Academic Board (AB), Minutes of Meeting

DATE: Tuesday 15 August 2023
TIME: 10am-12.30pm
VENUE: Level 3 Boardroom, Chancellery and via Microsoft Teams ('online' refers to online attendance only – otherwise, attendance was in person)

PRESENT

1. Professor S Kable, Science, AB President and Chair
2. Professor S Scott, UNSW Canberra, AB Deputy President (online)
3. Scientia Associate Professor LA Rollins, Science, AB Deputy President
4. Scientia Professor V Perkovic, Dean of Medicine & Health and Acting Provost – Faculties
5. Scientia Professor S Rogge, Dean, Science (online)
6. Scientia Professor G Williams AO, Deputy Vice-Chancellor, Planning & Assurance (DVCPA) and Acting Provost – Operations
7. Professor C Annesley, Dean of Arts, Design & Architecture and Acting Provost – Faculties (online)
8. Professor A Brungs, Vice-Chancellor (VC) (online)
9. Professor M Crossley AM, DVC, Academic Quality (DVCAQ)
10. Professor N Fisk AM, DVC, Research & Enterprise (DVCRE) (online)
11. Professor S Foster, Dean of Engineering
12. Professor N Garg, Business School
13. Professor F Johns, Law & Justice
14. Professor S Killcross, Science
15. Professor N Klein, Such other Person (online)
16. Professor A Lynch, Dean of Law & Justice (online)
17. Professor S Maddison, DVC, Education and Student Experience (DVCESE)
18. Professor D McCamey, Pro-Vice-Chancellor, Research (PVCR)
19. Professor S McIntyre, Arts, Design & Architecture
20. Professor J Morris, PVC, Research Training and Dean of Graduate Research
21. Professor P Mostaghimi, Engineering (online)
22. Professor A Ortmann, Business School (online)
23. Professor Z Peng, Engineering
24. Professor K Rye, Medicine & Health
25. Professor E Sparks, Rector of UNSW Canberra (online)
26. Professor A Steel, Acting PVC, Education & Student Experience (online)
27. Professor C Styles, Dean of Business School
28. Professor M Tani Bertuol, UNSW Canberra (online)
29. Professor M Willcox, Medicine & Health
30. Associate Professor J Arcot, Engineering (online)
31. Associate Professor S Clark, Engineering (online)
32. Associate Professor T Frankcombe, UNSW Canberra
33. Associate Professor M Humphrey-Jenner, Business
34. Associate Professor R McKetin, Medicine & Health (online)
35. Associate Professor M Michael, Arts, Design & Architecture (online)
36. Associate Professor B Watson, Acting DVC, Equity, Diversity & Inclusion (DVCEDI) (online)
37. Dr N Castano Rodriguez, Such other Person, Representative of the Early Career Academic Network (ECAN) Executive Committee (online)
38. Dr K Manwaring, Law & Justice (online)
39. Dr J Metzger, Law & Justice
40. Dr D Perche, Such other Person (online)
41. Dr J Steele, Science (online)
42. Dr C van Toorn
43. Ms I Cruz Aroca, Postgraduate Student
44. Mr J Karras, Higher Degree Research Student
45. Mr Z Morris, Undergraduate Student
46. Ms A Mukunthan, Chair of Arc @ UNSW Board
47. Mr B Radojkovic, Medicine & Health

48. Mr H Salehi, Higher Degree Research Student
49. Ms P Sedgwick, President, Student Representative Council (SRC) (online)
50. Mr A Sunjaya, President of Postgraduate Council (PGC)
51. Ms K Watson, Arts, Design & Architecture
52. Officer Cadet H Hutchinson, UNSW Canberra Student (Online)

APOLOGIES: Professor B Golder, Law & Justice
Professor L Ravelli, Arts, Design & Architecture
Dr M Ghodrat, UNSW Canberra
Mr J Lowinger, Undergraduate Student
M McBurnie, Postgraduate Student

IN ATTENDANCE: Professors R Buckland (online), L Piggott (online), M Pagnucco (for item 18), Associate Professor J Ravishankar (online, for item 18)
Dr J Strauss
Mr M Borchert, Ms Y Chan (online, for item 16), Ms S Dunbar (online, for item 14.1), Ms R Edwards (online, for item 11), Mr J Fitzgibbon, Mr D Gleeson (online), Ms B Greene (online, for item 16), Ms S Hilton (online), Mr A Lewandowski (online, for item 11), Ms S Lightfoot (online), Ms Y Liu (for item 18), Mr J Lodge (for item 12.1), Ms A McLaren Kelton (online, for item 11), Mr N Morris (online), Ms M Pavelkova, Mr A Saad (online, for item 14.1), Ms L Stratford (online)

SECRETARY: Ms F Velosa, Senior Governance Officer

Quorum: 20
RAMS: 2023/000227

For convenience, items were taken out of agenda order.

A PROCEDURAL MATTERS

1. Welcome, apologies and leave of absence

The Chair extended his respects to Elders past and present, and acknowledged the Traditional Custodians of all the lands from which members were joining the meeting.

The Chair welcomed everyone to his first AB meeting as AB President, with particular reference to the following new AB members for a term from 1 July 2023 to 30 June 2025:

1. Professor Simon Killcross
2. Professor Simon McIntyre
3. Professor Peyman Mostaghimi
4. Professor Zhongxiao Peng
5. Professor Kerry-Anne Rye
6. Professor Mark Willcox
7. A/Professor Jayashree Arcot
8. A/Professor Terry Frankcombe
9. A/Professor Mark Humphrey-Jenner
10. Dr Maryam Ghodrat
11. Dr Kayleen Manwaring
12. Dr James Metzger
13. Dr Diana Perche
14. Dr Christine van Toorn
15. Mr Branko Radojkovic

The Chair also noted and welcomed the following incoming student member:
Chair of Arc @ UNSW Board, Ms Arthy Mukunthan, for a term until June 2024.

The AB accepted the apologies received from AB members for the meeting, as listed above.

2. Minutes of the previous meeting held on 27 June 2023

RESOLVED
The Academic Board confirmed the minutes of its meeting held on 27 June 2023 as an accurate record, and authorised the Chair to sign them digitally.

3. Matters arising and business carried forward, other than business covered on the agenda

3.1 Return to compliance: in-person, online & hybrid classes (ESOS requirements)

The AB noted the information provided by Professor Crossley on TEQSA's reinstatement of the ESOS (Education Services for Overseas Students) requirements relating to in-person study for student visa holders – as detailed in the document presented.

As UNSW must ensure there are sufficient in-person classes available to enable its international students to meet the requirements, academics were asked to make as many courses as possible available in face-to-face mode on campus (with digital support) in T1 2024.

4. Responsibilities of Officership and Student Officership

The AB noted the responsibilities of officership and student officership, as detailed in the document presented.

5. Declarations of Conflicts of Interest

The Chair called for declarations of conflicts of interest with any matters before the AB. No declarations were provided.

6. Starring of items, adoption of unstarred items and rearrangement of the agenda

The AB starred items 18.8 to 18.97, the Engineering postgraduate coursework updates to Information Technology, Engineering Science, Food Science and related academic proposals. The Chair rearranged the agenda to discuss item 18 after item 12.

RESOLVED
The Academic Board carried a motion to adopt all the unstarred items.

7. Confirmation of confidential items

The AB noted the confidentiality of items 15 and 16.

B PRESIDENT'S BUSINESS

8. Report of the AB President

The AB noted the August 2023 report of the AB President.

The Chair took his report as read. He thanked members for expressing their trust in electing him as AB President and thanked Professor Emeritus David Cohen for his 6.5 years of service to the Board as President and 20 years as Board member.

The Chair reported that he hoped that the new and returning members would find the AB interesting and informative under his leadership, and that he had met with the Deputy Presidents and would continue to meet with them to discuss matters of relevance and importance to the AB. He thanked the many members who had volunteered to sit on committees and acknowledged their engagement and commitment.

On behalf of the AB, the Chair noted formally the passing of one of the recent Deputy Presidents of the AB, Emeritus Professor Mary-Louise McLaws AO, on 12 August 2023 after a

battle with illness (since January 2022). It was noted that she had been an AB member since 2012 and Deputy President of the AB since 2017. Since her passing, the University had paid tribute to her tireless work as a world-leading epidemiologist with expertise in hospital infection and infectious diseases control over the last 30+ years. It was noted that she became a prominent figure throughout the Covid-19 pandemic as she was frequently called upon for her expertise at the height of the pandemic. The Chair read the following tributes from Emeritus Professor David Cohen and one of her Co-Deputy Presidents of the AB:

'I was very sad to hear of the passing of Mary-Louise. She was a passionate contributor to the work of Academic Board, especially in the four years or so that she spent in the role of Deputy President. We had many long and interesting discussions about academic life, the universe and everything else. I remember sharing a lift home with ML at the very start of COVID, during the course of which she predicted exactly how the pandemic would play out over the next few years – all of which transpired. We have lost a great academic, a valued colleague and a good friend.

David Cohen'

'Mary-Louise was evanescent and always up for some fun, but she was also passionate and driven. She was hugely committed to her discipline of public health and to a strong and independent academic voice. M-L didn't have an off switch and mostly worked at '11' on the dial, constantly moving between her offices in Medicine and in the Chancellery, pushing proposals and supporting initiatives.

As a colleague, she was a joy to work with. Always engaged, supportive, and fun. She did "clean-up" our shared office while I was away – a little too enthusiastically – but her verve, enthusiasm and love of life and friends will be greatly missed. She was a strapper at Randwick in her youth and will always be remembered for her calling of the "UNSW Melbourne Cup" at the […] Academic Board in 2017.

Graham (Co-Deputy President of the AB for 4 years, A/Prof Graham Forsyth)

Secretary's note: A celebration of the career of Professor Emeritus McLaws in December 2022 includes the announcement of the 'UNSW Mary-Louise McLaws AO Clinical Education Rooms, a new teaching and education space within UNSW's eastern extension of the new Prince of Wales Acute Services Building. Professor McLaws was thrilled with the space, chosen for its proximity to the hospital's new infectious disease unit'.

8.1 Reappointment of AB nominee to the Honorary Degrees Committee – Professor Anna Munster

RESOLVED
The Academic Board recommended that Council approve the reappointment of Professor Anna Munster as a member of the Honorary Degrees Committee from 1 January 2024 to 31 December 2025.

9. Question on Notice (QoN) – Nil

10. Report of the Vice-Chancellor (VC)

AUA Interim Report (dated 30 June 2023)

The VC expressed sadness at hearing the news that Emeritus Professor Mary-Louise McLaws AO had passed away. He noted the heartfelt tributes from around the world for Mary-Louise, a world-leading epidemiologist and infection prevention and control expert whose warmth, calm and expertise made her a household name in Australia during the COVID pandemic. Mary-Louise was a trusted voice and a highly respected member of the UNSW community for more than three decades. He noted she would be very sadly missed by her students and colleagues and remembered fondly by those who were fortunate to know her.

The VC also noted sad news about the passing of Emeritus Professor Adrian Lee and Emeritus Professor Jeremy Davis AM:

- Professor Adrian Lee was an integral part of UNSW. He had more than five decades' association with the University, with roles including Head of School of Microbiology and Immunology, and Pro Vice-Chancellor (Education and Quality Improvement). Adrian was committed to enhancing the student learning experience, establishing the Adrian Lee Travel Scholarship which has supported the career development of more than 35 students since its inception. He made a significant contribution to science in the field of microbiology, and to the UNSW community.
- Professor Jeremy Davis was an early Dean of the Australian Graduate School of Management in the 1980s, making a considerable contribution to the reputation AGSM has built. Jeremy was also twice President of the UNSW Academic Board. His work in tertiary education earned him an Order of Australia.

The VC reported on the following:

- The interim report of the Australian Universities Accord (AUA) outlines a vision for the future of Australia's higher education system. It contains five recommendations for priority action and raises issues for further discussion to inform the final report due in December 2023. The VC asked AB members to provide feedback to his office for the UNSW submission to the AUA for its final report. UNSW would focus on how some of the recommendations could be implemented and supported – and changes in the Australian research system and its funding mechanisms and sustainability.
- The priorities of the Operational Plan are progressing well, including improved turnaround times in progressing admissions (see item 18) in conjunction with the good work of Student Services and the Deans.
- The University continues to focus on student belonging – by introducing initiatives in student wellbeing to reduce stress, increasing food outlets on campus, and meeting with Arc to discuss student accommodation (see item 12).
- Senior UNSW appointments include Professor Leanne Holt as the inaugural DVC, Indigenous who would join UNSW on 3 October 2023.
- Professor Dane McCamey was appointed as PVC, Research after being in the role as the interim PVCR since October 2022. His official appointment began on 17 July 2023.
- Mr Scott Parlett joined UNSW as Director, Nura Gili on 17 July 2023.
- Dr Stephen Rodda was appointed to the inaugural role of PVC, Industry & Innovation from August 2023.
- UNSW Council had farewelled and thanked Ms Docherty, Vice-President, External Engagement after its meeting on 14 August 2023 and celebrated her outstanding work at UNSW in the last 10 years. Ms Alison Avery had taken up the role as Acting VP, External Engagement.
- The appointment of the Provost was expected to be completed in due course.

The Chair thanked the VC for his report.

C PRESENTATIONS AND DISCUSSION TOPICS

11. Policy Transformation Program (PTP) update

The Chair noted that the PTP aimed to simplify policies and procedures, underpinned by a culture of accountability and trust. The PTP was about to enter phase 2, which mainly included academic policies that would be of particular interest to the AB.

Professor Williams reiterated the aim of the multi-year PTP to improve the processes and related systems in alignment with the University's current expectations. He thanked everyone for their support and buy-in of the ambitious yet necessary project, which would not have unlimited resources and would involve staff who continued with BAU while working on the project. He introduced Mr Fitzgibbon to present an update on the PTP.

Mr Fitzgibbon thanked the Strategic Projects & Operations Team (SPOT) for partnering with Governance on this project, specifically Mr Lewandowski and Ms Edwards for playing a key

role in establishing and supporting the PTP. He noted that SPOT would hand over Phase 2 to Governance in December 2023.

Mr Fitzgibbon presented on the current state of UNSW's policies, standards, procedures and guidelines. He explained the new approach of consolidating 238 documents to about 25 under the principle of 'the smallest number of rules, codes and policies necessary to govern the University's activities' as stated in the Policy Framework Policy.

The AB noted the following:

- The 7 policy framework principles
- The policy review and development cycle
- The proposed phases and groups, with the timeline of the Phase 1 projects approaching conclusion – noting that there may be overlaps between the work covered by the various phases
- The phase 2 timeline envisaged to be from October 2023 to April 2024 would include academic integrity, academic promotion, HDR, programs & courses, and Governance & Protocol

Mr Fitzgibbon discussed the following consultation and interaction with AB staff and students, as appropriate:

1. AB members involved as subject matter experts (SMEs) in policy projects
2. AB members involved in policy stakeholder workshops
3. Some AB and University committees will be used in the consultation process
4. AB to consider and endorse academic policies prior to approval by VC

The AB noted that the next steps for the policy transformation team would be to:

1. Confirm readiness to proceed with responsible officers and identify policy leads and policy developers
2. Induct policy leads, policy developers and SMEs from the Divisions that own policies on the PTP approach and provide plain English training
3. Schedule commencement meetings later this year
4. Provide guidance when required for each policy project

It was noted that local School/Faculty documents would continue to exist but would be identified in the PTP to ensure consistency with University-wide documents. The implementation phase would also aim to update and streamline cross-referencing between documents. The processes and systems changes would follow the simplification and finalisation of the policies.

Mr Fitzgibbon requested that AB members contact him at policy@unsw.edu.au with any feedback or suggestions and if interested in being involved in a consultation workshop for a particular policy project.

The Chair thanked Mr Fitzgibbon for his presentation and the teams' commitment to achieve a better outcome for staff and students who use the University's policies.

12. HDR Student Experience

The AB noted the papers on the HDR student experience. The Chair invited AB student member and PGC President, Mr Sunjaya, to present on the 2023 PGC HDR Needs Survey under agenda item 12.1, which would be followed by another survey presentation from Professor Morris under item 12.2.

12.1 2023 Postgraduate Council (PGC) Higher Degree Research (HDR) Needs Survey

Mr Sunjaya introduced Mr Lodge (Vice-President, Research, PGC) to co-present on the results of the PGC HDR Needs Survey, also summarised in the paper presented,

under the following topics:

- Survey questions 2023
- International and domestic demographics by Faculty
- What is going well – the student presenters thanked the Faculties/Supervisors and the Graduate Research School for their support of the candidates, the events run for the candidates and the reduced impact of COVID-19 in every area of HDR candidature

The AB noted that the key areas for improvement include mental health and wellbeing, as detailed in the presentation, for follow-up with UNSW Wellbeing – as well as the following for discussion at AB:

1. Should every PhD student have access to a minimum professional development fund during their candidature, e.g. the opportunity to attend 1 international conference, fully funded?
2. Can UNSW provide further accommodation support for HDR candidates arriving in the country and for continuing HDRs?

With regard to point 1, the AB noted there may be some variation in the amount of funding available for professional development and/or conference attendance as well as access to funding for candidates across the University.

Secretary's note: After the meeting, the PVCRT, Professor Morris, undertook to conduct a survey of how Research Training Program (RTP) funds distributed to Faculties are used in support of HDR students, including for conference attendance and professional development [**Matter Arising**].

Regarding point 2, the VC thanked the students for highlighting the key areas for improvement. He confirmed that the University continued to consider the complex issue of the adequate supply of appropriate and affordable housing in collaboration with the students, partners in government and other universities. It was noted that UNSW experts in housing policy, planning and design were sharing their expertise and applied knowledge on how to develop evidence-based approaches and solutions to the issue of housing.

The Chair thanked Mr Sunjaya and Mr Lodge for their student presentation, a copy of which would be circulated to AB members after the meeting.

12.2 HDR Surveys

Professor Morris reported that in addition to UNSW-based surveys, there are other external and international surveys used to provide guidance on HDR student experience, industry engagement and graduate outcomes. These can be implemented to gain a better understanding of student experience at UNSW and to support international benchmarking – while guarding against over-surveying the students.

Professor Morris presented on some of the results of the annual UK-based Postgraduate Research Experience Survey (PRES) 2023 with pleasing results for UNSW, which was placed 2nd in the global rankings. A total of 105 universities took part in the survey, including 4 from Australia.

The AB noted the following from the global PRES survey results:

- UNSW was ranked in the highest quarter for each of the nine aspects covered in the survey.
- The responses of UNSW HDRs regarding 'Feeling a sense of belonging' and 'Research community influence' were aspects in which the University demonstrated best practice, achieving satisfaction scores 13 and 12 percentage points above the

global benchmark, respectively.
- UNSW provides a world-class HDR experience with an overall satisfaction score of 89%.
- The results could not all be shared until released officially.

The Chair noted the synergy between the results of two different surveys presented under item 12, which drew attention to the same focus areas, namely student experience and professional development.

The Chair thanked Professor Morris for his presentation and the VC for his support of the focus areas identified.

D REPORTS

13. Deputy Vice-Chancellor, Education and Student Experience (DVCESE)

The Academic Board noted the report of the DVCESE, Professor Maddison.

Professor Maddison summarised her report, which was structured by the following themes:
- Student Recruitment
  - Domestic and international recruitment activities
  - 2023 UNSW Open Day on 2 September 2023
- Student Lifecycle
  - Exams: there is a strong focus on both authentic assessment and assessment integrity with the intent of stemming the demand for face-to-face invigilated exams
  - The progress of the admissions transformation program
  - Communications about changes from mid-August to student financials will be shared with students via an FAQ as students will incur credit card payment surcharges, including tuition, graduation, documentation and accommodation fee transactions
  - A communication campaign will be launched in early August to encourage first- and final-year students to participate in the QILT Student Experience Survey – Academic staff will be provided with resources to share with students
- Extracurricular Student Experience includes the Matildas games in the FIFA Women's World Cup shown at the Village Green in July, NAIDOC Week events and activities as well as the Postgraduate Committee Research Awards ceremony on 3 August 2023
- Teaching Practice & Thought Leadership
  - The NSW Higher Education Summit on 30 June 2023
  - The 2023 EF Retreat from 6-8 August 2023
  - Updates on Generative AI in education resources
- ESOS Legislation Return to Compliance (Standard 8) for international student visa holders

AB members noted that it was becoming increasingly difficult to engage students if they did not increase their in-person attendance of teaching and learning activities on campus. It was also noted that cost of living challenges meant that students needed to balance their time between their studies and work commitments. Professor Maddison reported that her report to the next AB meeting would information on the Nexus program to elevate teaching quality as well as student experience and engagement.

The Chair thanked Professor Maddison for her report.

14. Deputy Vice-Chancellor, Academic Quality (DVCAQ)

The Academic Board noted the report of the DVCAQ, Professor Crossley.

Professor Crossley highlighted the work of the newly registered and rebranded UNSW College and the enrolment numbers in the Diploma. It was noted that there has been an increase in demand for the Pre-Masters fuelled by a shift from foundation studies to postgraduate education for which careful enrolment planning is important. The focus of the College is to provide a seamless student experience in 2024 while the College transitions through a dual

operating environment in 2024/25 to operationalise and implement the Higher Education Provider (HEP) policies, systems and procedures for 2024 delivery.

The Chair thanked Professor Crossley for his report.

14.1 TEQSA and CRICOS Re-registration update
The Academic Board noted the update on the TEQSA & CRICOS re-registration processes provide by the Office of the DVCAQ.

15. Deputy Vice-Chancellor, Research & Enterprise (DVCRE) – Confidential
The Academic Board noted the report of the DVCRE, Professor Fisk, which contained key developments since the AB meeting of 27 June 2023.

Among other highlights, Professor Fisk referred AB to the patents in BORIS, UNSW's research metrics tool, which had recently been enhanced to display patents captured by the UNSW Inventor Portal to recognise the role patents have in research and innovation.

With regard to university ranking updates, Professor Fisk reported on the following:
- In the Higher Education Research Data Collection (HERDC), UNSW had moved up a position to place 3rd in the Go8 (behind longstanding 1st placed University of Melbourne).
- The 2023 Academic Ranking of World Universities (ARWU) ranking was still under embargo as it was due to be released later in the day. It was expected that UNSW would fall in the ranking along with most Go8s, but enjoy an improved position within the Go8 – to be reported on in more detail at the next AB meeting.

Professor Fisk noted the following on the Interim Report of the Australian Universities Accord released in July 2023:
- The focus was on equity of educational access with little on the need to reform the Australian research system, its funding and sustainability.
- Addressed in superficial recommendations only, more detailed consideration and recommendations are postponed until the final report due in December 2023, but too late for associated spending proposals in the 2024 Budget.

The Chair thanked Professor Fisk for his report.

Secretary's note: After the AB meeting, Professor Fisk advised of the following correction under the following heading in his report (page 35 of the AB meeting pack of 15 August 2023):
2022 HERDC Submission
Replace: … 'and Monash ($762.4M;…)' with 'and Monash ($672.4M;…)'

16. 2022 Research Integrity Annual Report – Confidential – not to be distributed outside of UNSW

The Academic Board noted:
1. the findings of the 2022 Research Integrity Annual Report provided by the Conduct and Integrity Office (CIO); and
2. the proposed public release of the report on the UNSW website once it has been reviewed by all relevant committees.

The AB noted the following:
- The CIO is under significant caseload pressure with over 100 open research integrity matters on hand while complaints and allegations continue to increase.
- The CIO's prevention and engagement strategy for 2023 includes a series of resources and training as detailed in the document presented.

- The CIO is balancing proactive awareness and educative approaches with case management to improve researcher understanding of requirements and to prevent the escalation of some cases from becoming more difficult to resolve.

Professor Williams thanked the CIO for their work and everyone for their support of the CIO as the Division works on increasing resources.

The Chair thanked Scientia Professor Williams and Ms Greene for the report and the work undertaken as a lack of research integrity is identified as one of UNSW's top operational risks, noting that:

'Unethical behaviour, including admissions fraud, contract cheating, and lack of research integrity erode UNSW's reputation and academic integrity and devalues degrees'.

E POLICIES AND PROCEDURES

17. Special Consideration Updates in the *Assessment Implementation Procedure*

The Chair referred to Dr Strauss (Registrar & Director, Student Services) to discuss the proposed updates presented to the AB. Dr Strauss reported that feedback from students and staff had confirmed challenges with Special Consideration (SC) and an appetite to re-imagine the SC processes to improve everyone's experience. After University-wide consultation in the last 11 months, proposed amendments were made to the *Assessment Implementation Procedure* with overwhelming support from the University.

Professor Buckland read out a student statement in support of the updates, provided by AB undergraduate student member Mr Morris (Attachment A) who was not able to attend the meeting for this item.

Some concerns were raised about evidence that the updates would work for and benefit staff and students, and whether benchmarks with other universities were available. The AB noted that discussions were taking place in the university sector and although the updates were not perfect, they were an improvement and would be improved further – to include automated applications, if possible – as the University continues to consider assessment reforms.

The AB noted that Dr Strauss and his teams would undertake a roadshow to the faculties in the next few months to explain and implement the proposed updates.

RESOLVED

The Academic Board endorsed the following to update Sections 5 and 6 of the *Assessment Implementation Procedure*, as recommended by the University Academic Quality Committee and detailed in the document presented, for implementation as soon as practicable in 2023 to ensure operationalisation in 2024:

1. Define a Short Extension without documentation process in the *Assessment Implementation Procedure* (AIP).
2. Remove Fit to Submit component of the Fit to Sit rule within the AIP.
3. Update Special Consideration (SC) submission deadlines within the AIP.
4. Include eligibility for SC for students with Equitable Learning Plans within the AIP.
5. Include Re-assessment and Appeals for SC within the AIP.

The Chair thanked Dr Strauss and the Division of the DVCESE for the work undertaken to make these improvements, noting that further improvements would be considered as the University considers assessment reforms.

F ACADEMIC OFFERINGS, FACULTIES AND BOARD OF STUDIES

18. Academic Programs & Specialisations (new & revised) as detailed in ECLIPS and recommended by ABPC of 28 July 2023 and UHDRC of 3 August 2023

As items 18.8 to 18.97 were starred, Professor Steel reported that the inclusion of AQF7 courses in the Faculty of Engineering postgraduate coursework updates to Information Technology, Engineering Science, Food Science and related proposals had been flagged at the Academic Board Programs Committee (ABPC) of 28 July 2023.

The Dean of Engineering, Professor Foster, reported that he and Professor Pagnucco had discussed and considered the TEQSA Guidance Note in this regard in context and deemed the relevant Engineering postgraduate programs were TEQSA compliant by definition. Professor Foster noted improved transparency of recognition of prior learning (RPL), and the increased equitability and admission pathways for students (from other universities) who would otherwise be excluded from the programs. The AB noted that the Faculty was confident that the proposals were coherent and transparent at every stage, and that the model/template could be used across the University as it streamlines admissions for the masters programs.

Professor Pagnucco (Deputy Dean, Education) and Ms Liu (Academic Programs Manager) of the Faculty of Engineering attended the meeting to present on the Engineering postgraduate program revisions (Attachment B), which highlighted the following:

1. The masters degree (coursework) volume of learning guidelines, including the Higher Education Standards Framework (Threshold Standards) 2021
2. The Engineering postgraduate program wireframe/structure/design, specifying the AQF 7 and AQF 8 entry points for the Graduate Certificate and the Graduate Diplomas courses as well as the variable volume of learning for the relevant AQF levels, the duration of the programs and the learning outcomes at the exit points
3. A curriculum mapping example: Graduate Diploma in Engineering Science (Biomedical Engineering) – as a template used for the other programs

The AB noted the following TEQSA Guidance Note:

> ***Can undergraduate units be included within a Graduate Diploma?***
> …
> It is doubtful if advanced knowledge at Level 8 could be developed within a ***one-year*** Graduate Diploma… ***although one or two units from a Bachelor Degree could be included*** where they provide valid foundations as an introduction to Level 8 studies.
> …
> *For any given Graduate Diploma, TEQSA will assess whether the course as a whole meets the specifications for Level 8 and* ***whether the course enables students to achieve Level 8 learning outcomes by the end of the course****.*
>
> TEQSA cautions that the guidance note (example of which extracted above):"**The resources published on this page are not instructional or 'how to' documents** for compliance with the new HES Framework. TEQSA publishes guidance notes to **provide greater clarity for providers in the interpretation and application of selected standards.**"

Professor Foster thanked the AB for its favourable consideration of these proposals and everyone across many units/teams in the University who had assisted his Faculty with these proposals in the short time since its inception at the University's Plenary Sessions in March 2023. The AB noted the acknowledgement of the outstanding input from Professor Cath Ellis in this process, in particular.

The Chair noted the importance of making academic governance as nimble as possible and reiterated the outstanding work of student and academic administration in completing the proposals and processes for AB approval.

Secretary's note: The Director, Operations of the Office of the DVC Academic Quality confirmed and recommended the following after the AB meeting:

- Based on the information provided by the Faculty and the robust discussions and scrutiny that the proposed Engineering proposals have undergone throughout the UNSW governance processes, no elements of the programs and specialisations have been found to be non-compliant with AQF and TEQSA requirements.
- The Faculty provided assurance of compliance with AQF and TEQSA requirements and responded to and addressed questions raised around the structure of the programs. Recommendations about how to demonstrate compliance in future proposals were noted.
- It is recommended that the Academic Board request that the Faculty of Engineering provide an update to the Academic Board Programs Committee (ABPC) and/or the Board on the impacts of, and learnings from, the new model after 1 year of delivering the new programs, and a further update when the first cohort graduates [**Matter Arising**].

RESOLVED
The Academic Board approved the following academic proposals, as set out in ECLIPS:

Arts, Design & Architecture
Specialisation – Postgraduate Revisions
18.1 LINGHS Applied Linguistics A
18.2 LINGIS Applied Linguistics B
18.3 LINGGS Applied Linguistics C
Business
Program – Undergraduate Double Degree – New
18.4 3795 Bachelor of Information Systems Bachelor of Computer Science
Engineering
Undergraduate Double Degree – New
18.5 3785 Bachelor of Engineering (Honours)/Bachelor of Computer Science
Undergraduate Major – New
18.6 BINFD1 Bioinformatics (Advanced Science)
Undergraduate Major – Revision
18.7 BINFB1 Bioinformatics
Engineering – Postgraduate Coursework Updates: Information Technology, Engineering Science, Food Science and related proposals – Faculty presentation to AB of 27 June 2023
Programs – Postgraduate New
18.8 5036 Graduate Diploma in Food Science
18.9 7037 Graduate Certificate in Food Science
18.10 5373 Graduate Diploma in Engineering Science
18.11 7373 Graduate Certificate in Engineering Science
18.12 5546 Graduate Diploma in Information Technology
18.13 7546 Graduate Certificate in Information Technology
Programs – Postgraduate Revisions
18.14 8037 Master of Food Science
18.15 8338 Master of Engineering Science
18.16 8543 Master of Information Technology

Specialisations – Postgraduate Revisions

18.17 CVENCS Water Engineering: Catchments to Coasts (8338)
18.18 CVENDS Water, Wastewater and Water Engineering (8338)
18.19 CVENIS Water Engineering: Catchments to Coasts (5373)
18.20 CVENSS Water Engineering: Catchments to Coasts (7373)
18.21 CVENTS Water, Wastewater and Water Engineering (7373
18.22 CVENVS Water, Wastewater and Water Engineering (5373)

Specialisations – Postgraduate New

18.23 BIOMFS Biomedical Engineering (8338)
18.24 BIOMGS Biomedical Engineering (5373)
18.25 BIOMHS Biomedical Engineering (7373)
18.26 CEICKS Chemical Engineering (8338)
18.27 CEICLS Chemical Engineering (5373)
18.28 CEICOS Chemical Engineering (7373)
18.29 COMPLS Artificial Intelligence
18.30 COMPMS Information Technology
18.31 COMPNS Database Systems
18.32 COMPOS Internetworking
18.33 COMPPS Data Science and Engineering
18.34 COMPRS Artificial Intelligence
18.35 COMPTS Information Technology
18.36 COMPUS Database Systems
18.37 COMPVS Internetworking
18.38 COMPWS Data Science and Engineering
18.39 COMPXS Cyber Security Engineering (8543)
18.40 COMPYS Cyber Security Engineering (5546)
18.41 CVENES Project Management (8338)
18.42 CVENFS Project Management (5373)
18.43 CVENGS Project Management (7373)
18.44 CVENHS Transport Engineering (8338)
18.45 CVENJS Transport Engineering (5373)
18.46 CVENKS Transport Engineering (7373)
18.47 CVENLS Structural Engineering (8338)
18.48 CVENMS Structural Engineering (5373)
18.49 CVENNS Structural Engineering (7373)
18.50 CVENOS Environmental Engineering (8338)
18.51 CVENQT Environmental Engineering (5373)
18.52 CVENRS Environmental Engineering (7373)
18.53 CVENTT Geotechnical Engineering and Engineering Geology (8338)
18.54 CVENUT Geotechnical Engineering and Engineering Geology (5373)
18.55 CVENWT Geotechnical Engineering and Engineering Geology (7373)
18.56 CVENXT Civil Engineering (8338)
18.57 CVENYT Civil Engineering (5373)
18.58 CVENZT Civil Engineering (7373)
18.59 ELECAT Energy Systems (5373)
18.60 ELECBT Energy Systems (7373)
18.61 ELECCT Systems and Control (8338)
18.62 ELECDT Systems and Control (5373)
18.63 ELECET Systems and Control (7373)
18.64 ELECFT Space Systems Engineering (8338)
18.65 ELECGT Space Systems Engineering (5373)
18.66 ELECHT Space Systems Engineering (7373)
18.67 ELECWS Electrical Engineering (8338)
18.68 ELECXS Electrical Engineering (5373)
18.69 ELECYS Electrical Engineering (7373)
18.70 ELECZS Energy Systems (8338)

18.71 ENGGCS Sustainable Systems (8338)
18.72 ENGGDS Sustainable Systems (5373)
18.73 ENGGES Sustainable Systems (7373)
18.74 ENGGFS Nuclear Engineering (8338)
18.75 ENGGGS Nuclear Engineering (5373)
18.76 ENGGHS Nuclear Engineering (7373)
18.77 FOODCS Food Process Engineering (8338)
18.78 FOODQS Food Process Engineering (5373)
18.79 FOODRS Food Process Engineering (7373)
18.80 FOODSS Food Science and Technology
18.81 FOODTS Food Science
18.82 FOODUS Food Science
18.83 MECHJS Mechanical and Advanced Manufactural Engineering (8338)
18.84 MECHKS Mechanical and Advanced Manufactural Engineering (5373)
18.85 MECHLS Mechanical and Advanced Manufactural Engineering (7373)
18.86 MTRNFS Robotics (8338)
18.87 MTRNGS Robotics (5373)
18.88 MTRNHS Robotics (7373)
18.89 SOLAHS Photovoltaics and Solar Energy (8338)
18.90 SOLAKS Photovoltaics and Solar Energy (5373)
18.91 SOLALS Photovoltaics and Solar Energy (7373)
18.92 SOLAMS Renewable Energy (8338)
18.93 SOLANS Renewable Energy (5373)
18.94 SOLAOS Renewable Energy (7373)
18.95 TELEES Telecommunications (8338)
18.96 TELEFS Telecommunications (5373)
18.97 TELEGS Telecommunications (7373)

Medicine & Health

Programs – Postgraduate New – Double Degrees

18.98 3894 Bachelor of Nutrition/Master of Dietetics and Food Innovation
18.99 3895 Bachelor of Pharmaceutical Medicine/Master of Pharmacy
18.100 3896 Bachelor of Exercise Science/Master of Physiotherapy and Exercise Physiology
18.101 3897 Bachelor of Applied Exercise Science/Master of Clinical Exercise Physiology

Programs – Undergraduate Revisions

18.102 3890 Bachelor of Applied Exercise Science
18.103 3891 Bachelor of Nutrition
18.104 3892 Bachelor of Pharmaceutical Medicine
18.105 3893 Bachelor of Exercise Science

Science

Undergraduate Majors – Revisions

18.106 BIOCC1 Genetics
18.107 BIOCG1 Genetics (Advanced Science)
18.108 BIOCL1 Molecular and Cell Biology (Advanced Science)
18.109 BIOCM1 Molecular and Cell Biology
18.110 BIOTA1 Biotechnology
18.111 BIOTB1 Biotechnology (Advanced Science)
18.112 MICRB1 Microbiology
18.113 MICRE1 Microbiology (Advanced Science)

UNSW Canberra

Program – Undergraduate New

18.114 4490 Bachelor of Cyber Security

Science Research – Revisions
18.115 1880 Mathematics and Statistics, Doctor of Philosophy (PhD)
18.116 2920 Mathematics and Statistics, Master of Science (Research), MSc (Res)

19. Higher Doctorates – Nil

20. Academic Partnerships – Nil

G MINUTES

21. AB Committees, University Committees, Board of Studies (BoS) & Faculty Boards
The Academic Board noted the following minutes:

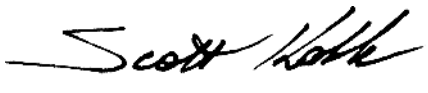
21.1	Program Review Committee (PRC) • 20 July 2023 (unconfirmed)
21.2	Academic Board Programs Committee (ABPC) • 28 July 2023 (unconfirmed)
21.3	University Academic Quality Committee (UAQC) – Nil
21.4	University Higher Degree Research Committee (UHDRC) • 22 June 2023 (confirmed)
21.5	University Research Committee (URC) – Nil
21.6	Arts, Design & Architecture • 2 May 2023 (confirmed)
21.7	Business School • 15 June 2023 (unconfirmed)
21.8	Engineering 21.8.1 30 June 2023 (confirmed) 21.8.2 19 July 2023 email circulation (confirmed)
21.9	Law & Justice • 21 June 2023 (confirmed)
21.10	Medicine & Health • 20 June 2023 (unconfirmed)
21.11	Science • 15 June 2023 (confirmed)
21.12	University Board of Studies (BoS) – Nil
21.13	UNSW Canberra – Nil

H OTHER BUSINESS

22. Business without notice
There was no business without notice.

The Chair thanked everyone for their attendance and participation, and declared the meeting closed at 12.40pm.

Next scheduled meeting: Tuesday 10 October 2023, 10am to 12.30pm



Professor Scott Kable
AB President and Chair
10 October 2023