

**UNIVERSITY OF SOUTH AUSTRALIA**  
**MINUTES OF THE ACADEMIC BOARD MEETING HELD**  
**ON FRIDAY, 25 JUNE 2021**  
**AT 2.15 PM, IN ROOM RR 5-09, ROWLAND REES BUILDING,**  
**CITY WEST CAMPUS**

4/2021

**ITEM 1 - WELCOME AND OPENING**

**1.1 PRESENT:**

Prof Vicki Waye  
(Chairperson)  
Dr Rhoda Abadia  
Prof Andrew Beer  
Dr David Birbeck  
Prof Jon Buckley  
Prof Joanne Cys  
Prof Shane Dawson  
Prof Paula Geldens  
Assoc Prof Sheridan Gentili  
Ms Karla Gotting  
Dr Georgina Heath  
Mr Brendan Hughes  
Mr Richard Irons  
Dr Malgorzata Korolkiewicz  
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  
Dr Andrea Parks  
Mr Rhys Peden  
Ms Gabrielle Rolan  
Dr Saras Sastrowardoyo  
Mr Paul Sherlock  
Prof Marianna Sigala  
Assoc Prof Deirdre Tedmanson  
Prof Rachael Vernon  
Mr Stephen Ward  
Prof Marnie Hughes-Warrington  
Assoc Prof Marie Williams  
Prof Marie Wilson  
Mr Peter Cardwell  
(Executive Officer)

**APOLOGIES:**

Mr Matthew Atkinson  
Mr Noah Beckmann  
Prof Pat Buckley  
Dr Belinda Chiera  
Ms Jodieann Dawe  
Ms Amelianna Alfred Domnic  
Prof Roger Eston  
Prof Allan Evans  
Assoc Prof Sue Nichols  
Ms Ishika Sharma  
Dr Ruchi Sinha  
Prof Bruce Thomas  
Prof Irene Watson

**ALTERNATES:**

Ms Danielle Gericke  
(for Prof Roger Eston)  
Assoc Prof Veronika Kelly  
(for Prof Joanne Cys)  
Prof John Medlin  
(for Assoc Prof Barbara Parker)  
Prof Sandra Orgeig  
(for Prof Pat Buckley)

**OBSERVERS:**

Ms Giulia Bernardi  
Mr George Brown  
Mr Alan Brideson  
Ms Tania Kanellos  
Ms Susan Lamont  
Assoc Prof Barbara Parker  
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, 5.5 and 6.1 were starred for discussion.

## **1.4 APPROVAL OF UNSTARRED ITEMS**

**2021/4/75 Academic Board resolved:**

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

**Moved: Prof Marie Wilson      Seconded: Mr Richard Irons**

**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**

**2021/4/76 Academic Board resolved:**

**to accept the minutes of the meeting held on 28 May 2021 as a correct record.**

**Moved: Assoc Prof Deirdre Tedmanson      Seconded: Ms Adrienne Nieuwenhuis**

**CARRIED**

## **ITEM 2 – BUSINESS ARISING FROM THE MINUTES**

### **2.1 UPDATE ON MODIFICATION TO TEACHING AND LEARNING ARRANGEMENTS IN RESPONSE TO COVID-19 FOR THE REMAINDER OF 2021**

5 Members noted that at its meeting held on 25 June 2021, Academic Board approved in principle the continuation of lectures and examinations online for the remainder of 2021, and noted that the length of online examinations, including the proposal to remove the additional hour provided per exam beyond the scheduled time, be brought back to the June meeting for further discussion. Students had expressed strong concerns with the proposal to remove the additional hour being applied to the scheduled duration of online examinations. Following discussion, it was agreed that the Acting Provost, Prof Joanne Cys, go back to the Deans of Programs to ascertain whether they believed that there might be any problems with the proposal, and it was also agreed that Prof Cys would undertake further consultation with the Students' Association USASA.

- 6 Prof Cys advised that current advice indicated that COVID-19 was likely to continue to pose a health risk in South Australia for the remainder of 2021 it was therefore recommended to continue with these online arrangements for the rest of the year. To ensure we continued to comply with social distancing requirements it was considered that the University needed to commit to not offering face-to-face lectures on campus for the remainder of 2021. Course Coordinators would continue to provide alternative high-quality learning resources, including recording full-length lectures, creating shorter video modules, or making available other interactive and informative online learning content. Since Study Period 5 in 2020 the University had reverted to face-to-face delivery of all other teaching activities (eg. tutorials, workshops, seminars, practicals, studios etc).
- 7 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 (except for UniSA Online courses where remote proctoring was used). It was proposed that online examinations continue to be offered 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.
- 8 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. Following feedback from members of Academic Board, and further discussion with the USASA President, it was determined that it would be appropriate to continue to make available the additional hour for online examinations for the remainder of 2021. A comprehensive review of the design of UniSA online examinations would be conducted at the conclusion of the Study Period 2 exam period. This would help to inform any future decision about the need for an additional hour for online examinations from 2022.
- 9 Members noted that academic integrity remained a concern for Course Coordinators. Whilst Turnitin was utilised in some examinations, this was not possible for all examinations depending on the nature of the exam design in learnonline. In March 2021 the Teaching Innovation Unit (TIU) reviewed learnonline examinations delivered in study period 5 2020 from 6 Academic Units offering SAS scheduled examinations. Whilst the overall quality of examinations was high, the TIU identified areas for improvement including clarity and presentation of information including academic integrity, and exam design (e.g. question design, use of question banks, use of multimedia etc). In April/May 2021, the TIU offered professional development sessions regarding examination design and development to support staff in improving the quality of the online examinations for SP2 2021. The TIU would continue to offer professional development in examination design and development and would work closely with Academic Integrity Officers to improve awareness of academic integrity for both staff and students.
- 10 Following discussion at Academic Board, Prof Cys agreed to write to all staff to inform them of the plans. She would also write to students to advise them of these arrangements, and to remind students of their academic integrity obligations. Each Academic Unit would be responsible for making the appropriate determinations within their courses and updating this information within course outlines. The TIU would also continue to be available to support and advise staff in relation to the development of high-quality online learning resources and assessment.

**to approve the continuation of examinations and lectures online for the remainder of 2021, and the additional hour provided per examination beyond the scheduled examination time for the remainder of 2021.**

**Moved: Prof Joanne Cys**

**Seconded: Dr David Birbeck**

**CARRIED**

### **ITEM 3 – CHAIRPERSON’S REPORT**

- 11 The Chairperson, Prof Vicki Waye, reported on the June 2021 meeting of University Council. Prof Waye also reported on matters followed up from previous Academic Board meetings including:
- 11.1 At the February 2021 Academic Board meeting student members raised an issue related to the filling of casual vacancies on Academic Unit Boards. Prof Waye had agreed to formulate an additional term of reference for Boards to cover this eventuality. However, at the time the University was revising its Elections Policy and Procedures and so it was determined to postpone any amendment to Academic Unit Boards’ Terms of Reference to address this issue until the policy and procedures had been reviewed and the relevant changes were approved by Council. Council approved a new Elections Policy at its May 2021 meeting. Notwithstanding, the new policy only covered staff and did not incorporate student vacancies. In response, The University Secretary and General Counsel, Ms Giulia Bernardi, had agreed to draft some additional Unit Board Terms of Reference to address the matter of student vacancies. They would be circulated to Executive Deans for consideration as soon as they were available.
- 11.2 Following an extensive consultation process, in May 2019 Academic Board had endorsed a *Statement on Academic Freedom*, which was subsequently approved by Council. In February 2021 Academic Board had revisited its *Statement on Academic Freedom* and reaffirmed its belief that the University’s current approach to ensuring academic freedom and freedom of speech was appropriate. The University had received feedback from the Department of Education Skills and Employment regarding alignment of the UniSA Statement with the Model Code recommended by the Commonwealth Government’s *French Review*. The Department had advised that further work could be done to align the UniSA Statement more closely with the Code and following feedback the University had decided to re-examine the Statement. The intention was to retain the Statement but amend it to make it more explicit how we aligned with the French Model Code and by drafting additional policy documents to strengthen it in relation to UniSA policy. It was also proposed to make the University’s commitment to freedom of speech, which was regarded as independent of academic freedom, clearer in a separate policy document. Draft amendments would be brought before Academic Board at its July meeting.
- 11.2 It was pleasing to report that as a result of the Academic Board Communications Working Group recommendations the Board’s intranet site had now been updated so that all current members were listed, the Procedures Manual was available, and the current agenda had also been made available for one week prior to the meeting for consultation by prospective Academic Board members, their constituents and staff.

2021/4/78      **Academic Board resolved:**  
  
to receive the Chairperson's Report.  
  
Moved: Prof Vicki Waye (from the Chair)  
  
**CARRIED**

#### **ITEM 4 – VICE CHANCELLOR'S REPORT**

12      The Vice Chancellor's written report which was taken as read.

2021/4/79      **Academic Board resolved:**  
  
to receive the Vice Chancellor's Report.  
  
Moved: Prof Vicki Waye (from the Chair)  
  
**CARRIED**

#### **ITEM 5 – MATTERS FROM ACADEMIC STRATEGY, STANDARDS AND QUALITY COMMITTEE (ASSQC) 4/2021**

##### **5.1      UNISA BUSINESS**

##### **5.1.1    PROGRAM – BACHELOR OF ACCOUNTING VIA OUA (UNSTARRED ITEM)**

2021/4/80      **Academic Board resolved:**  
  
to approve the withdrawal of the Bachelor of Accounting via OUA from OUA Study Period 3, 2021.

##### **5.2      UNISA ALLIED HEALTH AND HUMAN PERFORMANCE**

##### **5.2.1    PROGRAM AMENDMENT – MASTER OF PHYSIOTHERAPY GRADUATE ENTRY AND ASSOCIATED NESTED POSTGRADUATE AWARDS (UNSTARRED ITEM)**

2021/4/81      **Academic Board resolved:**  
  
to approve the program amendment to the Master of Physiotherapy Graduate Entry from Study Period 1, 2022.

**5.2.2 PROGRAM AMENDMENT – MASTER OF MEDICAL SONOGRAPHY (UNSTARRED ITEM)**

**2021/4/82 Academic Board resolved:**

**to approve the program amendment to the Master of and Graduate Diploma in Medical Sonography from Study Period 1, 2022.**

**5.3 UNISA EDUCATION FUTURES**

**5.3.1 PROGRAM WITHDRAWAL – GRADUATE DIPLOMA IN EDUCATION STUDIES (DIGITAL LEARNING) (UNSTARRED ITEM)**

**2021/4/83 Academic Board resolved:**

**to approve the withdrawal of the Graduate Diploma in Education Studies (Digital Learning) with effect from Study Period 1, 2022.**

**5.4 UNISA STEM**

**5.4.1 PROGRAM WITHDRAWAL – BACHELOR OF INFORMATION TECHNOLOGY (HONOURS) (ENTERPRISE BUSINESS SOLUTIONS) (UNSTARRED ITEM)**

**2021/4/85 Academic Board resolved:**

**to approve the withdrawal of the Bachelor of Information Technology (Honours) (Enterprise Business Solutions) Study Period 7, 2022.**

**5.4.2 PROGRAM AMENDMENT – MASTER OF DEFENCE SYSTEMS INTEGRATION AND ASSOCIATED NESTED POSTGRADUATE AWARDS (UNSTARRED ITEM)**

**2021/4/86 Academic Board resolved:**

**to approve the amendment to the Master of Defence Systems Integration and Graduate Diploma in Defence Systems Integration with effect from Study Period 1, 2022.**

**5.4.3 PROGRAM AMENDMENT – MASTER OF DATA SCIENCE AND NESTED POSTGRADUATE AWARDS (UNSTARRED ITEM)**

**2021/4/87 Academic Board resolved:**

**to approve the amendment to the entry requirements of the Master of Data Science and the Graduate Diploma in Data Science effective from Study Period 1, 2022.**

#### 5.4.4 PROGRAM AMENDMENT – BACHELOR OF SCIENCE (HONOURS) (UNSTARRED ITEM)

2021/4/88 Academic Board resolved:

**to approve the amendment to the entry requirements of the Bachelor of Science (Honours) effective from Study Period 1, 2022.**

#### 5.5 OTHER MATTERS

##### 5.5.1 ACADEMIC INTEGRITY ANNUAL SUMMARY REPORT 2020

- 13 The Director: Teaching Innovation Unit (TIU), Assoc Prof Sheridan Gentili, introduced the 2020 Academic Integrity Annual Summary Report. She advised that the report detailed the academic misconduct cases recorded in the Academic Integrity (AI) Database for the 2020 academic year. AI data in 2020 was, in most cases, comparable to 2019, with a slight increase of 0.5% in case numbers. The data and processes outlined reflected the new Academic Unit structure post 6 April 2020 Academic Organisation Transformation (AOT). The data also included cases recorded for offshore students, and students enrolled through Open Universities Australia and UniSA Online.
- 14 It was noted that in 2016, through the concerted efforts of Information Strategy and Technology Services (ISTS), TIU and UniSA's Academic Integrity Officers (AIO), a new custom-built AI database had been created that facilitated more accurate, consistent and comprehensive data collection. Since then, the method of detection of any breach and systematic reporting on the outcomes of formal inquiries had become possible as well as the generation of automated reports that covered a broad range of reporting purposes.
- 15 Key points from the report included the following:
  - 15.1 A total of 1,677 academic misconduct cases were reported in 2020 which included plagiarism, third-party assistance, examination breaches, and falsification.
  - 15.2 There were 4.5 cases of academic misconduct per 100 enrolled students, which was an increase of 0.5 cases per 100 enrolled students compared to 2019. Plagiarism remained the most reported category of academic misconduct.
  - 15.3 Turnitin was the most common detection method used to identify and substantiate 62.7% of all cases of academic misconduct. Markers and lecturers also played a major role in aiding detection.
  - 15.4 Third-party assistance continued to be the second most common misconduct category (32.2%) after plagiarism (38.9%).
  - 15.5 Examination breaches increased in 2020 as a proportion of all cases (16.7% in 2020 compared to 9.2% in 2019 and 6.7% in 2018).
  - 15.6 In 2020, 1,204 cases (71.8% of all cases) involved students who had no prior breaches of academic integrity. Minor breaches accounted for 31.6% of all cases involving inadvertent plagiarism. While moderate breaches represented the most common outcome at 44.0% of all cases.

- 16 Assoc Prof Gentili reported that based on the information in the 2020 Academic Integrity Summary Report there were a number of ongoing activities including:
- 16.1 Recruitment of an Academic Developer: Academic Integrity to work in collaboration with AIOs and Academic Units to identify opportunities to improve workflow processes and accuracy of data collection.
  - 16.2 In collaboration with AIOs and Academic Units, continue to provide staff professional development in AI, and continue to develop resources for all staff to improve detection and consistency associated with the investigation of misconduct cases across the University.
  - 16.3 In collaboration with USASA, to increase student awareness of AI.
  - 16.4 Working with AIO and ISTS to review and improve the AI database.
  - 16.5 Promoting the course and programmatic use of the Epigeum *Academic Integrity Learning Modules* for staff and students

**2021/4/89 Academic Board resolved:**

**to receive and note the Academic Integrity Annual Summary Report 2020.**

**Moved: Prof Joanne Cys**

**Seconded: Assoc Prof Sheridan Gentili**

**CARRIED**

#### **ITEM 6 – MATTERS FROM RESEARCH LEADERSHIP COMMITTEE (RLC) 4/2021**

##### **6.1 RESEARCH INTEGRITY POLICY AND PROCEDURES**

- 17 The Deputy Vice Chancellor (Research and Enterprise), Prof Marnie Hughes-Warrington sought Academic Board approval for an updated Research Integrity Policy and Procedures which incorporated the existing *Managing Research Procedure*. She reported that the proposed policy and related procedure was prioritised following a Research Integrity Audit in 2020, along with an increase in research integrity cases from 2 to 15 over the same period, with shared authorship being the area of most common dispute.

**2021/4/90 Academic Board resolved:**

**to approve the updated Research Integrity Policy and Procedures.**

**Moved: Prof Marnie Hughes-Warrington**

**Seconded: Prof Marie Wilson**

**CARRIED**

## **ITEM 7 - BUSINESS**

### **7.1 HUMAN RESEARCH ETHICS COMMITTEE MEMBERSHIP (UNSTARRED ITEM)**

**2021/4/91 Academic Board resolved:**

**to approve the changes to the membership of the Human Research Ethics Committee.**

### **7.2 NEW GRANT- ANNIE ROMAN YOUNG REFUGEE GRANT (UNSTARRED ITEM)**

**2021/4/92 Academic Board resolved:**

**to approve the new Annie Roman Young Refugee Grant.**

### **7.3 NEW GRANT – UNISA STEM (UNSTARRED ITEM)**

**2021/4/93 Academic Board resolved:**

**to approve the new UniSA STEM Grant.**

## **ITEM 8 – FOR INFORMATION**

### **8.1 UNISA ACCELERATE – BUSINESS FOCUSED EXTENSION STUDIES PILOT**

**2021/4/94 Academic Board resolved:**

**to receive and note the report on UniSA Accelerate.**

## **ITEM 10 – CLOSURE**

**18 The Chairperson thanked members for their attendance and closed the meeting at 3.00pm.**

## **ITEM 11 – NEXT MEETING**

**19 The next meeting of Academic Board would be held on Friday, 23 July 2021, at 2.15 pm in Room RR 5-09, Rowland Rees Building, City West Campus. Closing date for papers – Monday, 12 July 2021.**

**PETER CARDWELL  
EXECUTIVE OFFICER**