

THE UNIVERSITY OF MELBOURNE

ACADEMIC BOARD

MEETING 3/08

A meeting of the Academic Board was held in the Council Chamber on Thursday, 24 April 2008 at 2.15 pm.

Present

President, Professor P Pattison, in the Chair
Vice-Chancellor, Professor G Davis
Provost, Professor P McPhee
Deputy Vice-Chancellor (Research), Professor J McKenzie
Pro Vice-Chancellor (Graduate Research) Professor R Strugnell
Pro Vice-Chancellor (Research) Professor L Yates
Pro Vice-Chancellor (Teaching, Learning and Equity) Professor S Elliott
Pro Vice-Chancellor (University Relations), Professor W Bebbington
Vice-President, Professor G Stevens
Senior Vice-Principal, Mr I Marshman
Vice-Principal and Head of University Services, Ms L Baré
Vice-Principal (Information Services), Ms L O'Brien
Vice-Principal and Academic Registrar, Ms G Luck
Professor M Abernethy, Professor J Angus, Professor I Beveridge, Ms O Bishop, Professor P Broadbridge, Professor M Bryan, Ms E Buckingham, Associate Professor C Cobbett, Professor M Considine, Professor S Cubitt, Professor C Falk, Ms M Fee, Professor R Fincher, Professor J Gans, Professor J Griffiths, Professor C Hardy, Professor M Hargreaves, Associate Professor J Hergt, Professor L Hollenberg, Ms L Howard, Professor A Hull, Professor C Humphreys, Professor D Jamieson, Professor L Johnson, Professor T Kvan, Professor J LoBianco, Professor B Lukas, Professor V Mackie, Professor D Macmillan, Professor I Mareels, Professor J McCalman, Professor P McIntyre, Professor L Meek, Associate Professor R Misson, Professor A Moffat, Professor N Olekalns, Associate Professor A Ozanne, Associate Professor M Patterson, Ms A Perez, Professor P Rathjen, Professor D Samson, Professor F Separovic, Professor B Singh, Professor L Sonenberg, Professor G Taylor, Professor P Taylor, Professor S Trigg, Professor G Whitwell

Observers Mr M Beaton-Wells, Dr A Bridgland, Associate Professor B Hughes, Ms J Reese, Ms J White (University Secretary)

In attendance Mr M Coyle (for item A.4), Mr C Reid (Acting Academic Secretary)

BUSINESS

1. Welcome to New Members

The President welcomed the following new members:

Professor Anne Kavanagh, Director, Key Centre for Women's Health in Society

Professor Paul Kirkbride, Professorial Fellow, Melbourne Business School

Professor Lynn Meek, Director, LH Martin Institute, Melbourne Graduate School of Education

Professor Priyan Mendis, Engineering

Professor Mark Rizzicasa, Chemistry

2. Apologies

Apologies were received from:

Deputy Vice-Chancellor (Innovation and Development), Professor V Braach-Maksvytis

Deputy Vice-Chancellor (International), Professor F Larkins

Deputy Vice-President, Professor R Slocombe

3. Tabled Papers

The following papers were tabled:

Citations for new professors

Minutes of appreciation for retiring professors

Item A.7(a) Taking Responsibility – Making Melbourne Manageable

Item C.8 Teaching and Learning Development Committee Report of Meeting 2/08

4. Starring of Additional Items (item A.0)

The following additional items were starred – A.7, C.3 items 1 and 4, C.7 items 1 and 2.

5. Minutes (item A.1)

The minutes of meeting 2/08, held on 27 March 2008, were confirmed as a correct record.

6. Matters Arising from the Minutes (item A.2)

There were no matters arising.

7. President's Report (item A.4)

7.1 The Board received a written report from the President.

7.2 Policy Proposals

The Board received proposals for four new academic policies, submitted by the Policies and Procedures Working Group.

7.2.1 Grading Schema Implementation in the New Student System (Appendix A)

The Board was advised that a decision on the grading scheme was needed urgently so that it could be incorporated into the new student system. It was noted that it was proposed that the grade NCP, which is a conceded or compensatory pass, should no longer be used in the University. The Board noted that an alternative to the use of the conceded pass is to offer the students concerned additional assessment. It was suggested that further consultation on the proposed change should occur. The Board agreed that the grading scheme to be adopted for the purposes of establishing the student system should include the NCP grade for 2008 (as required), and that the question of the use of the NCP grade by the University should be considered by Undergraduate and Postgraduate Programs Committee and then by the Board again at the next meeting.

7.2.2 Census Dates/Last Date to Withdraw from Subject (Appendix B)

The Board approved the policy as circulated.

7.2.3 Recording Credit for Study at Other Institutions (Appendix C)

The Board approved the policy as circulated.

7.2.4 Special Arrangements for Polytechnic Students (Appendix D)

The Board approved the policy as circulated.

7.3 Joint Committee of Academic Board and Heads of Colleges (Appendix E)

The Board approved the revised composition of the Joint Committee of Academic Board and Heads of Colleges as circulated.

7.4 Academic Board Working Group

The Board noted the report on the activities of the Academic Board Working Group.

7.5 Appointments and Nominations to Committees for 2008 (Appendix F)

The Board noted the list of appointments and nominations to committees in the University as circulated. The President thanked members of the Board for their participation in the committees.

7.6 Briefing paper on developments with the National Diploma Supplement, Academic Transcripts and E-Portfolio (Appendix G)

The Board received a briefing paper from Professor Richard James summarising progress in the developments of the National Diploma Supplement, Academic Transcripts and the e-portfolio.

7.7 Student System Matters (Appendices H and I)

The Board received two briefing papers on the development of the student system.

The Pro Vice-Chancellor (Teaching, Learning and Equity), Professor Elliott, briefed the Board on the new system of class timetabling, Syllabus Plus, that is being established. It was intended that the system would be accessible to students through the student portal and that it would enable them to finalise their timetables at registration. To assist in the implementation of a comprehensive timetabling system for students, Professor Elliott sought the assistance of faculties in the identification in Syllabus Plus of the locations for all classes, not just those that occur in centrally-allocated teaching spaces. .

7.8 Analysis of Breadth Subject Enrolments (Appendix J)

The Board received a summary of enrolments in breadth subjects in new generation undergraduate degrees in semester 1, 2008. The Provost, Professor McPhee, suggested that the level of enrolments was very encouraging and that, overall, early indications were that the University had met its targets in the introduction of breadth subjects. The Board was advised that the matter of the resourcing of the teaching of breadth subjects, raised at the previous meeting of the

Board, was under investigation. The nature of the advice given to students on the choice of breadth subjects in relation to degree completion was also under review.

7.9 Action Taken by the President on Behalf of the Board (Appendix K)

The Board noted action taken executively by the President on behalf of the Board, as circulated.

8 Vice-Chancellor's Report (item A.5)

8.1 The Board received a written report from the Vice-Chancellor who highlighted selected parts of the report.

8.2 2020 Oral Report

The Vice-Chancellor reported on the 2020 National Summit and noted the significant contribution to the Summit made by members of the University. Ms Buckingham noted the success of the associated Youth Summit. The Vice-Chancellor was congratulated on his contribution to the 2020 National Summit.

8.3 Information Futures Commission (Appendix A)

The Board noted the circulated update on the activities of the Information Futures Commission.

8.4 Arts Forum

The Board noted the Vice-Chancellor's summary of discussion at a recent forum on the Faculty of Arts. In discussion, student members of the Board expressed their concern at the effect on students of the Faculty's financial difficulties, and questioned the appropriateness of making cuts to staff in a period of transition from existing academic programs to new academic programs. It was suggested that many students are concerned at large class sizes and the lack of support for teaching staff, especially tutors. The Vice-Chancellor outlined the nature of the financial problems affecting the Faculty and the strategies that are being developed to address them, noting that the financial problems preceded the introduction of the Melbourne Model and were compounded by the decline in the market for some programs. He acknowledged the support from other areas of the University for the Faculty of Arts. He invited the student representatives to assist the University in providing advice on problem areas.

8.5 Liz Sonenberg Appointment

The Vice-Chancellor noted with pleasure the appointment of Professor Sonenberg as interim Dean of the Faculty of Science from 1 May until an appointment is made to replace Professor Rathjen who has been appointed Deputy Vice-Chancellor (Research).

9 Vice-Chancellor's Report – Supplementary Report (item A.5(a))

9.1 New Faculty of VCA and Music

The Vice-Chancellor advised the Board that a proposal would be put to Council for the establishment of a new Faculty of the VCA and Music, combining the present Faculty of Music and Faculty of the VCA to create a single school of music that would be of the highest standard. The recommendation arose from the review of

Music chaired by the President of Academic Board, and extensive consultation. The new Faculty would continue to offer its existing music programs, and a new undergraduate music degree would be offered from 2010. In discussion, it was suggested that staff of the Faculty of Music were disappointed at the recommended name for the new faculty and were concerned at the lack of representation of Faculty of Music staff on the VCA Integration Committee. Faculty of Music staff were concerned that, in merging the two bodies, the partnership must be an equal one and that a more appropriate name should be found. The President emphasised that the partnership would be an equal one and that the recommendation to Council included provision for a review of the name of the new faculty. The new faculty would include a School of Music, which was likely to become the focus of music at the University of Melbourne .

10 Question Time (item A.6)

There were no questions.

11 General Discussion Items (item A.7)

11.1 Taking Responsibility – Making Melbourne Manageable (item A.7(a))

The Board received a briefing paper summarising developments in the *Taking Responsibility* review of governance. The Senior Vice-Principal noted that the review was considering possible delegations to Academic Board to enable it to exercise authority in particular academic matters. The review was also considering the role of Planning and Budget Committee and the Committee of Deans.

12 Research and Research Training Committee – Supplementary Report of Meeting 1/08 (item C.2)

12.1 The Board received the supplementary report from Research and Research Training Committee meeting 1/08.

12.2 Research Higher Degrees Committee Report (Appendix 1)

The Board approved the proposed amendments to Social Work research masters programs as outlined in the appendix and agreed to recommend them to Council.

12.3 Gene Technology and Biosafety Committee Report (Appendix 2)

The Board adopted report 8/07 of the Gene Technology and Biosafety Committee and resolved to submit it to Council for adoption.

12.4 eResearch Committee Report (Appendix 3)

The Board adopted report 4/07 of the e-Research Committee.

12.4 Animal Welfare Committee Report (Appendix 4)

The Board adopted report 2/07 of the Animal Welfare Committee and resolved to submit it to Council for adoption.

13 Legislation (item C.3)

The Board received and adopted the following legislative changes as circulated.

- 13.1 Statute 9.56 The Walter and Eliza Hall Institute of Medical Research
- 13.2 Regulation 2.1.R1 Elections to Council
- 13.3 Regulation 7.1.R2 Academic and Professional Staff Ranks and Titles
- 13.4 Regulation 10.1.R1 Details of Fees
- 13.5 Trust Regulation: Alan Blakney Memorial Fund
- 13.6 Trust Regulation: The Dieul-Kurzweil Scholarship
- 13.7 Trust Regulation Template: Faculty Teaching and Research Funds

In relation to the proposed Statute 9.56 The Walter and Eliza Hall Institute of Medical Research, concerning the proposed affiliation agreement between the University and WEHI, the Board noted the terms of the agreement and noted that the emphasis of the affiliation is to be on cooperation between the two institutions.

In relation to the approval pathway for the proposed amendment to Regulation 10.1.R1 Details of Fees, the Board was advised that the Provost had approved the change to the fee levels outlined.

14 Selection Procedures Committee Report of Meeting 2/08 (item C.5)

14.1 The Board received the report from Selection Procedures Committee meeting 2/08.

14.2 Amendments to Selection Resolutions (Appendix A)

The Board approved the resolutions on selection outlined in the appendix and resolved to recommend them to Council.

14.3 Singapore GCE A Level Subject *Knowledge and Enquiry*

The Board approved the Singapore GCE A Level subject *Knowledge and Enquiry* as being equivalent to VCE English for undergraduate entry purposes.

15 Selection Procedures Committee Special Report to Academic Board (item C.5(a))

15.1 The Board received the special report from Selection Procedures Committee.

15.2 2009 Guaranteed Trinity College Foundation Studies Scores (Appendix A)

The Board approved the 2009 guaranteed Trinity College Foundation Studies Scores as listed in the appendix.

16 Teaching and Learning Quality Assurance Committee Report of Meeting 3/08 (item C.7)

16.1 The Board received report 3/08 of the Teaching and Learning Quality Assurance Committee.

16.2 Learning and Teaching Plan 2008

The Board approved the Teaching and Learning Plan 2008 as set out in Appendix A to the report. The Provost asked that Heads of Department circulate the Plan amongst their staff and draw their attention to the Learning and Teaching Targets for 2008 listed on pp 4-5 of the Plan.

17 Teaching and Learning Development Committee Report of Meeting 2/08 (item C.8)

17.1 The Board received report 2/08 of the Teaching and Learning Development Committee.

17.2 Composition of Committee (Appendix A)

The Board approved the composition of the Teaching and Learning Development Committee as outlined in Appendix A to the report.

18 Melbourne Business School Committee Report of Meeting 1/08 (item C.9)

The Board received report 1/08 of the Melbourne Business School Committee.

19 Minutes of Appreciation

The Board adopted minutes of appreciation for the following professors who are leaving the Board, with acclamation:

Professor John McKenzie
Professor Nick Evans

20 Adoption or Receipt of Unstarred Items (item D.1)

The Board resolved that recommendations and reports that had not been starred should be adopted or received, respectively.

The meeting closed at 4.00 pm.