Minutes of the 277th meeting of the Academic Senate held at 9:30am on Wednesday, 21 May 2008 in Room 20.5, Communications Building.

Present:

Prof John Bushnell
Prof Rob Castle
Prof Paul Chandler
Dr David Christie
A/Prof Damien Considine
Dr Shady Cosgrove
Dr Louise D'Arcens
Prof Susan Dodds
Dr Richard Dwight
Dr Andrew Frazer
Ms Helen Freeborn
Prof Brian Ferry
Mr Chris Grange
Dr Muhammad Hadi
Prof Lesley Head
A/Prof Patrick Heaven
A/Prof Ann Hodgkinson
A/Prof Peter Hyland
Mr Garry Jones
Dr Gordon Joughin
A/Prof Mary Kaidonis
A/Prof Di Kelly
Ms Yvonne Kerr
Mr Greg Kerr
Prof Shirley Leitch
Mr John Litrich
Ms Pauline Lysaght
A/Prof Timothy Marchant
A/Prof Kay Maxwell
Prof Luke McNamara
A/Prof John McQuilton
Mr Clinton Mead
A/Prof Barbara Meyer
Mr Christopher Monnox
Prof Judith Motion
Prof Fazel Naghdy
Prof Philip Ogunbona
Prof Elena Pereloma
Dr Anne Porter
A/Prof Ian Porter
Dr Mark Rix
A/Prof Steven Roodenrys
Prof Jennifer Seberry
Dr Tony Simoes da Silva
Dr Danielle Skropeta
Prof Trevor Speding
Mr Ray Stace
Prof Julie Steele
A/Prof David Vance
A/Prof Wilma Vialle
A/Prof Rodney Vickers
Prof Simon Ville
Prof Mark Walker
Prof Andrew Wells
Prof Rob Whelan
A/Prof Graham Williams
Prof Mark Wilson

In Attendance:
Ms Nerida Margrie (Policy & Governance Unit), Ms Robin Buckham (UniAdvice)

PART A  PRELIMINARY BUSINESS

A1 Apologies, Leave of Absence and Welcomes

Apologies were received from Dr Anne Abraham, Mr Justin Ayre, Prof Lee Astheimer, Ms Angela Brown, A/Prof Ted Bryant, Prof Kathleen Clapham, A/Prof Samuel Garrett-Jones, Dr Nicholas Gill, Prof John Glynn, Dr Scott Grattan, Prof Buddhima Indraratna, Mr Paul Kidson, Dr Jim Langridge, Dr Lenore Lyons, Ms Felicity McGregor, Prof John Patterson, Mr Ron Perrin, Mr Nicholas Rouen, A/Prof Willy Susilo, Prof Gerard Sutton, Mr Ian Tobin, A/Prof Michael Zanko.

There were no members on leave of absence.

The Chair welcomed as new members Prof Mark Walker from the Faculty of Science, Dr Tony Simoes da Silva from the Faculty of Arts, undergraduate students Mr Clinton Mead and Mr Christopher Monnox, and Ms Helen Freeborn, a postgraduate student.
He also welcomed Ms Margie Jantti, attending as Acting Librarian in place of Ms Felicity McGregor.

The Chair further welcomed as observers of the meeting Ms Kim Callaway from the Research Student Centre, Ms Robin Buckham from UniAdvice, Ms Julie Renwick from Wollongong College Australia and Ms Paola Ciccarelli, Ms Tori Funnell, Ms Fiona Griffin-Rudder, Ms Leonie Kirchmajer, Ms Claudia Perry-Beltrame and Mr Dominic Riordan from the Policy and Governance Unit.

The Chair noted his thanks to Prof Tony Hulbert and A/Prof Paul Sharrad, whose terms of membership have concluded.

A2 Arrangement of the Agenda
(i) The following items were starred (*) for discussion:
   B1 Election of Chair and Deputy Chair of Academic Senate
   B2 Higher Degree Research Appeals Committee: revised Terms of Reference
   B3 Admissions and Advanced Standing Policy: new Policy
(ii) A motion to adopt the draft resolutions for the unstarred items was carried.

The Chair proposed re-arranging the agenda as to conduct the elections for Chair and Deputy Chair of Senate (agenda item B1) as the first item of business immediately following agenda item A3. The meeting supported this proposal.

A3 Business from the Last Meeting
A3.1 Minutes of the Previous Meeting (26 March 2008)

Resolved (2008/24)

that the minutes of the previous meeting of 26 March 2008 be accepted as a true record of that meeting.

A3.2 Business Arising from the Minutes
There was no business arising from the Minutes.

B1 Election of Chair and Deputy Chair of Academic Senate
The Chair sought nominations from members interested in taking on the role of Acting Chair to run the elections. Dr Jennifer Seberry was nominated by Dr Ian Piper and seconded by Dr Anne Porter, and elected unopposed as Acting Chair. Prof David Griffiths then vacated the Chair for the duration of the elections.

Two nominations were received for the position of Chair of Academic Senate for the term 1 July 2008 to 30 June 2010:

- Prof David Griffiths
- A/Prof Di Kelly

Both candidates addressed the meeting, presenting their case for being elected. A ballot was then conducted and A/Prof Di Kelly was elected.
Resolved (2008/25)
that Academic Senate elect A/Prof Di Kelly as Chair of Academic Senate for the term 1 July 2008 to 30 June 2010.

Three nominations were received for the position of Deputy Chair of Academic Senate for the term 1 July 2008 to 30 June 2010:

- A/Prof Damien Considine
- Prof David Griffiths (who declined the nomination)
- Dr Paul Keller

A ballot was conducted and A/Prof Damien Considine was elected.

Resolved (2008/26)
that Academic Senate elect A/Prof Damien Considine as Deputy Chair of Academic Senate for the term 1 July 2008 to 30 June 2010.

On behalf of the University Council, the Vice-Principal (Administration) thanked Prof David Griffiths for his contribution to Council during his term of office as Chair of Academic Senate.

In acknowledging the vote of thanks, Prof Griffiths noted his congratulations to the successful candidates and his appreciation to Senate members for their support during his term of office, especially A/Prof Damien Considine as Deputy Chair.

The Acting Chair congratulated the successful candidates, thanked members for their participation, and handed control of the meeting back to Prof David Griffiths.

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 overseas on University business.

A6 Chair’s Business
The Chair reported on the following items:

i) Committee of Chairs of Academic Boards/Senates in NSW and ACT
The next meeting is scheduled for June 2008 and a report on the meeting will be provided to Senate at its next meeting on 9 July 2008.

ii) Dr Hemant Deo
The Chair noted with sadness the passing away last Friday, 16 May 2008 of Dr Hemant Deo from the Faculty of Commerce. The Faculty will conduct a wake for Dr Deo today from 4:30pm.
Reports from Senior Executive and Members of other University Committees

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

i) Federal Budget
The Federal Government announced $500 million in funding, to be paid by 30 June 2008 and to be spent within three years on for capital and infrastructure works.

The Education Investment Fund (formerly the Higher Education Fund) will receive $10 billion over the next two years, although there will be no distribution of funds until 2009. The scope of this Fund has been widened from just universities to now also encompass TAFE and schools as well.

In honouring its election commitments, the Federal Government has created 29,000 new scholarships and 15,000 new national accommodation scholarships.

More nursing places and early childhood education places will be made available over the coming 18 months.

A reduction in the HECS contribution for maths and science students will be introduced from 2009.

ii) Changes in Senior Executive positions
Prof Rob Whelan, the Dean of the Faculty of Science, has been appointed President of UOW Dubai and will take up this position in August 2008. Prof Andrew Schultz, the Dean of the Faculty of Creative Arts, will step down from this role at the end of June 2008. Recruitment is underway to fill both these positions.

The Deputy Vice-Chancellor (Academic & International) further reported that the Graduate School of Medicine recently won the 2008 Platinum Learning Impact Award for its content management system. The award was conferred by the IMS Global Learning Consortium, Inc, a global non-profit association of over 100 members including universities, research institutes, publishers and e-learning software developers. The annual Learning Impact Awards recognise outstanding applications of technology that address the most significant challenges facing the global education and training industries.

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

i) Innovation Campus
The first building on the Innovation Campus will be formally opened on 27 June 2008, in conjunction with the June meeting of University Council. The second building on that campus is expected to be completed very shortly thereafter.

ii) Environmental matters
Under new environmental legislation to be introduced in July, UOW will be required to report on energy consumption and greenhouse gas emissions at UOW campuses. In preparation for this reporting requirement, a working group has been formed to consider UOW's environmental management.
iii) **Student experience**
A project has been underway in the Academic Registrar’s Division to review and overhaul the University’s enrolment and admissions processes, and will take effect from 2009 enrolments.

A member commented on the University’s lack of recycling facilities, especially within Faculties and schools, the general disposal of old PCs and computer equipment rather than recycling, and the large quantity of food waste which goes directly to landfill rather than being composed and used on campus gardens. The Vice-Principal (Administrated) noted that new recycling bins are being installed across campus, and acknowledged that there is substantial room for improvement in environmental management and practices.

The Chair noted that this matter was raised at Senate approximately 18 months ago, at which time the Senior Executive were asked to consider holding a public forum on environmental matters.

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

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

**A10 Members’ Business**
There was no members’ business raised.

**A11 Student Members’ Business**
There was no student members’ business raised.

**PART B  GENERAL BUSINESS**

**B2 Higher Degree Research Appeals Committee: revised Terms of Reference**
Minor grammatical errors were noted for correction. The resolution was passed subject to these corrections being made.

<table>
<thead>
<tr>
<th>Resolved (2008/27)</th>
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<tbody>
<tr>
<td>that, subject to minor grammatical corrections, Academic Senate:</td>
</tr>
<tr>
<td>i) approve the revised Terms of Reference of the Higher Degree Research Appeals Committee, effective immediately;</td>
</tr>
<tr>
<td>ii) forward the Terms of Reference to University Council for noting.</td>
</tr>
</tbody>
</table>

**B3 Admissions and Advanced Standing Policy: new Policy**
Prof Rob Whelan expressed concern that Section 5.6 of the Policy precludes enrolment from doctoral candidates who have professional qualifications and experience but do not have a university degree. In support of Prof Whelan’s comments, Dr Jennifer Seberry cited the information technology industry as an example where this situation could occur.
The following paragraph was proposed for inclusion in the Policy in order to address this matter:

"In some disciplines, outstanding practitioners without the required formal qualifications may be permitted to enrol in some Doctorates provided they can demonstrate a sustained period of activity in the associated discipline at the highest level. Such applicants must submit adequate material to demonstrate the quality and standing of their work."

The resolution was passed subject to the inclusion of this paragraph in the Policy.

**Resolved (2008/28)**
that, subject to the amendment as noted in the minutes, Academic Senate:

i) endorse the Admissions and Advanced Standing Policy and associated Release Procedure;

ii) forward the Policy to University Council for approval and immediate introduction.

**B4 Revised Subject Approval Guidelines and Subject Proposal Forms**

**Resolved (2008/29)**
that Academic Senate approve the revised Subject Approval Guidelines, Subject Proposal Forms and Annual Audit of Subject Proposals Procedures as outlined in the agenda papers, to be effective immediately.

**B5 Student Awards Committee: Prize Proposals**

**Resolved (2008/30)**
that Academic Senate approve the following Faculty of Law prizes, to be effective immediately:

- Access Business Lawyers Prize for LLB220/LLB305 Property & Trusts A
- CCH Australia Prize for LAW302 Law of Business Organisations
- CCH Australia Prize for LLB341 Revenue Law
- CCH Australia Prize for LLB362/LAW352 Advanced Revenue Law/Advanced Taxation Law
- Hennikers Solicitors Prize for LLB170 Law of Contract B
- Holding Redlich Lawyers Prize for LLB331 Intellectual Property Law
- Kells the Lawyers Prize for LLB120 Law of Contract A
- Kells the Lawyers Prize for LLB270/LLB306 Property & Trusts B
- Lopich Lawyers Prize for LLB344 Indigenous Peoples & Legal Systems
- Maguire & McInerney Lawyers Prize for LLB317 E-Commerce Law
- Maguire & McInerney Lawyers Prize for LLB320 Commercial & Consumer Contracts
- Morton & Harris Prize for LLB/LAW334 Environmental Law
- NSW Office of the Director of Public Prosecutions Prize for LLB130 Criminal Law & Process A
- NSW Office of the Director of Public Prosecutions Prize for LLB180 Criminal Law & Process B
PART C  COURSE PROPOSALS FOR APPROVAL

C1  Master of Business – Research: new course proposal

Resolved (2008/31)
that Academic Senate:
i)  endorse the proposal for the new Master of Business – Research, as outlined in the agenda papers, to become effective Spring Session 2008;
ii)  advise the Graduate School of Business to forward the proposal to the Deputy Vice-Chancellor (Academic & International) for approval.

PART D  ITEMS FOR NOTING

D1  Courses approved under the new course approval management process

Resolved (2008/32)
that Academic Senate note that the following amended and fast-track courses have been approved by the Vice-Chancellor or Deputy Vice-Chancellor (Academic & International):

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Proposal type</th>
<th>Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Occupational Hygiene Program</td>
<td>Minor New Non-Award Course using existing subjects</td>
<td>27/2/2008</td>
</tr>
<tr>
<td>Effective Leadership in Health Program</td>
<td>Minor New Non-Award Course using existing subjects</td>
<td>27/2/2008</td>
</tr>
<tr>
<td>Master of Management</td>
<td>Minor New delivery location (Sydney) for an existing course</td>
<td>27/2/2008</td>
</tr>
</tbody>
</table>

D2  Courses approved under the previous course approval management process

D2.1  New and amended courses

Resolved (2008/33)
that Academic Senate note that the following new and amended courses have been approved by the Deputy Vice-Chancellor (Academic & International):

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Category of Approval</th>
<th>DVC(A&amp;I) Approval Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate in Social Marketing for Health</td>
<td>New Course</td>
<td>27/2/2008</td>
</tr>
<tr>
<td>Graduate Certificate in Health Research</td>
<td>New Course</td>
<td>27/2/2008</td>
</tr>
</tbody>
</table>

D2.2  Fast-track courses

There were no fast-track course proposals approved under the previous course approval management process.
E1 Committee Minutes

E1.1 Senate Standing Committee Minutes

Resolved (2008/34)
that Academic Senate note the minutes from the Senate Standing Committee meeting held on 27 February 2008.

E1.2 University Education Committee Minutes

Resolved (2008/35)
that Academic Senate note the minutes from the University Education Committee meeting held on 31 October 2007.

E1.3 University Internationalisation Committee Minutes

Resolved (2008/36)
that Academic Senate note the minutes from the University Internationalisation Committee meeting held on 18 October 2007.

E1.4 University Research Committee Minutes

Resolved (2008/37)
that Academic Senate note the minutes from the University Research Committee meeting held on 28 November 2007.

E1.5 Student Awards Committee Minutes

Resolved (2008/38)
that Academic Senate note the minutes from the Student Awards Committee meeting held on 29 November 2007.

E2 Faculty Minutes

E2.1 Faculty of Arts Committee Minutes

Resolved (2008/39)
that Academic Senate note the minutes from the Faculty of Arts Committee meeting held on 4 March 2008.

E2.2 Faculty of Creative Arts Committee Minutes

Resolved (2008/40)
that Academic Senate note the minutes from the Faculty of Creative Arts Committee meeting held on 16 October 2007.
E2.3 Faculty of Informatics Committee Minutes

Resolved (2008/41)
that Academic Senate note the minutes from the Faculty of Informatics Committee meeting held on 13 March 2008.

E2.4 Faculty of Science Committee Minutes

Resolved (2008/42)
that Academic Senate note the minutes from the Faculty of Science Committee meeting held on 20 March 2008.

PART F FUTURE MEETINGS AND OTHER BUSINESS

F1 Future Meeting Dates

<table>
<thead>
<tr>
<th>Senate Standing Committee</th>
<th>Academic Senate</th>
</tr>
</thead>
<tbody>
<tr>
<td>18 June 2008</td>
<td>9 July 2008</td>
</tr>
<tr>
<td>27 August 2008</td>
<td>24 September 2008</td>
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<tr>
<td>8 October 2008</td>
<td>5 November 2008</td>
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<td></td>
<td>19 November 2008</td>
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</tbody>
</table>

F2 Other Business

F2.1 German Innovation Day
The GerMANY Innovations event is being held at UOW this Friday, 16 May 2008, in connection with the German Consul General. The event officially opens at 1:30pm and will provide opportunities for making valuable research contacts and learning more about exchanges with German institutions, the German language and German culture. Everyone is welcome to attend.

F2.2 Vote of thanks to Prof Rob Whelan
Members congratulated Prof Rob Whelan, Dean of the Faculty of Science, on his appointment as President of UOW Dubai and thanked him for his contribution to and support of Academic Senate.

F2.3 Vote of thanks to outgoing Chair of Academic Senate
The Deputy Chair of Academic Senate, A/Prof Damien Considine, expressed his appreciation, on both a personal and professional level, to Prof David Griffiths for his contribution to Academic Senate during his seven-year term as Chair. His leadership and commitment to the University and his colleagues has resulted in many tangible improvements to the policies, processes and administrative culture of the University, and his collegiality, enthusiasm and support positively influenced many people within the University and the broader community. In the role of Chair, if measured by evidence and output, Prof Griffiths has substantially changed both the culture and quality of governance at the University.

Academic Senate members endorsed A/Prof Considine’s words with a round of applause.
Resolved (2008/43)

that Academic Senate thank Prof David Griffiths for his leadership and contribution to Academic Senate and the University community during his term as Chair.

The meeting closed at 10:42am.

Signed as a correct record

Chair

Date