

UNIVERSITY OF SOUTH AUSTRALIA
MINUTES OF THE ACADEMIC BOARD MEETING HELD
ON WEDNESDAY, 28 MAY 2021
AT 2.15 PM, IN ROOM RR 5-09, ROWLAND REES BUILDING,
CITY WEST CAMPUS

3/2021

ITEM 1 - WELCOME AND OPENING

1.1 PRESENT:

Prof Vicki Waye
(Chairperson)
Dr Roda Abadia
Mr Matthew Atkinson
Mr Noah Beckmann
Prof Andrew Beer
Dr David Birbeck
Prof Jon Buckley
Dr Belinda Chiera
Prof Joanne Cys
Prof Shane Dawson
Dr Gaye Deegan
Ms Amelianna Alfred Domnic
Prof Paula Geldens
Assoc Prof Sheridan Gentili
Ms Karla Gotting
Dr Georgina Heath
Mr Richard Irons
Dr Sally Lewis
Prof David Lloyd
Dr Evangeline Mantzioris
Prof Esther May
Assoc Prof Elspeth McInnes
Prof Julie Mills
Mr Dinuk Nanayakkara
Ms Adrienne Nieuwenhuis
Assoc Prof Barbara Parker
Dr Andrea Parks
Mr Rhys Peden
Ms Gabrielle Rolan
Dr Saras Sastrowardoyo
Ms Ishika Sharma
Assoc Prof Deirdre Tedmanson
Mr Stephen Ward
Prof Marnie Hughes-Warrington
Assoc Prof Marie Williams
Mr Peter Cardwell
(Executive Officer)

APOLOGIES:

Prof Pat Buckley
Ms Jodieann Dawe
Prof Roger Eston
Prof Allan Evans
Mr Brendan Hughes
Prof Marianna Sigala
Dr Ruchi Sinha
Mr Paula Sherlock
Prof Bruce Thomas
Prof Irene Watson
Prof Marie Wilson

ALTERNATES:

Ms Danielle Gericke
(for Prof Roger Eston)
Ms Terry Jones
(for Mr Brendan Hughes)
Assoc Prof Veronika Kelly
(for Prof Joanne Cys)
Prof John Medlin
(for Assoc Prof Barbara Parker)
Prof Sandra Orgeig
(for Prof Pat Buckley)
Mr Tom Steer
(for Prof Marie Wilson)
Ms Sian Woolcock
(for Mr Paul Sherlock)

OBSERVERS:

Assoc Prof Amie Albrecht
Ms Michelle Brereton
Mr Alan Brideson
Ms Kendall Goldsmith
Ms Tania Kanellos
Ms Susan Lamont
Prof Enzo Lombi
Prof Abelardo Pardo
Ms Sophie Then

1 The Chairperson opened the meeting and welcomed members, alternates and observers. Prof Waye acknowledged that the meeting was taking place on the lands of the Kaurna people as the traditional custodians of the Adelaide region and paid her respects to their Elders past, present as well as emerging.

1.2 TABLED PAPERS

2 There were no tabled papers.

1.3 STARRING OF AGENDA ITEMS

3 Agenda Items 1, 3, 4, 5, 6.6, 7.2, 7.3 and 8.1 were starred for discussion.

1.4 APPROVAL OF UNSTARRED ITEMS

2021/3/49 Academic Board resolved:

that all unstarred items be received and noted or approved without discussion.

Moved: Assoc Prof Deirdre Tedmanson Seconded: Prof Joanne Cys

CARRIED

1.5 NOTICE OF CONFLICT OF INTEREST

4 Mr Rhys Peden gave notice of a potential conflict of interest in relation to Agenda Item 8.2 under consideration at the meeting.

1.6 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

2021/3/50 Academic Board resolved:

to accept the minutes of the meeting held on 26 March 2021 as a correct record.

Moved: Mr Richard Irons Seconded: Prof Julie Mills

CARRIED

ITEM 2 – BUSINESS ARISING FROM THE MINUTES

5 There was no business arising from the minutes.

ITEM 3 – CHAIRPERSON’S REPORT

- 6 The Chairperson, Prof Vicki Waye, reported on the May 2021 meeting of University Council. Prof Waye also reported on the Academic Board Communication Working Group which she had chaired and comprised: Dr Saras Sastrowardoyo, Mr Stephen Ward, Prof Bruce Thomas, Prof Marnie Hughes-Warrington, and Mr Peter Cardwell. The Working Group recommended that: the Academic Board agenda be made available to all University staff and students one week before the meeting; the Academic Board intranet website be updated to reflect the current membership and incorporate the Academic Board Procedures Manual; the Executive Officer notify members where feedback from their constituencies was being sought; members were able to discuss matters on the Board’s agenda with the wider University community (except those matter marked confidential); Academic Unit Boards and other relevant committees were regularly updated on Academic Board business; and that Board members were able to contribute to other forms of communication such as unit newsletters as required.

2021/3/51 **Academic Board resolved:**

to receive the Chairperson’s Report.

Moved: Prof Vicki Waye (from the Chair)

CARRIED

ITEM 4 – VICE CHANCELLOR’S REPORT

- 7 The Vice Chancellor, Prof David Lloyd, introduced his written report which was taken as read, and drew members’ attention to the recent sophisticated ransomware cyber-attack on the University’s internal IT network. The attack was unsuccessful with the vulnerabilities being immediately identified and removed by the University’s well-trained IT staff, who knew exactly what needed to be done to combat the serious threat. Nevertheless, staff and students were without emails for eight days as well as the system having to be rebuilt and 50,000 passwords needing to be changed in recent days.
- 8 Members commended the University’s IT staff for their excellent work which was acknowledged by acclamation.

2021/3/52 **Academic Board resolved:**

to receive the Vice Chancellor’s Report.

Moved: Prof Vicki Waye (from the Chair)

CARRIED

ITEM 5 – LEADING SCALE AND COMPLEXITY IN STEM

- 9 The Executive Dean: UniSA STEM, Prof Julie Mills, the Dean of Research, Prof Enzo Lombi, the Deans of Programs, Assoc Prof Amie Albrecht and Prof Abelardo Pardo, and the General Manager, Ms Karla Gotting gave a special presentation on UniSA STEM. The main points from the presentation were:

- 9.1 The UniSA STEM Academic Unit executive team included the Executive Dean, the Dean of Research, two Deans of Programs, the Director of the Future Industries Institute, the Professorial Lead of Research Education, the General Manager, the Manager of Business Partnerships (PTC), the Senior Project Manager and the Executive Officer. The Unit comprised 300 academic staff, 70 professional staff and 60 technical staff, with large numbers of fixed term staff and research only staff, and most teaching and research academic staff being male. There were 351 higher degree by research (HDR) students of which 233 were domestic students and 118 international students. The three schools which made up the former Division of IT, Engineering and the Environment had been transformed into three service pillars led by two Program Services Managers. The three service pillars included: Program Support (E25: Programs) processes that specifically supported academics and their programs; Student Support (E25: People) with a people centred focus, supporting all students from undergraduate through to postgraduate and HDRs with study plans, timetabling, and PhD student pastoral support.; and Research, Administration and Project Support (E25: Precincts) servicing all precincts of UniSA STEM, non HDR related research, unique unit support and administration (IVE, SCARCE, Industrial AI, SharePoint and Administration). This was in addition to 60 technical staff servicing a wide range of disciplines, industry experience, Aviation – Hanger 55, and the Executive Services Team.
- 9.2 UniSA STEM linked engineering, mathematics, science, defence, cybersecurity, construction management, environmental science, aviation, information management, information technology, and project management, harnessing the connections across disciplines. Indeed, there were a total of 34 programs across the diversity of STEM as well as 500 courses structured around 10 project teams with a total of 4000 EFTSL. STEM researchers delivered technical expertise and advice to industry, government and community groups to make commercially viable and sustainable impacts. The Futures Industries Institute (FII) aimed to transform the industries of today by supporting them to embrace the disruptive technologies that would create sustainable industries of the future. The Australian Research Centre for Interactive and Virtual Environments (IVE) aimed to positively influence the world through changing people’s realities. While the Industrial AI had a vision to design sophisticated AI-driven solutions through research that made an impact. The research institute and centres provided consultancy and access to advanced technology. STEM had 214 laboratories across 23 buildings. Following the establishment of UniSA STEM an Academic Plan was developed with draft actions which were tested and refined at Academic Unit Executive and Leadership workshops followed by an all staff session in May 2021. Written feedback would open in June in addition to a series of seven staff workshops with a final consultation period in August before endorsement by ELT and Academic Board in September 2021.

2021/3/53

Academic Board resolved:

to receive and note the report on UniSA STEM.

Moved: Prof Vicki Waye (from the Chair)

CARRIED

ITEM 6 – MATTERS FROM ACADEMIC STRATEGY, STANDARDS AND QUALITY COMMITTEE (ASSQC) 3/2021

6.1 UNISA CLINICAL AND HEALTH SCIENCES

6.1.1 NEW PROGRAM – BACHELOR OF HEALTH SCIENCE AND BACHELOR OF HEALTH SCIENCE (HEALTHY AGING) (UNSTARRED ITEM)

2021/3/54 Academic Board resolved:

to approve the introduction of the new Bachelor of Health Science and the Bachelor of Health Science (Healthy Aging) from Study Period 2, 2022.

6.2 UNISA ALLIED HEALTH AND HUMAN PERFORMANCE

6.2.1 PROGRAM WITHDRAWAL – GRADUATE CERTIFICATE IN POPULATION HEALTH PRACTICE (UNSTARRED ITEM)

2021/3/55 Academic Board resolved:

to approve the withdrawal of the Graduate Certificate in Population Health Practice from Study Period 5, 2021.

6.3 UNISA CREATIVE

6.3.1 PROGRAM WITHDRAWALS – JAMES MORRISON ACADEMY (JMA) (Mt Gambier) Suite of Programs (UNSTARRED ITEM)

2021/3/56 Academic Board resolved:

to approve the withdrawal of the Diploma in Music, Associate Degree in Music, Bachelor of Music, and the JMA specialisation in the Bachelor of Arts (Honours), together with their respective courses, with effect from Study Period 1, 2022.

6.4 UNISA EDUCATION FUTURES

6.4.1 PROGRAM AMENDMENT – MASTER OF TEACHING (SECONDARY) (UNSTARRED ITEM)

2021/3/57 Academic Board resolved:

to approve the withdrawal of the Design and Technology Major specialisation from the Master of Teaching (Secondary) from Study Period 1, 2022.

6.5 UNISA STEM

6.5.1 PROGRAM WITHDRAWALS – MASTER OF APPLIED PROJECT MANAGEMENT, GRADUATE DIPLOMA IN PROJECT MANAGEMENT, GRADUATE CERTIFICATE IN PROJECT MANAGEMENT VIA OUA (UNSTARRED ITEM)

2021/3/58 Academic Board resolved:

to approve the withdrawal of the Master of Applied Project Management, Graduate Diploma in Project Management and Graduate Certificate in Project Management with effect from OUA Study Period 7, 2022.

6.5.2 PROGRAM WITHDRAWAL – BACHELOR OF INFORMATION TECHNOLOGY AND DATA ANALYTICS (UNSTARRED ITEM)

2021/3/59 Academic Board resolved:

to approve the withdrawal of the Bachelor of Information Technology and Data Analytics with effect from Study Period 1, 2022.

6.5.3 PROGRAM AMENDMENT – GRADUATE CERTIFICATE IN ENGINEERING (ENGINEERING MANAGEMENT) (UNSTARRED ITEM)

2021/3/60 Academic Board resolved:

to approve the amendment to the entry requirements of the Graduate Certificate in Engineering effective from Study Period 1, 2022.

6.6 OTHER MATTERS

6.6.1 NEW SHORT COURSE AND SHORT PROGRAM POLICY AND PROCEDURES

- 10 The Director: Academic Policy and Programs with SAS, Mr Richard Irons, introduced the proposed policy and procedures. He reported that A-53: Short Programs, Executive Certificates and Professional Certificates was the current policy governing short courses and programs at UniSA. The new Short Course and Short Program Policy and Procedures had had been drafted to replace it. The new policy and procedure documents complied with the requirements of the University's new Policy Framework and reflected input from a range of key stakeholders.
- 11 Members noted that the draft new policy and procedures had been endorsed by the Student and Academic Policy Advisory Group and the Policy Review Steering Committee. Following discussion at ASSQC additional feedback was provided by the Chief Academic Services Officer. In response to this feedback the former title 'Short Forms of Learning' had been replaced by 'Short Course and Short Program'. The policy had been revised to be briefer and more high level; a number of the statements previously included in the policy had been incorporated into the procedures document. In addition, the term 'micro-credentials' had been removed following advice that its definition was not yet settled in the sector.
- 12 It was further noted that the significant changes incorporated into the new policy and procedures included: new terminology, *viz.* assessed short courses/program and non-assessed short courses/programs; requirements for proposals, including assessment of market demand, analysis of costs, benefits and risks, specification of course objectives, information about processes relating to late enrolments, withdrawals and refunds; specific requirements for assessed short courses, *viz.* alignment with an AQF band, specification of summative assessment tasks, information about arrangements to apply for assessment related matters; an explicit requirement that students enrolled in short forms of learning must comply with the Code of Conduct for Students; and new quality assurance requirements
- 13 Members welcomed the proposed new policy and procedures and the Acting Provost, Prof Joanne Cys, commended Student and Academic Services (SA) or their leadership in policy development.

2021/3/61 Academic Board resolved:

to approve the proposed new Short Course and Short Program Policy and Procedures.

CARRIED

ITEM 7 – MATTERS FROM RESEARCH LEADERSHIP COMMITTEE (RLC) 3/2021

7.1 RESEARCH DEGREE COMPLETION OF REQUIREMENTS (UNSTARRED ITEM)

2021/3/62 Academic Board resolved:

to receive the report from Research Degrees Committee.

7.2 RANKINGS STRATEGY 2021-2025

14 The Deputy Vice Chancellor (Research and Enterprise), Prof Marnie Hughes-Warrington, provided an update on the new Rankings Strategy on a page, which aimed to improve the University's research rankings in the Quacquarelli Symonds (QS), Times Higher Education (THE) and Academic Ranking of World Universities (ARW) rankings. Prof Hughes-Warrington reported that the Rankings Strategy 2021-2025 would now include a sub-plan for growing highly cited researchers.

15 Members noted that two rankings indicators had already been identified as a focus for improvement at UniSA: *Reputation*, with suggested initiatives in the areas of marketing, visiting fellowships, adjunct policy and procedures, and support for prestigious prize nominations; and *Citations*, with suggested initiatives in the areas of measures of success, academic promotion materials, international collaborations, and dissemination and communicating impact.

16 It was further noted that these ranking indicators continued to be a priority for UniSA amongst the range of initiatives already underway, and these—along with the new one focused on a highly cited researcher (HiCi) growth plan. The Strategy on a Page was designed to show researchers the activities underway in a succinct format. The progress indicators would be updated every year, at the first meeting of Research Leadership Committee (RLC). That meeting would also update activities and initiatives as deemed necessary by the committee. Consultation on the Rankings Strategy update had taken place with the Deputy Director, Library Services, Ms Sian Woolcock, the Deputy Director: Performance Metrics Business Intelligence and Planning, Deans of Research, Prof Tim Olds, Prof Carol Maher and Research Leadership Committee.

2021/3/63 Academic Board resolved:

to receive and note the updated Rankings: Strategy 2021-2025.

7.3 COOPERATIVE RESEARCH CENTRES – CATEGORY FOUR – PLAN ON A PAGE

17 The Deputy Vice Chancellor (Research and Enterprise), Prof Marnie Hughes-Warrington briefly outlined the strategies that would be used to maximise the benefits of participating in the Commonwealth Government's Cooperative Research Centres (CRC) Program (Category Four Funding). She reported that UniSA had made a sustained and deep commitment to the government's CRC program which sought to support social and economic development through University-industry projects and currently led the country in participation in the program. Indeed, UniSA was a participant in nine CRCs, and for every Commonwealth dollar awarded to a CRC, at least a further dollar was matched by universities or industry. Currently, this made individual CRCs the largest long-term investment in competitive research. UniSA was part of one short-listed CRC bid, and was leading the development of CRCs in two bids, as well as in another third bid.

18 Members noted that since 2017, UniSA had moved from 3rd to 10th in the university sector for Category Four CRC income, against an increased pool of funding, and a relatively stable investment. Some of the existing CRCs had brought increasing returns to UniSA across the period 2019-2021 but results across the board were highly variable. Diagnostic work was being undertaken to understand why and a series of actions were being proposed to improve the yield for UniSA. These actions focussed on areas of governance, leadership, investment and reporting activities.

2021/3/64 Academic Board resolved:

to note the Cooperative Research Centres – Category Four -Plan on a page.

7.4 UNISA ENTERPRISE HUB UPDATE (UNSTARRED ITEM)

2021/3/65 Academic Board resolved:

to note the progress towards the establishment of the UniSA Enterprise Hub.

7.5 VISITING RESEARCH FELLOWSHIP SCHEME (VRFS) (UNSTARRED ITEM)

2021/3/66 Academic Board resolved:

to receive and note the paper introducing the Visiting Research Fellowship Scheme.

7.6 RESEARCH AND ENTERPRISE MEASURES OF SUCCESS (UNSTARRED ITEM)

2021/3/67 Academic Board resolved:

to receive and note the Research and Enterprise Measures of Success.

ITEM 8 - BUSINESS

8.1 MODIFICATIONS TO TEACHING AND LEARNING ARRANGEMENTS IN RESPONSE TO COVID-19 FOR THE REMAINDER OF 2021.

19 The Acting Provost and Chief Academic Officer, Prof Joanne Cys, introduced proposals to continue to offer lectures online for the remainder of 2021, to continue to offer examinations online for the remainder of 2021, and to remove the additional hour being applied to the scheduled duration of online examinations.

20 Members noted that in April 2020 Academic Board approved some temporary changes to the university teaching and learning arrangements to ensure the health and safety of our staff and students as the COVID-19 pandemic evolved. The University determined a need to continue some of these modified arrangements to support its academic delivery into 2021, and in November 2020 Academic Board approved for lectures and examinations to remain online for study periods 1-4 in 2021. Current advice indicated that COVID-19 was likely to continue to pose a health risk in South Australia for the remainder of 2021, and it was recommended that continuing with these online arrangements would be appropriate for the remainder of the year.

- 21 It was further noted that in response to COVID-19, examinations throughout 2020 were either converted to other forms of assessment or were conducted through learnonline without invigilation. This had continued in study periods 1-4 in 2021. Open book conditions applied for online examinations (with the exception of UniSA Online courses where remote proctoring was used). It was proposed that UniSA continue to offer online examinations via learnonline during study periods 5-7 in 2021. Depending on the nature of the course offering, many Course Coordinators had made alternative arrangements to support student learning where there was a need to demonstrate calculations or to complete an examination paper using special characters, not easily achieved using the learnonline system. Course Coordinators would continue to have the option of offering alternative types of assessment, including invigilated assessments in class (maintaining social distancing), if they did not wish to conduct an online examination.
- 22 Prof Cys reported that in making examinations available online, in April 2020 Academic Board had approved for students to be provided with an additional hour per examination over and above the currently approved examination time in support of students completing the assessment online. This was due to the rapid shift to offering examinations online and limited time for Course Coordinators to adapt assessments to suit the online conditions. Prof Cys said she believed that Course Coordinators had had sufficient time to modify or redesign online examinations to be reasonably completed within the approved examination time, and for students to adjust to the online examination conditions, and as such the additional hour was no longer required for examinations held for study period 5 in 2021 and beyond. Examinations could therefore be scheduled for a maximum of three hours (rather than the previous two hours + additional one hour maximum).
- 23 Student members expressed strong concerns with the proposal to remove the additional hour being applied to the scheduled duration of online examinations. A member who was also a Course Coordinator supported students in their concerns. Other members believed that there were meritorious arguments on both sides. Following discussion, it was agreed that the Acting Provost would go back to Deans of Programs to ascertain whether they believed that there might be any problems with the proposal. Prof Cys also agreed to undertake further consultation with the students' association USASA.

2021/3/68 Academic Board resolved:

- 1. To approve in principle the continuation of lectures and examinations online for the remainder of 2021; and**
- 2. To note that length of online examinations, including a proposal to remove the additional hour provided per examination beyond the scheduled time, be brought back to the June meeting for further discussion.**

Moved: Prof Jon Buckley

Seconded: Prof Joanne Cys

8.2 ABORIGINAL RESEARCH STUDENT SCHOLARS SCHEME (UNSTARRED ITEM)

2021/3/69 Academic Board resolved:

to approve the new Aboriginal Research Student Scholars Scheme.

8.3 TREVOR NICKOLLS ABORIGINAL STUDENT ART GRANT (UNSTARRED ITEM)

2021/3/70 Academic Board resolved:

to approve the new Trevor Nickolls Aboriginal Student Art Grant.

8.3 GAVIN WANGANEEN MBA SCHOLARSHIP (UNSTARRED ITEM)

2021/3/71 Academic Board resolved:
to approve the new Gavin Wanganeen MBA Scholarship.

8.4 NEW SHARED ARTS RESIDENCY (UNSTARRED ITEM)

2021/3/72 Academic Board resolved:
to approve the new Shared Arts Residency.

8.5 CENTACARE WHYALLA SOCIAL WORK PLACEMENT GRANT (UNSTARRED ITEM)

2021/3/73 Academic Board resolved:
to approve the new Centacare Whyalla Social Work Placement Grant.

ITEM 9 – FOR INFORMATION

9.1 ACADEMIC BOARD ANNUAL REPORT 2020

2021/1/23 Academic Board resolved:
to receive and note the Academic Board Annual Report 2020.

ITEM 10 – CLOSURE

24 The Chairperson thanked members for their attendance and closed the meeting at 3.50pm.

ITEM 11 – NEXT MEETING

25 The next meeting of Academic Board would be held on Friday, 25 June 2021, at 2.15 pm in Room RR 5-09, Rowland Rees Building, City West Campus. Closing date for papers – Monday, 14 June 2021.

**PETER CARDWELL
EXECUTIVE OFFICER**