerns.

PART B GENERAL BUSINESS

B1 Election of one Academic Senate Student Representative to the Senate Standing Committee

One nomination was received for this position on Senate Standing Committee:

- Mr Anthony Strik

Accordingly, Mr Anthony Strik was elected unopposed.

Resolved (2007/04)

that Academic Senate note the outcome of the election and congratulate Anthony Strik as Academic Senate Student representative on the Senate Standing Committee for the term 1 January 2007 to 31 December 2007.

B2 Professorial Promotions Committee – Appointment of two Professors

Four nominations were received for the two positions on the Professorial Promotions Committee:

- Prof Lesley Head
- Prof Amanda Lawson
Prof Trevor Spedding
Prof Andrew Wells

A ballot was conducted and Prof Lesley Head and Prof Amanda Lawson were elected.

**Resolved (2007/05)**

that Academic Senate appoint Prof Lesley Head and Prof Amanda Lawson to the Professorial Promotions Committee for the term 4 March 2007 to 3 March 2010.

**PART C COURSE PROPOSALS FOR APPROVAL**

**C1 Master of Commerce – New Course**

A short discussion was conducted regarding the suitability of English literacy requirements for international students.

**Resolved (2007/06)**

that Academic Senate:

i) endorse the proposal for the new Master of Commerce, to be introduced in Spring 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.

**PART D ITEMS FOR NOTING**

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

**Resolved (2007/07)**

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

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Category of Approval</th>
<th>VC Approval Date</th>
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<tbody>
<tr>
<td>Bachelor of Early Childhood Education</td>
<td>New Course</td>
<td>14/12/2006</td>
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<tr>
<td>Bachelor of Early Childhood Education (Honours)</td>
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<tr>
<td>Bachelor of Journalism</td>
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<td>Bachelor of Journalism/Bachelor of Arts</td>
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<td>Bachelor of Journalism/Bachelor of Commerce</td>
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<td>Bachelor of Journalism/Bachelor of Communication &amp; Media Studies</td>
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<td>Bachelor of Journalism/Bachelor of Engineering</td>
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<td>Bachelor of Journalism/Bachelor of Science</td>
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<td>Graduate Certificate in Gerontology &amp; Rehabilitation Studies</td>
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<td>Graduate Certificate in Health Leadership and Management</td>
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<td>Graduate Certificate in Research Commercialisation</td>
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<td>Master of Engineering Studies (Double Major)</td>
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<td>Bachelor of Arts (Education)</td>
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<td>Bachelor of Commerce</td>
<td>Major Amendment</td>
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<td>Bachelor of Commerce (Dean’s Scholars)</td>
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<td>Bachelor of Commerce (Financial Planning)</td>
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<td>Bachelor of Computer Science</td>
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<td>Bachelor of Education (Physical &amp; Health Education)</td>
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<td>Bachelor of Engineering (Honours)</td>
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<td>Bachelor of Engineering double degrees with Arts, Commerce, Mathematics and Science</td>
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<td>Master of Computer Studies</td>
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<td>Master of Finance</td>
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<td>Master of Professional Accounting</td>
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<td>Master of Business Administration</td>
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Master of Engineering Practice  Minor Amendment 13/11/2006
Master of Public Health
Bachelor of Nursing (Conversion)  New Delivery Location 13/11/2006
Master of Nursing  New Delivery Location 13/11/2006
Master of Nursing (Mental Health)  New Delivery Mode 13/11/2006
Master of International Business
Graduate Certificate in International Business  Change to Entry Requirements 13/11/2006

D2 Postgraduate Student Vacancies on Academic Senate for 2007

Resolved (2007/08)
that Academic Senate note the outcome of the selection process and congratulate Malcolm McGregor and Joanne Sheppard on their appointment as postgraduate student members of Academic Senate to fill the casual vacancies for the remainder of the term to 31 December 2007.

D3 UOW Core Function Plans – 2006 Review Reports

Resolved (2007/09)
that Academic Senate
  i) note the 2006 annual review reports against the planning objectives of the Learning and Teaching, Research, Internationalisation and Community Engagement Plans and the planning priorities for each core area of activity in 2007, and
  ii) refer the reports to the University Council.

D4 Quality Improvement Report on Progress against UOW Plan

Resolved (2007/10)
that Academic Senate:
  i) note the 1 February 2007 Quality Improvement Report on Progress against UOW Plan;
  ii) refer the Report to Council for approval.

PART E COMMITTEE / FACULTY MINUTES

E1 Committee Minutes
E1.1 University Research Committee

Resolved (2007/11)
that Academic Senate note the Minutes of the University Research Committee meeting held on 11 October 2006.
E1.2  Student Awards Committee

Resolved (2007/12)
that Academic Senate note the minutes of the Student Awards Committee meetings held on 23 August 2006 and 29 November 2006.

E2  Faculty Minutes

E2.1  Faculty of Engineering Committee Meeting Extract

Resolved (2007/13)
that Academic Senate note the extract of the minutes from the Faculty of Engineering Committee meeting held on 31 October 2006.

E2.2  Faculty of Informatics Committee Meeting Extract

Resolved (2007/14)
that Academic Senate note the extract of the minutes from the Faculty of Informatics Committee meeting held on 14 December 2006.

PART F  FUTURE MEETINGS AND OTHER BUSINESS

F1  Future Meeting Dates

<table>
<thead>
<tr>
<th>Academic Senate</th>
<th>Senate Standing Committee</th>
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<tr>
<td>2 May 2007</td>
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<td>1 August 2007</td>
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<td>19 September 2007</td>
<td>29 August 2007</td>
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<tr>
<td>7 November 2007</td>
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F2  Other Business

There was no other business for discussion.

The meeting closed at 11:27am.