Academic Senate Meeting Summary
272nd meeting of the Academic Senate, Wednesday, 13 June 2007

Vice-Chancellor’s Report
There was no Vice-Chancellor’s report as Professor Gerard Sutton was in Sydney on University business.

Chair’s Report
The Chair noted that the current term for elected members of Senate will conclude on 30 June 2007 and thanked the outgoing members for their contribution, with special thanks to A/Prof Beverly Walker for her long-term involvement over many years.

A postgraduate student casual vacancy was created by the resignation of Mr Malcolm McGregor. In accordance with Clause 5 of the Electoral Procedures, Senate Standing Committee will seek to appoint someone to fill this vacancy for the remainder of the term.

Deputy Vice-Chancellor (Academic & International)’s Report
The DVC(A&I) reported on the following items:
- 2007 National Code: Recent legislative changes regarding international students will require a program of staff training in relation to implications for students; this will become a major issue for next session.
- Subject Survey: The Student Survey Working Party will meet to discuss feedback received from Faculties and any changes required to the survey questions following the consultation process.

Vice-Principal (Administration)’s Report
The PVC(R) reported on the recent tender process for the University's electricity supply needs for the next five years. Measures to reduce consumption will be gradually introduced over the next 2-3 years.

Members’ Business
No business was raised.

Student Members’ Business
No business was raised.

Amendments to General Course Rules, Higher Degree Research Grades
Concern was expressed about possible confusion that might be caused by the grade NC (Not Complete). The Committee passed the resolution and agreed to advise the University Research Committee of its concern.

Assessment Committee Standards - Review and Amendments
The Committee passed the resolution, subject to amending the first line of Clause 1 Introduction to read “core procedures” rather than “core standards”.

Revised Grievance Policy and Procedures for Investigating Grievances
Substantial discussion was held regarding the following issues:
- The role of mediators as set out in the Policy
- The potential for confusion between the revised Grievance Policy and the Student Grievance Policy
- The definition of “vexatious”
• The location and storage of grievance records
• The use of the word “disclosure” in Clause 4.3 relating to other relevant documentation
• How the definition of “conflict of interest” would apply should a complainant or respondent be a Grievance Advisor
• Expanding Clause 5.5 of the Policy to elaborate on informal grievance processes
• Including reference to breaches of the University's Rules and Codes of Practice in the section titled “Less Serious Grievances”.

The Committee agreed that its comments be referred to the Employment Equity and Diversity Committee for further discussion and possible subsequent modifications to the Policy.

**Proposed changes to Course Approval Process**

In acknowledgement that the proposed course management group is not concerned with the actual management of courses, it was agreed that the name be changed to “Course Approval Management Group”. This will better reflect the group’s purpose in improving the process and paperwork of course proposals. The proposed changes will become effective immediately upon approval by the University Council; course proposals already submitted through the approval process will not be adversely impacted.

**Election of one Senate representative to the University Internationalisation Committee**

Prof Philip Kitley was elected unopposed as Academic Senate representative to the University Internationalisation Committee for the term 13 June 2007 to 30 June 2009.

**2006 Academic Senate Self-Assessment Survey - Report on Results**

The Chair summarised key findings from the 2006 Self-Assessment Survey and invited members to provide specific information and comments on the results of the Survey.

**Course proposals**

The following course proposals were approved:
• Bachelor of Commerce (Business Innovation) – Major Amendment
• Bachelor of Arts (War and Society) – Major Amendment

**Other Items**

The following items were not starred for discussion at the meeting, and were noted or approved:
• Academic Grievance Policy (Coursework and Honours Students) - Revisions due to National Code 2007 requirements
• Amendments to General Course Rules (Grades)
• Intellectual Property Framework – Proposed addition of Fellow, Volunteer and Visiting Student Policy
• Minimum Rate of Progress Transition Strategy
• Student Awards Committee - Prize Proposals
• Courses approved by the Deputy Vice-Chancellor (Academic & International)
• Fast-track courses approved by the Vice-Chancellor
• Committee Minutes
• Faculty Meeting Extracts

Nerida Margrie
Executive Officer
Academic Senate