Academic Board

**Meeting No:** AB1/15 Meeting

**Date and Time:** Wednesday 11 February at 1.30pm

**Venue:** Council Meeting Room, T Building, Mount Helen Campus video conferenced to Room 2W263, Gippsland Campus.

**Present:**
- Dr Kim Dowling (Chair)
- Professor David Battersby
- Professor Todd Walker
- Professor Frank Stagnitti
- Mr Darren Holland
- Mr John Blair
- Mr Eric Holm
- Associate Professor Mark Myers
- Dr Nina Fotinatos
- Professor John McDonald
- Associate Professor Bob O’Shea
- Associate Professor Shirley Fraser
- Associate Professor Barry Wright
- Mr Andrew Henwood
- Ms Claire Rasmussen
- Dr Barbara Panther
- Professor Erica Smith
- Professor Guojun Lu
- Ms Leeanne Pitman

**In Attendance:**
- Executive Officer: Ms Julie Prowse

**Telephone:** (03) 5327 8148

**Email:** academic.secretariat@federation.edu.au

**Meeting opened:** 1.30pm

**Meeting closed:** 3.10pm

## Formal Matters

1. **Welcome**
   The Chair welcomed members to the first meeting of Academic Board for 2015 and introduced and welcomed new members to Academic Board Mr Andrew Henwood, Dr Barbara Panther and Ms Claire Rasmussen.

   The Chair also welcomed Dr Jason Giri who was in attendance as the alternative representative for Professor Mark Sandeman.

2. **Apologies**
   Apologies were received from Ms Bonnie Chew, Professor Mark Sandeman, Professor Marcia Devlin, Associate Professor Singarayer Florentine, Ms Amelia Best, Ms Katie Donnelly, Dr Helen Weadon and Dr Elisa Backer.
3. Preliminary Matters

3.1 Recording of Meetings

The Chair advised that the meetings will now be recorded following advice from the OHS Manager to assist Executive Officers of Academic Secretariat in taking minutes, and to avoid injuries associated with taking notes over extended periods of time.

Meetings will be video recorded and viewed only by Academic Secretariat staff for the sole purpose of creating minutes from the meeting with the recording accessed via a password protected computer and destroyed immediately after use.

Some Board members noted discomfort with this processes and requested regular review of the system to ensure both safety of staff and appropriate use of recorded materials.

The Chair noted that it is quite reasonable if at any particular point through the meeting anyone feels there is an issue with the video recording they are to feel free to make it known at any time.

3.2 Co-opting of Members to Academic Board

The Chair reported that at the Academic Board Executive Committee meeting there was unanimous support to extending the appointment of the University Librarian and the Manager of the Aboriginal Education Centre to the Academic Board membership for another term with the following resolution approved.

Recommendation: ABEC1/15/7

Academic Board Executive Committee approves and recommends to Academic Board the appointment of the University Librarian and the Manager, Aboriginal Education Centre to the Academic Board membership for a further two year term (ending 31/12/2016).

Resolution: AB1/15/1

Academic Board approved the appointment of the University Librarian and the Manager, Aboriginal Education Centre to the Academic Board membership for a further two year term (ending 31/12/2016).

Ms Leeanne Pitman was invited into the Academic Board meeting at 1.40pm.

The Chair congratulated Ms Pitman on her further two year term as a member of Academic Board.

3.3 What is a library?

The Chair invited Ms Leeanne Pitman to speak to this strategic item.

Ms Pitman spoke to power point slides that she had prepared for the meeting and this information will be sent to members with the minutes.

Ms Pitman acknowledged the assistance she received in putting this presentation together from Ms Nancy Lange and Ms Kay Steel.
Ms Pitman advised she be will talking about the notion of what a library is as libraries are changing and evolving all the time and there has been a lot of debate and literature about what a library is and what it should not be so this presentation is about where our library is at moment, where we hope to be tomorrow and a little bit about what we think we will be in the future.

The Vice-Chancellor asked Ms Pitman to comment on CAVAL and the State Library of Victoria repository.

Ms Pitman advised that CAVAL is a Victorian based collaborative library network providing reciprocal borrowing, shared materials storage and networking and mentoring opportunities for members. The DVC Student Support and Services (Mr Darren Holland) is a current CAVAL Board member. CAVAL has expanded to include interstate university libraries and its activities include the annual statistical collection across all Australian and New Zealand libraries on behalf of the Council of Australian University Librarians (CAUL).

The committee overseeing this and other benchmarking work done on behalf of CAUL over 2015 – 2016 is chaired by Ms Leeanne Pitman (FedUni).

The State Library of Victoria Offsite Store is located on the Mt Helen campus. It houses all offsite collections and some of this material is available for FedUni and local community researchers via the Geoffrey Blainey Research Centre located in the Mt Helen campus library. FedUni Library has an active relationship with the State Library and is hoping to work with SLV and the University to develop onsite storage space for university collections and archives, should a further collections store be funded and built.

The Chair congratulated Ms Pitman on the resounding success story of the library and its accomplishments.

Associate Professor Shirley Fraser noted that due to the recent expansion at Hopkins Correctional Centre they now have a library of their own and Ms Pitman and Ms Nancy Lange have been of great assistance with this.

Ms Pitman left the meeting at 2.05pm.

4. Vice-Chancellor’s Report

4.1 Vice-Chancellor’s Report

The Vice-Chancellor noted that in reference to Item 1 in his report, the legislation relating to the Higher Education Reforms is currently in the House of Representatives and there are 43 speakers listed to speak to this legislation.

There is an expectation today in the Senate a motion will be moved indicating that when that legislation gets to the Senate it will be referred to a committee of inquiry.

The Vice-Chancellor spoke to Item 3 of his report and noted that for 2015 the University has set a stretch target of 3,127 commencing enrolments in Higher Education programs. As of the 6 February we have achieved 2,100 commencing student enrolments and with about 1,400 to 1,500 in the pipeline it looks like we might be about the same as 2014 with around 2,900 students in Higher Education.

The Vice-Chancellor acknowledged the work of many staff across the institution that was part of student recruitment activities.
The Vice-Chancellor reported that the University Council are meeting on the 16 and 17 March, to start the process of developing a strategic direction for the University for the next five years. Council would like engagement with Academic Board on this and input on development of the plan.

Professor Andy Smith advised that the Victorian State Government announced this week a review of the VET funding system within the State to be Chaired by Mr Bruce McKenzie, former CEO of Holmesglen TAFE with Mr Neil Coulson, former Chief Executive of VECCI, and they will report to the State Government by the end of August.

4.2 Questions to the Vice-Chancellor
There were no questions for the Vice-Chancellor.

5. Chair’s Report

The Chair advised that, following elections, we now have two Deputy Chairs in place for 2015-2016 and that an AB Induction session had been held prior to today’s meeting.

The Chair reported that the Academic Board Review will get underway this year and the Academic Board Schedule of Business is open for discussion.

The Chair advised an amendment is required to the ABEC minutes, AB Agenda Item 9: Report from Academic Board Executive Committee, as noted below:

Amendment to Academic Board Executive Committee minutes:

- Item 5.2, Resolution ABEC1/15/6
  - Academic Board Executive Committee endorses and recommends to Council the nomination of Mr Eric Holm as Chair of Appeals Committee for a further one year term until 31/2/2015

It was incorrectly stated that the appointment is for a two year term but as per the Appeals Committee Terms of Reference Chairs for this committee are appointed for a one year time period.

Resolution AB1/15/2
Academic Board approved the amendment to minutes regarding the appointment period for the Chair, Appeals Committee for a further one year term until 31/2/2015.

6. Starred Items

6.1 Starred Items
Consider which items should be "starred" and therefore open for discussion in addition to those already marked with an asterisk.

The Chair advised that Agenda Item 12.3 is unstarred as it has been withdrawn and that Agenda Item 14 is unstarred as Ms Amelia Best is not in attendance at this meeting, due to ill health, to provide a report.

Professor Erica Smith requested that Other Business is starred.
6.2 Non-Starred Items
Resolution AB1/15/3
That all items on the agenda not “starred” be adopted without discussion, and the action recommended be taken or the information therein noted.

7. Minutes
Academic Board members confirmed the minutes from Academic Board Meeting AB8/14 held Wednesday 3 December 2014.

Resolution: AB1/15/4
Academic Board confirmed the minutes of Academic Board Meeting AB8/14 held Wednesday 3 December 2014.

8. Schedule of Business
The Chair noted the Schedule of Business will be presented at the next meeting of Academic Board for discussion.

9. Report from Academic Board Executive Committee
Academic Board noted the minutes from Academic Board Executive Committee Meeting ABEC1/15 held Wednesday 28 January 2015.

Reports from the Standing Committees

10. Report from Appeals Committee
The Chair invited Mr Eric Holm, Chair of Appeals Committee to provide a report to the Board.

Mr Holm advised that there are a small number of appeal submissions from 2014 still being finalised from Semester 2. Some appeals have been received for 2015 with most of the appeals to this point being related to exclusions and grade appeals.

11. Report from Curriculum Committee
The Chair invited Associate Professor Mark Myers, Chair of Curriculum Committee to provide a report to the Board.
Associate Professor Mark Myers advised that Curriculum Committee has delegated responsibility for the program review process and these reviews will be commencing soon with six programs.

11.1 **CC10/14 held 1 October 2014 – Amendments to Resolutions**
Attached for noting are the Summary Sheet from AB7/14 to Council, the Extract of minutes from Council and the Summary Sheet from Curriculum Committee meeting CC10/14 held 1 October 2015.

**Item 11.1 – Recommendation 1**
Associate Professor Mark Myers reported the following items are from Academic Board Summary Sheet AB7/14 (AB meeting held 22 October 2014) that were submitted to Council meeting CM8/14 held on 9 December 2014. *Discontinuations of programs were sent to Council for noting and should have been for approval by Council.*

The amended resolutions are as follows:

**Resolution AB1/15/5**
Academic Board approved and forwards to Council for approval the removal from Schedule 5.1 and adding to Schedule 5.1.1 the following programs:

- **BA9 Master of Business Management program**, including the specialisations:
  - Master of Business Management (Human Resource Management)
  - Master of Business Management (International Marketing)
- **BD4 Graduate Certificate in Business (General Management)**, including the specialisations:
  - Graduate Certificate in Business (Human Resource Management)
  - Graduate Certificate in Business (Marketing)
- **BE4 Graduate Certificate in Electronic Business**
- **BF4 Graduate Certificate in Commerce**
- **BG4 Graduate Diploma of Commerce**
- **BH9 Master of Professional Accounting**
- **BI9 Master of Commerce (Professional Accounting)**
- **BJ9 Master of Business (Global Marketing)**, including the specialisation:
  - Master of Business Administration (Global Marketing)
- **BP4 Graduate Diploma of Management**
- **BP9 Master of Business Administration**, including the specialisations:
  - Master of Business Administration (Electronic Commerce)
  - Master of Business Administration (Entrepreneurship)
  - Master of Business Administration (Financial Management)
  - Master of Business Administration (Health Services Management),
  - Master of Business Administration (Human Resource Management)
  - Master of Business Administration (Information Technology)
  - Master of Business Administration (Marketing)
- **BQ4 Graduate Certificate in Management**
- **BR9 Master of Business Administration (Finance)**
- **BS9 Master of Business Administration (International Management)**, including the specialisations:
  - Master of Business Administration (International Management)
  - Master of Business Administration (Entrepreneurship)
• Master of Business Administration (International Management)
  (Financial Management)
• Master of Business Administration (International Management) (Health Services Management)
• Master of Business Administration (International Management) (Human Resources)
• Master of Business Administration (International Management) (Information Technology)
• Master of Business Administration (International Management) (Marketing)
• BY4 Graduate Diploma of Business (Human Resource Management), including the specialisations:
  • Graduate Diploma of Business (Marketing)
  • Graduate Diploma of Business (Sport Management)
  • Graduate Diploma of Business (Tourism Management)
• VA3 Associate Degree of Advertising
• VC3 and BTC Associate Degree of Visual Technologies
• VH3 Associate Degree of International Hospitality Management

**Item 11.1 – Recommendation 2**
Associate Professor Mark Myers noted the following resolution is an amendment to wording for Council for reasons noted in Recommendation 1 above.

Resolution AB1/15/6
Academic Board approved and forwards to Council for approval the removal from Schedule 5.1 and adding to Schedule 5.1.1 the following programs:

• Doctor of Psychology DY0
• Master of Psychology YP9
• Graduate Diploma of Psychology YZ4
• Bachelor of Applied Science (Human Movement) (Honours) PR8
• Bachelor of Education (Physical Education) and Bachelor of Education (Physical Education) Honours PS5
• Bridging Program for Division 2 Nurses XN4
• Initial Registration for Overseas Nurses/Return to Practice XN5
• Bachelor of Nursing Practice/Bachelor of Midwifery 3953

**Item 11.1 – Recommendation 3**
Associate Professor Mark Myers noted the following resolution is an amendment to wording for Council, under the same rationale given in Recommendations 1 and 2.

Dr Jason Giri advised that program EG5 Bachelor of Engineering, Bachelor of Engineering (Civil), Bachelor of Engineering (Mechanical), Bachelor of Engineering (Mining) is not to be removed from The Schedule until the end of June 2015 as there are international students currently being taught out of this program and won’t be finished until that time.

Resolution AB1/15/7
Academic Board approved and forwards to Council for approval the removal from Schedule 5.1 and adding to Schedule 5.1.1 the following programs:
11.2 Report from Curriculum Committee meeting CC1/15

The Chair invited Associate Professor Mark Myers to provide a report to the Board.

Item 11.2 – Recommendation 1
New Program: HN5 Bachelor of Nursing – Faculty of Health - Resolution: CC1/15/6
Associate Professor Mark Myers advised that the program HN5 Bachelor of Nursing is a result of the merging of Gippsland and Mt Helen program for uniformity across the institution. This program is due for reaccreditation with ANMAC and this was good opportunity to merge these programs.

Resolution AB1/15/8
Academic Board approved and forwards to Council for approval the new program HN5 Bachelor of Nursing.

Item 11.2 – Recommendation 2
Modification to Program: CG9 Master of Technology – Faculty of Science and Engineering - Resolution: CC1/15/10
Associate Professor Mark Myers advised that this is the addition of a fourth badged stream to this program which is more focussed on Research.

Resolution AB1/15/9
Academic Board approved and forwards to Council for approval the modification to program CG9 Master of Technology to include the new stream CG9 Master of Technology (Research).
Item 11.2 – Recommendation 3  
Course Modifications: Bachelor of Primary Education (GPE5) and the Bachelor of Arts and Social Sciences/ Bachelor of Primary Education (GAP5) programs  
(Gippsland) – Faculty of Education and Arts – Resolution CC1/15/4

Resolution AB1/15/10  
Academic Board noted and forwards to Council for noting the modifications to the following courses from the Bachelor of Primary Education (GPE5) and the Bachelor of Arts and Social Sciences/Bachelor of Primary Education (GAP5) programs:

- EDFGC 1027 Developing Creativity in the Primary Years
- EDFGC 1029 Learners with Special Needs in the Primary Classroom
- EDFGC 1053 Primary Professional Experience 1A
- EDFGC 1054 Primary Professional Experience 1B
- EDFGC 1127 Understanding Science
- EDFGC 1128 Gateway to Mathematics
- EDFGC 1303 Learning and Educational Inquiry 1
- EDFGC 1304 Learning and Educational Inquiry 2
- EDFGC 1600 Health and Physical Education in Schools
- EDFGC 2020 English and Literacies 1
- EDFGC 2021 Mathematics and Numeracy 1
- EDFGC 2028 Socio-Emotional Wellbeing and Personal Learning
- EDFGC 2031 Indigenous Perspectives on Teaching and Learning
- EDFGC 2053 Primary Professional Experience 2A
- EDFGC 2054 Primary Professional Experience 2B
- EDFGC 2117 Technology as a Way of Thinking
- EDFGC 2118 Mathematics, Science and Technology in Everyday Life
- EDFGC 2210 Child and Adolescent Development
- EDFGC 2250 Understanding Classroom Relationships
- EDFGC 2512 Gifted Education
- EDFGC 3021 Mathematics and Numeracy 2
- EDFGC 3022 Arts Education in the Primary Years
- EDFGC 3028 Information and Communication Technology Across the Curriculum
- EDFGC 3029 Creating Understanding through Science and Technology
- EDFGC 3053 Primary Professional Experience 3A
- EDFGC 3054 Primary Professional Experience 3B
- EDFGC 3117 Issues in Mathematics, Science and Technology
- EDFGC 3118 Exploring our Universe through Mathematics, Science and Technology
- EDFGC 3210 Education Policy and Practice
- EDFGC 3211 Inclusive Education: Teaching Diverse Learners
- EDFGC 4020 English and Literacies 2
- EDFGC 4022 Humanities and Social Education in the Primary Years
- EDFGC 4038 Researching Innovative Practices in Childhood Education
- EDFGC 4053 Primary Professional Experience 4A
- EDFGC 4054 Primary Professional Experience 4B
Item 11.2 – Recommendation 4
Modification to Course: PSYCP 6008 Psychological Practice 1 – Faculty of Health - Resolution CC1/15/5

Resolution AB1/15/11
Academic Board noted and forwards to Council for noting the modifications to course PSYCP 6008 Psychological Practice 1.

Item 11.2 – Recommendation 5
New Courses: Bachelor of Nursing HN5 – Faculty of Health – Resolution CC1/15/7

Resolution AB1/15/12
Academic Board noted and forwards to Council for noting the following courses of the new program Bachelor of Nursing HN5:

- HEALT 1111 Anatomy & Physiology for Health Professionals 1
- NURBN 1001 Legal & Ethical Decision Making in Person-Centred Care
- NURBN 1002 Communication & Interdisciplinary Practice
- NURBN 1003 Foundational Nursing Practice 1: Introduction to Nursing Assessment & Practice
- HEALT 1112 Anatomy & Physiology for Health Professionals 2
- NURBN 1004 Determinants of Health
- NURBN 1005 Introduction to Research & Evidence-Based Practice
- NURBN 1006 Foundational Nursing Practice 2: Assessment & Management
- NURBN 2009 Health Promotion and Illness Prevention
- NURBN 2000 (2) Elective: Transition into Nursing Studies
- NURBN 2010 Elective 1: Pharmacology for Nurses
- NURBN 2011 Health Promotion & Illness Prevention
- NURBN 2012 Nursing Practice 3: Pathophysiology & Pharmacology Applied to Nursing
- NURBN 2008 Context of Practice 2: The Health & Cultural Diversity of First Australians
- NURBN 2014 Context of Practice 3: Mental Health & Illness
- NURBN 2015 Context of Practice 4: Acute Nursing
- NURBN 2016 Nursing Practice 4: Advanced Pathophysiology & Pharmacology Applied to Nursing
- NURBN 3017 Context of Practice 5: Patient Deterioration & Management
- NURBN 3018 Teaching, Learning & Leadership for Clinical Practice
- NURBN 3019 Nursing Practice 5: Transition to Professional Nursing Practice
- NURBN 3020 Context of Practice 6: Nursing People Living with Chronic Illness
- NURBN 3021 Nursing Practice 6: Consolidation of Contemporary Nursing Practice in Diverse Settings
- NURBN 3022 Nursing Practice 7: Application of Research in Clinical settings
Item 11.2 – Recommendation 6
New Courses: Midwifery NE4 – Faculty of Health – Resolution CC1/15/8

Resolution AB1/15/13
Academic Board noted and forwards to Council for noting the following Midwifery NE4 courses:

- HCMDW 6904 Midwifery Practice 1
- HCMDW 6905 Midwifery Practice 2
- HCMDW 6906 Evidence Based Midwifery 1
- HCMDW 6907 Evidence Based Midwifery 2

Item 11.2 – Recommendation 7
New Course: SCCHM 1002 Chemistry II – Faculty of Science and Engineering – Resolution CC1/15/9

Resolution AB1/15/14
Academic Board noted the new course SCCHM 1002 Chemistry II.

Item 11.2 – Recommendation 8
Modification to Course: ITECH 2201 Cloud Computing – Faculty of Science and Engineering – Resolution CC1/15/11

Resolution AB1/15/15
Academic Board noted the modification to the course ITECH 2201 Cloud Computing.

Item 11.2 – Recommendation 9
Modification to Course: ITECH 3201 Software Engineering: Analysis and Design – Faculty of Science and Engineering – Resolution CC1/15/12

Resolution AB1/15/16
Academic Board noted the modification to the course ITECH 3201 Software Engineering: Analysis and Design.

Item 11.2 – Recommendation 10
Credit Mapping Proposal with Sydney Institute – Faculty of Science and Engineering – Resolution CC1/15/13

Resolution AB1/15/17
Academic Board noted the credit mapping proposal with Sydney Institute RII50513 Diploma of Civil Construction Design (Course Number 14171) with program EX5 Bachelor of Engineering Technology (Civil).
Item 11.2 – Recommendation 11  
Credit Mapping Proposal with Saudi TCVT - Faculty of Science and Engineering – Resolution CC1/15/14

Academic Board noted the credit mapping proposal with Saudi TCVT Production Engineering with program EX5 Bachelor of Engineering Technology (Mechanical).

Item 11.2 – Recommendation 12  
Credit Mapping Proposal with ICAS Manipal University - Faculty of Science and Engineering – Resolution CC1/15/15

Academic Board noted the credit mapping proposal with ICAS Manipal University B. S. (Engineering) Civil Engineering with program EG8 Bachelor of Engineering (Civil) (Honours).

Item 11.2 – Recommendation 13  
Credit Mapping Proposal with Manipal University India - Faculty of Science and Engineering – Resolution CC1/15/16

Academic Board noted the credit mapping proposal with Manipal University India into the following programs:

- CT5 Bachelor of Information Technology
- CT5.BS Bachelor of Information Technology (Business Systems)
- CT5.SE Bachelor of Information Technology (Software Engineering)
- CT5.CGDM Bachelor of Information Technology (Computer Games and Digital Media)
- CT5.MADS Bachelor of Information Technology (Mobile Application Development and Security)

Item 11.2 – Recommendation 14  
Credit Mapping Proposal with TMC Academy Singapore - Faculty of Science and Engineering – Resolution CC1/15/17

Academic Board noted the credit mapping proposal with TMC Academy Singapore into the following programs:

- CT5 Bachelor of Information Technology
- CT5.BS Bachelor of Information Technology (Business Systems)
- CT5.SE Bachelor of Information Technology (Software Engineering)
• **CT5.CGDM** Bachelor of Information Technology (Computer Games and Digital Media)
• **CT5.MADS** Bachelor of Information Technology (Mobile Application Development and Security)

**Item 11.2 – Recommendation 15**
Credit Mapping between Western Sydney Institute and our Bachelor of Information Technology degrees - Faculty of Science and Engineering – Resolution CC1/15/18

Resolution AB1/15/22
Academic Board noted the credit mapping between Western Sydney Institute (WSI) awards and our Bachelor of Information Technology degrees.

**12. Report from Learning and Teaching Committee**
Academic Board noted the minutes of the Learning and Teaching Committee Meeting L&T8/14 held 17 December 2014.

The Chair invited Associate Professor Nina Fotinatos, Chair of Learning & Teaching Committee to provide a report to the Board.

Associate Professor Fotinatos advised that the Learning and Teaching Committee has been dealing with the following matters:

- Working with key stakeholders to roll out the Student Plagiarism Procedure across the Faculties which were approved at AB late 2014. This has recently involved face to face or email communication with faculty staff including faculty plagiarism officers and Mr Frank De Luca to update the attachments within FDL and to ensure an institutional consistent approach.

- The eVALUate Policy and Procedure (online student feedback mechanism tool) are currently out for University Wide Feedback until the 18th February. Collaboration with Greg Jakob and other key stakeholders is taking place to ensure best marketing to improve student response rates; Collaboration with the Student Senate is targeted at improved communication between the Senate and the online student feedback.

- As Chair, Professor Fotinatos has also been involved with leading a VET eVALUate trial in preparation to run the trial between December 2014 - April 2015.

- As Chair, Professor Fotinatos has also recently met with representatives from the Student Advisory Centre with regards to Learning Action Plans and how these new plans can become part of normal practice including students with disabilities.

- Professor Fotinatos is also preparing to handover the Chair of the Learning and Teaching Committee within the next month or so to a very worthy member.

Professor Fotinatos expressed her thanks to the Chair of Academic Board, Dr Kim Dowling, and all members of the committee for making her feel like a valued member of the team during her two year term as Chair, Learning and Teaching Committee and has enjoyed this period a great deal.
12.1 **Removal of Procedures under Review**

The Chair invited Associate Professor Fotinatos to speak to item 12.1.

Professor Fotinatos advised that the Learning and Teaching Committee has been reviewing policies and procedures currently in the system to ascertain what needs to be reviewed and amended.

At the last meeting of Learning and Teaching Committee members approved the removal of the following four procedures under review and forward to Academic Board for approval: Skills Stores Referral (TAFE) Procedure, Block Credit (VET) Procedure, VET Co-assessment Procedure, VET Credit transfer Procedure.

**Resolution AB1/15/23**

Academic Board approved and forwards to Council for noting the removal of the following four procedures:

1. Skills Stores Referral (TAFE) Procedure
2. Block Credit (VET) Procedure
3. VET Co-assessment Procedure
4. VET Credit transfer Procedure.

12.2 **FedUni 2015-2017 Learning & Teaching Plan**

The Chair invited Associate Professor Fotinatos to speak to item 12.2.

Professor Fotinatos advised that in 2014 Professor Marcia Devlin had led consultative and collaborative workshops with members of the Learning and Teaching Committee amongst others.

The Institutional Learning and Teaching Plan 2015-2017 titled ‘Enabling BOLD Learning’ provides a clearer idea of responsibility, transparency and accountability for strategies and outcomes. The plan will be reviewed twice each year with the person responsible for each task to ascertain how the plan is progressing.

Professor Fotinatos noted the FedUni 2015-2017 Learning and Teaching Plan has been endorsed by the Learning and Teaching Committee and is being submitted for consideration and approval by Academic Board.

Discussion on the plan with the following points noted:

- The distinction between online and digital is not clear; do we have a University explanation of the two platforms?
- Digital doesn’t have any pedagogical meaning
  And that Digital could simply be how a student accesses a product e.g. podcast or;
- A digital resource reflects something that we may have done physically in the past but is now done via another mode
- Blended should we better defined and include face-to-face, online learning etc.
- Page 854 of the agenda papers, ‘basis for excellence….’ that is not the basis of compliance, they are a requirement but should never be a driver of our teaching
- The whole plan could be interpreted to be about compliance not about achieving teaching excellence
Professor Fotinatos advised she will amend the first sentence about blended and face-to-face to note it means engaging students using various teaching modes and so do some rewording about the sentence noted above to ensure clarity.

It was noted that this has been the first Learning and Teaching Plan that has been so consultative. Because they have put measurable goals in the plan does not mean we can’t surpass these goals.

Professor Andy Smith supported the rewording to separate excellence and compliance is an important point and could be worded differently such as ‘a springboard for achieving excellence would be the use of and compliance with ASQA and TEQSA standards’.

**Resolution AB1/15/24**

Academic Board approved, with amendments as noted, and forwards to Council for noting the FedUni 2015-2017 Learning and Teaching Plan.

The Chair acknowledged the large volume of work done by Professor Marcia Devlin, the Learning and Teaching Committee and others who have put this plan together. This has been a great consultative process undertaken over many, many months.

### 12.3 VET Assessment Procedure and VET Assessment Policy

This item was withdrawn from the agenda.

### 13. Report from Research Committee

Academic Board noted the minutes from Research Committee Meeting RC8/14 held 11 November 2014.

The Chair provided a report to the Board on behalf of Associate Professor Singarayer Florentine, Chair of Research Committee who advised that Research Committee had met on 21 January:

- The HDR Review Report is now complete and the final report has been received, the group are currently developing a response to the review
- ERA is at Stage 0 and is now open for data structure testing and then full submission coming up shortly
- $5.4 million dollars of Monash Gippsland HERDC Research Income has been received by the University
- The library has been doing a lot of work on bibliographic referencing and presented a discussion paper at the meeting

Strategic topics to be discussed through the year:

- Cross-Faculty and inter-disciplinary strategies for how the University promotes and builds collaborative research
- The visibility of the University’s research
- The role of Research Centres and Research Institutes
- Construction of a University wide Research Planning Day
14. **Report from Student Senate**
There was no report for this meeting.

**Reports from other Committees**

15. **Report from Council**
Academic Board noted the attached extract from the unconfirmed minutes of the Council meeting CM 8/14 held on 9 December 2014.

16. **Internationalization of the Curriculum Working Party**
No minutes were received from the Internationalisation of the Curriculum Working Party.

17. **International & Partners Committee**
No minutes were received from the International & Partners Committee.

18. **Legislation Committee**
No minutes were received from the Legislation Committee.

19. **Policy Committee**
Academic Board noted the minutes of the Policy Committee Meeting PC07/14 held Wednesday 3 December 2014.

20. **Quality Committee**
No minutes were received from the Quality Committee.

21. **Reports from Faculty Boards**

21.1 **Federation Business School**
Academic Board noted the minutes of the Federation Business School Board Circulatory Resolution meeting held 4 December 2014.

21.2 **Education and Arts**
Academic Board noted the minute of the Faculty of Education and Arts Board FEA Board OM 06/14 meeting held 3 December 2014.
21.3.1 Health
Academic Board noted the summary sheet and minutes of the Faculty of Health Board meeting FB10/14 held 4 December 2014.

21.3.2 Health
Academic Board noted the summary sheet and minutes of the Faculty of Health Board meeting FB1/15 held 6 January 2015.

21.4.1 Science and Technology
Academic Board noted the Faculty of Science and Technology Board Meeting FOSTB 13/14 held 4 December 2014.

21.4.2 Science and Technology
Academic Board noted the Faculty of Science and Technology Board Meeting FOSTB 14/14 held 11 December 2014.

21.5 Federation College
No minutes were received from the Federation College Board.

21.6 Industry Skills Centre
No minutes were received from the Industry Skills Centre Board.

22. Report from Dual Sector Partnership Project
No report was received from the Dual Sector Partnership Project.

23. Awards Approvals
No awards were received between meetings of the Board.

Information for Members
Nil.
Other Business

24. The Chair invited Professor Erica Smith to speak to this item she had requested be starred.

Professor Erica Smith referred to the minutes of last meeting, AB8/14 Item 12.3, where there had been discussion about Faculty Learning and Teaching committees and whether or not they are required to have a formal Learning and Teaching Committee. The Chair noted at the meeting that she would seek advice from the Deputy Vice-Chancellor (Academic) and the Deputy Vice-Chancellor (Learning and Teaching).

The Chair reported that she has had a brief conversation regarding Faculty Learning and Teaching Committees but has not yet concluded this investigation and will follow up on this and report back to members at the next meeting.

Date of Next Meeting

The next meeting of Academic Board will be held on Wednesday, 25 March 2015 at 1.30pm in the Council Meeting Room, Mt Helen Campus and video-conferenced to Room 2W263 Gippsland.