

UNIVERSITY OF SOUTH AUSTRALIA
MINUTES OF THE ACADEMIC BOARD MEETING HELD
ON WEDNESDAY, 26 MARCH 2021
AT 2.15 PM, IN ROOM RR 5-09, ROWLAND REES BUILDING,
CITY WEST CAMPUS

2/2021

ITEM 1 - WELCOME AND OPENING

1.1 PRESENT:

Prof Vicki Waye
(Chairperson)
Mr Matthew Atkinson
Mr Noah Beckmann
Prof Andrew Beer
Dr David Birbeck
Prof Jon Buckley
Prof Pat Buckley
Dr Belinda Chiera
Prof Joanne Cys
Prof Shane Dawson
Dr Gaye Deegan
Ms Amelianna Alfred Domnic
Prof Allan Evans
Prof Paula Geldens
Assoc Prof Sheridan Gentili
Dr Georgina Heath
Mr Brendan Hughes
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
Prof Marianna Sigala
Assoc Prof Deirdre Tedmanson
Prof Bruce Thomas
Prof Rachel Vernon
Mr Stephen Ward
Prof Marnie Hughes-Warrington
Assoc Prof Marie Williams
Prof Marie Wilson
Mr Peter Cardwell
(Executive Officer)

APOLOGIES:

Ms Jodieann Dawe
Prof Roger Eston
Ms Karla Gotting
Dr Huda Khan
Dr Ruchi Sinha
Mr Paula Sherlock
Prof Irene Watson

ALTERNATES:

Ms Danielle Gericke
(for Ms Karla Gotting)
Ms Camilla Liddy
(for Ms Jodieann Dawe)
Ms Sian Woolcock
(for Mr Paul Sherlock)

OBSERVERS:

Ms Sam Baker
Prof Craig Batty
Ms Giulia Bernardi
Mr Alan Brideson
Ms Tania Kanellos
Assoc Prof Veronika Kelly
Ms Susan Lamont

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, 7.2, 7.5, 7.6, 8.1 and 9.1 were starred for discussion.

1.4 APPROVAL OF UNSTARRED ITEMS

2021/2/26 Academic Board resolved:

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

Moved: Prof Marie Wilson

Seconded: Assoc Prof Sheridan Gentili

CARRIED

1.5 NOTICE OF CONFLICT OF INTEREST

4 It was noted that no members had given notice of a potential conflict of interest in relation to any items of business on the agenda for consideration at the meeting.

1.6 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

2021/2/27 Academic Board resolved:

to accept the minutes of the meeting held on 24 February 2021 as a correct record.

Moved: Prof Pat Buckley

Seconded: Ms Adrienne Nieuwenhuis

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 March 2021 meeting of University Council.

2021/2/28 **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's written report was taken as read.

2021/2/29 **Academic Board resolved:**

to receive the Vice Chancellor's Report.

Moved: Prof Vicki Waye (from the Chair)

CARRIED

ITEM 5 – UNISA CREATIVE AND THE ACADEMIC ENTERPRISE PLAN

8 The Executive Dean: UniSA Creative, Prof Joanne Cys, the Dean of Research, Prof Craig Batty, the Dean of Programs, Assoc Prof Veronika Kelly, and the General Manager, Ms Sam Baker gave a special presentation on UniSA Creative. The main points from the presentation were:

- 8.1 The UniSA Creative Academic Unit incorporated the South Australian School of Art, and brought together the disciplines of Architecture, Planning, Art and Design, Journalism, Communication and Media, Film and Television and the creative industries to produce flexible graduates with multidisciplinary capabilities. Creativity was at the Unit's core. Students learnt by doing, crafting in specialist studios, constructing in purpose-built production facilities, and working with the latest technology. UniSA Creative had deep expertise in understanding and participating in creative and cultural life, locally, nationally and internationally. As an Academic Unit it had rich industry partnerships for successful and enterprising teaching and research. Creativity was in the top 20 professional skill sets mentioned in job advertisements and in the top 10 ranked skills in academic jobs in Australia. Art and Design and Architecture and Built Environment were ranked in the top 200 in the QS Subject Rankings, while the Arts and Humanities were in the top 250.

- 8.2 UniSA Creative was growing and celebrating enterprising staff. In line with the Academic Unit's Key Priorities and Indicators this involved re-balancing the overall staff profile with a focus on HDR recruitment and increasing Aboriginal employment in-line with UniSA's AEP, as well as investigating a graduate internship program. There was a strong record of participation by industry adjuncts. Other key priorities involved harnessing a new 2022 academic workload model to allow academics to concentrate on core business, consolidating UniSA Creative culture and collaboration across staff cohorts from both antecedent Schools and across both campuses, and developing a new, collegial and mentor-focused approach to line management and performance development. UniSA Creative was also leading with its programs exemplified by the Program Distinctiveness Project 2020. Learning and working directly with industry professionals was a priority and some good examples included the Film Concept Lab and Design Construct. Workplace assessment was a characteristic of these innovative programs. Enterprising Engagement

involved seed funding for creative projects such as the South Australian Creative Industries Think Tank and the new Creative People, Products and Places Research Centre (CP3). UniSA Creative's partnerships with industry were strong and a good example was the Adelaide Film Festival in February. The Academic Unit's research explored the complexities of the world around us and engaged in future-focussed, cross-disciplinary research and consultancy to produce inspired solutions that were human-centred and sustainable. Campus consolidation at City West was an ongoing process. SAMSTAG, SASA and the Architecture Museum were already City West and the Film Studio would follow.

2021/2/29

Academic Board resolved:

to receive and note the report on UniSA Creative and the Academic Enterprise Plan.

Moved: Prof Vicki Waye (from the Chair)

CARRIED

ITEM 6 – MATTERS FROM ACADEMIC STRATEGY, STANDARDS AND QUALITY COMMITTEE (ASSQC) 2/2021

6.1 UNISA CLINICAL AND HEALTH SCIENCES

6.1.1 PROGRAM AMENDMENT – BACHELOR OF NURSING (UNSTARRED ITEM)

2021/2/30

Academic Board resolved:

to approve the withdrawal of the Bachelor of Nursing (Post Registration) specialisation from the Bachelor of Nursing (IBNU) to be implemented from Study Period 1, 2022.

6.2 UNISA CREATIVE

6.2.1 PROGRAM AMENDMENT – GRADUATE DIPLOMA IN DESIGN(HONOURS) (UNSTARRED ITEM)

2021/2/31

Academic Board resolved:

to approve the proposed amendment to the Graduate Diploma in Design with effect from Study Period 1, 2022.

6.3 UNISA EDUCATION FUTURES

6.3.1 NEW PROGRAM – UNDERGRADUATE CERTIFICATE IN UNIVERSITY STUDIES (UNSTARRED ITEM)

2021/2/32

Academic Board resolved:

to approve the introduction of the new Undergraduate Certificate in University Studies for a mid-year intake in Study Period 5, 2021.

6.4 UNISA STEM

6.4.1 PROGRAM AMENDMENT – GRADUATE DIPLOMA IN AVIATION (UNSTARRED ITEM)

2021/2/33 Academic Board resolved:

to approve the addition of a minimum GPA requirement for entry to the Graduate Diploma in Aviation program with effect from Study Period 1, 2022.

6.4.2 PROGRAM WITHDRAWALS – MASTER OF SCIENCE IN SUSTAINABLE ENERGY SYSTEMS & MASTER OF SCIENCE IN DATA SCIENCE WITH UNIVERSITY COLLEGE LONDON. (UNSTARRED ITEM)

2021/2/34 Academic Board resolved:

to approve the withdrawal of the Master of Science in Sustainable Energy Systems and the Master of Science in Data Science with University College London with effect from Study Period 5, 2021.

6.5 OTHER ITEMS

6.5.1 SCHEDULE OF PROGRAMS FOR REVIEW IN 2020 & 2021 UNDER ACADEMIC POLICY A35A QUALITY ASSURANCE AND IMPROVEMENT: PROGRAMS, COURSES AND TEACHING ARRANGEMENTS (UNSTARRED ITEM)

2021/2/35 Academic Board resolved:

to approve the schedule of programs for review under Academic Policy A35A in 2021.

6.5.2 ACADEMIC STRATEGY STANDARDS AND QUALITY COMMITTEE ANNUAL REPORT (ASSQC) 2020

2021/2/35 Academic Board resolved:

to note the ASSQC Annual Report 2020.

ITEM 7 – MATTERS FROM RESEARCH LEADERSHIP COMMITTEE (RDC) 2/2021

7.1 RESEARCH DEGREE COMPLETION OF REQUIREMENTS (UNSTARRED ITEM)

2021/2/36 Academic Board resolved:

to receive the report from Research Degrees Committee.

7.2 HIGHER DEGREE BY RESEARCH POLICIES AND PROCEDURES

9 The Dean of Graduate Studies, Prof Pat Buckley, introduced the following Research Degrees Policies and their associated Procedures for Academic Board approval: Policy AB-60 Higher

Doctorates, Policy AB-61 PhD Program Collaboration, Policy AB-62 Research Degree Prizes. Prof Buckley reported that the policies and procedures were now aligned with the University's new Policy Framework, and that all research degree policies were undergoing migration into the framework.

- 10 Members noted that the revisions were minor in nature. Most of the current content in these three Policies and associated Procedure had been transferred directly into the new documents. Where necessary, new clauses were added where relevant content did not already exist in the original Policy or Procedure. In addition, some minor amendments were made to the Policies and Procedures for improved accuracy and clarity.
- 11 It was further noted that feedback on the updated Policies and Procedures was sought from Research Degrees Committee, Student and Academic Services, and UniSA International. Research Degrees Committee (RDC) and Research Leadership Committee (RLC) conducted considered and thorough reviews of the Policies and Procedures. As recommended by RDC, RLC unanimously endorsed the Policies and Procedures for Academic Board approval. These Policies and Procedures were also reviewed by Policy Reference Group, which recognised the consultation conducted, confirmed that the documents met the requirements of the policy framework and further endorsed them for approval by Academic Board.

2021/2/37 Academic Board resolved:

to approve Policy AB-60 Higher Doctorates, Policy AB-61 PhD Program Collaboration, Policy AB-62 Research Degree Prizes, and their associated Procedures; noting that the changes will be effective from 1 April 2021.

Moved: Mr Richard Irons

Seconded: Assoc Prof Deirdre Tedmanson

CARRIED

7.3 RESEARCH LEADERSHIP COMMITTEE ANNUAL REPORT 2020 (UNSTARRED ITEM)

2021/2/38 Academic Board resolved:

to receive and note the RLC Annual Report 2020.

7.4 RESEARCH LEADERSHIP COMMITTEE REVISED TERMS OF REFERENCE (UNSTARRED ITEM)

2021/2/39 Academic Board resolved:

to approve the revised RLC Terms of Reference.

7.5 RANKINGS STRATEGY

- 12 The Deputy Vice Chancellor (Research and Enterprise), Prof Marnie Hughes-Warrington, introduced a 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 two rankings indicators were already identified as a potential 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.

- 13 Members noted that these ranking indicators continued to be a priority for UniSA. A range of initiatives was already underway, and these—along with a 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.
- 14 It was further noted that consultation on the new Rankings Strategy had taken place with the Deputy Director, Library Services, the Deputy Director: Performance Metrics Business Intelligence and Planning, Deans of Research, the Pro Vice Chancellor (Access and learning Support), and Research Leadership Committee.

2021/2/40 Academic Board resolved:

to note the new Rankings: Strategy on a Page.

7.6 RESEARCH COMPLIANCE, ETHICS AND SAFETY COMMITTEE ANNUAL REPORTS 2020

- 15 The Deputy Vice Chancellor (Research and Enterprise), Prof Marnie Hughes-Warrington, introduced Research Compliance, Ethics and Safety Committee Annual Reports 2020 and an overarching analysis of activities, trends and opportunities for further improvement for the University's committees:

- Human Research Ethics Committee (HREC)
- Animal Ethics Committee (AEC)
- Institutional Biosafety Committee (IBC)
- University Chemical Advisory Safety Committee (UCASC)
- Radiation Safety Committee (RSC)
- Research Integrity case management process by Research and Innovation Services and the Office of the DVCRE.

- 16 Prof Hughes-Warrington reported that Standard 5.2 of the Higher Education Threshold Standards Framework 2015 legislation required universities to have in place policies, activities and preventative actions to uphold research integrity. Important guidance in the maintenance of the standard was provided by resources such as the Australian Code for the Responsible Conduct of Research 2018 and legislation relating to ethics, permits, and safety for research involving chemicals, biological samples, humans and non-human organisms.

- 17 The Chairperson, Prof Vicki Waye, reminded members that the reports were strictly confidential.

2021/2/41 Academic Board resolved:

to note the Research Compliance, Ethics and Safety Committee Annual 2020 Reports.

ITEM 8 - BUSINESS

8.1 ACADEMIC ENTERPRISE PLAN

- 18 The Provost and Chief Academic Officer, Prof Allan Evans, said he was delighted to present the *University of South Australia's Academic Enterprise Plan 2021-2025* (the Plan). In what was a departure from the traditional approach of having independent plans for teaching and learning and research ambitions, this integrated plan outlined the strategic priorities, key actions and projects that would strengthen our teaching-research nexus and help deliver on the University's *Enterprise25* strategic plan. This Plan was also intended to build on the University's successful *Digital Learning Strategy 2015-2020* and to complement the commitments set out in key strategies such as the *Student Engagement Framework*, the *Reconciliation Action Plan 2018-2021* and the *Aboriginal Research Strategy 2019-2025*.
- 19 Prof Evans reported that UniSA had an excellent reputation in teaching and learning and an enviable record in graduate employability. By 2025 the aim was for UniSA's flagship academic programs to be ranked amongst the best in the world. The University would have a reputation locally, nationally, and globally for educational innovation; through a transformational change in how we teach, in how students engaged with UniSA, and in how we guaranteed top quality curricula. UniSA staff would ensure the curriculum was informed by cutting-edge research to prepare our graduates for their careers of the future, and students would become stronger partners in curriculum innovation, and by listening, learning and leading we would provide enhanced value to their UniSA education.
- 20 Members noted that UniSA had been acknowledged as a national and an international leader in partnered research, and in research impact and engagement. The University's partners chose to work with the institution because the University was excellent at what it did – applying great minds to solve problems that not only help our partners, but also support economies and communities. Through the Plan, UniSA would streamline its relationships with industry, businesses, First Nations, and community partners and ensure it was best placed to partner with them to drive economic growth and sustainable development.
- 21 It was further noted that extensive consultation with staff and students had been very valuable in helping to create the Plan. Academic Board provided constructive input to an early draft of the Plan at the meeting on Wednesday 24 February. Following this the Plan was refined and then distributed to other groups across the University. The draft Plan was then distributed to all staff and students with feedback welcomed. A total of 30 submissions were received. The consultation process has also included discussions and feedback from the following groups: Enterprise Leadership Team, Executive Deans, Deans of Programs and Deans of Research, the Senior Staff Retreat, Academic Unit Boards, USASA Board, and the Research Leadership Committee (RLC).
- 22 Prof Evans reported that the Plan had been very well received. Staff from various areas were eager to understand more detail related to the actions and projects, and to better understand how they could contribute to the delivery of the Plan. Likewise, students had requested a role in contributing to the governance of the Plan. Suggestions were made regarding elements of the Plan and the document had been amended in response to this feedback. In other cases, the feedback would be taken into account as the various actions and projects are developed over coming months and years. The Plan would be launched to the University community on Tuesday 6 April 2021 to coincide with the one-year anniversary of the introduction of the new academic structure. A dedicated web page would be created to host the Plan, along with supporting information and videos. Emails would be distributed to all staff and students, and information would be published in external facing newsletters and social media channels.

24 Members welcomed the Plan and believed that it reflected the ambition of E25. Student members also expressed their support and were looking forward to being involved in the implementation of the Plan.

2021/2/42 Academic Board resolved:

to endorse the *Academic Enterprise Plan 2021-2025*.

Moved: Prof Allan Evans

Seconded: Mr Brendan Hughes

CARRIED UNANIMOUSLY

8.2 HUMAN RESEARCH ETHICS COMMITTEE MEMBERSHIP (UNSTARRED ITEM)

2021/2/43 Academic Board resolved:

to approve the appointment of a new HREC member for the two-year period as specified.

8.3 NEW PETER KITTLE MOTOR COMPANY SCHOLARSHIP (UNSTARRED ITEM)

2021/2/44 Academic Board resolved:

to approve the new Peter Kittle Motor Company Scholarship.

8.4 NEW RAYTHEON VEEP SCHOLARSHIP (UNSTARRED ITEM)

2021/2/45 Academic Board resolved:

to approve the new Raytheon VEEP Scholarship.

8.4 NEW ULTRA ELECTRONICS VEEP GRANT (UNSTARRED ITEM)

2021/2/46 Academic Board resolved:

to approve the new Ultra Electronics VEEP Grant.

8.5 UNISA STEM - NEW SCHOLARSHIPS AND PRIZES, AND WITHDRAWAL OF PRIZES AND AWARDS (UNSTARRED ITEM)

2021/2/47 Academic Board resolved:

to approve the new STEM scholarships and prizes, and the withdrawal of prizes and awards.

ITEM 9 – FOR INFORMATION

9.1 ICAC UNIVERSITY INTEGRITY SURVEY 2020

25 The Chair, Prof Vicki Waye, introduced the *University of South Australia ICAC University Integrity Survey 2020*. Prof Waye reported that The Independent Commissioner Against Corruption (ICAC) University Integrity Survey 2020 built upon the ICAC Public Integrity Survey 2018. It aimed to help complete the understanding of the attitudes and experiences of public officers in respect of corruption and inappropriate conduct in South Australian public administration. This report examined responses from public officers at the UniSA. The survey was 'live' from 10 March 2020 to 3 April 2020. Of the 3,240 responses that were received, 1,173 respondents identified as working at the University, 348 of which also provided responses to at least one qualitative question. No questions were mandatory and not all responses were complete. Qualitative responses were assessed and coded to identify key themes. Responses were overall positive, and staff were generally confident that the University would take action to address issues of corruption or inappropriate conduct. Nevertheless, the report and notably the qualitative feedback raised some problems with reporting internally, questioning the utility of reporting, and described negative consequences from reporting, as well as some other areas of concern.

26 Academic Board members discussed the report with a focus around academic risk and the quality assurance measures that were in place. Some reservations were also expressed in relation to the survey methodology. The issues raised arising from the survey included:

26.1 Issue: Academic Integrity Issues are not often reported or acted upon.

Members acknowledged that academic integrity was a serious matter within the sector, particularly with the growing prevalence of contract cheating services. While the perception from some staff was of concern, and might indicate the need for staff development, Academic Board noted the policy and procedural framework in place to manage academic integrity, including, information provided through teaching material and library resources, student declarations for each assessment piece, use of detection software, the existence of Academic Integrity Officers in each academic unit, and the extensive reporting and tracking of integrity issues. The Board also received a comprehensive annual report of all academic misconduct cases. Members were of the view that the University's approach to academic integrity detection and management was appropriate and sufficient.

26.2 Issue: Pressure to overenroll classes.

Members noted that class size was managed through the timetable. The timetable management system ensured that enrolments were fixed according to room size and other room characteristics. Discretion to override timetable caps was vested in course coordinators and Student and Academic Services (SAS). Academic Board did question how external and online class sizes were managed and whether this required further investigation. It was agreed that SAS and UniSA Online provide advice on enrolment management in external and online classes.

26.3 Issue: Inadequate vetting of English skills of international students.

In response to media (2019/2020) in the sector regarding entry requirements for international students, a status report on UniSA's English language entry requirements was provided to Academic Board. Through this report and the University's approach to the setting and management of entry requirements, including approval of entry requirements by Academic Board; regular benchmarking of entry standards against the

sector; admission trend reporting and review of student outcomes by cohort through the annual Curriculum Innovation Process (CIP), Academic Board was of the view that appropriate standards and controls were in place. Through this reporting and monitoring, there has been no evidence that these standards were not being met or were being fraudulently manipulated.

26.4 Issue: Grade inflation/passing students who haven't met academic standards.

Members commented that there was little evidence for this assertion, given the University's policy and procedure for determination of final grades, including approaches to moderation, as well as the trend analysis undertaken through the CIP. However, it was acknowledged that with the recent establishment of Academic Units, it would be appropriate for Academic Units to review their processes to ensure they were fit for purpose within the new Academic Units. It was also noted that historically Academic Board had approved assessment moderation policy of each school/Division. It was therefore agreed that each Academic Unit would provide a report to Academic Board on its moderation procedures.

26.5 Issue: Claims of inappropriate funding applications and the use of research funding.

Academic Board noted the regime of controls in place to ensure appropriate use of funding, including the peer review and scrutiny of grant applications, and the financial and acquittal processes associated with grant funding expenditure. Academic Board also acknowledged recent actions to ensure staff had fully reported any conflicts of interest in accordance with the University's conflict of interest policy. Academic Board was satisfied with the systems and controls in place for the management of research funding.

26.6 Issue: Lack of accountability for low quality HDR supervision

Academic Board noted the frameworks in place to ensure the quality and accountability of HDR supervision, including the University's Register of Research Degree Supervisors policy, regular milestone and progress reporting for all HDR students, tracking of progress and student completions, and the appointment of research degree coordinators in each Academic Unit to provide alternative support and oversight mechanisms for HDR activity. Again, Academic Board was satisfied with the processes in place to support and ensure good quality HDR supervision.

26.7 Issue: Recruitment of inappropriately qualified sessional teaching staff.

Members of Academic Board discussed current and improved processes for the recruitment of sessional staff, including the creation of the casual staff database and the merit selection process required for inclusion on the database. Members commented on the processes to ensure at least annual performance conversations with sessional staff and the staff development through Teaching @ UniSA. The Director: Teaching Innovation Unit undertook to review the range of activities in place to support sessional staff and whether further work was required particularly in light of changed arrangements through the recent academic restructure and the establishment of the Academic Units.

2021/2/48

Academic Board resolved:

to receive and note the *University of South Australia ICAC University Integrity Survey 2020*.

ITEM 10 – CLOSURE

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

ITEM 11 – NEXT MEETING

- 28 The next meeting of Academic Board would be held on Friday, 28 May 2021, at 2.15 pm in Room RR 5-09, Rowland Rees Building, City West Campus. Closing date for papers – Monday, 17 May 2021.

PETER CARDWELL
EXECUTIVE OFFICER